

**FISCAL YEAR 2019/20**  
**SUMMARY OF OWP AMENDMENT 3 (OWPA AMENDMENT 2)**

<b>20-102 REGIONAL TRAFFIC MODEL</b>			
	PRIOR	AMENDED	NET CHANGE
FED HIGHWAY PLANNING	100,181	105,009	4,828
LTF PLANNING MATCH	12,980	13,605	625
<b>TOTAL REVENUE</b>	<b>113,161</b>	<b>118,614</b>	<b>5,453</b>
SALARIES & BENEFITS	14,116	17,116	3,000
INDIRECT	11,545	13,998	2,453
CONSULTANTS/OTHER DIRECT	87,500	87,500	-
<b>TOTAL EXPENDITURES</b>	<b>113,161</b>	<b>118,614</b>	<b>5,453</b>

<b>20-103 REGIONAL GIS MAINTENANCE</b>			
	PRIOR	AMENDED	NET CHANGE
FED HIGHWAY PLANNING	63,439	68,267	4,828
LTF PLANNING MATCH	8,219	8,844	625
<b>TOTAL REVENUE</b>	<b>71,658</b>	<b>77,111</b>	<b>5,453</b>
SALARIES & BENEFITS	14,115	17,115	3,000
INDIRECT	11,543	13,996	2,453
CONSULTANTS/OTHER DIRECT	46,000	46,000	-
<b>TOTAL EXPENDITURES</b>	<b>71,658</b>	<b>77,111</b>	<b>5,453</b>

<b>20-105 FTIP</b>			
	PRIOR	AMENDED	NET CHANGE
FED HIGHWAY PLANNING	9,616	10,205	589
FTA 5303	22,439	26,695	4,256
LTF PLANNING MATCH	4,155	4,783	628
<b>TOTAL REVENUE</b>	<b>36,210</b>	<b>41,683</b>	<b>5,473</b>
SALARIES & BENEFITS	19,919	22,931	3,012
INDIRECT	16,291	18,752	2,461
<b>TOTAL EXPENDITURES</b>	<b>36,210</b>	<b>41,683</b>	<b>5,473</b>

<b>20-213 BRT Operations &amp; Maint Center</b>			
	PRIOR	AMENDED	NET CHANGE
FTA 5339 CAPITAL	328,000	-	(328,000)
LTF	160,592	-	(160,592)
<b>TOTAL REVENUE</b>	<b>488,592</b>	<b>-</b>	<b>(488,592)</b>
SALARIES & BENEFITS	43,234	-	(43,234)
INDIRECT	35,358	-	(35,358)
CONSULTANTS	410,000	-	(410,000)
<b>TOTAL EXPENDITURES</b>	<b>488,592</b>	<b>-</b>	<b>(488,592)</b>

<b>NET CHANGE IN BUDGET REVENUE:</b>	PRIOR	AMENDED	NET CHANGE
FED HIGHWAY PLANNING	1,254,308	1,264,553	10,245
FTA 5303	70,467	74,723	4,256
LTF PLANNING MATCH	567,507	408,793	(158,714)
FTA 5339	328,000	-	(328,000)
<b>NET BUDGET REVENUE CHANGE</b>			<b>(472,213)</b>
<b>OWP REVENUE- A2</b>			<b>4,952,134</b>
<b>OWP REVENUE- A3</b>			<b>4,479,921</b>

**2019/20 FISCAL YEAR**

**BUDGET REVENUES & EXPENDITURES**

**2019/20  
BUDGETED REVENUES**

OVERALL WORK PROGRAM REVENUES	2018/19 BUDGET	2019/20 BUDGET	NOTES
Federal Highway Administration (PL)	\$ 1,274,546	\$ 1,264,553	\$568,971.56 Carryover from 18/19
Federal Transit Administration (FTA) 5303	80,013	74,723	\$6,341.44 Carryover from 18/19
SB1 Planning Grant 17-18	106,131	2,260	\$2,259.90 Carryover from 18/19
SB1 Planning Grant 18-19	185,943	152,574	\$152,574.11 Carryover from 18/19
SB1 Planning Grant 19-20	-	185,943	
Transportation Development Act (TDA) Section 99233.1 - TDA Administration	72,763	111,690	
Transportation Development Act (TDA) Section 99233.2/99262 - Planning	604,310	408,793	
STIP Planning, Programming & Monitoring (PPM)	117,001	-	
New Market Tax Credit (NMTC) - Interest	165,000	206,179	
State Transportation Improvement Program (STIP)	408,610	1,225,304	
FTA 5339 Discretionary Grant	37,639	-	
Butte Regional Transit - Operations	585,693	580,068	
PTMISEA/NMTC Facility Construction	1,813,404	-	
Congestion Mitigation & Air Quality (CMAQ)	206,258	-	
Dept Housing/Community Dev- REAP	-	220,834	
US Fish & Wildlife Section 6	409,614	47,000	
<b>TOTAL AWARDS</b>	\$ 6,066,925	\$ 4,479,921	
Less SB1/LTF funding programed for future years		(252,401)	
<b>TOTAL REVENUES for FY 19/20</b>		\$ 4,227,520	

**2019/20  
BUDGETED EXPENDITURES**

OVERALL WORK PROGRAM EXPENDITURES	2018/19	2019/20
<b>SALARIES &amp; BENEFITS</b>		
Salaries	\$ 1,049,160	\$ 1,022,669
Benefits	555,051	555,782
Total Salaries & Benefits	\$ 1,604,211	\$ 1,578,451
<b>SERVICES &amp; SUPPLIES</b>		
Communications	\$ 4,000	\$ 4,000
Facility Janitorial	24,000	24,000
Insurance	15,000	15,000
Maintenance - Computers	16,000	16,000
Maintenance - Facility & Grounds	13,317	14,500
Professional Memberships	8,000	8,700
Office Supplies	13,000	13,500
Small Office Equipment	800	800
Professional Services:		
Butte County Auditor	12,000	15,000
The Ferguson Group	63,000	10,000
Legal Counsel - Greg Einhorn	5,000	5,000
Actuarial reports/Fiscal & Performance audits	47,000	90,000
Traffic Model - Fehr & Peers	59,200	80,000
Land Use Model	-	22,500
CSU Chico GIS	20,000	26,000
RTP/SCS EIR	40,000	105,000
Post Camp Fire Planning	-	507,023
Sustainable Transportation Planning	110,241	25,000
BRCP consultants	587,114	102,500
REAP consultants	-	169,500
BRT Operations Facility	1,700,000	-
SR 191 Mitigation	200,000	950,000
Singer Creek Mitigation Monitoring	100,000	100,000
SR 70 PAED/Mitigation Monitoring	108,500	-
Paradise Transit Center Plan	200,000	-
Publications	4,000	4,000
Equipment Lease	4,500	4,500
Special Department Expense	2,900	2,900
Training	4,000	4,000
Building Lease	195,000	227,000
Travel	24,400	20,400
Utilities	15,000	10,000
Indirect Cost Plan - Over/Under Adjustment	206,742	72,246
Total Services & Supplies	\$ 3,802,714	\$ 2,649,069
<b>TOTAL BUDGET</b>	<b>\$ 5,406,925</b>	<b>\$ 4,227,520</b>

### 2019/20 OWP & BUDGET REVENUE SOURCE BY WORK ELEMENT

WORK ELEMENTS		FHWA PL	FHWA PL	FTA 5303	FTA 5303	SB1	SB1	LTF	LTF	TDA	USFW	HCD		Loan	TOTAL	
		FHWA PL	carryover	FTA 5303	carryover	PLANNING	(Future Years)	PLANNING	(Future Years)	ADMIN	SEC 6	REAP	BRT	STIP	Interest	
20-999	Indirect Costs							96,516					116,068		206,179	418,763
20-100	OWP Administration	127,846	61,949					36,590								226,385
20-101	Information Distribution	48,085						6,231								54,316
20-102	Regional Traffic Model	105,009						13,605								118,614
20-103	Regional GIS Program	68,267						8,844								77,111
20-104	Air Quality Planning	12,409						1,608								14,017
20-105	2019 FTIP	10,205		20,354	6,341			4,783								41,683
20-106	2020 RTIP	19,028						2,465								21,493
20-107	2020 RTP/SCS	200,435						25,969								226,404
20-108	Regional Housing Needs Plan											220,834				220,834
20-109	US Census	12,409						1,608								14,017
20-110	ITS Transportation	8,014						1,039								9,053
20-114	BRCP	15,000						100,208			47,000					162,208
20-120	Regional Performance Measures	12,409						1,608								14,017
20-121	Sustainable Transportation Planning 17-18					2,260		4,749								7,009
20-122	Sustainable Transportation Planning 18-19		507,023			58,291	94,283	7,553	12,215							679,365
20-123	Sustainable Transportation Planning 19-20					56,775	129,168	7,356	16,735							210,034
20-212	Singer Creek Mitigation Monitoring													100,000		100,000
20-213	BRT Operations Facility Maintenance							-								-
20-216	SR 191 Project Mitigation													1,125,304		1,125,304
20-300	TDA Administration									111,690						111,690
20-301	Public Transit Planning	32,018		48,028				10,372								90,418
20-302	BRT Operations & Administration							45,034					417,000			462,034
20-303	BRT ADA Certification							537					47,000			47,537
20-308	Zero Emission Plan	24,447						3,168								27,615
<b>TOTAL REVENUE BY PROJECT</b>		<b>695,581</b>	<b>568,972</b>	<b>68,382</b>	<b>6,341</b>	<b>117,326</b>	<b>223,451</b>	<b>379,843</b>	<b>28,950</b>	<b>111,690</b>	<b>47,000</b>	<b>220,834</b>	<b>580,068</b>	<b>1,225,304</b>	<b>206,179</b>	<b>4,479,921</b>

2019/20 OWP WORK ELEMENT SCHEDULE

TRANSPORTATION PLANNING WORK ELEMENTS		KEY STAFF	PRODUCT	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
20-999	BCAG Indirect Cost Allocation Plan (ICAP) Implementation	Julie Quinn, CFO Jon Clark, Executive Director	A-87 Indirect Cost Allocation Plan											✓	
✓ The ICAP for the 2020/21 OWP will be completed by May 2020. The ICAP for the 2019/20 OWP will be used during the fiscal year for all required/applicable invoicing															
20-100	Administration of the 2019/20 Overall Work Program & Budget	Victoria Proctor, Admin Assistant Jon Clark, Executive Director Julie Quinn, CFO Cheryl Massae, HR Manager	Implementation of 2019/20 OWP & Budget; development of the 2020/21 OWP & Budget development									✓		✓	
✓ Administration of the BCAG OWP includes administrative tasks throughout the fiscal year to support implementation; quarterly invoicing and preparation of progress reports; and development of the 2020/21 OWP, with a draft in March 2020 and a final OWP in May 2020.															
20-101	Intergovernmental Coordination & Information Distribution	Ivan Garcia, Programming Specialist; Jon Clark, Executive Director	TAC meetings; Webpage; E-Newsletter		✓	✓		✓	✓		✓	✓		✓	✓
✓ Intergovernmental Coordination & Information Distribution occurs throughout the year and includes meetings of the Transportation Advisory Committee (TAC), distribution of information on transportation policies and proposals by email. ✓ BCAG will develop a newsletter quarterly for distribution to member agencies and interested stakeholder.															
20-102	Regional Transportation Model Program	Brian Lasagna, Regional Analyst	Maintenance of computer model database, expansion of model												✓
✓ During the 2019/10 FY, BCAG will complete an update of the forecast years in the regional transportation model which will be used for the 2020 RTP/SCS. Completion of the forecast year data base will be completed by June 2020.															
20-103	Regional Geographic Information System (GIS) Coordination	Brian Lasagna, Regional Analyst	Maintenance of GIS database, mapping			✓			✓			✓			✓
✓ During the 2019/20 FY, BCAG will continue to contract with CSU Chico on the maintenance of the regional GIS database that is used for regional planning. Quarterly meetings will be conducted with the cities, county, Caltrans and other interested parties.															
20-104	Transportation Air Quality Planning	Brian Lasagna, Regional Analyst	Monitoring of regulations, state/federal legislation and maintaining compliance for funding	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
✓ Transportation air quality information is distributed throughout the fiscal year through TAC meetings and by email as information becomes available.															
20-105	2019 Federal Transportation Improvement Program (FTIP)	Ivan Garcia, Programming Specialist	2019 FTIP; monitor funding of FTIP projects, preparing amendments as necessary			✓			✓			✓			✓
✓ Administration of the 2019 FTIP occurs through the fiscal year; amendments are anticipated to be made quarterly.															

TRANSPORTATION PLANNING WORK ELEMENTS		KEY STAFF	PRODUCT	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
20-106	2020 RTIP	Ivan Garcia, Programming Specialist	2020 RTIP document approval in December 2019, submittal to the CTC for inclusion into 2020 STIP.						✓						
<p>✓ The 2020 RTIP will be prepared in cooperation with BCAG member agencies, Caltrans and the CTC, and will be adopted in December 2019.</p>															
20-107	Regional Transportation Plan (RTP)/Sustainable Communities Strategy (SCS)	Ivan Garcia, Programming Specialist, Brian Lasagna, Regional Analyst	Development of the 2020 RTP/SCS												✓
<p>✓ The 2020 RTP/SCS will be prepared in cooperation with BCAG member agencies, Caltrans during the fiscal year, a draft 2020 RTP/SCS and EIR will be completed for review by June 2020. Adoption will occur in November 2020 during the 2020/21 FY.</p>															
20-108	Regional Housing Needs Plan	Brian Lasagna, Regional Analyst	Development of the 2020 Regional Housing Needs Allocation Plan.					✓					✓		
<p>✓ The Regional Housing Needs Allocation Plan is being prepared in coordination with the 2020 RTP/SCS. The RHNA will be prepared in cooperation with the cities and the County and HCD during the fiscal year. Meetings on the RHNA plan will occur with the City and County Planning Directors Committee in November 2019 and April 2020. The RHNA plan will be approved in December 2020 during the 2020/21 FY.</p>															
20-109	US Census Data Affiliate Center Administration	Brian Lasagna, Regional Analyst	Maintaining and distributing with 2010 census data; maintaining webpage with census data										✓		
<p>✓ BCAG staff will be working with the Census Bureau during the 2019/20 FY in preparation for the 2020 Census which will be conducted in April 2020.</p>															
20-110	Intelligent Transportation System Maintenance	Ivan Garcia, Programming Specialist	Submittal of annual reporting documents												✓
<p>✓ BCAG staff will maintain the ITS data base during the 2019/20 FY as projects are developed and completed. A summary report will be completed in June 2020.</p>															
20-114	Butte Regional Conservation Plan (BRCP)	Chris Devine, Planning Manager Jon Clark, Executive Director	Prepare Final Draft BRCP & EIR, Adopt BRCP & Submit for State/Federal Approval				✓			✓					
<p>✓ USFWS make Record of Decision (ROD) on BRCP by October 30, 2019.                  ✓ Cities of Chico, Biggs, Gridley, Oroville and County of Butte approve BRCP.</p>															
20-120	Regional Performance Measures	Brian Lasagna, Regional Analyst	Development of updates for PM1, PM2 & PM 3.												✓
<p>✓ During the 2019/20 FY, BCAG will prepare annual updates to PM1, PM2 &amp; PM3 by June 2020.</p>															

WORK ELEMENTS		KEY STAFF	PRODUCT	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
20-121	SB 1 Sustainable Transportation Planning 17-18	Brian Lasagna, Regional Analyst	Develop memorandum on additional strategies to include in 2020 SCS to reduce VMT and GHG emissions.												✓
✓ During the 2019/20 FY BCAG will develop a memorandum outlining additional strategies to be included in the 2020 SCS, strategies aimed at reducing VMT and reducing GHG emissions. This work will be coordinated with the BCAG city and county planning directors committee.															
20-122	SB 1 Sustainable Transportation Planning 18-19	Brian Lasagna, Regional Analyst	Post Camp Fire Planning – data collection, development of population, housing, employment and traffic estimates for regional planning.												✓
✓ BCAG will be working with a consultant to collect data and develop new estimates for population, housing, employment and traffic for regional planning. This work goes to support state and federal planning requirements modelling, the RTP, SCS air quality conformity and environmental documents. This work will be developed during the 2019/20 FY, and carryforward into the 2020/21 FY. BCAG will provide a progress report on this work by June 2020.															
20-123	SB 1 Sustainable Transportation Planning 19-20	Andy Newsum, Deputy Director	BCAG will be developing two precuts under this work element; 1) Preliminary land use data for the SCS; 2) Regional land use data for the SCS.						✓						✓
✓ BCAG will be developing a preliminary land use model data for the 2020 SCS, this product will be completed in December 2019. BCAG will also be developing regional planning datasets for the 2020 SCS, which will be completed in June 2020.															
20-124	Regional Climate Adaptation Plan	Ivan Garcia, Programming Specialist, Brian Lasagna, Regional Analyst	Development of a Climate Adaptation Plan for Butte County.												✓
✓ BCAG will be initiating the preparation of a regional climate adaptation plan for the Butte County starting in the 2019/20 FY. This plan will evaluate strategies to deal with climate change events that affect Butte County that contribute to natural disasters in the region. This plan will be coordinated with the cities and county, Caltrans and other interested agencies. It is anticipated that this plan will continue into the 2020/21 FY, and status report will be provided in June 2020.															
20-212	Singer Creek Mitigation Monitoring	Andy Newsum, Deputy Director	Ongoing maintenance for Singer Creek Mitigation Preserve						✓						
✓ BCAG in coordination with Caltrans District 3 will work to find a third-party provider to manage the endowment and maintenance of the Singer Creek mitigation preserve. BCAG expects to complete an agreement of the endowment and maintenance by December 2019.															
20-213	Butte Regional Operations Facility – Maintenance	Andy Newsum, Deputy Director, Jon Clark, Executive Director	Ongoing administration and maintenance of Butte Regional Operations Facility											✓	
✓ The purpose of this work element is to provide continual management and maintenance of the BRT Operations & Maintenance facility. During the 2019/20 FY, BCAG will be upgrading the HVAC system in the maintenance building in addition to performing ongoing preventative maintenance on equipment at the facility. The upgrade of the HVAC system is expected to be completed by May 2020.															
20-216	SR 191 Project Mitigation	Andy Newsum Deputy Director, Chris Devine, Planning Manager	Work with Caltrans District 3, CDFW on development of mitigation requirements for SR 191.									✓			
✓ BCAG will be implementing the required mitigation for the SR 191 SHOPP project during the 2019/20 FY. Work will include securing blue oak woodland, preparing necessary surveys and reports and establishing an endowment. BCAG expects to complete all work by March 2020.															



TRANSIT PLANNING & TDA ADMINISTRATION WORK ELEMENTS															
WORK ELEMENTS		KEY STAFF	PRODUCT	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
20-300	TDA Administration	Julie Quinn, CFO, Ivan Garcia, Programming Specialist	Administration of the TDA Program- Apportionment, revised apportionment, findings of apportionment and approval of TDA Claims.	✓							✓	✓		✓	
✓ BCAG as the Regional Transportation Planning Agency is responsible for administration of the Transportation Development Act (TDA) and Local Transportation Fund. Products completed during the year include: 1 approval of TDA claims in July 2019; 2) review of draft findings of apportionment in February 2020; 3) Revised findings of apportionment in February 2020; and Final findings of apportionment in May 2020.															
20-301	Public Transit Planning	Sara Muse, Associate/Senior Planner, Jim Peplow, Transit Operations	Ongoing planning for public transit services with the B-Line, development of a mobile fare application for riders.												✓
✓ This work element includes annual planning to improve Butte Regional Transit services to encourage more ridership. During the 2019/20 FY, BCAG staff will work with a consultant to develop a mobile fare ticketing application that can be used by B-Line riders to purchase tickets through their mobile phones to provide improve access to using transit. The mobile fare app will be developed by June 2020/															
20-302	Butte Regional Transit Administration & Operations	Jon Clark, Executive Director Andy Newsum, Deputy Director Jim Peplow, Transit Operations Sara Muse, Transit Administration	Administration and Operation of Butte Regional Transit			✓			✓			✓			✓
✓ BCAG staff is the administrator and operator for Butte Regional Transit or the B-Line. Activities under this work element include administrative functions necessary to administer and operate the B-Line. Funding for this work element is provided by Butte Regional Transit. Products include operations, quarterly reports to the BCAG Board, FTA and NTD reporting, and administrative oversight of the contract operator.															
20-303	ADA Certification for Butte Regional Transit	Cheryl Massae, Human Resources Manager, Victoria Proctor, Administrative Assistant	Implement ADA certification for Butte Regional Transit												
BCAG implements the American with Disabilities Act (ADA) certification process for applicants seeking ADA paratransit service. This process is implemented throughout the year to all qualifying applicants. Funding for this work element is provided by Butte Regional Transit and BCAG Matching funds.															
20-308	Zero Emission Electric Bus Rollout Plan	Jon Clark, Executive Director Sara Muse, Associate Senior Planner for Transit Administration	Development of Zero Emission Electric Bus Rollout Plan.									✓			
✓ Butte Regional Transit is under a mandate to convert the B-Line bus fleet to fully zero emission electric powered buses by 2040. As part of the planning effort to achieve this goal, and Zero Emission Electric Bus Rollout Plan will be started in the 2019/20 FY laying out the schedule and funding requirements to meet the zero emission bus fleet goal. The plan will get underway this fiscal year but is not due until 2021. BCAG will present a draft plan to the Transit Administrative Oversight Committee in March 2020.															



## WORK ELEMENT 20-102

# Regional Transportation Model

**OBJECTIVE:** To maintain the Regional Transportation Model and database.

**DESCRIPTION:** The BCAG Regional Transportation Model supports the development of state and federal transportation plans and studies.

As a Federal non-attainment area for ozone and a maintenance area fine particulate matter (PM 2.5) as defined under the Federal Clean Air Act Amendments, BCAG must develop an Air Quality Conformity determination for the Regional Transportation Plan (RTP) / Sustainable Communities Strategy (SCS) and the Federal Transportation Improvement Program (FTIP) to demonstrate conformity to the air quality goals established in the State Implementation Plan (SIP) for the area.

The Regional Transportation Model also serves as a planning tool to analyze existing and future traffic conditions on the regional road network and other roadways, as a result of planned or proposed land uses or roadway improvements. Traffic counts are updated every four years and incorporated into the traffic model to keep the model current. Counts are also provided to member jurisdictions for transportation planning and engineering uses.

BCAG's current traffic model was updated during the 2015/16 FY and calibrated/validated to the base year of 2014, which coincided with the latest traffic counts.

For the 2019/20 fiscal year, BCAG will continue with the development of a new model for the 2020 RTP/SCS. BCAG will also continue to maintain the existing model and respond to modeling requests for the purpose of amending regional plans. BCAG staff will continue to revise input data and documentation for the model.

**PREVIOUS WORK:** BCAG has maintained a countywide transportation model since 1993; the last update was prepared during the 2015/16 FY. The last round of traffic counts were completed in 2017/18.

### TASKS

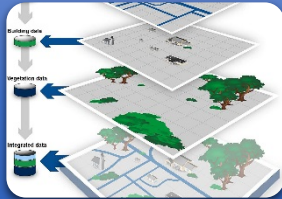
- 1) Maintain traffic model input data incorporating latest planning data and assumptions, as needed. – July 2019 through June 2020;
- 2) Document all modeling assumptions and data updates, as needed. – July 2019 through June 2020;
- 3) Coordinate contract amendment with modeling consultant for model maintenance and regional planning requests. – July 2019;

- 4) Coordinate with modeling consultant to implement revisions and respond to requests for modeling regional travel, as needed. – July 2019 through June 2020;
- 5) Complete forecast years for new model for 2020 RTP/SCS. – June 2020.

**PRODUCTS**

- 1) Updated traffic modeling data which includes latest planning assumptions. – June 2020;
- 2) Updated documentation of modeling assumptions and data updates. – June 2020;
- 3) Executed contract amendment with modeling consultant. – August 2019;
- 4) Data outputs and memorandums. – June 2020;
- 5) Forecast years for new model for 2020 RTP/SCS. – June 2019.

<b>WORK ELEMENT 20-102 FUNDING SUMMARY</b>			
<b>PERSONNEL</b>		<b>PERSON MONTHS</b>	
REGIONAL ANALYST		1	
<b>TOTAL PERSON MONTHS</b>		<b>1</b>	
<b>REVENUES</b>		<b>EXPENDITURES</b>	
FHWA PL	\$105,009	PERSONNEL	\$17,116
LTF MATCH	\$13,605	INDIRECT EXPENSE	\$13,998
		CONSULTANT	\$87,500
<b>TOTAL</b>	<b>\$118,614</b>	<b>TOTAL</b>	<b>\$118,614</b>



## WORK ELEMENT 20-103

### Regional Geographic Information System (GIS) Maintenance & Coordination

**OBJECTIVE:** To maintain a regional Geographic Information System (GIS) for BCAG and its member agencies for transportation and other planning purposes.

**DESCRIPTION:** BCAG initiated a regional GIS database program during the 1997/98 FY. The purpose for developing the GIS database was to provide BCAG and its member agencies with a comprehensive parcel-based GIS database to support primarily transportation planning, but also to support other planning within the region.

BCAG coordinates the development of the regional GIS program in cooperation with our member agencies and other public entities that are interested in GIS. A GIS Working Group was initiated by BCAG in 2000 for the purpose of coordinating GIS planning activities between BCAG, member agencies and other outside government agencies. A primary goal of the Working Group is to coordinate GIS development to ensure that duplication of effort is not occurring and to ensure consistent standards for data are maintained.

During the 2002/03 FY, BCAG completed development of the countywide parcel base map, road network, and address dataset which have become the foundation for all other datasets. During the 2011/12 FY, BCAG completed the development of countywide land use, a combined general plan, bus route and stop, and bike facilities data sets for the region. An updating process has been established to keep these datasets up-to-date.

During the 2019/20 FY, BCAG will continue to maintain and update the regional GIS datasets and web mapping applications under a contract with Chico State University, Geographic Information Center (GIC), with data provided by the Butte County Assessor's Office and the local jurisdictions.

BCAG staff will also continue to coordinate meetings of the Butte GIS Working Group. The Butte GIS Working Group was initiated during the 2000/01 FY, and meets on a bi-monthly basis to discuss mutual work activities for GIS. During the 2019/20 FY, BCAG staff will prepare agendas and maintain meeting notes for this committee.

BCAG staff will also continue coordination of meetings of the North Valley Regional GIS Group. The intent of the group is to increase coordination and communication among GIS users throughout the region. The North Valley Regional GIS Group includes members from Butte, Colusa, Glenn, and Tehama Counties. During the 2019/20 FY, BCAG staff will prepare agendas and maintain meeting notes for this committee which meets annually. BCAG staff will also attend and participate in meetings of the California GIS Council as a representative of the North Valley Regional GIS Group and the Butte GIS Working Group.

BCAG's Regional GIS program supports transportation planning programs by providing a sophisticated tool to analyze transportation and land use information, to evaluate potential project impacts, and to map project and data layers for decision making. BCAG's GIS data is shared with BCAG member agencies, Tribal Governments, and Caltrans.

**PREVIOUS WORK:** BCAG has maintained a regional GIS program since the 1997/98 fiscal year. During the 2018/19 fiscal year: BCAG coordinated meetings of the Butte GIS Working Group and North Valley Regional GIS Group; attended meetings of the California GIS Council; coordinated with CSUC as a consultant for the FY 18/19 updates of regional roads, parcel, and address datasets, and; prepared maps to support regional transportation projects.

### **TASKS**

- 1) Coordinate GIS activities with the appropriate city, town and county departments, and BCAG's Transportation Advisory Committee – July 2019 through June 2020;
- 2) Assist public and member jurisdictions with GIS data requests – July 2019 through June 2020;
- 3) Coordinate meetings and agendas for the Butte GIS Working Group – Quarterly;
- 4) Coordinate meetings and agendas for the North Valley Regional GIS Group – Annually;
- 5) Attend meetings and participate as representative of the North Valley Regional GIS Group on the California GIS Council – Bi-annually;
- 6) Coordinate contract with CSUC for regional GIS dataset and web mapping maintenance – July 2019 through June 2020;
- 7) Prepare maps to support regional transportation projects – July 2019 through June 2020.

### **PRODUCTS**

- 1) Communications with local jurisdictions and BCAG's Transportation Advisory Committee – July 2019 through June 2020;
- 2) Responses to GIS data requests from the public and member jurisdictions – July 2019 through June 2020;
- 3) Agendas and meeting notes for the Butte GIS Working Group – Quarterly;
- 4) Agendas and meeting notes for the North Valley Regional GIS Group – Annually;
- 5) Attendance at meetings of the California GIS Council – Bi-annually;

- 6) Executed contract with CSUC for regional GIS dataset and web mapping maintenance – July 2019;
- 7) Cartographic output for regional transportation and other projects – July 2019 through June 2020.

<b>WORK ELEMENT 20-103 FUNDING &amp; STAFFING SUMMARY</b>			
<b>PERSONNEL</b>		<b>PERSON MONTHS</b>	
REGIONAL ANALYST		1.5	
<b>TOTAL PERSON MONTHS</b>		<b>1.5</b>	
<b>REVENUES</b>		<b>EXPENDITURES</b>	
FHWA PL	\$68,267	PERSONNEL	\$17,115
LTF MATCH	\$8,844	INDIRECT EXPENSE	\$13,996
		CONSULTANT	\$40,000
		USER LICENSE	\$5,500
		PLOTTER SUPPLIES	\$500
<b>TOTAL</b>	<b>\$77,111</b>	<b>TOTAL</b>	<b>\$77,111</b>



## WORK ELEMENT 20-105

### 2019 Federal Transportation Improvement Program (FTIP)

**OBJECTIVE:** To administer the 2019 Federal Transportation Improvement Program (FTIP) and to develop the 2021 FTIP.

**DESCRIPTION:** As the Metropolitan Planning Organization (MPO) for Butte County, BCAG is responsible for preparing, adopting and submitting a Federal Transportation Improvement Program (FTIP) to Caltrans, the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA). The FTIP is a programming document that identifies all regionally significant transportation projects and programs for Butte County that will be funded by federal, state, and local funding sources within the short-term horizon. Projects identified in the FTIP include those for streets and roads, highways, transit, safety, bridge reconstruction, enhancements, and other programs that receive federal dollars or require some type of federal approval. The 2019 FTIP was adopted in September 27, 2018 by the BCAG Board and will be amended as needed during the 2019/20 fiscal year. In addition, the 2021 FTIP development will be initiated in June 2020 after the adoption of the 2020 State Transportation Improvement Program (STIP) with a scheduled adoption in March 2020.

The FTIP will require continued consistency with the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), the Regional Transportation Improvement Program (RTIP) and MAP 21 legislative compliancy. In addition, BCAG's 2019 FTIP identifies the regions updated financial plan as required by 23 CFR 450.324(e).

During the 2019/20 FY, there will be administrative modifications and formal amendments to the 2019 FTIP for various projects. In the event that the FTIP needs to be amended, BCAG will make the necessary amendments to the RTP/SCS and Air Quality Conformity determination, as appropriate. The Air Quality Conformity Determination for the FTIP will be prepared in accordance with 23 CFR 450.330(b).

Management and amendments of the FTIP will be done in consultation with the appropriate local, state, federal agencies, Tribal Governments, the BCAG Transportation Advisory Committee, and BCAG Board pursuant to 23 CFR 450.316(b). BCAG's Public Participation Plan (PPP) process and procedures will be followed. All FTIP amendments will be developed electronically utilizing the Caltrans California Transportation Improvement Program System (CTIPs) and posted on BCAG's website at [www.bcag.org](http://www.bcag.org).

**PREVIOUS WORK:** 2019 Federal Transportation Improvement Program (FTIP), 2016 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), and 2018 RTIP.

## **TASKS**

- 1) Work with local jurisdictions and Caltrans to identify projects and funding for the 2021 FTIP;
- 2) Review and ensure consistency with the 2016 Regional Transportation Plan/ Sustainable Communities Strategy (RTP/SCS), 2020 RTP/SCS development and with the 2018 Regional Transportation Improvement Program (RTIP) – as required;
- 3) Prepare and or update Air Quality Conformity Determination – as required;
- 4) Process and develop FTIP Amendments – as required;
- 5) Provide public hearing on FTIP Amendments – as required;
- 6) Maintain and update CTIP System for Butte County FTIP Projects – as required;
- 7) Attend FTIP program manager meetings and subcommittee meetings – as necessary;
- 8) Coordinate with all Tribal Governments – as necessary.

## **PRODUCTS**

- 1) Manage 2019 FTIP and Amendments – as amendments require;
- 2) Development of the 2021 FTIP – adopt in March 2020.



<b>WORK ELEMENT 20-105 FUNDING &amp; STAFFING SUMMARY</b>			
<b>PERSONNEL</b>		<b>PERSON MONTHS</b>	
PROGRAMMING SPECIALIST		2	
<b>TOTAL PERSON MONTHS</b>		<b>2</b>	
<b>REVENUES</b>		<b>EXPENDITURES</b>	
FHWA PL	\$10,205	PERSONNEL	\$22,931
LTF MATCH	\$4,783	INDIRECT EXPENSE	\$18,752
FTA 5303	\$26,695		
<b>TOTAL</b>	<b>\$41,683</b>	<b>TOTAL</b>	<b>\$41,683</b>



## WORK ELEMENT 20-213

### Butte Regional Transit Operations and Maintenance Center

**OBJECTIVE:** To manage the day to day activities and operations of the Butte Regional Transit Operations & Maintenance Facility (Campus) buildings and grounds.

**DESCRIPTION:** BCAG and Butte Regional Transit (BRT) currently manage operations at a facility on Huss Lane in Chico.

In March of 2016, the new Administration (Bldg. A.), Maintenance (Bldg. B), Fueling (Bldg. C) and Bus wash buildings (Bldg. D) were completed. In October of 2017, the remodeling of the building in which operations previously were managed was completed. This building is Bldg. E and houses the BCAG Board of Directors Executive Board Room and 13 office spaces. 9 office spaces are leased to small non-profit organizations through March of 2019. Renewed leases will be put into place through June 30, 2020 with the existing tenants with potential additional leases being added for the vacant 4 office spaces.

Ongoing management of the campus involves maintenance and repair of various tools, equipment, building operational systems, irrigation and landscaping as well installation of retrofit systems and continued tenant management.

#### TASKS

- 1) Manage existing and new investments to campus building operational systems
- 2) Manage tenants and usage agreements for office space and use of common spaces at Bldg. E

#### PRODUCTS

- 1) Various completed maintenance and retrofit projects for campus of buildings
- 2) Tenant lease and common room use agreements.

<b>WORK ELEMENT 20-213 FUNDING &amp; STAFFING SUMMARY</b>			
<b>PERSONNEL</b>		<b>PERSON MONTHS</b>	
EXECUTIVE DIRECTOR		1	
DEPUTY DIRECTOR		2	
<b>TOTAL PERSON MONTHS</b>		<b>3</b>	
<b>REVENUES</b>		<b>EXPENDITURES</b>	
LTF MATCHING FUNDS	\$ .00	PERSONNEL	\$ .00
FTA 5339 CAPITAL	\$ .00	INDIRECT EXPENSES	\$ .00
		CONSULTANT	\$ .00
<b>TOTAL</b>	<b>\$ .00</b>	<b>TOTAL</b>	<b>\$ .00</b>