



AGENDA

SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL of the BUTTE COUNTY ASSOCIATION OF GOVERNMENTS

Monday – November 3, 2008 1:00 p.m.
Butte County Public Health Department – Tahoe Room
202 Mira Loma Drive, Oroville CA

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 for August 25, 2008 and August 26, 2008

Ivan Garcia

For review and approval

4. BCAG Transit Update

Ivan Garcia

Informing group of current planning efforts concerning transit

5. Annual Unmet Transit Needs Meetings for the 2009/10 Fiscal Year

Ivan Garcia

Informing group of scheduled meetings for the annual unmet transit needs process

6. Unmet Transit Needs Definitions

Ivan Garcia

Discussing current adopted definitions of an “unmet transit need” and “reasonable to meet” for consideration of amending

7. Other Items



ITEM # 3

**Butte County Association of Governments
Social Services Transportation Advisory Council (SSTAC)
&
Coordinated Transportation Working Group
Draft Summary Meeting Minutes
For August 25, 2008 and August 26, 2008**

The following minutes are a summary of the SSTAC and CTWG.

The Social Services Transportation Advisory Council (SSTAC) and Coordinated Transportation Working Group (CTWG) meeting of the Butte County Association of Governments was held at the Butte County Public Health Department – Tahoe Room on August 25th located at 202 Mira Loma Drive in Oroville. The meeting on August 26th was held at the BCAG offices at 2580 Sierra Sunrise Terrace, Suite 100, Chico, CA.

Item #1 – Introductions

Self introductions were made.

Item #2 – Oral Communication

No comments were received.

Item # 3 – March 06, 2008 Minutes

No comments were received. The minutes were accepted by the group.

**Item #4 –2008/09 Social Services Transportation Advisory Council (SSTAC) -
Membership**

Staff discussed with the committee the required makeup of the SSTAC. Staff included as part of the agenda item the current makeup of the group with the required category as identified in the Public Utilities Code Section 99238. Staff informed the group that a call for new applicants will be made in March 2009 for terms expiring on June 30, 2009. Staff encouraged existing members to re-apply. Council members requested that the announcement for new applicants be posted directly on the B-Line buses. This item was presented for information.

Item #5 – B-Line Transit Update

Staff gave a verbal update of various transit activities under development by B-Line staff. The specific items included:

- ADA Paratransit Application – The application form used by ADARIDE.COM for ADA certification was significantly reduced from its original length.
- Bus Stop Improvement Plan – A Request for Proposals has been circulated to advertisement agencies. BCAG hopes to have new shelters underway by Spring 2009.
- FTA Section 5310 Application – BCAG submitted an FTA 5310 grant application to Caltrans for 6 new paratransit vehicles. Based on the criteria for funding, BCAG believes the funding will be approved. Approval typically occurs around February.
- BCAG Ridership Survey Data Complete – Staff gave a verbal summary of the result of the transit ridership survey undertaken between May 10 – May 17.
- BCAG Market Based Transit Plan – A pending grant application is awaiting a decision by Caltrans whether or not funding will be approved. BCAG hopes to have a decision soon after the state budget is approved.
- New Fixed Route Buses - 8 New 40' Orion CNG Buses have arrived and will be in full service by the end of the month.
- Paratransit Fleet Electronic Fareboxes – BCAG intends to equip the paratransit fleet of vehicles with the same type of electronic fareboxes as fixed route.
- Chico Bike Map Complete – Reflects bike paths including highlighted transit routes. Maps are available at all local bike shops, the Chico Municipal Center and the BCAG offices.

Item #6 – Approved 2008/09 Coordinated Public Transit – Human Services Transportation Plan for Butte County

Staff informed the group that the “Coordinated Plan” had been completed to satisfy a federal requirement. The Coordinated Plan is required to remain eligible for FTA Section 5310, 5316, and 5317 funding. The overall goal of the Coordinated Plan is to identify and prioritize projects eligible for Federal funding to address transportation needs of 1) persons of low income, 2) persons with disabilities and 3) seniors.

Concerns were raised by some Council members that they felt the Plan was an opportunity to broaden the role of the SSTAC in transit planning. Other concerns expressed were the expectation that the Plan would include specific projects to address previous needs documented as part of the Unmet Transit Needs process and other needs raised by the Coordinated Transportation Working Group. Staff indicated the priority for the plan was to ensure BCAG remains eligible for funding and that specific projects would be forwarded over time so long as they were consistent with the Coordinated Plan. Staff indicated it is up to eligible grant recipients to define projects.

Staff included as part of the agenda item the recommended Goals, Objectives and Suggested Strategies from the Coordinated Plan.

Item #7 – 2008 Regional Transportation Plan Development

Staff informed the group that the draft 2008 RTP and Air Quality Conformity Analysis and Determination was available for review and comment. Staff indicated that the purpose of the RTP is to identify BCAG's transportation project priorities for all modes of transportation over the next 27-years through 2035. The RTP then serves as the foundation for developing the future Regional Transportation Improvement Program and the Federal Transportation Improvement Program. As part of the agenda packet, staff included the specific projects programmed over the next four federal fiscal years. Staff said that the RTP was scheduled to be adopted at the December or January Board meeting.

Item #8 –Unmet Transit Needs Definitions

At the request of the public during last year's Unmet Transit Needs process, it was requested to revisit the current adopted definitions used for the development of the Transit Needs Assessment. Staff provided the adopted definitions as well as backup information regarding research conducted for other areas in California on what was being used.

In particular, it was suggested that BCAG consider including bus shelters into the adopted definitions of an unmet transit need. Staff informed the group that BCAG was underway in developing a comprehensive Bus Stop Improvement Plan in which an advertising agency would construct and maintain new shelters in exchange for advertising rights. Council members Cooper-Pucket and Harris indicated they wanted to see how staff analyzed the previous testimony to formulate a determination. They were not necessarily in favor of amending the definitions, whereas, they preferred a more thorough documentation on the determination made. Citizen Donna Cook did not believe the County should have members on the SSTAC and stated it was a conflict of interest in her opinion. Ms. Cook felt all funds eligible for transit should be used for all transit needs before the County could use them for road projects. Council member O'Brian indicated that the buses use County maintained roads and therefore they have a responsibility to ensure the roads are adequately maintained. Staff indicated that the Public Utilities Code specifically identifies the minimum required makeup of the SSTAC and the County was required to be included. Staff further stated that UTN reports are forwarded to jurisdictions and they can fund needs even if they are not determined "reasonable to meet" via the analysis.

Those members in favor of staff's recommendation to let the definitions remain unchanged included:

Cameron Wise, Work Training Center
Jo Anne Hurley, Citizen representing Oroville
Shawn O'Brian, Butte County
Mike Crump, Butte County
John McCash, Feather River Tribal Health

William Moline, Butte County DESS – Calworks
Joyce Wolf, Citizen representing Oroville

Members undecided at this time:
Diane Cooper-Pucket, Peg Taylor Center
Jay Harris, Independent Living Services
Mary Newman, Passages Adult Resource Ctr.

Staff indicated an additional SSTAC meeting will be held to further discuss the adopted definitions and the methodology on how staff analyzes the testimony received to make a determination.

While there was unanimous support to leave the definitions as they are at the Oroville SSTAC meeting, based on feedback at the Chico meeting, staff indicated the follow up meeting would take place in Oroville in which a specific unmet transit need comment form would be presented. The purpose of the comment form would be to ensure data needed would be requested in order for staff to perform a quantitative analysis of the testimony.

Staff informed the group that BCAG had projects in the works to address many comments that currently go unaddressed by the unmet transit needs process. BCAG was approved funding for the Market Based Transit Study in which the entire fixed route system operations is going to be analyzed. In addition, staff indicated that BCAG was also going to explore Premium Paratransit Service to address many of the needs raised.

In addition, Council member Cooper-Pucket suggested that the group should be working on addressing the needs documented in previous Transit Needs Assessments and the Coordinated Plan. Staff indicated that these issues raised are separate from the Unmet Transit Needs definitions. As a result of staffing shortages at BCAG, staff stated that they would consult with the Executive Director regarding Council member Cooper-Pucket's concerns.



BCAG Social Services Transportation Advisory Council

Item #4 Information

Date: October 24, 2008

BCAG TRANSIT UPDATE

PREPARED BY: Iván García, Programming Manager

DISCUSSION: The purpose of this agenda item is to provide the Council with a B-Line Transit System update.

- Bus Stop Improvement Plan –BCAG is currently in negotiations with Stott Advertising Agency. It is anticipated new shelters will begin installation in the Spring of 2009. Approximately 50 new shelters will be installed over a five month period.
- BCAG Market Based Transit Plan – BCAG was awarded \$160,000 in Caltrans Grant Funds to develop the Transit Plan. Staff is currently developing a Request for Proposals and hopes to have the project underway in the next couple of months.
- New Paratransit Buses - 8 New paratransit vehicles have arrived and are near ready for service. In addition, BCAG has a pending grant with the California Transportation Commission for 6 additional paratransit vehicles. BCAG hopes to have the additional 6 vehicles by the Fall of 2009.
- Paratransit Fleet Electronic Fareboxes – BCAG intends to equip the paratransit fleet of vehicles with the same type of electronic fareboxes as fixed route in the 2008/09 fiscal year.
- GPS / AVL Transit Technologies – BCAG is in the process of researching Global Positioning Satellite / Automatic Vehicle Location technologies to equip the entire transit fleet. This will improve the day-to-day monitoring of the system operations and assist in using the transit in the event of a natural disaster.
- Safety and Security Cameras - BCAG received \$182,000 in Homeland Safety and Security funds to retrofit the existing transit fleet with surveillance cameras.
- Smart Card Implementation – BCAG has begun utilizing the “smart card” capabilities with the electronic farebox system on the fixed routes. The smart card is an electronic chip embedded in a credit card type of media. This allows individuals with dexterity issues and others the ability to not have to physically swipe other media or exchange money to board the bus. This is a “proximity”

card, and therefore does not have to do much to register other than be near the sensor.

Key Staff: Jim Peplow, Senior Planner
Kristy Bonnifet, Assistant Planner
Ivan Garcia, Programming Manager



BCAG Social Services Transportation Advisory Council

Item #5 Information

Date: October 24, 2008

UNMET TRANSIT NEEDS PROCESS FOR 2008/09 – PUBLIC WORKSHOP SCHEDULE

PREPARED BY: Kristy Bonnifet, Assistant Planner

ISSUE: As the administrator of Transportation Development Act (TDA) funds for Butte County, BCAG is responsible for performing the annual Unmet Transit Needs (UTN) process. This process requires at least one public hearing for the purpose of soliciting comments on unmet transit needs that may exist within the jurisdiction.

DISCUSSION: In Butte County the UTN process entails a comprehensive public outreach program and series of open house style meetings throughout the county, culminating with a public hearing before the BCAG Board of Directors, to obtain testimony on perceived unmet transit needs that may be reasonable to meet. The purpose of this process is to ensure that all unmet transit needs that are reasonable to meet are met before funds are expended for non-transit uses, such as streets and roads.

Once the testimony is obtained, it is analyzed to determine if there are any transit needs that meet the adopted definitions of "Unmet Transit Need" and "Reasonable to Meet". This analysis report, called the Transit Needs Assessment, is reviewed by the Social Services Transportation Advisory Council (SSTAC), which provides a recommendation for Unmet Transit Needs Findings to the BCAG Board of Directors. If the Board determines there are unmet transit needs that are reasonable to meet, the affected jurisdiction must satisfy those needs before any TDA funds may be expended for non-transit purposes.

This year's meetings will be held during the month of November. Attached is the Unmet Transit Needs Meetings Schedule which will be published in the local newspapers, posted on BCAG's website and posted in each of the B-Line buses.

STAFF RECOMMENDATION: None, this item is provided for the group's awareness.

Key Staff: Kristy Bonnifet, Assistant Planner
Ivan Garcia, Programming Manager



Is Transit Taking You Where You Need to Go?

Butte County Association of Governments (BCAG) is requesting comments from the public on unmet transit needs that may exist in the county. Members of the public are invited to submit comments by **mail, email, phone, fax, internet or in person** at one of the below meetings. All testimony received is given equal consideration.

Annual Unmet Transit Needs Meetings Schedule

- **Chico**
Thursday, November 6, 2008, **3:00 pm – 4:00 pm** ~ Butte County Library – Chico Branch, Conference Room ~ 1108 Sherman Avenue
- **Oroville**
Friday, November 7, 2008, **12:30 pm – 1:30 pm** ~ Butte County Public Health, Tahoe Room ~ 202 Mira Loma Drive
- **Gridley**
Friday, November 7, 2008, **2:00 pm – 3:00 pm** ~ Gridley City Hall, EOC Room (upstairs) ~ 685 Kentucky Street
- **Paradise**
Monday, November 10, 2008, **12:30 pm – 1:30 pm** ~ Paradise Town Hall, Rm #9 ~ 5555 Skyway
- **Butte County**
Thursday, December 11, 2008, **9:00 am** ~ Public Hearing held at regular meeting of BCAG, City of Chico Council Chambers ~ 421 Main Street

Please note that workshops will not end until all comments have been received – everyone present will get an opportunity to submit testimony.

If you have comments and are unable to attend, please contact BCAG:

Mail: Butte County Association of Governments, 2580 Sierra Sunrise Terr., Ste 100, Chico, CA 95928

Email: kbonnifet@bcag.org

Phone: (530) 879-2468

Fax: (530) 891-2979

Comments are due by 5:00 p.m. Thursday, December 11, 2008



BCAG Social Services Transportation Advisory Council

Item #6 Action

Date: October 24, 2008

UNMET TRANSIT NEEDS DEFINITIONS

PREPARED BY: Ivan Garcia, Programming Manager

ISSUE: BCAG has been requested to review the current adopted definitions of an “Unmet Transit Need” and “Reasonable to Meet” used in the development of the annual Unmet Transit Needs Assessment.

BACKGROUND: As a follow up to the August SSTAC meeting held in Chico, several members requested that staff provide the analysis followed in developing the Transit Needs Assessment. Staff has attached several examples in determining if a transit need is “reasonable to meet”.

Analysis Requirements. The farebox ratio is the ratio of fares to operating costs for transit service. Farebox ratio for urban fixed route is 20%. For rural fixed route and all paratransit services, the minimum farebox is 10%. These requirements are set by the Transportation Development Act. This is referred to as “minimum farebox recovery ratio”.

DISCUSSION: As part of the 2008/09 UTN public workshops, it was suggested that bus shelters be included in the adopted definitions. Currently, staff is working on implementing a Bus Stop Improvement Plan in which an advertising agency would construct and maintain the new shelter in exchange for advertising rights to address these concerns. Fifty new shelters are anticipated for installation in the spring of 2009.

In addition, BCAG was approved grant funding from Caltrans for developing a market based transit plan. The purpose of the plan is to develop a comprehensive study on how fixed route transit service could be improved for the region with existing resources.

In light of the transit efforts for the 2008/09 fiscal year, in staff’s opinion a better time to revisit the current adopted definitions would be at a later date.

ANALYSIS EXAMPLES: Attached for the SSTAC’s awareness are several examples in which staff details its process in analyzing testimony received during last year’s process. Staff will provide a verbal presentation and walk through a typical analysis.

STAFF RECOMMENDATION: Staff is requesting Council's support by vote to leave the existing definitions as they are for now.

Key Staff: Ivan Garcia, Programming Manager
Jim Peplow, Senior Planner
Kristy Bonnifet, Assistant Planner

SUNDAY SERVICE ANALYSIS FOR Chico

1st - Cost

2nd: Potential Sunday Ridership - 60% of Saturday ridership.

3rd: Is farebox met?

Chico	Weekend Service	
	Saturday	Sunday @ 60%
Riders	1161	697
Service Hours	79.51	79.51
Service Cost @ \$68.28	\$ 5,429	\$ 5,429
Farebox Revenue	\$ 820.36	\$ 492.22
% of Farebox	15%	9%

Figure comes from Total Riders Report - (GFI Report)

Came from Reports submitted with Veolia claims

Riders x .83- estimated passenger fares

Summary: Saturday is actually at 15%, already under 20% which is required farebox
 Sunday is always less than Saturday.

Data Assumptions System	Tot. Fare	Passengers	Avg. Fare per Pass
B-Line Rural	\$ 204,767	239,776	0.85
B-Line Urban	\$ 554,173	834,299	0.66
B-Line Overall	\$ 758,940	1,074,075	0.71
Avg Service Hour Cost	(provided by Janice)		68.28

06/07 Data for UTN assessment

total operating expenses / total revenue hours

SERVICE TO FOREST RANCH:		
# of hours required	1.7	2 runs @ 50 minutes for 1 round trip
Operating Cost per hour	\$68.28	
Cost for 2 runs:	\$116.08	
Minimum Farebox Requirement	10%	Rural Requirement
Minimum Revenue needed to be generated from ridership	\$11.61	
Minimum number of riders needed to reach 10% farebox	14	Based on average fares received per rider
Population	1565	Pop = 1450 in 2000, compounded at 1.1% annually
Base Comparison	0.0048	Used Paradise Ridge population ridership as comparison
Rides per day	7.6	
Average fare per passenger	0.85	
Estimated fares recovered	\$ 6.45	
Percentage fare box recovery	5.56%	The Indicator. Is 10% met? NO
		-> Not Reasonable to Meet
SERVICE TO COHASSET		
# of hours required	1.7	2 runs @ 50 minutes for 1 round trip
Operating Cost per hour	\$68.28	
Cost for 2 runs:	\$116.08	
Minimum Farebox Requirement	10%	Rural Requirement
Minimum Revenue needed to be generated from ridership	\$11.61	
Minimum number of riders needed to reach 10% farebox	14	Based on average fares received per rider
Population	936	Pop = 867 in 2000, compounded at 1.1% annually
Base Comparison	0.0048	Used Paradise Ridge population ridership as comparison
Rides per day	4.3	
Average fare per passenger	0.85	
Estimated fares recovered	\$ 3.71	
Percentage fare box recovery	3.20%	The Indicator. Is 10% met? NO
		-> Not Reasonable to Meet
SERVICE TO YANKEE HILL		
# of hours required	1.7	2 runs @ 50 minutes for 1 round trip
Operating Cost per hour	\$68.28	
Cost for 2 runs:	\$116.08	
Minimum Farebox Requirement	10%	Rural Requirement
Minimum Revenue needed to be generated from ridership	\$11.61	
Minimum number of riders needed to reach 10% farebox	14	Based on average fares received per rider
Population	1083	Pop = 1003 in 2000, compounded at 1.1% annually
Base Comparison	0.0048	Used Paradise Ridge population ridership as comparison
Rides per day	5.2	
Average fare per passenger	0.85	
Estimated fares recovered	\$ 4.46	
Percentage fare box recovery	3.84%	The Indicator. Is 10% met? NO
		-> Not Reasonable to Meet
SERVICE TO KELLY RIDGE AREA		
# of hours required	1.7	2 runs @ 50 minutes for 1 round trip
Operating Cost per hour	\$68.28	
Cost for 2 runs:	\$116.08	
Minimum Farebox Requirement	10%	Rural Requirement
Minimum Revenue needed to be generated from ridership	\$11.61	
Minimum number of riders needed to reach 10% farebox	14	Based on average fares received per rider
Population	2773	Pop = 2569 in 2000, compounded at 1.1% annually
Base Comparison	0.0048	Used Paradise Ridge population ridership as comparison
Rides per day	9.2	
Average fare per passenger	0.85	
Estimated fares recovered	\$ 7.83	
Percentage fare box recovery	6.75%	The Indicator. Is 10% met? NO
		-> Not Reasonable to Meet