



**NOTICE OF REGULAR MEETING
OF THE
TRANSPORTATION ADVISORY COMMITTEE**

**Butte County Association of Governments
Conference Room
2580 Sierra Sunrise Terrace, Suite 100, Chico CA
(530) 879-2468**

*****Thursday*** – March 5, 2015 – 10:00 A.M.**

1. INTRODUCTIONS

MEMBERS OF THE PUBLIC MAY ADDRESS ANY ITEM ON THE AGENDA DURING CONSIDERATION OF THAT ITEM.

2. ORAL COMMUNICATION

PERSONS WISHING TO ADDRESS AGENDA ITEMS OR COMMENT ON ANY ITEM NOT ON THE AGENDA MAY DO SO AT THIS TIME. COMMENTS ARE LIMITED TO THREE MINUTES PER PERSON. PLEASE STATE YOUR NAME AND ADDRESS FOR THE RECORD.
FOR ITEMS NOT ON THE AGENDA, NO ACTION WILL BE TAKEN AT THIS TIME. IF IT REQUIRES ACTION, IT WILL BE REFERRED TO STAFF AND OR PLACED ON THE NEXT AGENDA.

COPIES OF STAFF REPORTS OR OTHER WRITTEN DOCUMENTATION RELATING TO ITEMS OF BUSINESS REFERRED TO ON THE AGENDA ARE ON FILE IN THE OFFICE OF BUTTE COUNTY ASSOCIATION OF GOVERNMENTS (BCAG). PERSONS WITH QUESTIONS CONCERNING AGENDA ITEMS MAY CALL BCAG TO MAKE INQUIRIES REGARDING THE NATURE OF THE ITEM DESCRIBED ON THE AGENDA.

ITEM

STAFF

3. Minutes from August 7, 2014 TAC Meeting

Ivan Garcia

For review and approval

4. 2016 Regional Transportation Improvement Program

Ivan Garcia
Information

Informing committee of the development of next 2016 RTIP for the 2016 State Transportation Improvement Program (STIP)

5. FY 2015/2016 Butte Regional Transit Budget

Ivan Garcia
Information

Informing committee of first, preliminary draft budget for Butte Regional Transit

Presenting draft Transportation Development Act funds
Local Transportation Fund and State Transit Assistance funds

6. Active Transportation Program – Cycle 2

Ivan Garcia
Information

Informing committee of updates the ATP guidelines and schedule for Cycle 2

7. Other Items



**Butte County Association of Governments
Transportation Advisory Committee
Draft Summary Meeting Minutes
for February 5, 2015**

The following minutes are a summary of the Transportation Advisory Committee. The Transportation Advisory Committee Meeting of the Butte County Association of Governments was held at their office, 2580 Sierra Sunrise Terrace, Suite 100, Chico CA. The meeting started at 10:00 a.m.

Item #3 – December 4, 2014 TAC Meeting

No comments were received.

Item #4 – 2016 Metropolitan Transportation Plan / Sustainable Communities Strategy Development

Staff gave a brief overview of the various components included in the 2016 MTP/SCS including the Policy, Financial, Action and the SCS. As part of the agenda item, staff included the local projects which were capacity increasing types of projects and included in the regional emissions analysis for air quality. Staff requested that the local agencies give these projects some thought as to whether or not to keep the project, and if so, what would be the appropriate analysis group year. In the meantime, staff indicated that the policy and financial elements should be completed by the April TAC meeting for review. Staff indicated that as components of the MTP/SCS are completed, they would be presented and reviewed with the committee. Staff indicated that current lists with capacity increasing projects would be emailed.

Item #5 – Active Transportation Program

The purpose of this agenda item was to remind committee members that the next cycle (Cycle 2) grant applications of the ATP Program are due no later than May 21, 2015. Staff gave a brief overview of the program and informed the committee that the guidelines for cycle 2 were currently being updated. Staff anticipated that revisions would be completed by the end of February with California Transportation Commission approval in March. Staff stated that once the final draft guidance was available, it would be emailed to the group.

Item #6 – Other Items

No other items were presented.



BCAG Transportation Advisory Committee

Item # 4 Information

March 5, 2015

2016 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM

PREPARED BY: Ivan Garcia, Programming Manager

ISSUE: BCAG anticipates formulating its 2016 Regional Transportation Improvement Program (2016 RTIP) this year to further advance projects of regional significance. BCAG staff expects to adopt the 2016 RTIP in November 2015 and then submit the program of projects to the California Transportation Commission by December 2015 as prescribed by state law.

DISCUSSION: The California Transportation Commission (CTC) has initiated the 2016 Regional Transportation Improvement Program process to develop a statewide 2016 State Transportation Improvement Program (STIP) for projects of regional significance. The general order of this process is 1) develop a fund estimate based on the proposed state/federal budgets; 2) update process (STIP) guidelines; 3) develop 5-Year County Share estimates; 4) receive project program proposals; and 5) consolidate regional submissions and approve one statewide program of projects. Although subject to change, the draft CTC time-line is provided below:

1. May 2015 CTC to adopt Fund Estimate Assumptions
2. June 2015 CTC to receive Draft Fund Estimate
3. August 2015 Adoption of statewide Fund Estimate
4. August 2015 Adopt 2016 STIP Guidelines
5. December 2015 Regional Project Programs are submitted to the CTC
6. February 2016 Conduct Southern/Northern California Public Hearing
7. March 2016 CTC to develop staff recommendation for 2016 STIP
8. April 2016 CTC approves final 2016 STIP

BCAG staff will provide an integrated time line in the months ahead once the Draft Fund Estimate is circulated to the public. Current projects in the 2014 State Transportation Improvement Program include highway capacity work on State Route 70. Current project information will be provided at a future TAC meeting. The normal process for the region is to 1) identify new programming capacity defined by the state's fund estimate; 2) assess current regional project needs including cost estimate updates; and 3) develop a proposed program of projects to advance projects of regional significance.

Key staff: Ivan Garcia, Programming Manager
Jon Clark, Executive Director
Andy Newsum, Deputy Director



BCAG Transportation Advisory Committee

Item # 5 Information

March 5, 2015

FY 2015/16 PROPOSED DRAFT BUDGET

PREPARED BY: Michael Rosson, Transit Manager

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

DISCUSSION: Staff has prepared the 2015/16 Proposed Draft Budget and have presented the item to the Transit Administrative Oversight Committee's review and comment on February 27, 2015

In summary, the 2015/16 Proposed Draft Budget identifies a total operating budget of \$9,743,787, including contingency, for both Fixed Route service and Paratransit service in the urban and rural areas of Butte County. The 2015/16 budget is \$94,368 less than prior year in total dollars; however, when adjusted for capital reserve payments, the increase in operational expense is 2.16%. The increase to the transit services contract hourly rate for the year is approximately 4%. Changes from the preliminary draft include removal of the BRT Operations facility lease and an increase in fuel expense to prior year amounts. This equates to \$78,153 less than a preliminary draft prepared in January.

The following items are major changes from the 2014/15 Budget:

1. Increase of \$300,971 in Purchased Transportation Services.
2. Decrease of \$45,000 for administrative services. Reallocation of the IT position to Transdev.
3. Increase in Fleet Insurance of \$14,425. Increase is directly tied to the transit services contract.
4. Increase of \$60,000 for the maintenance of the transit centers, in part to provide security services for the Oroville Transit Center.
5. Increase of \$41,200 for the Software License agreements for the STREETS software (Mapping/GPS software for Fixed Route and Paratransit Service). The first 5 years were included in the initial contract.
6. Decrease of \$168,000 for the BRT ops facility lease. This item is tabled until the new facility is operational or until funding mechanisms require such.

Attached for the committee's awareness are the DRAFT LTF and STA estimates for the 15/16 fiscal year.

STAFF RECOMMENDATION: This item is provided for information. A final budget is anticipated to be presented to the BCAG Board in May 2015.

Key Staff: Mike Rosson, Transit Manager
Julie Quinn, Chief Fiscal Officer

D R A F T

**STATE TRANSIT ASSISTANCE FUND (STA)
and
LOCAL TRANSPORTATION FUND (LTF)
Fiscal Year 2015/16
Findings of Apportionment**

STA - Total Funds = \$ 1,200,000 ESTIMATE at 2/12/15

Jurisdiction	Population (1-1-14)	Pop %	2015/16 Allocation
BUTTE CO	83,415	37.52%	\$ 495,716 *
BIGGS	1,684	0.76%	\$ (0) *
CHICO	88,389	39.76%	\$ 477,099
GRIDLEY	6,739	3.03%	\$ 0 *
OROVILLE	15,980	7.19%	\$ 86,256
PARADISE	26,109	11.74%	\$ 140,929
TOTAL	222,316	100.00%	\$1,200,000

STA Source: State Controller's Office

LTF - Total Funds = \$ 7,800,000

Jurisdiction	Population (1-1-14)	Pop %	2015/16 Allocation
BCAG/Admin	N/A	N/A	\$ 450,000
BUTTE REGIONAL TRANSIT	N/A	N/A	\$ 1,085,000
AUDITOR/Admin	N/A	N/A	\$ 5,000
BUTTE CO	83,415	37.52%	\$ 2,303,344 *
BIGGS	1,684	0.76%	\$ 56,508 *
CHICO	88,389	39.76%	\$ 2,488,868
GRIDLEY	6,739	3.03%	\$ 226,133 *
OROVILLE	15,980	7.19%	\$ 449,967
PARADISE	26,109	11.74%	\$ 735,180
TOTAL	222,316	100.00%	\$7,800,000

LTF Source: Butte County Auditor's Office estimate for FY 15/16;

adjusted by BCAG estimates; plus \$300K Fund Bal

FY 15-16 Agency Apportionments for STA and LTF				Change in TDA from FY 14/15	FY 15/16 Available for Bike, Ped, Streets & Roads	FY 14/15 Available for Bike Ped Streets & Roads
AGENCY	STA	LTF	TOTAL			
BCAG		\$ 450,000	\$ 450,000			
BUTTE REGIONAL TRANSIT		\$ 1,085,000	\$ 1,085,000	\$ 125,000		
AUDITOR		\$ 5,000	\$ 5,000			
BUTTE CO	\$ 495,716	\$ 2,303,344	\$ 2,799,060	\$ (46,901)	\$ 1,302,241	\$ 1,310,808
BIGGS	\$ (0)	\$ 56,508	\$ 56,508	\$ (947)	\$ 49,515	\$ 50,166
CHICO	\$ 477,099	\$ 2,488,868	\$ 2,965,967	\$ (49,698)	\$ 819,624	\$ 758,960
GRIDLEY	\$ 0	\$ 226,133	\$ 226,133	\$ (3,789)	\$ 204,671	\$ 207,551
OROVILLE	\$ 86,256	\$ 449,967	\$ 536,223	\$ (8,985)	\$ (40,552)	\$ (38,012)
PARADISE	\$ 140,929	\$ 735,180	\$ 876,109	\$ (14,680)	\$ (57,574)	\$ (44,971)
TOTAL	\$ 1,200,000	\$ 7,800,000	\$ 9,000,000	\$ 0	\$ 2,277,925	\$ 2,244,502

* - County and Biggs swap STA for LTF in amount \$9090

* - County and Gridley swap STA for LTF in amount \$36,376

Source: Population - Department of Finance Report E-1 for Jan 1, 2014

\$ 5,182,075 \$ 33,423

	FY 14/15	FY 15/16	Change
STA - Total Funds =	\$ 1,200,000	\$ 1,200,000	\$ -
LTF - Total Funds =	\$ 7,800,000	\$ 7,800,000	\$ -
	<u>\$ 9,000,000</u>	<u>\$ 9,000,000</u>	<u>\$ -</u>



BCAG Transportation Advisory Committee

Item # 6 Information

March 5, 2015

ACTIVE TRANSPORTATION PROGRAM

PREPARED BY: Ivan Garcia, Programming Manager

ISSUE: Applications for the first round of the Active Transportation Program (ATP) are due no later than May 21, 2014

DISCUSSION: On September 26, 2013, Governor Brown signed legislation creating the Active Transportation Program (ATP) in the Department of Transportation ([Senate Bill 99, Chapter 359](#) and [Assembly Bill 101, Chapter 354](#)). The ATP consolidates existing federal and state transportation programs, including the Transportation Alternatives Program (TAP), Bicycle Transportation Account (BTA), and State Safe Routes to School (SR2S), into a single program with a focus to make California a national leader in active transportation.

The purpose of ATP is to encourage increased use of active modes of transportation by achieving the following goals:

- Increase the proportion of trips accomplished by biking and walking,
- Increase safety and mobility for nonmotorized users,
- Advance the active transportation efforts of regional agencies to achieve greenhouse gas reduction goals,
- Enhance public health,
- Ensure that disadvantaged communities fully share in the benefits of the program, and
- Provide a broad spectrum of projects to benefit many types of active transportation users.

2015 ATP Guidelines Link: <http://www.catc.ca.gov/programs/ATP.htm>

Caltrans held an ATP Guidelines workshop on February 25, 2015 for the 2015 cycle 2 program. Attached you will find the latest version of the guidelines. The most recent revisions are highlighted in yellow and green. Caltrans has not made substantial changes since January's workshop. The changes are mostly to clarify language. At this point Caltrans does not plan to hold any other workshops on the guidelines. The California Transportation Commission (CTC) is scheduled to adopt the guidelines on March 26, 2015.

ATP Benefit/Cost Tool Link:

http://www.dot.ca.gov/dist3/departments/planning/cycle_7_atp_benefit_cost_tool_final_2.xlsx

Caltrans Division of Planning has developed a first generation benefit/cost tool to evaluate ATP projects. Commission staff conducted a limited test program of the tool and found it to be an acceptable method for determining the cost effectiveness of a project. However, because there wasn't enough time for a more comprehensive testing of the tool, Caltrans decided to limit the points for this question and encourage applicants to test out the tool and provide feedback. With each successive ATP cycle, the benefit/cost tool should improve and likely play a larger role in ATP scoring criteria. The benefit cost tool can be downloaded from the link above and hard copies will be available at the committee meeting. Applicants are encouraged to try it out, but this is a final product and will not likely be revised before the Call for Projects.

Project Evaluation

Caltrans is still working out all the details, but for the 2015 ATP Cycle, project evaluations will be conducted a little differently than the first cycle. They will continue to refine the process, but the basic idea is:

- Teams of 2 volunteer evaluators score each application.
- Each team will likely have 25 to 40 applications to score (the number of applications for each team to score will be determined by the number of volunteers and the number of applications that are submitted).
- Each team will be required to **submit one consensus score for each application and one consensus score for each of the 9 scoring criterion within each application**. Because they need consensus scoring, the team members will need to work together throughout the evaluation process.
- If team members can't agree on an application's score, the Commission staff will work with team members to reach an agreement.
- Evaluators will need to sign a conflict of interest form before conducting any evaluations.

Caltrans is currently accepting new volunteer evaluators. If interested, you can contact Laurie Waters with the CTC directly at (916) 651-6145 or by email at: laurie.waters@dot.ca.gov.

Do not assume that if you were a volunteer last time that you are on our list now. Caltrans and the CTC would like to have everyone reaffirm their interest in being an evaluator. Volunteering to be an ATP evaluator will involve a significant time commitment. **If you aren't very, very sure you can commit to this effort please do not volunteer.**

STAFF RECOMMENDATION: This item is presented for information and comment. Draft ATP Cycle 2 material will be provided at the committee meeting. Caltrans District 3 staff will be present at this committee meeting to provide further assistance and insight to the next ATP cycle.

Key staff: Ivan Garcia, Programming Manager
Brian Lasagna, Senior Planner