

BUTTE COUNTY ASSOCIATION
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING
MARCH 24, 2022

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

March 24, 2022
9:00 a.m.



BCAG Board Room

326 Huss Drive, Suite 100
Chico, CA 95928

[BCAG BOARD MEETING LIVE](#)

This meeting of the BCAG Board of Directors will also be available via Zoom through the following Zoom link:

Zoom Meeting ID: 836 4905 6700 Password: 573048

To join the meeting by phone: +1 669 900 6833

Members of the public may attend the meeting in person or via Zoom, public comments may also be sent to: board@bcag.org

1. Pledge of Allegiance
2. Roll Call

CONSENT AGENDA

3. Approval of Minutes from the February 24, 2022, BCAG Board of Directors Meeting (Attachment) – **Ashley**
4. Approval of Resolution 2021/22-13 for the Execution of the Certifications and Assurances and Authorized Agent Forms for the Low Carbon Transit Operations Program (LCTOP) for the Zero-Emission Electric Bus Implementation Project (Attachment) – **Sara**
5. Approval of 2022/23 Preliminary Findings of Apportionment for the Transportation Development Act (TDA) Funds (Attachment) - **Julie**

ITEMS REMOVED FROM CONSENT AGENDA – *If Any*

ITEMS FOR ACTION

6. Public Hearing to Receive Testimony on Unmet Transit Needs for the Butte Regional Transit System (Attachment) –**Victoria**

ITEMS FOR INFORMATION

7. Draft 2022/23 BCAG Overall Work Program & Budget (Attachment) – **Jon**

8. Draft 2022/23 Butte Regional Transit Service Plan & Budget (Attachment) – **Sara**
9. Public Participation Plan – Draft Update (Attachment) - **Ivan**
10. 2023 Federal Transportation Improvement Program (FTIP) Development (Attachment) – **Ivan**

ITEMS FROM THE FLOOR

11. 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

13. The next meeting of the BCAG Board of Directors has been scheduled for Thursday April 28, 2022, **at the BCAG Board Room & via Zoom.**

*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
FEBRUARY 24, 2022**

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 Jones called the meeting to order at 9:00 a.m. at the BCAG Board Room, 326 Huss Drive, Suite 100, Chico, CA.

MEMBERS PRESENT IN PERSON

Jody Jones	Councilmember	Town of Paradise
Tod Kimmelshue	Supervisor	District 4
J Angel Calderon	Councilmember	City of Gridley
Chuck Nuchols	Councilmember	City of Bigg
Tami Ritter	Supervisor	District 3
Kasey Reynolds	Vice Mayor	City of Chico
Doug Teeter	Supervisor	District 5
Bill Connelly	Supervisor	District 1

MEMBERS PRESENT REMOTELY

Debra Lucero	Supervisor	District 2
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MEMBERS ABSENT

Chuck Reynolds	Mayor	City of Oroville
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STAFF PRESENT

Jon Clark	Executive Director
Andy Newsum	Deputy Director
Sara Cain	Associate Senior Planner
Cheryl Massae	Human Resources Manager
Ivan Garcia	Programming Specialist
Victoria Proctor	Assistant Planner
Ashley Carriere	Administrative Assistant
Amy White	Assistant Planner
Julie Quinn	Chief Financial Officer

OTHERS PRESENT

- Lance Atencio, Transdev
- Ingrid Shepline, Richardson & Company
- Jared Geiser
- Maggie Scarpa
- Bill LaGrone, City of Oroville

BCAG Board of Directors Meeting – Item #3

March 24, 2022

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Tony Bruzzone

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

CONSENT AGENDA

- 3.** Approval of Minutes from January 27, 2022 BCAG Board of Directors Meeting
- 4.** Approval of Resolution 2021/22-09 Authorizing the Federal Funding Under FTA Section 5310 (49 U.S.C. Section 5310) with the California Department of Transportation
- 5.** Approval of Resolution 2021/22-11 to Implement Teleconferencing Requirements During a Proclaimed State of Emergency
- 6.** Approval of Resolution 2021/22-12 Adopting 2022 COVID-19 Supplemental Paid Sick Leave

On motion by Board Member Lucerro and seconded by Board Member K. Reynolds, the Consent Agenda was unanimously approved.

ITEMS FOR ACTION

7: Acceptance of BCAG Fiscal Audit and Transportation Development Act (TDA) Audits for the Cities, Towns & County ending June 30, 2021.

Staff informed the Board that in accordance with State and Federal regulations, BCAG's financial statements and supplemental information have been audited by independent auditors, Richardson & Company, certified public accountants. All Board members received physical copies of the BCAG audit.

Staff informed Board that BCAG annually budgets for the preparation of the required TDA audits for each of the claimants. The audits cover receipt and use of TDA funds used for streets and roads projects for each of the cities, town and county, and the Gridley Senior Taxi Fund. Each board member received a PDF copy of their jurisdictions TDA audit. The Gridley Senior Taxi audit will be completed before the March 31st deadline. There was general discussion regarding transit funding and the breakdown for the year.

On motion by Board Member Ritter and seconded by Board Member Kimmelshue, the acceptance of BCAG's fiscal and TDA audits were unanimously approved.

8: Public Hearing for BCAG’s FTA Section 5310 Grant Application to Determine if There Are Local Non-Profit Agencies Able to Provide ADA Complementary Paratransit Service.

Staff informed the Board that the Federal Transit Administration (FTA) regulations require that a public hearing be held to determine if there are other nonprofit agencies that are readily available to provide paratransit service to the elderly and disabled in Butte County. If an agency identifies itself as a potential transit provider eligible for FTA Section 5310 Program Funds, BCAG cannot pursue these funds. Upon completion of the hearing, if there are no agencies available, BCAG may continue providing transit service and solicit federal funding.

Staff requested approval of Resolution No. 2021/22-10, authorizing the Executive Director to file and execute the FTA section 5310 program on behalf of BCAG with the applicable state and federal agencies.

A Public Hearing was opened, no comments were received, and it was closed at 9:36 am.

ITEMS FOR INFORMATION

9: Butte Regional Transit (B-Line) 2nd Quarter 2021/22 Report

Staff presented a summary of the key financial and operational results for Butte Regional Transit to the Board Members. The financial data presentation compares second quarter results to the annual budget and to the prior year. The comparisons being made in this memo are to the previous fiscal year, which was fully impacted by the effects of the COVID-19 pandemic. AB 90 was passed by the California Assembly in June 2020 and extended the farebox requirement exemption through FY 2021/22. In July 2021 A 149 was passed and extended the farebox requirement exemption through FY 2022/23. Funding from the federal CARES act helps to cover lost fare revenues during this time.

This item was presented to the Board for information.

10: 2023 Unmet Transit needs Process

Staff informed the Board regarding the UTN process in Butte County which entails a comprehensive public outreach program culminating in the public hearing before the BCAG Board of Directors. For thirty days before the public hearing, testimony is solicited regarding perceived unmet transit needs. 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 users. The public hearing is set for March 24, 2022 before the BCAG Board of Directors. A notice was published in the local newspapers, posted in each of the B-Line buses in Hmong, English, and Spanish. Multiple outreach events will also be taking place throughout the county over the next month.

BCAG Board of Directors Meeting – Item #3

March 24, 2022

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There was general discussion regarding fliers being available to Board Member Calderon for members of the community in Gridley.

This item was presented for information.

11: Chico to Sacramento Strategic Plan Final Update

Staff updated the Board on the completion of the Chico to Sacramento Strategic Plan. The framework to integrate Butte Regional Transit and the San Joaquin Joint Powers Authority's thruway bus Route 3 to a consolidated commuter bus service between Chico, Oroville, Marysville, downtown Sacramento, and Stockton was provided.

BCAG began working with its consultant, Arup, in January 2021 and has developed a Service Plan, Park and Ride Analysis, a Draft Final Report, conducted multiple outreach events, and developed a Marketing Plan.

The Draft Final Report is available on the BCAG website. The proposed service includes nine weekday and eight weekend trips in each direction. BCAG staff recently discussed possible next steps with the San Joaquin Joint Powers Authority, and due to delays on their Valley Rail Sacramento Extension Project to Natomas and uncertainties with ridership due to COVID, the Board regrettably informed that without support of San Joaquin we are unable to move forward with this project. Commuter bus service demand will be revisited in the next year or two in conjunction with the North Valley Rail Study.

BCAG received two public comments on this matter:

Hello BCAG board members and staff,

I would like to make a public comment regarding **Agenda Item 11** for your 2/24/2022 board meeting ***Chico to Sacramento Strategic Plan Final Update– (Attachment) – Sara***

I respectfully request that you do all in your power to make the **Chico to Sacramento Inter-City Transit implemented as soon as possible**. Please do not allow this project to be delayed for another year or two.

Improving inter-city transit in Butte County in the surrounding region is critically important to mitigate the threat of climate change.

Strategy 6h of the **Butte County Climate Action** plan is to "**Partner with BCAG and Butte Regional Transit to identify and implement needed regional transit improvements** to improve connectivity countywide." (page 28 of BC CAP 2021)

BCAG Board of Directors Meeting – Item #3

March 24, 2022

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The **Butte County General Plan calls for improving transit** in ways that the Chico to Sacramento Inter-City Transit would. See General Plan Policies:

CIR-P4.1, CIR-P4.2

We need transit systems like this one that can give commuters the opportunity to stop driving their SUV hundreds of miles a week and hop on the reliable, frequent, and reasonably priced inter-city transit instead.

The **Chico to Sacramento Inter-City Transit Strategic Plan draft Final Report** states on the first page that "VMT Reducton: Estimated annual reducton of 5.4 million vehicles mile traveled." This is a significant reduction in VMT.

We need to carry out a rapid expansion and improvement of transit systems. We need to do all we can to reduce VMT and GHGs to mitigate the most catastrophic impacts of climate change and to stay in line with Butte County's stated goals and policies.

Please consider expediting the implementation of this project. We need inter-city transit like this YESTERDAY. Please do not delay in the implementation of this project.

Thanks,

Jared Geiser

Hello BCAG Board members and staff,

I live in Chico, CA and commute to Marysville, CA 5 days a week. I have been following the Chico to Sacramento Strategic Plan and have been ecstatic to have the ability to take the bus in spring of 2024, to reduce my Single-Occupancy Vehicle miles and be able to take public transit for those 50 miles each way, and reduce my gas costs of \$500 per month. About once a week during my commute I would think about the fact that there could be a bus that would meet my transportation needs entirely in two years. I am someone who would benefit from this transit implemented, as well as the 900 other commuters identified in the plan that could benefit. Being in a more rural area with fewer jobs, this inter-city bus will assist others who want to live in Butte County but may want to get a job closer to Sacramento.

I urge you to not postpone the implementation of the Chico to Sacramento Inter-City Bus, it was already tabled in 2014, for 8 years.

Thank you,
Maggie Scarpa

This item was presented for information.

ITEMS FROM THE FLOOR

12: 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

With no further items to discuss, the BCAG Board meeting adjourned at 10:16 AM.

Attest:

Jon Clark, Executive Director

Ashley Carriere, 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

March 24, 2022

APPROVAL OF RESOLUTION 2021/22-13 FOR THE EXECUTION OF THE CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) FOR THE ZERO-EMISSION ELECTRIC BUS IMPLEMENTATION PROJECT

PREPARED BY: Sara Cain, Associate Senior Planner

ISSUE: BCAG is applying for FY 2021/22 Low Carbon Transit Operations Program (LCTOP) funds for \$520,990 towards the Zero-Emission Electric Bus Implementation Project.

DISCUSSION: In February 2022, the FY 2021/22 LCTOP allocation amounts for eligible agencies were released. There was a total of \$192 million available for allocation.

The FY 2021/22 LCTOP funds continue BCAG's commitment to converting its fleet to zero-emission vehicles. The funds will be used to purchase an electric bus and charging infrastructure. If funds are approved, these will contribute to a second electric bus using LCTOP funds.

STAFF RECOMMENDATION: Staff requests the BCAG Board of Directors adopt Resolution 2021/22-13 for the execution of the Certifications and Assurances and Authorized Agent Forms for the Low Carbon Transit Operations Program (LCTOP) for the Zero-Emission Electric Bus Implementation Project.

Key Staff: Sara Cain, Associate Senior Planner
Jon Clark, Executive Director
Andy Newsum, Deputy Director



**BUTTE COUNTY ASSOCIATION OF GOVERNMENTS
RESOLUTION NO 2021/2022-13**



**RESOLUTION OF THE BUTTE COUNTY ASSOCIATION OF GOVERNMENTS
AUTHORIZING THE EXECUTION OF THE CERTIFICATIONS AND ASSURANCES
AND AUTHORIZED AGENT FORMS FOR THE LOW CARBON TRANSIT
OPERATIONS PROGRAM (LCTOP) FOR THE ZERO-EMISSION ELECTRIC BUS
IMPLEMENTATION PROJECT (\$520,990)**

WHEREAS, the Butte County Association of Governments is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has development guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the Butte County Association of Governments wishes to delegate authorization to execute these documents and any amendments to Jon Clark, Executive Director or Andy Newsum, Deputy Director; and

WHEREAS, the Butte County Association of Governments wishes to implement the following LCTOP project, listed above,

NOW THEREFORE BE IT RESOLVED by the Board of Directors of the Butte County Association of Governments that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that Jon Clark, Executive Director and Andy Newsum, Deputy Director, be authorized to execute all requirement documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Butte County Association of Governments that it hereby authorizes the submittal of the

following project nomination and allocation request to the Department in FY 2021/2022 LCTOP funds:

Project Name: Zero-Emission Electric Bus Implementation

Amount of LCTOP funds requested: \$520,990

Short description of project: BCAG is continuing its commitment to converting its fleet to zero-emission vehicles and will utilize LCTOP funds to purchase an electric bus and charging infrastructure. This project is separate from the 18-19-D03-018 LCTOP project.

Benefit to a Priority Populations: The zero-emission electric bus will address an unmet need for residents in a disadvantaged community in Chico on Routes 14/15. The bus will significantly reduce greenhouse gas Emissions, noise, and improve system reliability.

Amount to benefit Priority Populations: \$260,495

Contributing Sponsors (if applicable): N/A

PASSED AND ADOPTED

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

JODY JONES, 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 #5



BCAG BOARD OF DIRECTORS

Item #5 Consent

March 24, 2022

APPROVAL OF 2022/23 PRELIMINARY FINDINGS OF APPORTIONMENT FOR THE TRANSPORTATION DEVELOPMENT ACT (TDA) FUNDS

PREPARED BY: Julie Quinn, Chief Fiscal Officer

ISSUE: Staff has prepared preliminary 2022/23 Transportation Development Act (TDA) apportionments for Board review. Final TDA apportionments will be brought to the Board for approval in May for use in the annual TDA 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 $\frac{1}{4}$ cent of general sales tax collected within the county 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 LTF apportionment of \$11,341,681 is based on the Butte County Auditor-Controller's estimate of sales tax revenues for the upcoming year, plus or minus any available fund balance. The 2022/23 estimate of LTF from the County is \$10,741,681. BCAG has determined that an additional \$600,000 can be apportioned from the fund balance, making the total LTF an increase of 9% over the prior year.

The STA apportionment of \$1,991,170 is based on the adopted state budget and includes a portion of SB1 funds. The 2022/23 estimate from the SCO was increased \$460,997 from the prior year final estimate. BCAG has determined that an additional \$108,830 can be apportioned from the fund balance of the prior year, making this a 37% increase of STA funding.

TDA apportionments are allocated to and claimed by jurisdictions based on the priorities identified in the TDA regulations. TDA claims made by the jurisdictions on the 2022/23 apportionments will be presented to the board in the following month(s). BCAG and the Butte County Auditor-Controller receive allocations off the top per the TDA regulations. The Auditor-Controller allocation is increased to \$25,000. The BCAG allocation remains the same as prior year.

BCAG Board of Directors Meeting – Item #5

March 24, 2022

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Butte Regional Transit allocation of \$5,852,920 includes \$5,052,920 of operations funding, \$400,000 of LTF distributed to BRT for capital reserves and \$400,000 of STA funding reserved for future bus purchases. Operating funds are determined from the draft B-Line Budget and Service Plan, less estimated carryover of LTF funds from prior year. Capital reserves are determined from the bus replacement schedule. The draft B-line Budget and TDA funding was reviewed with the Transit Administrative Oversight Committee (TAOC) on March 4, 2022. No concerns were noted.

Preliminary allocations to the cities, town and county for streets and roads projects are based on January 1, 2021 population figures from the State Department of Finance. Final apportionments will use the January 1, 2022 population estimate, which is released each year on May 1st. Final Findings of Apportionment will be brought before the Board for approval at the May 2022 meeting.

Attached is the Preliminary Findings of Apportionment for the Local Transportation Funds and State Transit Assistance for fiscal year 2022/23.

STAFF RECOMMENDATION: Staff requests the Board approve the Preliminary 2022/23 TDA Findings of Apportionment.

Key Staff: Julie Quinn, Chief Fiscal Officer
Iván García, Programming Manager
Jon Clark, Executive Director

**STATE TRANSIT ASSISTANCE FUND (STA)
and
LOCAL TRANSPORTATION FUND (LTF)
Fiscal Year 2022/23
Preliminary Findings of Apportionment**

March 24, 2022

STA - Total Funds = \$ 2,100,000

Jurisdiction	PUC 99313	PUC 99314	2022/23 Allocation	Change in TDA 21-22 Finding
BRT CAPITAL	\$ 400,000	-	\$ 400,000	-
BRT OPERATIONS	\$ 1,509,273	103,293	\$ 1,612,566	568,393
GRIDLEY FLYER	\$ 86,000	1,434	\$ 87,434	1,434
TOTAL	1,995,273	104,727	\$ 2,100,000	\$ 569,827

STA Source: Estimate of State Controller's Office January 2022; plus \$108,830 Fund Balance used

LTF - Total Funds = \$ 11,341,681

Jurisdiction	Population	Pop %	2022/23 Allocation	Change in TDA 21-22 Finding
BCAG/Admin	N/A	N/A	\$ 650,000	-
BC AUDITOR/Admin	N/A	N/A	\$ 25,000	7,000
BRT CAPITAL	N/A	N/A	\$ 400,000	-
BRT OPERATIONS	N/A	N/A	\$ 3,440,354	(422,188)
BUTTE CO	59,414	29.32%	\$ 2,001,191	388,942
BIGGS	1,727	0.85%	\$ 58,169	11,305
CHICO	111,490	55.01%	\$ 3,755,223	729,849
GRIDLEY	6,129	3.02%	\$ 206,438	40,122
OROVILLE	17,863	8.81%	\$ 601,664	116,936
PARADISE	6,046	2.98%	\$ 203,642	39,579
TOTAL	202,669	100.00%	\$11,341,681	\$ 911,545

LTF Source: Butte County Auditor's Office estimate of \$10,741,681 for FY 22/23 plus \$600,000 Fund Balance

Source: Population - Department of Finance Report E-1 for Jan 1, 2021

FY 22-23 Agency Apportionments for STA and LTF				Change in TDA 21-22 Finding
AGENCY	STA	LTF	TOTAL	
BCAG		\$ 650,000	\$ 650,000	\$ -
AUDITOR		\$ 25,000	\$ 25,000	\$ 7,000
BUTTE REGIONAL TRANSIT	\$ 2,012,566	\$ 3,840,354	\$ 5,852,920	\$ 146,205
BUTTE CO		\$ 2,001,191	\$ 2,001,191	\$ 388,942
BIGGS		\$ 58,169	\$ 58,169	\$ 11,305
CHICO		\$ 3,755,223	\$ 3,755,223	\$ 729,849
GRIDLEY	\$ 87,434	\$ 206,438	\$ 293,872	\$ 41,556
OROVILLE		\$ 601,664	\$ 601,664	\$ 116,936
PARADISE		\$ 203,642	\$ 203,642	\$ 39,579
TOTAL	\$ 2,100,000	\$ 11,341,681	\$ 13,441,681	\$ 1,481,372

Change in Funding:		FY 21/22 Final Finding	FY 22/23 Prelim Finding	Change in TDA	% Increase
	STA	\$ 1,530,173	2,100,000	\$ 569,827	37%
	LTF	\$ 10,430,136	11,341,681	911,545	9%
				\$ 1,481,372	
Change in Distribution:					
	BCAG	\$ 650,000	650,000	\$ -	
	BC Auditor	\$ 18,000	25,000	\$ 7,000	39%
	BRT	5,706,715	5,852,920	\$ 146,205	3%
	Jurisdictions	\$ 5,585,594	6,913,761	\$ 1,328,167	24%
				\$ 1,481,372	

BUTTE COUNTY ASSOCIATION
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING
ITEM #6



BCAG BOARD OF DIRECTORS

Item #6 Action

March 24, 2022

PUBLIC HEARING TO RECEIVE TESTIMONY ON UNMET TRANSIT NEEDS FOR THE BUTTE REGIONAL TRANSIT SYSTEM

PREPARED BY: Victoria Proctor, Assistant Planner

ISSUE: As the administrator of Transportation Development Act (TDA) funds for Butte County, BCAG is charged with 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 jurisdictions.

DISCUSSION: In Butte County the UTN process entails a 30-day outreach period where the public can provide input in person or via mail, email, phone, as well as an online comment form on the B-Line web page. The outreach period culminates with a public hearing before the BCAG Board of Directors to obtain testimony on perceived unmet transit needs that may be reasonable to meet. This 30-day period to gather comments, which began on February 24, 2022, along with this final public hearing, was promoted in local newspapers, on social media, on the local news station, on all our fixed route and paratransit buses, at outreach events throughout the county, and via targeted email to our contact lists for transit and social services interests. The public was informed that all comments received, whether in person or by another form, receive equal consideration when being analyzed.

The purpose of this process is to ensure 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.

STAFF RECOMMENDATION: Staff recommends the Board open the public hearing to obtain testimony on any unmet transit needs that may exist.

Key staff: Victoria Proctor, Assistant Planner
Amy White, Assistant Planner
Cheryl Massae, Human Resources Manager

BUTTE COUNTY ASSOCIATION
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING
ITEM #7



BCAG BOARD OF DIRECTORS

Item #7 Information

March 24, 2022

DRAFT 2022/23 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 has prepared a draft 2022/23 Overall Work Program (OWP) & Budget. This memo provides the Board of Directors with an outline of the proposed work elements that will be prepared during the 2022/23 fiscal year and identifies the revenues and expenditures for the 2022/23 budget.

A copy of BCAG's draft 2022/23 OWP & Budget was submitted to the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA) and Caltrans on March 1, as is required by the three agencies. The Draft BCAG 2022/23 Overall Work Program & Budget is also posted on BCAG webpage at the following link:
<http://www.bcag.org/documents/2022-23-Draft-OWP-Full-Document.pdf>

BCAG's draft 2022/23 OWP & Budget identifies twenty-three specific work elements that address state and federal planning requirements, regional transportation planning needs, capital projects and administration for Butte Regional Transit. Below is a list of Work Elements included in the draft 2022/23 OWP:

REGIONAL TRANSPORTATION PLANNING & PROGRAMMING WORK ELEMENTS

- 23-999 2022/23 Indirect Cost Allocation Plan**
- 23-100 Overall Work Program Administration, Development & Reporting**
- 23-101 Outreach, Education & Coordination**
- 23-102 Regional Transportation Model**
- 23-103 Regional Geographic Information System (GIS) Maintenance & Coordination**
- 23-104 Regional Transportation-Air Quality Planning**
- 23-105 2023 Federal Transportation Improvement Program (FTIP)**
- 23-106 2022 Regional Transportation Improvement Program (RTIP)**
- 23-107 2024 Regional Transportation Plan (RTP) Administration & Development**
- 23-108 Regional Early Action Planning (REAP) Grant Coordination**
- 23-109 US Census Affiliate Data Center Administration**
- 23-110 Intelligent Transportation System – Regional Architecture Maintenance**
- 23-120 Performance Based Planning & Programming**
- 23-128 Sustainable Transportation Planning 2021/22 – Regional Travel Survey**
- 23-123 Sustainable Transportation Planning 2022/23 – 2024 SCS Development**
- 23-130 North Valley Passenger Rail Strategic Plan**
- 23-130.1 North Valley Passenger Rail Strategic Plan - Support**

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TRANSPORTATION PROJECT DEVELOPMENT

23-215 Construction of Paradise Transit Center

TDA/TRANSIT COORDINATION & PLANNING WORK ELEMENTS

23-300 Transportation Development Act Administration

23-301 Public Transit Systems Planning & Coordination

23-302 Butte Regional Transit Administration & Operations

23-303 Americans with Disabilities Act (ADA) Certification Program

23-308 B-Line Zero Emission Bus Rollout Plan

DRAFT BUDGET

The draft budget for implementing the 2022/23 Overall Work Program is projected to be approximately **\$6,107,217**, the draft revenues and expenditures are listed below:

EXPENDITURES

Salaries & Benefits	= \$ 1,824,010
Services, Supplies & Other Expenditures	= \$ 547,036
Professional Services Contracts	= <u>\$ 3,736,171</u>

TOTAL EXPENDITURES **\$ 6,107,217**

REVENUES

Federal Highway Administration Planning (FHWA PL)	= \$ 1,102,361
Federal Transit Administration 5303 Funds	= \$ 72,000
SB 1 Planning Grant 2021/22	= \$ 84,350
SB 1 Planning Grant 2022/23	= \$ 180,569
Caltrans Strategic Partnership Grant FTA 5304	= \$ 261,486
FTA 5307 Planning (FFY 2020)	= \$ 112,000
Housing Community Development REAP Funds	= \$ 647,969
TDA Administration	= \$ 120,375
TDA Planning	= \$ 423,033
STIP Planning, Programming & Monitoring	= \$ 45,987
New Market Tax Credit – Interest Income	= \$ 207,060
Butte Regional Transit - Operations	= \$ 600,027
<u>CRRSAA Funds</u>	= <u>\$ 2,250,000</u>

TOTAL REVENUES **\$ 6,107,217**

STAFFING FOR 2022/23

BCAG currently has a staff of twelve (12) full-time and one (1) part time employees. During the 2022/23 FY there are no proposed staffing changes.

Review with Federal Highway Administration – Federal Transit Administration – Caltrans

As indicated, a draft of the 2022/23 OWP & Budget has been submitted to FHWA, FTA and Caltrans for review and comments.

Prior to preparing the draft 2022/23 OWP & Budget, staff met with FHWA, FTA and Caltrans in December 2021 to review the preliminary outline of the 2022/23 OWP & Budget, and to review progress on the current 2021/22 OWP. Overall, BCAG received a positive review of the proposed 2022/23 OWP outline and budget. BCAG staff may have a follow-up meeting with Caltrans, FHWA and FTA to review the final Draft OWP & Budget in April, if necessary.

SUMMARY

BCAG's Draft 2022/23 Overall Work Program & Budget concentrates on the completion of required state and federal planning activities, in addition to regional planning studies and administration of the B-Line transit services.

BCAG staff will present a Final 2022/23 Overall Work Program & Budget to the Board of Directors at their April 28th Board meeting and will seek approval at that time.

STAFF RECOMMENDATION: This item is presented for information, discussion, and comments.

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

BUTTE COUNTY ASSOCIATION
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING
ITEM #8



BCAG BOARD OF DIRECTORS

Item #8 Information

March 24, 2022

DRAFT 2022/23 BUTTE REGIONAL TRANSIT SERVICE PLAN & BUDGET

PREPARED BY: Sara Cain, Associate Senior Planner

ISSUE: BCAG is responsible for the preparation of the Annual Service Plan and Budget for Butte Regional Transit (B-Line) which will be scheduled for adoption at the April BCAG Board of Directors meeting.

DISCUSSION: Below is the Draft 2022/23 Butte Regional Transit Budget for review and comment. A full copy of the Draft 2022/23 BRT Service Plan & Budget can be found on the B-Line website at the following link: <http://www.blinetransit.com//documents/ServicePlanandBudget/BRT-Draft-2022-23-Annual-Service-Plan.pdf>

On March 4, 2022, Staff met online with the Transit Administrative Oversight Committee (TAOC), which is made up of representatives from the cities, town and county, to review the FY 2022/23 Transit Budget and Service Plan. The final FY 2022/23 Annual Service Plan and Budget will be presented to the BCAG Board of Directors for adoption at the April 2022 meeting.

In summary, the FY 2022/23 Proposed Draft Budget identifies a total operating budget of **\$11,261,388**, for both Fixed Route service and Paratransit service in the urban and rural areas of Butte County. The 2022/23 budget is \$430,461 higher than prior year in total dollars, an increase of 4%. The increase to the transit services contract hourly rate for the year is 3.2%.

The following items are major changes from the 2021/22 Budget:

- Transdev services contract includes a maximum obligation of \$8,007,513 for the year, an increase of 3.2%. The rate associated with these costs for this budget is \$89.86, based on 89,109 budgeted service hours and an increase in labor costs. Purchased Transportation cost reflects the Transdev operations service.
- An increase of \$72,898 in software licenses and maintenance reflect rate increases for new IT maintenance contract.
- An increase of \$101,000 in fuel cost due to rising fuel prices.
- Increase of \$11,000 in transit center maintenance for increased security and cleaning.

Funding for the Transit service is provided from three major categories: farebox ticket sales, Federal Transit Administration (FTA) and other state grants, and California Transportation Development Act (TDA) funds.

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- Fare revenue in the draft budget covers 8.2% of overall costs. The budget for fare revenue shows an increase of 10.3% from the prior year from increased ridership. The current year estimate is derived from the actual fares collected through the second quarter, adjusted upwards by an average of 6% to account for increasing demand. The assumption is that ridership will return at a slower rate than the decline as the effects of the pandemic reside and people feel safe to ride public transit again. Staff will review the fare income after the third quarter and adjust fares for the final draft if necessary.
- Federal/other funding covers 37.1% of costs in the draft budget. This is a 21.9% increase from the prior year due to increasing FTA operating apportionments and some residual FY 2021 American Rescue Plan funds.
- TDA support covers 54.6% of costs in the draft budget. This is a 6.2% decrease from last year due to increased federal funding and fare revenue estimates. Any excess TDA funding over actual operating cost is carried into the following fiscal year. The carryover of TDA funds from 21/22 is estimated to be \$1.1M, which reduces the apportionment of TDA to BRT.

Capital Budget items for FY 2022/23

Four electric buses are scheduled to be ordered in the fiscal year. Funding for these buses includes a combination of LCTOP, SGR, and FTA 5339.

Following is a snapshot of the Draft 2022/23 Butte Regional Transit Operating and Capital Budgets:

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FISCAL YEAR 2022/23
OPERATING BUDGET

	2020/21 APPROVED BUDGET	2020/21 ACTUAL ANNUAL	2021/22 APPROVED BUDGET	2022/23 PROPOSED BUDGET	Difference	% CHANGE
OPERATING EXPENSES						
ADMINISTRATION						
Printing and signage	\$ 38,000	\$ 3,433	\$ 38,000	\$ 38,000	\$ -	0.0%
Training and travel	6,000	110	6,000	6,000	-	0.0%
Public Outreach	50,000	43,790	50,000	50,000	-	0.0%
Software License/Maintenance	127,648	160,899	167,648	240,546	72,898	43.5%
Processing Fees/mobile app	-	2,352	2,600	3,600	1,000	38.5%
Paratransit ADA Certification	49,000	49,039	49,000	49,000	-	0.0%
Support Services	417,000	414,363	425,000	425,000	-	0.0%
TOTAL ADMINISTRATION	\$ 687,648	\$ 673,986	\$ 738,248	\$ 812,146	\$ 73,898	10.0%
OPERATIONS AND MAINTENANCE						
Communication	\$ 22,025	\$ 21,564	\$ 22,025	\$ 22,025	\$ -	0.0%
Fleet Insurance	408,312	405,017	428,434	428,434	-	0.0%
Vehicle Maintenance	160,000	29,819	160,000	140,000	(20,000)	-12.5%
Maintenance Equipment	25,000	239,957	25,000	25,000	-	0.0%
Purchased Transportation	7,440,838	6,935,999	7,762,812	8,007,513	244,701	3.2%
Fuel	1,093,000	720,229	981,000	1,082,000	101,000	10.3%
Transit Center Maintenance- Chico/Oroville	204,000	204,976	204,000	215,000	11,000	5.4%
Transit Kiosk Lease- Chico	6,000	6,000	6,000	6,000	-	0.0%
Ops Facility Lease- to BRTC	20,821	20,821	20,821	20,821	-	0.0%
BRT Facility Operations/Maintenance	335,350	270,951	375,350	390,950	15,600	4.2%
TOTAL OPS AND MAINTENANCE	\$ 9,715,346	\$ 8,855,333	\$ 9,985,442	\$ 10,337,743	\$ 352,301	3.5%
SUB-TOTAL OPERATING EXPENSES	\$ 10,402,994	\$ 9,529,319	\$ 10,723,690	\$ 11,149,889	\$ 426,199	4.0%
APPROPRIATION FOR CONTINGENCIES	\$ 104,030	\$ -	\$ 107,237	\$ 111,499	\$ 4,262	4.0%
TOTAL OPERATING REQUIREMENTS	\$ 10,507,024	\$ 9,529,319	\$ 10,830,927	\$ 11,261,388	\$ 430,461	4.0%
OPERATING REVENUES						
Fixed Route Passenger Fares	\$ 960,480	\$ 589,126	\$ 693,070	\$ 733,895	\$ 40,825	5.9%
Paratransit Fares	158,688	132,768	147,250	193,050	45,800	31.1%
TOTAL OPERATING REVENUE	\$ 1,119,168	\$ 721,894	\$ 840,320	\$ 926,945	\$ 86,625	10.3%
NON-OPERATING REVENUE						
TDA	\$ 4,412,950	\$ 3,245,973	\$ 6,561,693	\$ 6,154,107	(407,586)	-6.2%
FEDERAL/OTHER	\$ 4,974,906	\$ 5,561,452	\$ 3,428,914	\$ 4,180,335	\$ 751,421	21.9%
TOTAL REVENUES	\$ 10,507,024	\$ 9,529,319	\$ 10,830,927	\$ 11,261,388	\$ 430,461	4.0%

CAPITAL BUDGET

	2020/21 APPROVED BUDGET	2020/21 ACTUAL ANNUAL	2021/22 APPROVED BUDGET	2022/23 DRAFT BUDGET
CAPITAL OUTLAY				
Equipment/ Structures	\$ -	- \$	-	\$ -
Fixed Route Vehicles	-	3,071,450	1,900,000	4,431,026
Paratransit Vehicles	-	367,722	-	-
TOTAL CAPITAL OUTLAY	\$ -	\$ 3,439,172	\$ 1,900,000	\$ 4,431,026
CAPITAL OUTLAY FUNDING SOURCES				
Reserved CARES Act funds	\$ -	\$ 3,071,450	\$ -	\$ -
BRT Capital Reserves	-	-	-	589,257
State of Good Repair (SGR)	-	-	650,000	1,074,000
FTA 5310 Capital Grant	-	367,722	-	-
FTA 5339 Capital Grants	-	-	360,000	1,767,769
Low Carbon Transit Operations Program (LCTOP)	-	-	890,000	1,000,000
TOTAL CAPITAL OUTLAY FUNDING	\$ -	\$ 3,439,172	\$ 1,900,000	\$ 4,431,026

At the last BCAG Board of Directors meeting, the option to increase fares was discussed due to inflation and cost increases. Staff will continue to assess the need for a fare increase in the future as ridership stabilizes after COVID and recommendations in the Route Optimization Study are completed.

STAFF RECOMMENDATION: This item is presented for review and comments.

Key Staff: Sara Cain, Associate Senior Planner
 Julie Quinn, Chief Fiscal Officer
 Andy Newsum, Deputy Director

BUTTE COUNTY ASSOCIATION
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING
ITEM #9



BCAG BOARD OF DIRECTORS

Item # 9 Information

March 24, 2022

PUBLIC PARTICIPATION PLAN – DRAFT UPDATE

PREPARED BY: Ivan Garcia, Transportation Programming Specialist

ISSUE: BCAG is required to review and update the Public Participation Plan (PPP) prior to the development of the 2024 Regional Transportation Plan/Sustainability Communities Strategy (RTP/SCS).

DISCUSSION: The current PPP was last updated in 2019. The 2022 update reflects current guidance from the state and federal government on acceptable or recommended public outreach and engagement practices. Update to the PPP has been done in consultation with BCAG's Transportation Advisory Committee (TAC) and the respective state and federal agencies. Minor changes include documenting that remote participation methods such as Zoom meetings are a form of acceptable participation practices. In addition, language has been included to encourage BCAG participation in other community events such as public health fairs or community gatherings to educate and inform the public of BCAG's activities and projects.

An open house public workshop was held on March 7, 2022 via Zoom. The workshop was noticed in the local newspaper, posted online at BCAG's website and posted on the B-Line system. In addition, staff participated in a series of five public health events in Chico, Gridley and Oroville to inform the public of BCAG's planning and programming activities including transit.

The current and draft PPP are posted on BCAGs website at: <http://www.bcag.org/Resources/Public-Participation-Plan-PPP/index.html>. Once adopted, the BCAG Board may amend the PPP at any time. This document has also been translated to Spanish and posted at the same webpage link above.

STAFF RECOMMENDATION: This item is presented for information only. The draft 2022 Public Participation Plan has been posted for a 45-day public review period. Staff will present the final PPP for approval at the April 28, 2022 Board meeting.

Key Staff: Ivan Garcia, Transportation Programming Specialist

BUTTE COUNTY ASSOCIATION
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING
ITEM #10



BCAG BOARD OF DIRECTORS

Item #10 Information

March 24, 2022

2023 FEDERAL TRANSPORTATION IMPROVEMENT PROGRAM (FTIP) DEVELOPMENT

PREPARED BY: Ivan Garcia, Transportation Programming Specialist

ISSUE: As the federally designated Metropolitan Planning Organization for Butte County, BCAG is responsible for biennially preparing and adopting the Federal Transportation Improvement Program (FTIP). The 2023 FTIP is required to be adopted and submitted to Caltrans by September 30, 2022.

DISCUSSION: The purpose of the FTIP is to identify all transportation-related projects that require federal funding or other approval by the Federal Highway Administration (FHWA) or the Federal Transit Administration (FTA). The 2023 FTIP will cover the next four fiscal years (FFY 23/23, 23/24, 24/25 and 25/26). The FTIP also identifies all non-federal, regionally significant projects for information and air quality emissions modeling purposes. The FTIP indicates the area's short-term plan for use of federal dollars and other resources for the maintenance, operation, and improvement of the transportation system and the achievement of federal air quality standards over the next four federal fiscal years.

Existing projects that are not obligated in the current 2021 FTIP will likely carry forward into the 2023 FTIP as well as the projects scheduled to be adopted in the 2022 State Transportation Improvement Program (STIP). The typical funding programs associated with the FTIP include the STIP, State Highways Operations and Protection Program (Caltrans SHOPP), Highway Bridge Program (Local Bridge Program), Federal Transit Administration Programs (Transit), Congestion Mitigation and Air Quality Program (CMAQ), Highway Improvement Program (HIP), Highway Safety Improvement Program (HSIP) and the Active Transportation Program (ATP).

This process is primarily developed in consultation with BCAG's Transportation Advisory Committee. All projects in the FTIP are required to be included in the adopted Regional Transportation Plan/Sustainable Communities Strategy. Development of the FTIP will be completed in accordance with BCAG's adopted Public Participation Plan.

A public workshop for the draft FTIP will be scheduled in June 2022. The draft FTIP document will be presented at the June 23, 2022 Board meeting with adoption at the July 28, 2022 or August 25, 2022 Board meeting.

STAFF RECOMMENDATION: This item is presented for the Board's awareness.

Key staff: Jon Clark, Executive Director
Ivan Garcia, Transportation Programming Specialist
Brian Lasagna, Regional Analyst