

BUTTE COUNTY ASSOCIATION  
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING  
APRIL 22, 2021

## 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

April 22, 2021  
9:00 a.m.



## BCAG Board Room

326 Huss Drive, Suite 100  
Chico, CA 95928

### [BCAG BOARD MEETING LIVE](#)

Due to the COVID-19 Pandemic, this meeting is being held remotely.  
Comments may be submitted in advance on any item to: [board@bcag.org](mailto:board@bcag.org)

Members of the public may view and participate in the meeting  
through the following Zoom link:

**Zoom Meeting ID: 817 4017 1401 Password: 089444**  
**To join the meeting by phone: +1 669 900 6833**

1. Pledge of Allegiance
2. Roll Call

### **CONSENT AGENDA**

3. Approval of Minutes from the March 25, 2021 BCAG Board of Directors Meeting (Attachment) – **Victoria**
4. Approval of Resolution 2020/2021-10 Authorizing Federal Funding under FTA Section 5311 (49 U.S.C Section 5311) with the California Department of Transportation for the FY 2021 5311 Program (Attachment) – **Sara**
5. Approval of Resolution 2020/2021-11 Authorizing the Federal Funding under FTA Section 5311 (49 U.S.C Section 5311) with the California Department of Transportation for the FY 2021 5311(f) Program (Attachment) – **Sara**
6. Approval of the Final 2020/21 Transportation Development Act (TDA) Claims – **Julie**

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

### **ITEMS FOR ACTION**

7. Approval of 2021/22 BCAG Overall Work Program & Budget (Attachment) - **Jon**
8. Approval of 2021/22 Butte Regional Transit Service Plan & Budget (Attachment) – **Andy**

9. Public Hearing for BCAG's Federal Funding under FTA Section 5311 (49 U.S.C Section 5311) CRRSAA with California Department of Transportation (Attachment) – Sara

### **ITEMS FOR INFORMATION**

10. Project Delivery Services for Fire Victim Trust (Attachment) - **Andy**
11. Post Camp Fire Study and Transit & Non-Motorized Plan Final Update (Attachment) – Sara

### **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**

13. The next meeting of the BCAG Board of Directors has been scheduled for Thursday May 27, 2021, **at the BCAG Board Room or 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  
MARCH 25, 2021**

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

Board Member Connelly called the meeting to order at 9:00 a.m. at the BCAG Conference Room, 326 Huss Drive, Suite 150, Chico CA.

**MEMBERS PRESENT IN PERSON**

Bill Connelly	Supervisor	District 1
Tod Kimmelshue	Supervisor	District 4
Kasey Reynolds	Vice Mayor	City of Chico
John Busch	Councilmember	City of Biggs
Doug Teeter	Supervisor	District 5

**MEMBERS PRESENT REMOTELY**

Tami Ritter	Supervisor	District 3
Debra Lucero	Supervisor	District 2
J Angel Calderon	Councilmember	City of Gridley
Rose Tryon (9:04 am)	Alternate	Town of Paradise

**MEMBERS ABSENT**

Chuck Reynolds	Mayor	City of Oroville
Jody Jones	Councilmember	Town of Paradise

**STAFF PRESENT**

Jon Clark	Executive Director
Brian Lasagna	Regional Analyst
Sara Cain	Associate Senior Planner
Cheryl Massae	Human Resources Manager
Jim Peplow	Senior Transit Planner
Andy Newsum	Deputy Director
Victoria Proctor	Administrative Assistant
Chris Devine	Planning Manager

**OTHERS PRESENT REMOTELY**

Lance Atencio, Transdev

Nima Kabirinassab, Caltrans District 3

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

**CONSENT AGENDA**

- 3. Approval of Minutes from February 25, 2021 BCAG Board of Directors Meeting**
- 4. Approval of 2021/22 Preliminary Findings of Apportionment for the Transportation Development Act (TDA) Funds**
- 5. Approval of Amendment #3 to the 2020/21 BCAG Overall Work Program (OWP) & Budget**
- 6. Approval of Resolution 2020/21-08 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 and Charging Infrastructure Project**

On motion by Board Member Kimmelshue and seconded by Board Member Kasey Reynolds, the Consent Agenda was unanimously approved. Board Alternate Tryon arrived shortly after the motion passed.

**ITEMS FOR ACTION**

**7: Authorize Executive Director to Negotiate and Execute Agreement for B-Line Routing Optimization Study**

Staff presented the Board with an update on the B-Line Routing Optimization Study. After receiving a grant under the FTA Section 5307, an RFP was sent out in January 2021 to search for a consultant to study and prepare findings for fixed route and paratransit route optimization for the B-Line. This study will help find innovative ways to adjust and change B-Line service to better suit 21<sup>st</sup> century riders and help improve ridership across the board.

Interviews were conducted, and the contract was awarded to Jarrett Walker + Associates, Transit Marketing, and AMMA Transit Planning Team. There was general conversation between the Board and Staff regarding what the study will cover, as well as how the selection was made for this firm.

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

**April 22, 2021**

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On motion by Board Member Ritter, and seconded by Board Member Teeter, the Executive Director was unanimously authorized to negotiate and execute an agreement with Jarrett Walker + Associates to prepare the B-Line Routing Optimization Study.

### **8: Public Hearing to Receive Testimony on Unmet Transit Needs for the Butte Regional Transit System**

Staff presented to the Board an overview of the Unmet Transit Needs process for Butte County, as detailed in the February 2021 meeting, and requested that the Board open the public hearing to obtain testimony on any unmet transit needs that might exist.

Board Chair Connelly opened public comment. There was general conversation between Staff and the Board regarding how outreach occurred for the UTN process. The Board requested that in the future Staff send out a press release as well as the display ad in the future, as well as specifically reach out to Spanish language radio so that the Spanish speaking population in Biggs and Gridley can more readily be made aware of the process.

With no comments given by the Board or public for additional potential unmet transit needs, Board Chair Connelly closed the public comment period as requested. No vote was taken, and no objection noted by any member of the Board.

### **ITEMS FOR INFORMATION**

#### **9: Draft 2021/22 BCAG Overall Work Program & Budget**

Staff presented the Board with a draft version of the Overall Work Program (OWP) and Budget for the 2021/22 fiscal year. A full copy of the draft OWP was made available on the BCAG website, while the memo contained an overview of the work elements and revenues/expenditures identified for the next fiscal year.

There was general conversation between the Board and Staff regarding the timing of this draft document, and how Caltrans has requested it a month earlier than in years past for approval. A final draft will be submitted at the April Board Meeting.

This item was presented for informational purposes only.

#### **10: Draft 2021/22 Butte Regional Transit Service Plan & Budget**

Staff prepared the Draft 2021/22 Butte Regional Transit Service Plan and Budget and presented it to the Board for review. Overall, there is an increase of 3.1% for the total budget compared to the current fiscal year. This is in line with the contracted hourly rate increase with Transdev, as well as several additional items that were laid out in the memo.



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

**April 22, 2021**

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There was general conversation between the Board and Staff regarding the budget and specific terms included in the memo. Along with the specific changes to the next budget, an overview was provided for the funding sources and capital budget items for 2021/22, which include electric bus purchases. A final draft will be brought to the Board at the April Board Meeting.

This item was presented for information purposes only.

**ITEMS FROM THE FLOOR**

There were no items from the floor.

**ADJOURNMENT**

With no further items to discuss, the BCAG Board meeting adjourned at 9:30 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

April 22, 2021

### **APPROVAL OF RESOLUTION 2020/2021-10 AUTHORIZING FEDERAL FUNDING UNDER FTA SECTION 5311 (49 U.S.C. SECTION 5311) WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR THE FY 2021 5311 PROGRAM**

**PREPARED BY:** Sara Cain, Associate Senior Planner

**ISSUE:** BCAG is applying for FY 2020/2021 Federal Transit Administration Section 5311 Program for non-urbanized operating assistance. BCAG was allocated \$765,737 for operating assistance in rural areas of Butte County.

**DISCUSSION:** The Federal Transit Administration (FTA) Section 5311 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.

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 2020/2021.

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

**STAFF RECOMMENDATION:** Staff requests approval of Resolution 2020/21-10 authorizing the Executive Director to file and execute the FTA 5311 application on behalf of BCAG.

Key Staff: Jon Clark, Executive Director  
Sara Cain, Associate Senior Planner  
Julie Quinn, Chief Fiscal Officer



**BUTTE COUNTY ASSOCIATION OF GOVERNMENTS  
RESOLUTION NO 2020/21-10**



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**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 FOR  
THE FY 2021 5311 PROGRAM**

**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 9040.1G**); 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**, the Butte County Association of Governments (BCAG) desires to apply for said financial assistance to permit operation of service 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 AND ORDERED** by the Butte County Association of Governments (BCAG) Board of Directors does hereby authorize the Executive Director to file and execute applications on behalf of BCAG with the Department to aid in the financing of capital/operating assistance projects pursuant to Section 5311 of the Federal Transit Act (**FTA C 9040.1G**), as amended.

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.

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 BCAG Board of Directors, State of California, on the 22<sup>nd</sup> day of April 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

**APPROVED:**

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BILL CONNELLY, CHAIR  
BUTTE COUNTY ASSOCIATION OF GOVERNMENTS

**ATTEST:**

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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

April 22, 2021

### **APPROVAL OF RESOLUTION 2020/2021-11 AUTHORIZING THE FEDERAL FUNDING UNDER FTA SECTION 5311 (49 U.S.C. SECTION 5311) WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR THE FY 2021 5311(f) PROGRAM**

**PREPARED BY:** Sara Cain, Associate Senior Planner

**ISSUE:** BCAG is applying for FY 2021/2022 Federal Transit Administration Section 5311(f) rural intercity bus program. BCAG is requesting \$300,000 in operating assistance for Route 20, which operates between Chico and Oroville.

**DISCUSSION:** The Federal Transit Administration (FTA) Section 5311(f) rural intercity bus program is a competitive grant in California, 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. Approximately \$4.7 million in 5311(f) is available for FY 2021/22. Successful projects are expected to be announced by Caltrans this summer. If awarded, this will apply to Butte Regional Transit’s Operating Budget for FY 2021/2022.

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 requests approval of Resolution 2020/21-11 authorizing the Executive Director to file and execute the FTA 5311(f) application on behalf of BCAG.

**Key Staff:** Jon Clark, Executive Director  
Sara Cain, Associate Senior Planner  
Julie Quinn, Chief Fiscal Officer



**BUTTE COUNTY ASSOCIATION OF GOVERNMENTS  
RESOLUTION NO 2020/21-11**



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**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 FOR  
THE FY 2021 5311(f) PROGRAM**

**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 9040.1G**); 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**, the Butte County Association of Governments (BCAG) desires to apply for said financial assistance to permit operation of service 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 AND ORDERED** by the Butte County Association of Governments (BCAG) Board of Directors does hereby authorize the Executive Director to file and execute applications on behalf of BCAG with the Department to aid in the financing of capital/operating assistance projects pursuant to Section 5311 of the Federal Transit Act (**FTA C 9040.1G**), as amended.

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.

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 BCAG Board of Directors, State of California, on the 22<sup>nd</sup> day of April 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

**APPROVED:**

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BILL CONNELLY, CHAIR  
BUTTE COUNTY ASSOCIATION OF GOVERNMENTS

**ATTEST:**

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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 Consent

April 22, 2021

### **APPROVAL OF THE FINAL 2020/21 TRANSPORTATION DEVELOPMENT ACT (TDA) CLAIMS**

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

**ISSUE:** The Transportation Development Act (TDA) requires that the BCAG Board of Directors approves by resolution all claims filed by the cities, town, county, BRT and BCAG for the allocation of TDA funds.

**DISCUSSION:** The 2020/21 TDA claims reflect the 2020/21 apportionments as approved in August of 2020. Final claims are adjusted for the June 30, 2020 TDA audit results as well as any adjustments to budgeted use of funds. The jurisdictions must file an expenditure plan to claim those funds and identify their planned expenditures in accordance with TDA regulations.

State Transit Assistance (STA) provides funding solely for public transportation services while Local Transportation Fund (LTF) allocation priorities are as follows:

1. TDA Administration
2. Planning and Programming
3. Pedestrian and Bicycle projects
4. Transit and Rail services
5. Other transportation purposes including additional transit, bicycle and streets and roads. These claims may only be apportioned when all other uses of the funds have been exhausted.

Each of the attached Expenditure Plans identifies the code under which funds are claimed. The related resolution identifies LTF and STA Allocation by jurisdiction and allows for flexibility should minor adjustments be necessary. Staff has reviewed the attached claims and found them to be in accordance with the TDA guidelines and within the apportionments approved by this Board.

**BCAG Board of Directors Item #6**  
**April 22, 2021**  
**Page 2**

The following is a summary of the Butte County TDA Allocation included in the Resolution:

	19/20	20/21	20/21	20/21
<b>LTF Claimant</b>	<b>Beg Balance</b>	<b>Appropriation</b>	<b>Claimed</b>	<b>End Balance</b>
BCAG	\$ -	\$ 550,000	\$ 550,000	\$ -
County Auditor-Controller	-	15,000	15,000	-
Butte Regional Transit	-	3,425,760	3,425,760	-
Butte County	421,135	1,666,308	1,816,308	271,135
City of Biggs	9,860	45,624	55,484	-
City of Chico	475,980	2,717,876	3,193,856	-
City of Gridley	35,755	157,713	193,468	-
City of Oroville	93,518	478,903	572,421	-
Town of Paradise	681,456	114,084	-	795,540
<b>LTF Totals</b>	<b>\$ 1,717,704</b>	<b>\$ 9,171,268</b>	<b>\$ 9,822,297</b>	<b>\$ 1,066,675</b>
<b>STA Claimant</b>	<b>Beg Balance</b>	<b>Appropriation</b>	<b>Claimed</b>	<b>End Balance</b>
Butte Regional Transit	\$ -	\$ 1,066,358	\$ 1,066,358	\$ -
City of Gridley- Flyer	-	86,000	86,000	-
<b>STA Totals</b>	<b>\$ -</b>	<b>\$ 1,152,358</b>	<b>\$ 1,152,358</b>	<b>\$ -</b>

**STAFF RECOMMENDATION:** Staff requests the Board adopt Resolution 2020/21-13 to approve the Final TDA Claims for fiscal year 2020/21.

Key staff: Julie Quinn, BCAG Chief Fiscal Officer  
Iván García, Transportation Programming Specialist



**BUTTE COUNTY ASSOCIATION OF GOVERNMENTS  
RESOLUTION NO 2020/21-13**



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**RESOLUTION OF THE FINAL ALLOCATION OF TRANSPORTATION  
DEVELOPMENT ACT (TDA) FUNDS TO THE BUTTE COUNTY JURISDICTIONS  
FOR FISCAL YEAR 2020/21**

**WHEREAS**, the Butte County Association of Governments has been designated by the Secretary of the State of California, Business and Transportation Agency, as the Regional Transportation Planning Agency (RTPA) for Butte County, pursuant to the provisions of the Transportation Development Act of 1971, as amended; and

**WHEREAS**, it is the responsibility of the Butte County Association of Governments, under the provision of the Transportation Development Act, to review transportation claims and make allocations of funds from the Local Transportation Fund and the State Transit Assistance fund based on the claims; and

**WHEREAS**, the Auditor of Butte County is required to pay monies in the fund to the claimants pursuant to allocation instructions received by him/her from the Butte County Association of Governments; and

**WHEREAS**, the Butte County Association of Governments has reviewed this claim for Transportation Development Act funds and has made the following findings and allocations:

1. The claimants proposed expenditures are in conformity with the Regional Transportation Plan.
2. The level of passenger fares and charges is sufficient to enable the operator or transit service claimant to meet the fare revenue requirements of Public Utilities Code Sections 99268.2, 99268.3, 99268.5, and 99268.9, as they may be applicable to the claimant *and as amended for Covid-19 regulatory changes*.
3. The claimant is making full use of federal funds available under the Federal Transit Act, as amended.
4. The claimant has prepared and submitted the Local Transportation Fund (LTF) and State Transit Assistance (STA) Fund Annual Project and Expenditure Plan.
5. The sum of the claimant's allocation from the State Transit Assistance Fund and the Local Transportation Fund does not exceed the amount the claimant is eligible to receive during the fiscal year.
6. Priority consideration has been given to claims to offset reductions in federal operating assistance and the unanticipated increase in the cost of fuel, to enhance existing public transportation services, and to meet high priority regional, countywide, or area wide public transportation needs.
7. The regional entity may allocate funds to an operator for the purposes specified in Section 6730 of the California Code of Regulations only if, in the resolution allocating the funds, it also finds the following:

- a) The operator has made a reasonable effort to implement the productivity improvements recommended pursuant to Public Utilities Code Section 99244. This finding shall make specific reference to the improvements recommended and to the efforts made by the operator to implement them.
- b) For an allocation made to an operator for its operating costs, that the operator is not precluded by any contract entered into on or after June 28, 1979, from employment of part time drivers or from contracting with common carriers of persons operating under a franchise or license.
- c) A certification by the Department of the California Highway Patrol verifying that the operator is in compliance with Section 1808.1 of the Vehicle Code, as required in Public Utilities Code Section 99251. The certification shall have been completed within the last 13 months, prior to filing claims.
- d) The operator is in compliance with the eligibility requirements of Public Utilities Code Section 99314.6 *and as amended for Covid-19 regulatory changes.*

**ALLOCATION to BUTTE COUNTY Jurisdictions for FY 20/21 is as follows:**

	19/20	20/21	20/21	20/21
<b>LTF Claimant</b>	<b>Beg Balance</b>	<b>Appropriation</b>	<b>Claimed</b>	<b>End Balance</b>
BCAG	\$ -	\$ 550,000	\$ 550,000	\$ -
County Auditor-Controller	-	15,000	15,000	-
Butte Regional Transit	-	3,425,760	3,425,760	-
Butte County	421,135	1,666,308	1,816,308	271,135
City of Biggs	9,860	45,624	55,484	-
City of Chico	475,980	2,717,876	3,193,856	-
City of Gridley	35,755	157,713	193,468	-
City of Oroville	93,518	478,903	572,421	-
Town of Paradise	681,456	114,084	-	795,540
<b>LTF Totals</b>	<b>\$ 1,717,704</b>	<b>\$ 9,171,268</b>	<b>\$ 9,822,297</b>	<b>\$ 1,066,675</b>
<b>STA Claimant</b>	<b>Beg Balance</b>	<b>Appropriation</b>	<b>Claimed</b>	<b>End Balance</b>
Butte Regional Transit	\$ -	\$ 1,066,358	\$ 1,066,358	\$ -
City of Gridley- Flyer	-	86,000	86,000	-
<b>STA Totals</b>	<b>\$ -</b>	<b>\$ 1,152,358</b>	<b>\$ 1,152,358</b>	<b>\$ -</b>

**NOW, THEREFORE, BE IT RESOLVED THAT**, all allocations have been prepared in accordance with the above findings and are hereby approved and that the Executive Director is authorized to sign said allocations and to issue the instructions to the County Auditor to pay claimants in accordance with the above allocations as funds become available.

**BE IT FURTHER RESOLVED THAT**, the Butte County Association of Governments authorizes its staff to make any minor technical adjustments that may be necessary to ensure the claimants and BCAG are in compliance of the Transportation Development Act.

**PASSED AND ADOPTED** by the Butte County Association of Governments on the 22th day of April 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

**APPROVED:**

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BILL CONNELLY, CHAIR  
BUTTE COUNTY ASSOCIATION OF GOVERNMENTS

**ATTEST:**

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

**BUTTE COUNTY ASSOCIATION OF GOVERNMENTS  
LOCAL TRANSPORTATION FUND (LTF)  
ANNUAL PROJECT AND EXPENDITURE PLAN**

**Claimant:** Butte County Auditor-Controller

**Fiscal Year** 2020/2021  
Submitted April 2021

FY 20/21 APPORTIONMENT	
LTF	15,000

CLAIMED	SOURCE OF FUNDING						TOTAL
	CLAIMED FUNDS				OTHER FUNDING SOURCES		
	TDA - LTF				OTHER FUNDS	SOURCE	
TDA STATUTE DESCRIPTION & LOCAL AGENCY PROJECT TITLE	LTF \$ amount	PUC Article & Section					
TDA Administration Allocations	15,000	Article 3, Sec 99233.1					15,000
							-
							-
							-
							-
							-
<b>ALLOCATED FUNDS</b>	<b>15,000</b>		-		-	-	<b>15,000</b>

Auditor's Office: Rebecca Mittag 552-3607  
BCAG Contact: Ivan Garcia/Julie Quinn 530-809-4616



BUTTE COUNTY ASSOCIATION OF GOVERNMENTS  
**LOCAL TRANSPORTATION FUND (LTF)**  
**ANNUAL PROJECT AND EXPENDITURE PLAN**

Claimant: Butte County Association of Governments

Fiscal Year 2020/2021  
 Submitted April 2021

FY 20/21 APPORTIONMENT	
LTF	550,000

CLAIMED  TDA STATUTE DESCRIPTION & LOCAL AGENCY PROJECT TITLE	SOURCE OF FUNDING						TOTAL
	CLAIMED FUNDS				OTHER FUNDING SOURC		
	TDA - LTF				OTHER FUNDS	SOURCE	
	LTF \$ amount	PUC Article & Section					
TDA Administration	123,760	Article 3, Sec 99233.1					123,760
Planning & Programing	426,240	Article 3, Sec 99233.2					426,240
							-
							-
							-
							-
							-
<b>ALLOCATED FUNDS</b>	<b>550,000</b>		-		-	-	<b>550,000</b>

BUTTE COUNTY ASSOCIATION OF GOVERNMENTS  
**LOCAL TRANSPORTATION FUND (LTF) AND STATE TRANSIT ASSISTANCE (STA) FUND**  
**ANNUAL PROJECT AND EXPENDITURE PLAN**

Claimant: Butte Regional Transit

Fiscal Year **2020/2021**  
 Submitted April 2021

FY 20/21 APPORTIONMENTS		
LTF	STA	Total
3,425,760	1,066,358	4,492,118

CLAIMED	SOURCE OF FUNDING						TOTAL
	CLAIMED FUNDS		CLAIMED FUNDS		OTHER FUNDING SOURCES		
	TDA - LTF		TDA - STA		OTHER FUNDS	SOURCE	
	LTF \$ amount	PUC Article & Section	STA \$ amount	CCR Section			
TDA STATUTE DESCRIPTION & LOCAL AGENCY PROJECT TITLE							
Support of Public Transp System /B Line Capital Reserve (general)	400,000	Art 4. Sec. 99262					400,000
Support of Public Transp System /B Line LTF Reserve (busses)	600,000	Art 4. Sec. 99262			-		600,000
Support of Public Transp System / B Line Ops. FIXED ROUTE	1,649,470	Art 4. Sec. 99260 (a)	1,066,358	Art 4, Sec 6730 (a)			2,715,828
Support of Public Transp System/ B Line Ops. PARATRANSIT	776,290	Art 4. Sec. 99260 (a)					776,290
							-
<b>ALLOCATED FUNDS</b>	<b>3,425,760</b>		<b>1,066,358</b>		-	-	<b>4,492,118</b>

BRT Contact: Andy Newsum 809-4616 BCAG: Ivan Garcia or Julie Quinn 809-4616

**SUPPLEMENTAL INFO SPECIFIC TO BRT:**

B Line Obligations:	Operating TDA	Less Carryover	Capital Reserve	Capital Purchase	Total
Fixed Route	3,176,244	(460,416)	-	-	2,715,828
Paratransit	1,236,706	(460,416)	-	-	776,290
Capital			400,000	600,000	1,000,000
<b>Total</b>	<b>4,412,950</b>	<b>(920,832)</b>	<b>400,000</b>	<b>600,000</b>	<b>4,492,118</b>

BUTTE COUNTY ASSOCIATION OF GOVERNMENTS  
**LOCAL TRANSPORTATION FUND (LTF)**  
**ANNUAL PROJECT AND EXPENDITURE PLAN**

Claimant: Butte County Public Works

Fiscal Year 2020/2021  
 Submitted April 2021

FY 20/21 LTF APPORTIONMENT	
Prior Year Apport Balance	421,135
20/21 Apportionment	1,666,308
Total Available to Claim	2,087,443
<b>Current amount claimed</b>	<b>(1,816,308)</b>
<b>Unclaimed balance</b>	<b>271,135</b>

CLAIMED  TDA STATUTE DESCRIPTION & LOCAL AGENCY PROJECT TITLE	SOURCE OF FUNDING						TOTAL Project Expense
	CURRENT CLAIM		PRIOR CLAIM		OTHER FUNDING SOURCES		
	LTF		LTF Fund Balance		OTHER FUNDS	SOURCE	
LTF \$ amount	PUC Section	LTF \$ amount	PUC Section				
TDA Fund 0131 Administration-County's Support Services	-	Art 8, 99400 (d)					-
Payment Under Contract for Public Transportation <b>Gridley Flyer</b>	4,000	Art 8, 99400 (c)					4,000
Rail Passenger Service <b>Amtrak-Chico</b>	1,680	Art 8, 99400 (b)					1,680
Streets and Roads - <b>Road Maintenance Incl. Transp. Planning</b>	1,660,628	Art 8, 99400(a)	-	Art 8, 99400(a)			1,660,628
Las Plumas CG&S	150,000	Art 8, 99400(a)					150,000
<b>ALLOCATED FUNDS</b>	<b>1,816,308</b>		<b>-</b>		<b>-</b>	<b>-</b>	<b>1,816,308</b>

Local Contact: Amanda Partain 538-7681 BCAG- Ivan Garcia or Julie Quinn : 809-4616

**SUPPLEMENTAL INFO SPECIFIC TO BUTTE COUNTY:**

TDA Fund:	Beginning TDA Fund Bal (a)	20/21 Revenue (b)	20/21 Expense (c)	Estimated End Fund Balance (a+b-c)
Transit LTF		5,680	5,680	-
Transportation LTF	103,386	1,810,628	1,810,628	103,386
<b>Total County TDA Fund</b>	<b>103,386</b>	<b>1,816,308</b>	<b>1,816,308</b>	<b>103,386</b>

BUTTE COUNTY ASSOCIATION OF GOVERNMENTS  
**LOCAL TRANSPORTATION FUND (LTF)**  
**ANNUAL PROJECT AND EXPENDITURE PLAN**

Claimant: City of Biggs

Fiscal Year 2020/2021  
Submitted April 2021

FY 20/21 LTF APPORTIONMENT	
Prior Year Apport Balance	9,860
20/21 Apportionment	45,624
Total Available to Claim	55,484
<b>Amount claimed</b>	<b>(55,484)</b>
<b>Unclaimed balance</b>	<b>-</b>

TDA STATUTE DESCRIPTION & LOCAL AGENCY PROJECT TITLE	SOURCE OF FUNDING						TOTAL STREETS & ROADS PROJECTS-w/TDA
	CLAIMED FUNDS		FUND BALANCE USED		OTHER FUNDING SOURCES		
	TDA - LTF		TDA - LTF		OTHER FUNDS	SOURCE	
	LTF \$ amount	PUC Section	LTF \$ amount	PUC Section			
Streets & Roads Maintenance	55,484	Art 8, 99400(a)					55,484
							-
							-
<b>ALLOCATED FUNDS</b>	<b>55,484</b>			-		-	<b>55,484</b>

Local Contact: Mark Sorensen 868-5393

**SUPPLEMENTAL INFO SPECIFIC TO BIGGS:**

TDA Fund:	Beginning Fund Balance (a)	20/21 Revenue (b)	20/21 Expense (c)	Estimated End Fund Balance (a+b-c)
Transit LTF	-	-	-	-
Transportation- LTF	111,025	55,484	55,484	111,025
<b>Total TDA Fund</b>	<b>111,025</b>	<b>55,484</b>	<b>55,484</b>	<b>111,025</b>

BUTTE COUNTY ASSOCIATION OF GOVERNMENTS  
**LOCAL TRANSPORTATION FUND (LTF)**  
**ANNUAL PROJECT AND EXPENDITURE PLAN**

Claimant: City of Chico

Fiscal Year 2020/2021  
 Submitted April 2021

FY 20/21 LTF APPORTIONMENT	
Prior Year Appt Balance	475,980
20/21 Apportionment	2,717,876
Total Available to Claim	3,193,856
<b>Amount claimed</b>	<b>(3,193,856)</b>
<b>Unclaimed balance</b>	<b>-</b>

CLAIMED  TDA STATUTE DESCRIPTION & LOCAL AGENCY PROJECT TITLE	SOURCE OF FUNDING						TOTAL PROJECT
	CLAIMED FUNDS		FUND BALANCE USED		OTHER FUNDING SOURCES		
	TDA - LTF		TDA - LTF		OTHER FUNDS	SOURCE	
	LTF \$ amount	PUC Section	LTF \$ amount	PUC Section			
General Public / <b>Transit Service (212-653)</b>	70,000	Article 8, 99400 (c)	-				70,000
Planning and Administration / <b>Transit Service (212-653)</b>	5,552	Article 8, 99400 (d)	-				5,552
Transit Center Maint. & Utilities / <b>Transit Service (212-653)</b>	6,544	Article 8, 99400 (e)	-				6,544
Passenger Rail Operations & Capital / <b>Transportation -Depot (212-659)</b>	53,767	Article 8, 99400 (b)					53,767
Projects for Pedestrians and Bicycles / <b>Transportation (212-654)</b>	107,132	Article 8, 99400 (a)					107,132
Streets and Roads Claims / Planning and Planning Process Admin/ Indirect Cost <b>(212-000) &amp; (212-995)</b>	71,741	Article 8, 99402					71,741
Public Right-of-Way Maintenance / <b>Traffic Safety (212-650)</b>	107,227	Article 8, 99402					107,227
Streets and Roads Claims / Planning and Planning Process <b>Transportation-Planning (212-655)</b>	309,971	Article 8, 99402					309,971
Streets and Roads - <b>Road Maintenance Incl. Transp. Planning (9001)</b>	100,000	Article 8, 99402					100,000
Capital Projects (roads) <b>16004, 16038, 50233, 50316, 50347, 50378, 50410, 50452</b>	1,730,000	Article 8, 99400 (a)					1,730,000
Capital Projects (bike/ped) <b>12058, 50160, 50307, 50464</b>	631,922	Article 8, 99400 (a)					631,922
<b>ALLOCATED FUNDS</b>	<b>3,193,856</b>		<b>-</b>		<b>-</b>	<b>-</b>	<b>3,193,856</b>

Local Contact: Brendan Ottobani, Kathryn Mathus, Linda Herman

BCAG: Ivan Garcia or Julie Quinn 809-4616

**SUPPLEMENTAL INFO SPECIFIC TO CHICO:**

TDA Fund:	Beginning Fund Balance (a)	20/21 Revenue (b)	20/21 Expense (c)	Estimated End Fund Balance (a+b-c)
Transit LTF	106,520	135,863	135,863	106,520
Transportation LTF	2,785,456	3,057,993	3,057,993	2,785,456
<b>Total Chico Transportation Fund</b>	<b>2,891,976</b>	<b>3,193,856</b>	<b>3,193,856</b>	<b>2,891,976</b>

BUTTE COUNTY ASSOCIATION OF GOVERNMENTS

**LOCAL TRANSPORTATION FUND (LTF) and STATE TRANSIT ASSISTANCE (STA) FUND**  
**ANNUAL PROJECT AND EXPENDITURE PLAN**

Claimant: City of Gridley

Fiscal Year **2020/2021**  
 Submitted April 2021

FY 20/21 LTF/STA APPORTIONMENT	
Prior Year Alloc Balance	35,755
20/21 LTF Apportionment	157,713
20/21 STA Apportionment	86,000
Total Available TDA	279,468
<b>Amount claimed</b>	<b>(279,468)</b>
<b>Unclaimed balance</b>	<b>-</b>

CLAIMED	SOURCE OF FUNDING						TOTAL
	CLAIMED FUNDS		CLAIMED FUNDS		OTHER FUNDING SOURCES		
	TDA - LTF		TDA - STA		OTHER FUNDS	SOURCE	
	LTF \$ amount	PUC Article & Section	STA \$ amount	CCR Section			
<b>TDA STATUTE DESCRIPTION &amp; LOCAL AGENCY PROJECT TITLE</b>							
Support of Public Transp System / <b>Gridley Golden Flyer</b> (Fund 700)	9,500	Article 4, 99260 (a)	86,000	Art 4, Sec 6730 (a)			95,500
Streets and Roads Maintenance (Fund 430)	78,000	Article 8, 99400(a)					78,000
CIP (Fund 430): Pavement Management Plan/ Equipment	105,968	Article 8, 99400(a)			94,032	TDA Fund Balance	200,000
<b>ALLOCATED FUNDS</b>	<b>193,468</b>		<b>86,000</b>		<b>94,032</b>	<b>-</b>	<b>373,500</b>

Local Contact: Elisa Artega or Martin Pineta 846-5695

BCAG: Ivan Garcia or Julie Quinn 809-4616

**SUPPLEMENTAL INFO SPECIFIC TO GRIDLEY:**

TDA Funds:	Beginning Fund Balance (a)	20/21 Revenue (b)	20/21 Expense (c)	Estimated End Fund Balance (a+b-c)
<b>TDA Fund held by City:</b>				
<b>Transportation- LTF</b>	426,134	183,968	278,000	332,102
<b>Taxi Fund held by City:</b>				
<b>Transit- LTF</b>	(153,865)	9,500	9,500	(153,865)
<b>Transit- STA</b>	-	86,000	86,000	-
<b>Total Taxi Fund</b>	(153,865)	95,500	95,500	(153,865)
<b>Total TDA Funds</b>		279,468	373,500	

BUTTE COUNTY ASSOCIATION OF GOVERNMENTS  
**LOCAL TRANSPORTATION FUND (LTF)**  
**ANNUAL PROJECT AND EXPENDITURE PLAN**

Claimant: City of Oroville

Fiscal Year 2020/2021  
 Submitted April 2021

FY 20/21 LTF APPORTIONMENT	
Prior Year Apport Balance	93,518
20/21 Apportionment	478,903
Total Available to Claim	572,421
<b>Amount claimed</b>	<b>(572,421)</b>
<b>Unclaimed balance</b>	<b>-</b>

CLAIMED	SOURCE OF FUNDING						TOTAL STREETS & ROADS PROJECTS- w/TDA
	CURRENT CLAIM		PRIOR CLAIM		OTHER FUNDING SOURCES		
	LTF		LTF Fund Balance		OTHER FUNDS	SOURCE	
	LTF \$ amount	PUC Section	LTF \$ amount	PUC Section			
TDA STATUTE DESCRIPTION & LOCAL AGENCY PROJECT TITLE							
20-21 Pavement Rehabilitation Projects	572,421	Article 8, 99400(a)	177,579	Article 8, 99400(a)	-		750,000
							-
							-
<b>ALLOCATED FUNDS</b>	<b>572,421</b>		<b>177,579</b>		<b>-</b>	<b>-</b>	<b>750,000</b>

Local Contact: Ruth Wright 538-2813; Matt Thompson; Dawn Nevers

BCAG: Ivan Garcia or Julie Quinn 809-4616

**SUPPLEMENTAL INFO SPECIFIC TO OROVILLE:**

TDA funds:	Beginning Fund Balance (a)	20/21 Revenue (b)	20/21 Expense (c)	Estimated End Fund Balance (a+b-c)
Transit - LTF (Transfer to Transportation)	7,463	-	7,463	-
Transportation LTF	588,660	572,421	742,537	418,544
<b>Total TDA Funds</b>	<b>596,123</b>	<b>572,421</b>	<b>750,000</b>	<b>418,544</b>

BUTTE COUNTY ASSOCIATION OF GOVERNMENTS  
**LOCAL TRANSPORTATION FUND (LTF)**  
**ANNUAL PROJECT AND EXPENDITURE PLAN**

Claimant: Town of Paradise

Fiscal Year 2020/2021  
Submitted April 2021

FY 20/21 LTF APPORTIONMENT	
Prior Year Apport Balance	681,456
20/21 Apportionment	114,084
Total Available to Claim	795,540
<b>Current amount claimed</b>	<b>-</b>
<b>Unclaimed balance</b>	<b>795,540</b>

CLAIMED  TDA STATUTE DESCRIPTION & LOCAL AGENCY PROJECT TITLE	SOURCE OF FUNDING						TOTAL STREETS & ROADS PROJECTS-w/TDA
	CURRENT CLAIM		PRIOR CLAIM		OTHER FUNDING SOURCES		
	LTF		LTF Fund Balance		OTHER FUNDS	SOURCE	
LTF \$ amount	PUC Section	LTF \$ amount	PUC Section				
Streets and Roads- Administration & Planning process	-	Art 8, 99402	22,932	Art 8, 99402			22,932
Streets and Roads- Almond Multi-modal (CIP 9377)	-	Art 8, 99400(a)	250	Art 8, 99400(a)			250
Streets and Roads- Ponderosa Safe Routes to School (CIP 9380)	-	Art 8, 99400(a)	100,000	Art 8, 99400(a)			100,000
Streets and Roads- Skyway at Black Olive Signal (CIP 9382)	-	Art 8, 99400(a)	6,650	Art 8, 99400(a)			6,650
Streets and Roads- Almond Underground Utility District (CIP 9392)	-	Art 8, 99400(a)	20,700	Art 8, 99400(a)			20,700
Streets and Roads- Interim Safety Striping and Markings (CIP 9392)			86,700	Art 8, 99400(a)			86,700
<b>ALLOCATED FUNDS</b>	<b>-</b>		<b>237,232</b>		<b>-</b>	<b>-</b>	<b>237,232</b>

Kevin Phillips 872-6291 x119 kphillips@townofparadise.com; Marc Mattox

BCAG: Ivan Garcia or Julie Quinn 809-4616

**SUPPLEMENTAL INFO SPECIFIC TO PARADISE:**

TDA Funds:	Beginning Fund Balance (a)	20/21 Revenue (b)	20/21 Expense (c)	Estimated End Fund Balance (a+b-c)
Transit Fund	29,467	-	-	29,467
Transportation Fund	610,225	-	237,232	372,993
<b>Total Paradise TDA Fund</b>	<b>639,692</b>	<b>-</b>	<b>237,232</b>	<b>402,460</b>



BUTTE COUNTY ASSOCIATION  
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING  
ITEM #7



## BCAG BOARD OF DIRECTORS

**Item #7**  
**Action**

April 22, 2021

### **APPROVAL OF 2021/22 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 reviewed a draft 2021/22 Overall Work Program (OWP) & Budget with the Board of Directors at the March 25<sup>th</sup> meeting. Since the March meeting, Staff has finalized the 2021/22 Overall Work Program and Budget which is outlined in this memo. A full copy of the 2021/22 Overall Work Program & Budget is available at the following link: <http://www.bcag.org/Planning/Overall-Work-Program-OWP--Budget/index.html>. Upon approval by the BCAG Board of Directors, Staff will submit the 2021/22 OWP & Budget to the Federal Highway Administration (FHWA), Caltrans and the Federal Transit Administration (FTA) for their review and approval.

The final 2021/22 OWP & Budget identifies twenty-four 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 final 2021/22 OWP & Budget:

#### **REGIONAL TRANSPORTATION PLANNING & PROGRAMMING WORK ELEMENTS**

- 22-999 2021/22 Indirect Cost Allocation Plan
- 22-100 Overall Work Program Administration, Development & Reporting
- 22-101 Outreach, Education & Coordination
- 22-102 Regional Transportation Model
- 22-103 Regional Geographic Information System (GIS) Coordination
- 22-104 Regional Transportation-Air Quality Planning
- 22-105 2021 Federal Transportation Improvement Program (FTIP)
- 22-106 2022 Regional Transportation Improvement Program (RTIP)
- 22-107 2020 Regional Transportation Plan (RTP) & Sustainable Communities Strategy (SCS)
- 22-108 Regional Early Action Planning (REAP) Grant Coordination
- 22-109 US Census Affiliate Data Center Administration
- 22-110 Intelligent Transportation System – Regional Architecture Maintenance
- 22-114 Butte Regional Conservation Plan (BRCP)
- 22-120 Performance Based Planning & Programming
- 22-122 Sustainable Transportation Planning 2019-20 – SCS Development
- 22-123 Sustainable Transportation Planning 2021-22 – Land Use Model
- 22-124 Sustainable Transportation Planning 2021-22 – Regional VMT Planning Coordination
- 22-130 North Valley Rail Planning
- 22-131 Chico to Sacramento Strategic Plan

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**April 22, 2021**

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**TDA/TRANSIT COORDINATION & PLANNING WORK ELEMENTS**

- 22-300 Transportation Development Act Administration
- 22-301 Public Transit Systems Planning & Coordination
- 22-302 Butte Regional Transit Administration & Operations
- 22-303 Americans with Disabilities Act (ADA) Certification Program
- 22-308 B-Line Zero Emission Electric Bus Rollout Plan

**FINAL BUDGET**

The final budget for implementing the 2021/22 Overall Work Program is projected to be approximately **\$4,681,416**, the draft revenues and expenditures are listed below:

**EXPENDITURES**

Salaries & Benefits	= \$ 1,838,765
Services, Supplies & Other Indirect Expenses	= \$ 350,164
Professional Services Contracts	= \$ <u>2,492,487</u>

**TOTAL EXPENDITURES \$ 4,681,416**

**REVENUES**

Federal Highway Administration Planning (FHWA PL)	= \$ 778,838
Federal Transit Administration 5303 Funds	= \$ 71,000
SB 1 Planning Grant 2019-20	= \$ 76,955
SB 1 Planning Grant 2021-22	= \$ 185,943
Caltrans Strategic Partnership Grant FTA 5304	= \$ 154,150
Caltrans Strategic Partnership Grant FTA 5304 – Rail Plan	= \$ 500,000
FTA 5307 Planning	= \$ 160,000
Housing Community Development REAP Funds	= \$ 638,501
TDA Administration	= \$ 173,845
TDA Planning	= \$ 660,684
TDA Capital Reserves for ZEV Rollout	= \$ 200,000
Low Carbon Transit Operation Program (LCTOP)	= \$ 50,000
New Market Tax Credit – Interest Income	= \$ 207,060
STIP PPM Funds	= \$ 226,000
<u>Butte Regional Transit - Operations</u>	= \$ <u>598,440</u>

**TOTAL REVENUES \$ 4,681,416**

**STAFFING FOR 2021/22**

BCAG currently has a staff of twelve (10) full-time and (2) part time employees.

During the 2021/22 FY, Senior Planner Jim Peplow will be retiring, and Victoria Proctor will be shifting to an Assistant Planner position to work on transit planning and operations. As a result, BCAG will need to hire a new Administrative Assistant for the front office operations.

**BCAG Board of Directors Meeting – Item #7**

**April 22, 2021**

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**SUMMARY**

BCAG's final 2021/22 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.

**STAFF RECOMMENDATION:** The Executive Director is requesting that the BCAG Board of Directors approve the 2021/22 Overall Work Program & Budget by Resolution 2020/21-14.

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

**BUTTE COUNTY ASSOCIATION OF GOVERNMENTS  
RESOLUTION NO 2020/2021-14**

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**RESOLUTION OF THE BUTTE COUNTY ASSOCIATION OF GOVERNMENTS  
APPROVING THE ADOPTION OF THE 2021/2022 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 2021/2022 Fiscal Year in compliance with the 23 U.S.C and Section 5303 of the Federal Transit Act;

**WHEREAS**, in conjunction with the 2021/22 Overall Work Program Agreement and Master Fund Transfer Agreement, the 2021/22 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 2021/22 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 2021/22 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 2021/22 Overall Work Program and Budget.

**PASSED AND ADOPTED** by the Butte County Association of Governments on the 22<sup>nd</sup> day of April, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

**APPROVED:**

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BILL CONNELLY, CHAIR  
BUTTE COUNTY ASSOCIATION OF GOVERNMENTS

**ATTEST:**

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JON CLARK, EXECUTIVE DIRECTOR  
BUTTE COUNTY ASSOCIATION OF GOVERNMENTS

BUTTE COUNTY ASSOCIATION  
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING  
ITEM #8



## BCAG BOARD OF DIRECTORS

## Item #8 Action

April 22, 2021

### APPROVAL OF BUTTE REGIONAL TRANSIT 2021/2022 SERVICE PLAN & BUDGET

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

**ISSUE:** BCAG is responsible for the preparation of the Annual Service Plan and Budget for Butte Regional Transit (B-Line).

**DISCUSSION:** Below is the final 2021/22 Butte Regional Transit Budget for review and approval. A full copy of the 2021/22 BRT Service Plan & Budget can be found on the B-Line website at the following link: <http://www.blinetransit.com/About-B-Line/Budget/index.html>

In March, BCAG presented the draft copy of the 2021/22 BRT Budget & Service Plan that was reviewed by the Transit Administrative Oversight Committee (TAOC), which is made up of representatives from the cities, town and county. BCAG is presenting the Final BRT Budget & Service Plan that still includes reduced service hours in both fixed route and paratransit services due to changes related to the Camp Fire and COVID-19.

In summary, the 2021/22 the proposed Final Budget identifies a total operating budget of **\$10,830,927**, for both Fixed Route service and Paratransit service in the urban and rural areas of Butte County. The 2021/22 budget is \$323,903 higher than prior year in total dollars, an increase of 3.1%. The increase to the transit services contract hourly rate for the year is 4.3%.

The following items are major changes from the 2020/21 Budget:

- Increase of \$40,000 to Software License for annual software increases plus addition of mobile app maintenance and GTFS maintenance. Cost of mobile app maintenance of \$33,000 is offset by grant funding in current year.
- Addition of credit card and mobile app processing fees for \$2,600.
- Increase of \$8,000 to Support Services for increasing cost. Support Services represents 3.9% of the total budget.
- Increase of \$20,122 in Fleet Insurance tied to annual increase in Transdev contract.
- Increase in Purchased Transportation of 4.3% per Transdev contract.
- Decrease of \$112,000 in Fuel cost due to low contract rates and CNG credits.
- Increase of \$40,000 in Facility Operations related to increased utilities, landscaping, and property insurance.



## **BCAG Board of Directors Item #8**

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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.

- Fare revenue in the draft budget covers 7.8% of overall costs. The budget for fare revenue shows nearly a 25% decrease in overall fares compared to the 20/21 final budget, which included a 35% decrease in fares due to pandemic. The current year estimate is derived from the actual fares collected through the second quarter, adjusted upwards by an average of 3% 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.
- Federal/other funding covers 31.7% of costs in the draft budget. This is a 31% decline from prior year funding because of the removal of nearly \$2 million of Coronavirus Aid, Relief, and Economic Security (CARES) Act funds that were included in the 20/21 budget. The current budget estimates a small amount of Coronavirus Response and Relief Supplemental Appropriations (CRRSAA) Act funds. Additional relief funding will be added as approved.
- TDA support covers 60.6% of costs in the draft budget. TDA is increased nearly 50% which reflects both the decline of both fares and federal funding discussed above. Any excess TDA funding over actual operating cost is carried into the following fiscal year. The carryover of TDA funds from 20/21 is estimated to be \$1.6M, which reduces the apportionment of TDA to BRT.

### **Capital Budget items for FY 2021/22**

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

Five paratransit busses have been ordered in FY 2020/21. These buses will most likely arrive in FY 2021/22. Funding for paratransit vehicles comes from FTA 5310.

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Following is a snapshot of the Final 2021/22 Butte Regional Transit Operating and Capital Budgets:

## FISCAL YEAR 2021/22 OPERATING BUDGET

	2019/20 APPROVED BUDGET	2019/20 ACTUAL ANNUAL	2020/21 APPROVED BUDGET	2021/22 PROPOSED BUDGET	Difference	% CHANGE
<b>OPERATING EXPENSES</b>						
<b>ADMINISTRATION</b>						
Printing and signage	\$ 38,000	\$ 35,483	\$ 38,000	\$ 38,000	\$ -	0.0%
Training and travel	6,000	6,390	6,000	6,000	-	0.0%
Public Outreach	50,000	44,149	50,000	50,000	-	0.0%
Software License/Maintenance	125,505	119,371	127,648	167,648	40,000	31.3%
Processing Fees/mobile app	-	258	-	2,600	2,600	
Paratransit ADA Certification	47,000	48,410	49,000	49,000	-	0.0%
Support Services	417,000	449,454	417,000	425,000	8,000	1.9%
<b>TOTAL ADMINISTRATION</b>	<b>\$ 683,505</b>	<b>\$ 703,515</b>	<b>\$ 687,648</b>	<b>\$ 738,248</b>	<b>\$ 50,600</b>	<b>7.4%</b>
<b>OPERATIONS AND MAINTENANCE</b>						
Communication	\$ 44,100	\$ 33,376	\$ 22,025	\$ 22,025	\$ -	0.0%
Fleet Insurance	388,965	376,580	408,312	428,434	20,122	4.9%
Vehicle Maintenance	160,000	152,120	160,000	160,000	-	0.0%
Maintenance Equipment	25,000	3,200	25,000	25,000	-	0.0%
Purchased Transportation	7,320,287	7,129,146	7,440,838	7,762,812	321,974	4.3%
Fuel	1,122,000	916,206	1,093,000	981,000	(112,000)	-10.2%
Transit Center Maintenance- Chico/Oroville	168,000	172,371	204,000	204,000	-	0.0%
Transit Kiosk Lease- Chico	14,000	7,500	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	295,596	306,082	335,350	375,350	40,000	11.9%
<b>TOTAL OPS AND MAINTENANCE</b>	<b>\$ 9,558,769</b>	<b>\$ 9,117,402</b>	<b>\$ 9,715,346</b>	<b>\$ 9,985,442</b>	<b>\$ 270,096</b>	<b>2.8%</b>
<b>SUB-TOTAL OPERATING EXPENSES</b>	<b>\$ 10,242,274</b>	<b>\$ 9,820,917</b>	<b>\$ 10,402,994</b>	<b>\$ 10,723,690</b>	<b>\$ 320,696</b>	<b>3.1%</b>
<b>APPROPRIATION FOR CONTINGENCIES</b>	<b>\$ 102,423</b>	<b>\$ -</b>	<b>\$ 104,030</b>	<b>\$ 107,237</b>	<b>\$ 3,207</b>	<b>3.1%</b>
<b>TOTAL OPERATING REQUIREMENTS</b>	<b>\$ 10,344,697</b>	<b>\$ 9,820,917</b>	<b>\$ 10,507,024</b>	<b>\$ 10,830,927</b>	<b>\$ 323,903</b>	<b>3.1%</b>
<b>OPERATING REVENUES</b>						
Fixed Route Passenger Fares	\$ 1,385,929	\$ 1,067,423	\$ 960,480	\$ 693,070	\$ (267,410)	-27.8%
Paratransit Fares	325,433	261,123	158,688	147,250	(11,438)	-7.2%
<b>TOTAL OPERATING REVENUE</b>	<b>\$ 1,711,362</b>	<b>\$ 1,328,546</b>	<b>\$ 1,119,168</b>	<b>\$ 840,319</b>	<b>(278,849)</b>	<b>-24.9%</b>
<b>NON-OPERATING REVENUE</b>						
<b>TDA</b>	<b>\$ 5,251,965</b>	<b>\$ 2,676,785</b>	<b>\$ 4,412,950</b>	<b>\$ 6,561,693</b>	<b>2,148,743</b>	<b>48.7%</b>
<b>FEDERAL/OTHER</b>	<b>\$ 3,381,370</b>	<b>\$ 5,815,586</b>	<b>\$ 4,974,906</b>	<b>\$ 3,428,915</b>	<b>\$ (1,545,991)</b>	<b>-31.1%</b>
<b>TOTAL REVENUES</b>	<b>\$ 10,344,697</b>	<b>\$ 9,820,917</b>	<b>\$ 10,507,024</b>	<b>\$ 10,830,927</b>	<b>\$ 323,903</b>	<b>3.1%</b>

**CAPITAL BUDGET**

	<b>2019/20 APPROVED BUDGET</b>	<b>2019/20 ACTUAL ANNUAL</b>	<b>2020/21 APPROVED BUDGET</b>	<b>2021/22 PROPOSED BUDGET</b>
<b>CAPITAL OUTLAY</b>				
Equipment/ Structures	\$ -	\$ 87,584	\$ -	\$ -
Fixed Route Vehicles	-	-	3,071,452	1,900,000
Paratransit Vehicles	-	-	334,800	334,800
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ 87,584</b>	<b>\$ 3,406,252</b>	<b>\$ 2,234,800</b>
<b>CAPITAL OUTLAY FUNDING SOURCES</b>				
Reserved LTF/CARES Act funds	\$ -	\$ -	\$ 3,071,452	\$ -
BRT Capital Reserves	-	32,505	10,000	10,000
State of Good Repair (SGR)	-	-	-	650,000
FTA 5310 Capital Grant	-	-	324,800	324,800
FTA 5339 Capital Grants	-	55,079	-	360,000
Low Carbon Transit Operations Program (LCTOP)	-	-	-	890,000
<b>TOTAL CAPITAL OUTLAY FUNDING</b>	<b>\$ -</b>	<b>\$ 87,584</b>	<b>\$ 3,406,252</b>	<b>\$ 2,234,800</b>

**STAFF RECOMMENDATION:** Staff is recommending that the BCAG Board of Directors approve the 2021/22 Butte Regional Service Plan & Budget.

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

BUTTE COUNTY ASSOCIATION  
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING  
ITEM #9



## BCAG BOARD OF DIRECTORS

## Item #9 Action

April 22, 2021

### **PUBLIC HEARING FOR BCAG'S FEDERAL FUNDING UNDER FTA SECTION 5311 (49 U.S.C. SECTION 5311) CRRSAA WITH CALIFORNIA DEPARTMENT OF TRANSPORTATION**

**PREPARED BY:** Sara Cain, Associate Senior Planner

**ISSUE:** BCAG is applying for FTA FY 2021 5311 Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) funds to construct the Paradise Transit Center and is required to hold a public hearing to receive comments from the public on the proposed project.

**DISCUSSION:** On December 27, 2020, CRRSAA was signed into law, allocating \$678.2 million to rural areas and tribes under the FTA 5311 formula program. BCAG was allocated \$2,024,418 and will apply for capital funding to construct the Paradise Transit Center.

BCAG has worked with the Town over the last few years to construct a new transit center at the intersection of Cedar Street and Almond Street. In FY 2016/17, BCAG began developing an environmental document and plans, specifications, and estimates (PS&E) for the construction of the project. BCAG is finalizing the design documents and anticipates being complete this year. Based on the rebuilding progress in the downtown area, and BCAG's commitment to providing integrated public transportation options, constructing the Paradise Transit Center is a critical link to the on-going rebuilding efforts.

BCAG will submit the application to Caltrans at the end of this month. Caltrans anticipates Standard Agreements will be issued early Fall 2021.

FTA regulations require that a public hearing be held to receive comments from the public on the proposed project. Upon completion of the hearing, BCAG may proceed to submit the application to solicit CRRSAA funding.

The attached resolution authorizes the Executive Director to file and execute the application, assurances, and agreements with Caltrans for FTA 5311 CRRSAA funding.

**BCAG Board of Directors Item #9**

**April 22, 2021**

**Page 2**

**STAFF RECOMMENDATION:** Staff requests approval of Resolution 2020/21-12 authorizing the Executive Director to file and execute the FTA 5311 CRRSAA application on behalf of BCAG.

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



**BUTTE COUNTY ASSOCIATION OF GOVERNMENTS  
RESOLUTION NO 2020/2021-12**



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**RESOLUTION OF THE BUTTE COUNTY ASSOCIATION OF GOVERNMENTS  
AUTHORIZING THE FEDERAL FUNDING UNDER FTA SECTION 5311 (49 U.S.C.  
SECTION 5311) CRRSAA 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 9040.1G**); 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**, the Butte County Association of Governments (BCAG) desires to apply for said financial assistance to permit operation of service/purchase of capital equipment 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 Butte County Board of Directors does hereby Authorize the Executive Director, to file and execute applications on behalf of BCAG and with the Department to aid in the financing of capital/operating assistance projects pursuant to Section 5311 of the Federal Transit Act (**FTA C 9040.1G**), as amended.

That the Executive Director and Deputy Director is 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 is authorized to provide additional information as the Department may require in connection with the application for the Section 5311 projects.

**BCAG**  
**Resolution 2020/21-12**  
**Page 2**

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

**PASSED AND ADOPTED** by the BCAG Board of Directors, State of California, on the 22<sup>nd</sup> day of April 2021 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

April 22, 2021

### PROJECT DELIVERY SERVICES FOR FIRE VICTIM TRUST

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

**ISSUE:** Staff has been approached by designated counsel representing the Fire Victim Trust to be considered as an entity capable of providing settlement resources to private roads damaged in fires determined to have been caused by PG&E assets.

**DISCUSSION:** On July 1, 2020, the PG&E Fire Victim Trust Agreement was created pursuant to the "Debtors' and Shareholder Proponents Joint Chapter 11 Plan of Reorganization Dated June 19, 2020". Among the many topics covered in this agreement, resources are specifically identified to rebuild private roads damaged by wildfires dating back to 2015 and covers the entire State of California. In Butte County, this resource settlement pertains to all roads, public and private, damaged by the Camp Fire or any other fire designated as having been caused by PG&E assets.

Roads within Public Rights of Way will be restored and repaired through the management of the local jurisdictions affected. In the case of Butte County, there are fire damaged public roads within the respective jurisdictions of the Town of Paradise and the County of Butte. There are private roads within both jurisdictional boundaries that are not within the public right of way and therefore not under the jurisdiction of either the Town of Paradise or County of Butte. Because these privately owned fire damaged roadways do not fall within public rights of way, neither the Town of Paradise or County of Butte have authority and are specifically excluded from managing and delivering Fire Victim Trust resources to these roadways for restoration.

Non-profit agencies and 501(c)(3) organizations are viable considerations for delivering resources to the private roadway network because there is no authority or obligation as owners of public rights of way. As such, BCAG, along with other community non-profit organizations are possible entities available to manage the delivery of the resources.

BCAG has been contacted by Fire Victim Trust legal counsel to gauge interest in being considered as an entity to provide delivery of resources through management of contracts to restore and reconstruct the designated private roadways. Staff has had several discussions with counsel in an effort to begin understanding what is being requested of BCAG and how, or if, BCAG can even be considered as a viable entity to do the work.

**BCAG Board of Directors Meeting – Item #10**

**April 22, 2021**

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Staff has invested time developing a summary report outlining our understanding of the request thus far, significant topics of concern and a General Draft Scope of Work that may be used in moving forward (*attached*). Staff continues to communicate with Fire Victim Trust legal counsel to learn more, answer questions and expectedly develop new questions.

Staff is continuing to assess the viability of committing to this effort. The effort is complex and unique in both scope and size and to staff's knowledge has never been before. It is possible BCAG's commitment to this would be a first of its kind effort.

In recognition of the scope and significance of the Camp Fire and other fires impact on the residents of Butte County, it is difficult for staff to dismiss the need and possibility that BCAG can help. It is however a significant commitment of resources that will require staff to look at the best way to resource the effort. There is an expectation that BCAG's participation in this effort will be compensated by the Trust and will not impact agency funding for state and federal mandated RTPA and MPO activities.

Staff is presenting this item to the Board for general discussion and guidance. Staff does not want to continue engaging with the Fire Victim Trust if the request does not support the mission and direction of what the Board believes BCAG should be doing. If there is general desire to continue discussing and taking further steps to committing the effort, staff would bring the item back, having addressed stated concerns, to the Board for further discussion and formal action.

The website for the Fire Victim Trust is accessible at:

<https://www.firevictimtrust.com/Home.aspx>

The website is informative and describes all documents developed and actions taken establishing the Trust.

**STAFF RECOMMENDATION:** The item is present for information and discussion.

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



**Private Roadway Recovery Implementation Plan (PRRP)**

**For**

**Fire Victims Trust (DRAFT)**

**4-9-2021**

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# Private Roadway Recovery Implementation Plan (PRRP)

(A. Newsum - 4-9-21)

## **Background**

In February of 2020, the Butte County Association of Governments (BCAG) was contacted by a law firm representing a singular aspect of a pending PG&E fire victim settlement to be held in trust (Trust) on behalf of PG&E caused fires dating back to 2015. One area of the settlement is the rehabilitation of private roads damaged in fires determined to be caused by PG&E assets. The delivery of these resources is restricted; they cannot be delivered by the jurisdictional entity in which these roadways are located because private roadways are not in the maintained public right of way of that respective jurisdiction. As such, resources must be disbursed through an entity with no public rights of way ownership. I.e., 501c (3)s or non-profit organizations. BCAG is a public Joint Powers Agency of all the incorporated Cities, Town of Paradise, and Butte County. BCAG does not own or maintain any public rights of way in Butte County. BCAG maintains most all powers granted to public agencies in the State of California, excepting the ability to perform condemnation of public rights of way.

The ability of BCAG to act as a possible resource delivery entity resides in its 20 - year history of developing and managing the delivery of capital improvements in partnership with the local municipalities, the Department of Transportation (Caltrans), the Federal Department of Transportation (DOT) and various other state and federal resource agencies. BCAG utilizes an on - staff registered California Civil Engineer with background in capital project development and delivery, currently serving as the Deputy Director and Project Manager, to solicit Architect and Engineer (A&E) services for project development and management to be publicly bid through federal and state processes for the purpose of constructing said capital projects.

To better understand how BCAG might deliver the resources, careful consideration must be given to the establishment of an operating structure and obtainment of an experienced team to carry out the Objective. The large magnitude and geographical variability of the contemplated work requires the use of an efficient model to have the best chance of obtaining the Objective. The Cal Fire Operating Principals and the Hazardous Waste/Tree Removal program (Camp Fire), used during and immediately following the wildfires, provide good examples of how a private road rehab program might move forward.

## **Objective**

A key single element of initiating the contemplated work scope is an adequate and concise statement of the "Objective". BCAG believes the Objective is defined as:

- *Utilize resources held in Trust on behalf of fire victims for the rehabilitation of private roads to a pre-fire standard following damages caused by wildfire due to failure of PG&E assets.*

Once the Objective is understood by the Operating and Decision - Making Structure, the project can move forward for development and delivery. Of particular importance with the Objective, is also understanding the mindset of the people being served. The served people's acceptance, and success of the program, will depend upon the program's ability to deliver the resources efficiently and confidently. There is a bigger picture to consider. In general, the people will affiliate the project on their road as

being related to PG&E and government oversight. Even though this is not a correct characterization of this effort, it will be the reality under which the program proceeds. In operating under this characterization, the program has a responsibility to show that it is delivering a useful solution provided for the people through leadership.

Following is an outline of elements and descriptions of what BCAG believes must be understood and established prior to moving forward with development and delivery of projects.

## **Operating and Decision - Making Structure**

Carrying out the Objective requires a good understanding of the structure under which the resources are delivered to the public. Utilizing definitions provided in Cal Fire's Operating Principals, below is a general statement of the people expected to be involved in delivering the resources on behalf of the Trust.

### **Leaders of the Organization/Agency Administrator - The Trust/Trustee**

State the responsibilities and actions carried out by the Trust/Trustee. Provide approval/direction to Trustee/Special Masters.

**Leaders of Leaders – Trustee/Special Masters.** State the responsibilities and actions carried out by the Trust/Trustee. What tasks will be carried out and what level of independent judgement can be applied as to the value of submitted claims? Ex. All owners of a private road signs on to have their road repaired. The "Program" determines the best repair, a cost, and submits for \$125,000 approval. Does the Trustee/Special Master then approve \$125,000? Is it possible something less will be approved? Is consultation with Trust/Trustee required?

**Leaders of the People – Program/Project Management.** Manage the team to assess, develop, construct, document and communicate with the property owners when the Followers are on the ground. (*Note – subject to change dependent on actual size and scope of project*)

- Program (PGM)/Project Manager(s)(PM) – 1 PGM with 3 -5 PMs (assigned to regions). PGM meets with PMs to support and give direction to the Implementation Team. Products/tasks to be accomplished by PM :
  - Weekly/Monthly Briefing to Trust/Trustees/Special Masters on progress of work
  - Settlement of disputes with input/assistance from Trust/Trustees/Special Masters arising from property owners and/or contractors. (Arbitration/Mediation)
  - Weekly/Monthly briefing to jurisdiction(s) on progress of work
  - Interact with public and property owners as needed
  - Interact with, manage, and maintain the well-being of the IT

Personnel Count (est.): 1 PGM + 3 - 5 Region PMs = **Total 4-6 people**

- Implementation Team (IT) – Region Consultant Team with Civil, Construction Inspection and Management, Planning and Administrative experienced personnel. One Inspector per Contract/job/region.

General Products/tasks to be developed/maintained by Implementation Team:

- Base Mapping (see below) of all private roadways damaged by fire throughout all Butte County jurisdictions. This can be modified to as-builts either during or at the end of the construction.
- CM/Administrative to utilize simplified/modified CM documentation. Daily inspection diaries, certified payroll, pay estimates, material tags and/or certs.
- Interact with, manage and maintain the well-being of teammates and followers/contractors

Personnel Count (est.): 4 - person team per region x 3 - 5 regions = **Total 12 - 20 people**

- Supporting the Regional Teams is likely to include additional members of respective consultant teams. (i.e., engineers, surveyors, technicians, administrative, financial, and public relations personnel)

***Note:** The number of people on consultant teams could be highly variable dependent upon staff and resource availability. The above estimates refer to the number of people that may be necessary, in a full-time capacity, to develop and deliver the scope of work. Common practice is for consultant resources and staff to work on several unrelated projects at once. BCAG believes this effort would be better served by soliciting for and assigning consultant teams having the capacity to dedicate staff and resources on a full - time basis. BCAG also recognizes this may not be possible.*

**Followers – Contractors** – List of Pre-qualified General Engineering licensed contractors. 1 - 3 contractors per region, depending on size and scope of developed projects.

### **The Personnel (Implementation Team - IT)**

The delivery of resources to as many qualified private roadways as possible is critically dependent on the personnel that make up the Implementation Team. There must be characteristics of integrity, trust, and respect among all team members to accomplish the objective. Leadership must have a sound general knowledge of capital construction practices, and possess administrative, organizational and management skills to effectively document the work, manage the contracts, and engage with the public.

It is expected the Implementation Team should be a group of like-minded individuals experienced in working with complicated projects covering large areas and affecting large groups of people. Team leadership must be effective with honest communication, have humility and recognize the needs of their team and the people being served. In addition, the team must be able to evolve, adapt and learn from making mistakes during delivery of the **PRRP**. The team must be able to multi-task and possess an ability to understand and see the Objective through the entire length of time the PRRP is underway. The Team is likely to be comprised of consulting engineering and public relations firms and may include retired individuals that can fulfill an experienced part time need during the construction phase of the PRRP. BCAG would be the lead entity to solicit for and develop the Implementation Team in consultation with the Trust, Town of Paradise and County of Butte.

### **The Program – “Private Roadway Recovery” (PRRP)**

To deliver the resources quickly, efficiently, and equitably, the Implementation Team must have a defined program. The program could be called the “Private Roadway Recovery Program (PRRP)”. The program should not be overly complicated, easily learned, and adaptable to any changes in team



members and/or circumstances. The Hazard Tree Removal Program implemented by the Federal Emergency Management Agency (FEMA) and the State Office of Emergency Services (OES) following the Camp Fire is a good example of a large - scale operation delivered relatively quickly for the purpose intended. The removed all trees deemed “hazardous” from public rights of way and adjacent neighbors.

**Town of Paradise Private Roadways:** In support of the claim submitted on behalf of the private roadway owners, it is BCAG’s understanding property owners and roadways for which Trust resources can be applied, are identified. If true, this will be a very helpful resource to utilize as a basis for identifying the criteria to support development of respective projects at these specific locations.

In January of 2020, Marc A. Mattox (current Town of Paradise Public Works Director) developed and submitted the “Camp Fire Paradise Private Road Damage Report”. The report provides a very reasonable assessment of private roadway damage using existing Pavement Management System (PMS) data and pavement loading analysis techniques to approximate the cost to repair private roadways. Since the Town of Paradise does not specifically track the lifecycle of private roadways, the techniques applied provides a limited level of quantitative analysis by way of comparing what damages can be expected on private roadways by comparing them to known damages of similarly classified publicly maintained roadways. In the absence of a specific “Private Roadway Pavement Management System” this level and technique of analysis is a very appropriate means of developing assessments and cost to repair private roadways in the Town of Paradise.

**County of Butte, Unincorporated Areas Private Roadways:** As is stated above, it is BCAG’s understanding property owners and roadways for which Trust resources can be applied, are identified. Again, and if true, this will be a very helpful resource to utilize as a basis for identifying the criteria to support development of respective projects at these specific locations.

Unlike the Town of Paradise, BCAG is not aware of a report, like the one prepared by Mr. Mattox, for private roads in the unincorporated area of Butte County. In this case, and it may be useful for the Town of Paradise, it seems reasonable to consider identifying a specific minimum roadway improvement standard that will be utilized in locations where there exists no good documentation to establish a pre-fire condition. This would allow the roadway development process to move forward in the County without having to develop a specific report.

*Note: See Scope of Work for Tasks affiliated with delivering the **PRRP**.*

## **Concerns/Proposed Solutions/Questions:**

### **Base Mapping:**

Prior to beginning any work to engage property owners, a reliable mapping base identifying the location of damaged private roadways in Butte County must be produced and is critical. Aside from documentation affiliated with the submitted claims on behalf of the Town of Paradise and Butte County, it is not known if there exists any comprehensive mapping of private roadways. Cal Fire, the County of Butte and Town of Paradise have all been contacted to determine the availability of this type of base mapping and in what format it exists. A comprehensive mapping base will have to be prepared showing all private roads to be repaired and restored

*Note: Phone call from Joshua Baker, Cal Fire – Monday 3/22/21 in response to inquiry regarding any base mapping that may be available defining where private roads may be in the unincorporated areas of Butte County within the fire zones affected by the settlement. Josh reports there may be a fair amount of information and was going to inquire with Cal Fire GIS lead on detail and from what data source it has come from.*

*Follow up email from Joshua Baker (3/26/21). Reference was made to Louis Johnson at Butte County as the likely source for the most accurate mapping available.*

### **CEQA:**

The movement and alteration of ground is very limited in quantity and type before it becomes an action under CEQA. Rebuilding private roadways, although individually not large in action, cumulatively over a large geographical area is a significant action. If complete CEQA review is required, there will be significant delay in resource disbursement and likely call to question if contemplated work can realistically be accomplished. It may or may not be necessary to determine BCAG's "status" as CEQA agency. Refer to below stated section of CEQA:

- Section 21067 – “Lead Agency” – means the public agency which has the principal responsibility for carrying out or approving a project which may have a significant effect on the environment.
- Section 21069 – “Responsible Agency” – means a public agency, other than the lead agency, which has responsibility for carrying out or approving a project. BCAG??
- Section 21070 – “Trustee Agency” - means a state agency that has jurisdiction by law over natural resources affected by a project, that are held in trust for the people of the State of California
- **Proposed Solution:** Trust/Trustee obtain extension or re-instatement of CEQA Statutory Categorical Exemption in CEQA covered wholly under Section 15269 Emergency Projects. A Statutory Exemption dramatically improves the ability of resources to be delivered. May require legislative/executive action.

Ref. 2019 CEQA Statute and Guidelines.

**Resource Agency Permitting:**

Various State and Federal resource agencies are always expected for inclusion with projects such as this. Endangered and threatened species, protection of jurisdictional waterways and avoidance of historical/tribal structures and resources can be directly/perceptively affected. Regulatory compliance with projects on private property, although not as easily triggered with private projects, nonetheless does exist. This type of project would be very public and is expected to be considered as having regulatory compliance. Regulatory compliance and permitting process still has some level of consideration even if a CEQA Statutory Exemption is obtained. Much like the impact of **not** having a CEQA Statutory Exemption above, **not** having some level of blanket regulatory exemption, has similar consequences.

- **Proposed Solution:** Trust/Trustee to obtain blanket authorization to exempt or significantly streamline regulatory compliance with resource agencies having jurisdiction over private lands.

**Private Property Approvals to do the work:**

As stated previously, and if existing, the submitted claims may have a stipulation establishing the Rights to Enter and Construct the contemplated work. Rebuilding a private roadway under the ownership of several individuals would seemingly require **ALL** individuals to agree on the work to be done. Without 100% property owner buy-in, the project is difficult to pursue and may instill project proponent and property owner disputes. These are precarious situations that put project design and construction personnel at risk. In addition to private property owned by citizens, there will also be property owned by large private organizations (I.e., Sierra Pacific Industries). An additional concern is how to handle property owners claiming they have a need yet were not included in the original claim.

- **Proposed Solution:** ALL projects should have a criterion that establishes a project “go” or “no – go” with Rights of Entry (ROE) and Permits to Enter to Construct (PTE) appropriately executed and in hand. Less than 100% property owner agreement on projects may be problematic.

**Standards:**

Geometric and infrastructure standards are usually required for the development of private roadways and improvements within local jurisdictions. The purpose of this is to allow for the ingress and egress of public services when required. What will the standard of development be for the unincorporated areas of Butte County and within the jurisdiction of the Town of Paradise?

- **Proposed Solution:** Establish a set of jurisdictional authorized standards to be understood and agreed upon with property owners before any work can be pursued. Recommend approval of a minimum standard to be used on roadways that have undocumented or not understood pre-fire condition.

### **Funding the Contract Work:**

Typical capital project delivery process funds contract work in advance with contractors being paid according to work progress achieved and funding agencies to be reimbursed in arrears. This can be accomplished when an entity has a large enough “bank account” to afford arrears reimbursement. Given the likely large sum of resources disbursed very quickly with this project, BCAG cannot carry contract work with arrears reimbursements. BCAG has utilized alternative funding arrangements with Caltrans in the past. Estimates of work to be done over the “next 30 or 60 days” is deposited up front with “balancing and deposit” reimbursements occurring as the work completes to keep a sustainable cashflow on hand. BCAG utilizes the Auditors/Controllers Office at the County of Butte to serve in a Treasury capacity. Federal and State funds are deposited and expended in the name of BCAG through the County of Butte operating as the “Bank”.

For this case, establishing a fiduciary relationship and how the resources will be expended is not well understood by BCAG. It may not be possible for our agency to perform the desired function.

- **Proposed Solution:** Understand and develop the fiduciary relationship and cashflow structure that best suits the needs of the Trust, BCAG and the contracting process. It is expected BCAG will need to work on a deposit with balancing estimates and reimbursements through the duration of the project work.

### **Use of Prevailing Wages.**

Construction work generally falls within two categories. It is either privately funded and not subject to prevailing wages or publicly funded and falls within prevailing wage requirements. The Department of Labor establishes criteria identifying when Prevailing Wage requirements apply. In particular, the interpretation of Labor Code section 1720(a) and subsection 1720(a)(3) as they, do or do not, relate to this case. Below are the stated sections and text:

*(a) As used in this chapter, “public works” means all of the following:*

*(1) Construction, alteration, demolition, installation, or repair work done under contract and paid for in whole or in part out of public funds, except work done directly by a public utility company pursuant to order of the Public Utilities Commission or other public authority. For purposes of this paragraph, “construction” includes work performed during the design, site assessment, feasibility study, and other preconstruction phases of construction, including, but not limited to, inspection and land surveying work, regardless of whether any further construction work is conducted, and work performed during the postconstruction phases of construction, including, but not limited to, all cleanup work at the jobsite. For purposes of this paragraph, “installation” includes, but is not limited to, the assembly and disassembly of freestanding and affixed modular office systems.*

*(2) Work done for irrigation, utility, reclamation, and improvement districts, and other districts of this type. “Public works” does not include the operation of the irrigation or drainage system of an irrigation or reclamation district, except as used in [Section 1778](#) relating to retaining wages.*

*(3) Street, sewer, or other improvement work done under the direction and supervision or by the authority of an officer or public body of the state, or of a political subdivision or district thereof, whether the political subdivision or district operates under a freeholder’s charter or not.*

*(4) The laying of carpet done under a building lease-maintenance contract and paid for out of public funds.*

*(5) The laying of carpet in a public building done under contract and paid for in whole or in part out of public funds.*

*(6) Public transportation demonstration projects authorized pursuant to [Section 143 of the Streets and Highways Code](#).*

*(7)*

*(A) Infrastructure project grants from the California Advanced Services Fund pursuant to [Section 281 of the Public Utilities Code](#).*

*(B) For purposes of this paragraph, the Public Utilities Commission is not the awarding body or the body awarding the contract, as defined in [Section 1722](#).*

*(8) Tree removal work done in the execution of a project under paragraph (1).*

In this case, the criteria do not state the dispersing of funds from a Trust to privately owned roadways as being subject to prevailing wage. However, it is possible the simple action of dispersing the funds through a “public entity” invokes a prevailing wage requirement. It should be noted, the use of prevailing wage will substantially increase the cost of the work (estimated at 20% - 30%) to be done.

- **Proposed Solution:** Trust/Trustee to interpret Labor Code section 1720(a) and subsection 1720(a)(3) and confirm or excuse the use of prevailing wages.

**Communication:**

Cell phone usage can be unreliable in some areas of Butte County, particularly in treed or underdeveloped areas. It is possible the Paradise area is better suited to accommodate cell service. Two - way radio communication for the Implementation Team IT may be an effective means of allowing the IT to communicate in real time on a network set up for the specific purpose.

- **Proposed Solution:** If deemed appropriate and useful, set up specific two – way network for IT to communication in addition to cell phone usage.

**Security:**

Doing work on private property in sparsely, or rarely patrolled areas, carries a level of risk for the safety of those doing contract work. Currently, the Town of Paradise has limited law enforcement and relies on support from the Butte County Sheriff’s office for services in and around the Town of Paradise and the unincorporated areas of Butte County.

- **Proposed Solution:** Some level of trained law enforcement or security must be made available to support team members in the field.

**Transportation:**

Delivery of program projects will require the use of several vehicles. Although personal vehicles can be used, there is a benefit to providing certain personnel with leased, rented or purchased and uniform in

appearance vehicles in managing the delivery of the PRRP. It is expected the PGM and PMs will be in continuous motion managing their teams at various locations with simultaneous work operations. Uniform in appearance vehicles with an established and recognizable identity will help provide a visible reference of project leadership

- **Proposed Solution:** Provide vehicles for the PGM and PM with expense account for gas and maintenance of the vehicle as needed. Consultant teams hired and managed under the direction of PGM and PMs will fold their cost of consultant vehicle usage into consultant contracts.

**Jurisdictional Approval:**

During the progress and through completion of contemplated work, the Town of Paradise and Butte County will have to accept the work performed in their respective jurisdictions. When work on private property is done, there is typically a level of inspection and acceptance by the local jurisdiction certifying the work has been done in compliance with local standards; like building permits and the codes required.

- **Proposed Solution:** Understanding, establishing, and codifying relationships with the Town of Paradise and Butte County through an interagency Memorandum of Understanding or similar Agreement.

**COVID Protocols:**

The Pandemic has had a significant impact on every aspect of life and people's professions. Delivering this project will depend upon frequent personal communication and efficiency of decision making. In addition, there are differing opinions as to what is government mandated, socially acceptable and personally supported behaviors. Accommodating COVID, and making it a primary criterion, in the delivery of this program, will significantly hinder the delivery of the program by simply making personal physical communication difficult.

- **Proposed Solution:** Do not impose mandatory protocols upon people and state there will be no protocols other than personal common sense. Masks and vaccinations will not be required to work on the project. Meetings will be held in person and online as needed, and as situations arise to support. It will be a personal responsibility and decision for individuals to participate in the effort. The IT will be respectful of COVID, yet not driven to operate under a COVID protocol.

**Indemnification:**

Given the large and geographically dispersed area of work, BCAG will be responsible for resources distributed on private property. It is the intent for BCAG to operate responsibly and ethically according to the criteria defined in the program under which the program is delivered. However, considering the breadth and depth of BCAG and hired consultant resources, liability exposure is a significant consideration. BCAG currently operates with local and knowledgeable contract counsel and would expect to retain this counsel to assist in advising and guiding BCAG as needed throughout the process.

- **Proposed Solution:** Establish an indemnification agreement to defend, hold harmless, limit, and mitigate BCAG's and BCAG's hired consultants from exposure and claims, including prevailing wage claims.

**Project Affiliated Development Costs and Schedule:**

The development of specific costs affiliated with all the above is difficult to state at this point. It will be largely dependent upon addressing the stated concerns and proposed solutions. Once there is a better understanding of the criteria utilized to develop this program, cost will be easier to determine. The cost to develop, design and administer projects is approximately 15% of the total estimated construction costs. Because the contemplated projects are small and not necessarily connected like a public works project would likely be, this cost could be as high as 20%. On top of the project development and construction costs, there is usually an added 10% contingency to assure there is enough budget on hand to finish the contemplated projects. Several costs will have to be incurred as they occur and accepted as the “cost of doing business”. With a good understanding of the objective, program structure and project criteria, these unforeseen costs can be mitigated more easily.

Inevitably, one question will be, “How long will this take to complete?”. Addressing the stated concerns and proposed solutions directly impacts the answer to this question. If many of the above stated topics identifying usual barriers to project completion, the program could be accomplished in 3 – 5 - year time frame. If the typical stated concerns that currently define and drive projects remain in place, the timeframe easily stretches to the 5 – 10 - year time frame.

## **General Scope of Work and Affiliated Tasks:**

Developing a Scope of Work is critical in defining the tasks and products needed to confidently and efficiently deliver the PRRP. The Butte County Association of Governments believes it can solicit for and hire skilled and competent consulting services to team with BCAG and provide the tasks and products affiliated with delivering the Objective of the Fire Victims Trust. Prior to beginning any work, BCAG will need a couple of significant items resolved:

- 1) The use of BCAG a viable entity to deliver the resources of the Fire Victims Trust. This is a determination that will be made at the sole discretion of the Trust.
- 2) The approval by the BCAG Board of Directors for BCAG staff to act as a viable entity to deliver the resources of the Fire Victims Trust to intended recipients. The BCAG Board of Directors is comprised of the 5 Butte County Supervisors and a single representative from each jurisdiction of the cities of Chico, Oroville, Biggs, Gridley and Town of Paradise. Typically, all requested actions by the Board of Directors moves forward on a simple majority vote.

This scope will cover estimated tasks affiliated with planning, designing, and constructing private roads in the Town of Paradise and the unincorporated area of Butte County approved for the receiving of resources designated in the Fire Victims Trust. BCAG will solicit, contract, and manage experienced and qualified consultants and contractors to diligently perform this scope of work and will be appropriately responsible for items of work under contract to the extent that issues arising from the performance of these services are within BCAG's ~~control~~ control.

## **TASK 1 – PROJECT MANAGEMENT**

### **1.1 Program and Project Management**

BCAG will solicit for, retain, and provide management of qualified and experienced consulting firms to develop and perform work. It is expected 3-5 focused teams of consultants will be hired to perform the work. It is possible a single firm may be hired to accomplish all the required identified tasks if it is shown they can provide the personnel necessary to sufficiently cover the area encompassing the proposed work. Management will include development and maintenance of a critical path method (CPM) design and construction schedules with progress reports distributed monthly (if required) Schedules and billings shall be submitted in a format and in sufficient detail to track the project status and contract expenditures by region/zone as prescribed by BCAG.

### **1.2 Meetings**

It is expected a schedule of meetings will be developed to appropriately manage and track the progress of each stage of project development. Typically, the team is referred to as the Project Development Team (PDT). During the initial stages of work development, the PDT may meet weekly or bi-weekly, with a transition to monthly meetings as the development process becomes better understood. Meetings will be held in person and/or remotely as determined by the by the PDT. It is recommended that the project kick off meeting be held in the BCAG conference room or Board of Directors Chambers. PDT meetings may transition to other viable locations closer to the work or at project locations as deemed necessary or required.

### **1.3 Quality Assurance/Quality Control**

As with most capital projects, a level of quality assurance and control is required to assure funding is expended for the appropriate purpose and intention. In this case, there is not a state or federal



funding source oversight requiring the establishment of quality assurance and control. Nonetheless, it will be imperative to develop and maintain some level of control to assure funds are expended appropriately. In consultation with the hired consultant teams, BCAG will develop and establish a Quality Control Plan, including methods and standards for design calculations, establishing appropriate levels of design development for intermediate milestones, identification of required plan checks (who, what, when), designchecklists, and methods of project documentation. These quality control procedures will be maintained throughout the entire process.

#### **1.4 Information Gathering and Research**

Determining the best strategy in moving forward with project(s) development will require the need to research, analyze and compile various available information as follows *(Note: This is not a comprehensive list of items and is likely to change as information is gathered and understood)*:

- Determine available mapping identifying location of all known private roadways. A comparison of eligible property owners and their roadways to what is mapped will be required to determine how much additional or revised mapping will be needed to adequately locate all eligible roadways.
- Determine the locations of eligible private roadways and their attachment to the public roadway system. This will be required to understand what development standards will be needed to appropriately attach privately owned roadways to a publicly maintained system, public rights of way and potential public works projects moving ahead with jurisdictional rebuilding efforts.
- Determine the comprehensiveness of the signatory documents signed by private property owners for inclusion in the claim in terms of the rights to enter and construct. Understanding this will determine the level of effort in getting appropriate agreements with private property owners in place prior to entering on private to construct improvements.
- Investigate all available surveys, reports, and engineering data available to define and determine what additional levels of surveying and reporting are needed to define the project development.

#### **1.4 Administrative**

The collection of authoritative documentation by zone/region will be critical. It is understood eligible property owners are those who have signed on with the original civil suit with PG&E. It will be critical to have these documents in hand and organized by zone. If additional documents are required to allow the proceeding of the projects, they will also need to be collected and organized by region/zone.

#### **Task 1 – PROJECT MANAGEMENT Deliverables**

- **Meeting Agendas and Minutes (Number TBD)**
- **Quality Control/Assurance Guidance/Document**
- **Project Schedule – Independent zone/region and Overall**
- **Summary Report of Available Document Assessment. (May not be needed)**
- **Region/Zone Document Organization (i.e., Binder and/or “Folders” on hard drives with scanned documents.**

## **TASK 2 – PRELIMINARY DESIGN**

### **2.1 Site/Zone Assessments**

In consultation with consultant(s), BCAG will manage the development of zones/regions to better define groupings of improvements. This will help focus the efforts of assigned teams to specific areas according to specific common characteristics of the locations.

### **2.2 Base Mapping**

Based on what is learned in Task 1.4, record research may need to be performed with the Town of Paradise and Butte County to locate recorded control maps, right-of-way maps, records of survey, corner records, and other maps of record necessary to determine approximate right of way limits of one alternative location. This is a highly variable task in terms of time expended and the cost to expend that time. It is universally known that private property lines and their interaction with public rights of way is extremely erratic and incomprehensive. BCAG does not propose to establish a comprehensive network (and very expensive) of monumentation that can be used at “Record Mapping”. At a minimum, some level of effort should be expended to identify data points that can be used to set new “temporary or permanent monuments” within identified zones/regions that can be used to relate or connect established or yet to be performed “Records of Survey”.

#### **2.2.1 Preliminary Topographic Surveying**

Using information from 1.4, 2.1 and 2.2, it may be useful to do some form of topographic mapping to better assist with designs that may require more effort to analyze and design. An example would be a private roadway with substantial vertical or horizontal curvature that is impacted by drainage or extreme slope and embankment criteria. This topographic mapping may in the form of aerial drone, existing aerial photogrammetry or physical on ground survey or a combination of all forms. In addition to topographic surveying, it may be necessary to locate any overhead or underground utilities which could impact the design development of specific zones/regions.

### **2.3 Preliminary Zone/Region Design**

Based on the information gathered in 1.4 and 2.1, BCAGs Consultant(s) will prepare preliminary designs for zones/regions which will produce a memo identifying the following:

- Roadway width and length
- Roadway horizontal and vertical curvature
- Roadway material section, i.e., sub-base, base, and finished surface
- Appropriate drainage profile and/or culvert design, size, and location
- Appropriate interconnect with public rights of way.

### **2.4 Preliminary Cost Estimates**

Based on information from through and up to 2.3, BCAGs consultant(s) will develop preliminary cost estimates by individual site and summarized by zone/region. The estimate will be prepared at 30%, utilizing as much local and current bid pricing, and provide enough detail to understand general magnitude of cost affiliated with project develop and construction as well provide further definition of criteria in support of designs and project costs.

## **2.5 Public Outreach**

This element of the process is very critical to establishing the trust of the public in moving forward with these projects. BCAG will assure consultant(s) develop and implement a simple outreach plan that will engage the public and private property owners to gain input and develop support for the private road recovery program. BCAG will strongly encourage and be very critical of assuring there is an experienced consulting team that has a compelling and supported track record of engaging with the public. This will not be the typical public engagement. Private roadways and the property owners responsible for them are not the “general public” in the sense of this project. There is no public authority driving the projects, therefore the foundation and understanding of what this effort is will be perceived differently. This part of the process must be done right and with careful consideration. Accomplishing this task will require the use of old technologies, new technologies (social media) and it will have to be maintained throughout the entire process from development to the final construction. This effort must consider how to confront, manage, and mitigate opposition with seemingly onboard participants. It is expected there will be a dedicated webpage and dedicated mail in processes to house and manage all traffic affiliated with the development of these projects.

## **2.6 Project Study Report (Optional)**

Following the development and understanding of 2.1 – 2.5 and Project Study Report may be produced summarizing the project criteria and constraints learned in the preliminary stage. This is a typical capital project development deliverable, but may not be necessary or even warranted in this case

## **2.7 Funding Coordination**

Understanding how the resources are delivered to the ground through constructed projects is not fully understood at this point. Upon understanding this, BCAG will either internally manage the resources for disbursement through consultant contracts or assure there is a dedicated financial entity responsible for this task. BCAG is unsure of the ability to manage this function in house and will be determined on the complexity of the financial process and/or specific constraints and functions required that BCAG is simply not authorized or has the power to do.

### **TASK 2 - PRELIMINARY DESIGN Deliverables**

- Site Assessment Memorandum
- Preliminary Cost Estimates
- Public Outreach Meeting Facilitation and Attendance
- Preliminary Base Mapping - ACAD Civil 3D and PDF
- Project Study Report (If necessary)
- Funding Agreement (if necessary)

### **TASK 3 - ENVIRONMENTAL CLEARANCE (If Required and TBD)**

BCAG is unsure of the level of environmental clearance that will be required for this effort and will request the Trust establish a Statutory or Specific Categorical Exemption under CEQA. Pending confirmation of CEQA status and process this item will be labeled as **“If Required and TBD”**.

### **TASK 3 - ENVIRONMENTAL CLEARANCE Deliverables (If Required and TBD)**

## **TASK 4 – UTILITY COORDINATION**

It is expected there will be minimal utility conflicts with this effort. In fact, the very basis of the developed design for zones/regions will be to come up with solutions that do not impact existing utility services to private properties. The extent of coordination will be to assure contractors appropriately incorporate Underground Service Alert (USA) coordination into construction processes. This is a standard practice for all construction being performed by licensed and bonded contractors.

### **TASK 4 – UTILITY COORDINATION Deliverable**

- Coordination Meetings with affected utilities (if required)
- Identification and Mapping of Conflicts or Avoidance areas

## **TASK 5 – FINAL DESIGN**

### **5.1 Geotechnical and Soils Investigation**

This task will further define preliminary design and estimates by introducing geotechnical assessments of soils being constructed upon. Subsurface exploration and sampling, if needed, may likely occur very soon after or concurrent with preliminary design activities. It is possible some areas may require soil testing to determine applicable roadway sections that can be constructed and remain durable.

### **5.2 Final Design, Plans, Specifications and Estimate (PS&E)**

Upon obtaining all design information and determine the best improvements for the zones/regions, BCAG's consultant will prepare the Final Plans, Specifications and Estimates (PS&E) in preparation for bidding to responsive and responsible contractors. It is expected the format of PS&E will be less complicated than traditional state and federally funded PS&E packaging. Nonetheless, there will be enough detail provided to assure direction and control of project delivery.

### **TASK 5 - FINAL DESIGN Deliverables**

- **Geotechnical and Soils Testing**
- **Soils design memo**
- **Final PS&E packages for each zone/region**

## **TASK 6 – BIDDING, CONSTRUCTION AND MANAGEMENT**

### **6.1 Bidding**

The PS&E packaging will be utilized to notice project availability through the local contractor exchanges including Butte County, and surrounding area counties. Bidding will be let for an appropriate length of time deemed necessary to receive and process sound bids.

### **6.2 Construction**

Upon awarding and executing contracts, Notices to Proceed to selected contractors by zone/region will be issued. Mobilization of contractors will then proceed with construction activities immediately following to completion of contract work

### **6.3 Management**

Through the course of construction, there will be an ongoing construction management process involving inspection, coordination, documentation, and public interaction. Each region/zone will have a team specifically dedicated to managing the activities of that region/zone through to completion.

## **TASK 6 – BIDDING, CONSTRUCTION AND MANAGEMENT Deliverable**

- 100% PS&E Packages by zone/region
- Awarded Construction Contracts
- Construction Record and Documentation

## **ASSUMPTIONS AND EXCLUSIONS**

The above Scope of Work has been prepared utilizing traditional capital project practices associated with state and federal practice. It has been modified to represent what BCAG believes should be a simpler process. This does not mean the process will not be simpler or less controversial. To BCAG's knowledge, nothing like what is being contemplated has ever been done before and is borne from natural disasters occurring at scale never seen before. There are many unanswered questions that may be or may not be answered during the development of this process. The identified Scope is presented as DRAFT and is expected to be modified further as more information and detail is learned. BCAG warrants only that it can do the contemplated work request. The actual viability of BCAG being selected to do the work is a matter for the Trust and the BCAG Board of Directors to decide. Should this effort continue to move forward with BCAG as a lead entity, significant additional detail will need to be identified and understood.

This report was written by:

Andy Newsum, PE  
BCAG Deputy Director/Project Manager  
California Civil Engineer, 54439

BUTTE COUNTY ASSOCIATION  
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING  
ITEM #11



## BCAG BOARD OF DIRECTORS

## Item #11 Information

April 22, 2021

### POST CAMP FIRE STUDY AND TRANSIT & NON-MOTORIZED PLAN FINAL UPDATE

**PREPARED BY:** Sara Cain, Associate Senior Planner

**ISSUE:** BCAG has prepared the Post Camp Fire Regional Population & Transportation Study to analyze regional population, housing, employment, and traffic patterns for pre and post Camp Fire time periods. The study updated BCAG's Transit and Non-Motorized Plan (2015) and will inform the 2024 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) and various land use, transportation, and housing plans and projects beyond the best available data used in the development of the 2020 RTP/SCS.

**DISCUSSION:** BCAG, as the state designated Regional Transportation Planning Agency (RTPA) and federally designated Metropolitan Planning Organization (MPO) for the Butte County region, is responsible for developing long term regional growth forecasts and maintaining a regional travel demand model for the Butte County region. Both products assist in the preparation and analysis of regional transportation, housing, land use, air quality plans and the associated environmental documents. The forecasts and models are also used by local agencies in preparing and analyzing transportation and land use plans and projects. Following the Camp Fire, the estimates of current population, housing, land use, and travel are unknown. In addition, the existing long-term forecasts of these planning elements are likely no longer applicable to the region. The study developed population and vehicle travel forecasts for 2025, 2035, and 2045.

BCAG selected Fehr & Peers as the prime consultant to assist with the study. In Fall 2019, Fehr & Peers and their subconsultants collected multiple sources of data including traffic counts, cellular device information, surveys, and feedback at public outreach events. In 2020, the consultant team developed population, housing, and employment forecasts to inform the 2024 RTP/SCS, and in 2021, updated the Transit & Non-Motorized Plan. The Final Document can be found on the project website:

<https://postcampfirestudy.com/>

#### Key Findings

The study focused on the following key areas to understand the shifts in population, housing, employment, and traffic: Pre and Post Camp Fire Conditions, Regional Growth

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Forecasts, Transit & Non-Motorized Plan, and Public Outreach. These documents have gone through an extensive public outreach and review process, including review by BCAG's Planning Directors Group, Transportation Advisory Committee, and multiple in-person and virtual stakeholder group meetings.

### *Pre and Post Camp Fire Conditions*

When comparing pre (2017 and 2018) and post (2019) Camp Fire data there were major shifts in vehicle activity within the County, including an increase in traffic levels and speeds, shifts in traffic volumes, and an increase in medium-duty truck activity. The largest increases were observed in Chico and Oroville and substantial decreases were in Paradise and Magalia.

Anonymized cell phone data was also collected which found total weekday trips entering Butte County experienced a 14% increase while weekend trips decreased by 9%. Of the total weekday increase in trips, Tehama accounted for 40%, Yuba accounted for 23%, and Sutter accounted for 18%. Total weekday trips leaving Butte County also experienced a 10% increase and the major destinations were Tehama (43%), Yuba (24%) and Sutter (17%). The data showed the main counties were Camp Fire survivors relocated outside of Butte County included Sacramento, Placer, Sutter, and Yuba. Those that stayed within Butte County relocated mostly to Chico, Oroville, and unincorporated county.

More detailed information on the above can be found on the project website in the Final Report file and Appendix A: Pre and Post Camp Fire Conditions.

### *Regional Growth Forecasts*

Overall, there was a reduction in the total county housing count for the 2025, 2035, and 2045 forecasts years when compared to the 2020 RTP/SCS. This is due in part to the revised California Department of Finance projections for the county observing a reduction. Housing trends do have projections returning to the levels predicted in the 2020 RTP/SCS by the 2045-forecast year. Paradise's growth is anticipated to have slower growth, with Chico's growth making up the difference. More detailed information on housing and employment forecasts can be found on the project website under Appendix A.

### *Transit & Non-Motorized Plan*

The Transit & Non-Motorized Plan identifies near- and long-term recommendations to improve B-Line operations and walking and biking access to transit. Most of the recommendations will be performed by B-Line and others will be implemented in coordination with local jurisdictions or private partnerships. The document can be found on the project website under Appendix B.



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The near-term service plan proposes improvements to be implemented by 2025 within existing operating resources. The plan proposes increasing levels of service with routes that exhibit strong productivity (i.e., Routes 8 and 9), streamline route alignments to reduce running times, improve schedule adherence, and enhance service reliability. The plan also considers the potential for service restoration in Paradise and Magalia.

The long-term service plan identifies improvements by 2045 by considering future transit markets, travel patterns, and ridership potential based on the regional growth forecasts. Key features include capacity increases in Chico, expansion into new development, expanded weekend service, and on-demand rideshare services.

The non-motorized chapter outlines walking and biking improvements identified in local planning documents and their connection to transit. Implementing these improvements will require continued coordination with local jurisdictions to identify appropriate funding.

### Next Steps

The extensive data collected for the Post Camp Fire Study serves as a reference point for developing the 2024 RTP/SCS and other long-term planning documents. BCAG will build off the recommendations in the Transit & Non-Motorized Plan as the Routing Optimization Study is prepared.

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

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