

OVERALL WORK PROGRAM & BUDGET

FY 2015/16



BCAG

**BUTTE COUNTY ASSOCIATION
OF GOVERNMENTS**

Adopted May 28, 2015

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BCAG's Mission

“To implement a comprehensive regional planning program that provides for public participation in the planning & decision making process, in the development of the region's transportation plans, programs and projects that address regional, state and federal transportation needs and goals. All of BCAG's state and federally required transportation plans, programs and project will also be developed in compliance with all state and federal environmental requirements, and will be delivered in a fiscally responsible manner while ensuring the safety of people and goods movement in and through the Butte County region.”

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Butte County Association of Governments

Fiscal Year 2015-16

Overall Work Program & Budget

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BCAG's 2015/16 Overall Work Program & Budget (OWP) identifies the specific state and federal required regional transportation planning and programming activities that will be developed during the fiscal year, in addition to other regional transportation planning and project development activities that have been determined necessary by BCAG.

Implementation of BCAG's OWP will be done in consultation with the BCAG member agencies, the public, tribal governments, and BCAG's state and federal transportation planning partners. In addition, the 2015/16 OWP will be implemented in compliance with BCAG's adopted Public Participation Plan, which includes public noticing of standing committees, Board of Director meetings, noticed public hearings and workshops for the appropriate work elements.

The preparation of this 2015/16 OWP assumes financing in part through grants from the Federal Highway Administration, the Federal Transit Administration, the California Department of Transportation (Caltrans) under the Metropolitan Planning Program, Section 104(f) of Title 23, U.S. Code, the US Fish & Wildlife Service, and from member agencies for specific projects being developed on their behalf. The contents of this Draft 2015/16 Overall Work Program & Budget do not necessarily reflect the official views or policies of the U. S. Department of Transportation.

2015/16 Funding Sources



Federal Highway Administration (FHWA)

Federal Metropolitan Planning Funds (PL)

Congestion Mitigation Air Quality Funds (CMAQ)

SAFETEA-LU Funds



Federal Transit Administration (FTA)

Section 5303 Metropolitan Planning

Section 5304 Statewide Planning

Section 5316 Job Access & Reverse Commute (JARC)

Section 5309 Capital Program



California Department of Transportation (Caltrans)

Regional Improvement Program (RIP) Funds

Planning, Monitoring and Maintenance (PPM) Funds

Local Transportation Funds (LTF) Toll Credits

Proposition 1B PTMISEA Funding



US Fish & Wildlife Service

Section 6 Habitat Conservation Planning Funds

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INTRODUCTION

Originally formed in 1969, the Butte County Association of Governments (BCAG) is a Joint Powers Agency (JPA) between the County of Butte and the cities of Biggs, Chico, Gridley, Oroville and the Town of Paradise.

BCAG includes representatives from the County and the five incorporated cities/town located within the political boundary of Butte County, California. Incorporated cities include: Biggs (population 1,684), Chico (Population 88,839), Gridley (population 6,739) Oroville, the County Seat (population 15,980), and Town of Paradise (population 26,109). Unincorporated Butte County has a population of 83,415 making the **total county population 223,316**.¹

BCAG RESPONSIBILITIES

Metropolitan Planning Organization (MPO) – BCAG is the federal designated Metropolitan Planning Organization (MPO) for Butte County, in accordance with the “*Moving Ahead for Progress in the 21st Century Act*” (MAP 21) of 2012. The designation as the MPO for Butte County is also made in agreement with the California State Transportation Agency (CalSTA). BCAG’s MPO planning area boundary includes the entire geographic area of Butte County.

Regional Transportation Planning Agency (RTPA) - BCAG is the Regional Transportation Planning Agency (RTPA) for Butte County, as designated by the Secretary of the California State Transportation Agency (CalSTA). BCAG and the State of California Department of Transportation (Caltrans) have formally agreed to a comprehensive, continuous, and cooperative transportation planning process through a signed Memorandum of Understanding (MOU).

Butte Regional Transit Policy Board & Operator - BCAG is the Policy Board and operator for Butte Regional Transit, “B-Line”, a consolidated public transit system serving the cities, town and county.

¹ BCAG 2014 Population Estimates, Department of Finance 1/1/2014.

Area-Wide Clearinghouse - BCAG is the area-wide Clearinghouse as designated by the Office of Management and Budget (OMB) Circular A-95, "Evaluation, Review and Coordination of Federal and Federally Assisted Programs and Projects." Under this designation, BCAG is responsible for local review of proposed federal financial assistance, direction of federal development activities and environmental documents, and coordination with state plans.

Census Affiliate Data Center - BCAG is the US Census affiliate data center within the California State Data Center Program for census-related services to the residents of Butte County. BCAG assists with the coordination of the decennial Census and maintains the Census data information for the member agencies and public.

Butte Regional Transportation Corporation – BCAG established a 401 (c)(3) non-profit public benefit corporation in 2013 named the *Butte Regional Transportation Corporation* (BRTC). The purpose for establishing the non-profit public benefit corporation was to allow BRTC and BCAG to utilize funding available under the New Market Tax Credit (NMTC) Program administered by the Department of the Treasury. NMTC funds may be used for projects located in distressed areas as defined by the US Census and the NMTC program. BRTC is seeking NMTC funding to for the construction of the new BRT Operations & Maintenance Facility in Chico.

Urbanized Area Boundary

The City of Chico was designated by the Bureau of Census as an Urbanized Area (UA) — an area with a population greater than 50,000 after the 1980 census. As a result, Butte County was designated a Metropolitan Statistical Area (MSA).

Designation of the Urbanized Area also provided for BCAG to be designated the Metropolitan Planning Organization (MPO) for Butte County. The MPO designation provides BCAG with additional transportation planning responsibilities and funding, and the local control to ensure that a comprehensive, cooperative, and continuing transportation planning process is being implemented in Butte County. Included within the Appendix is a map of the current Urbanized Area boundary as defined by the 2010 Census. This boundary will be updated to reflect the Urbanized Area as defined by the 2020 Census once that information is available.

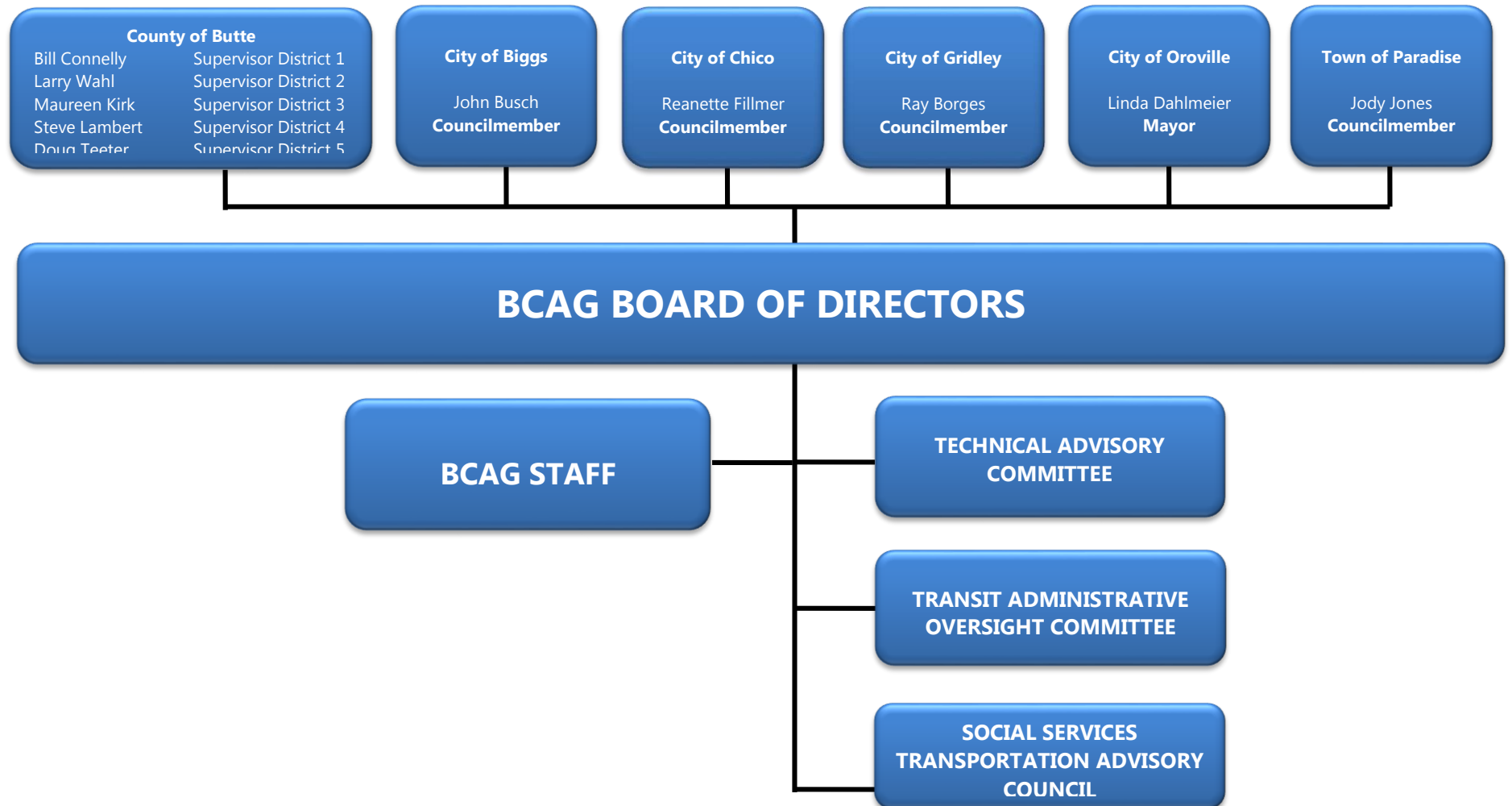
Metropolitan Planning Area Boundary

The Statewide and Metropolitan Planning Regulations promulgated in October 1993, provide the criteria to be used in defining the planning area of the MPO or "Metropolitan Planning Area." At a minimum, the Metropolitan Planning Area is to cover the Urbanized Area and the contiguous geographic area likely to become urbanized within the next twenty years. Further, for geographic areas designated as non-attainment or maintenance areas under federal air quality standards, the Metropolitan Planning Area boundary must include the non-attainment area. The map of the Metropolitan Planning Area Boundary Map is included in the Appendix.

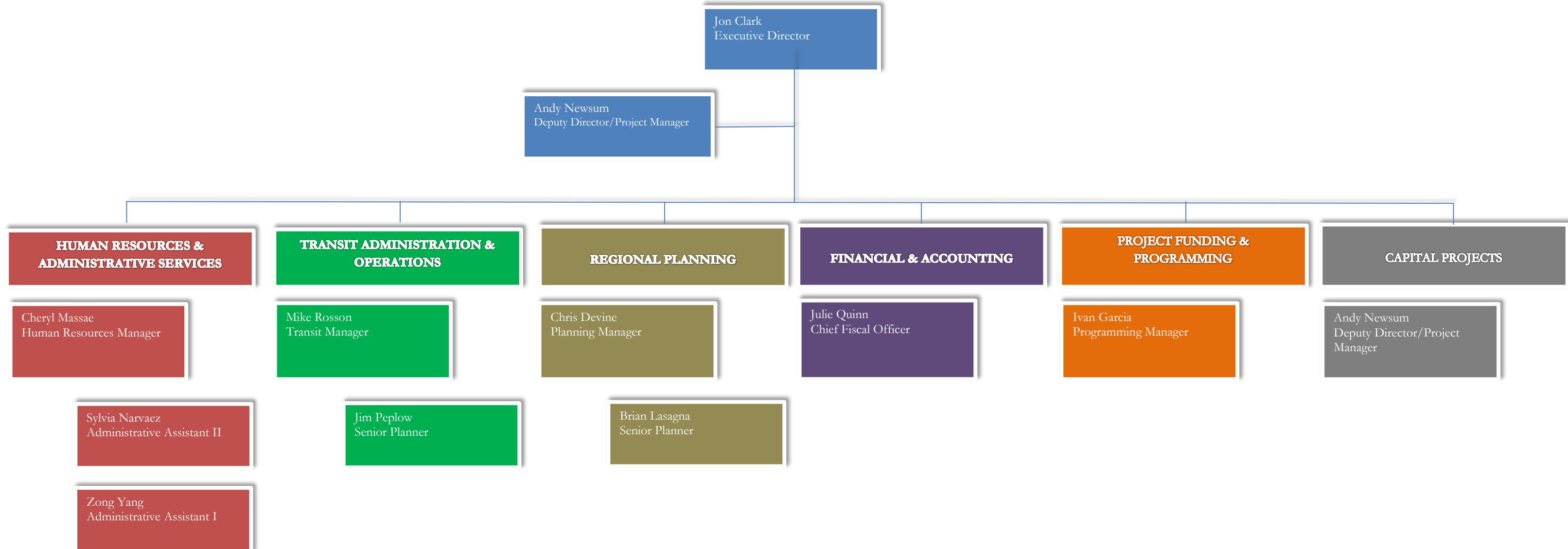
BCAG Organizational Structure

BCAG is governed by a ten member Board of Directors. The BCAG Board of Directors includes the five representatives from the Butte County Board of Supervisors and five representatives, one each, from the five incorporated cities/town within Butte County. The BCAG Board of Directors is responsible for policy decisions under the authority of BCAG, as the designated MPO and RTPA for Butte County, and for Butte Regional Transit.

BCAG ORGANIZATIONAL STRUCTURE



BCAG STAFF ORGANIZATIONAL CHART BY PROGRAM



Tribal Governments within Butte County

Butte County is home to four Tribal Governments (see map, Page 7). These include the Berry Creek Tribal Government, the Mechoopda Tribal Government, Enterprise Tribal Government, and the Mooretown Tribal Government.

As prescribed by CFR 23, Subpart A, §450.104, BCAG has conducted consultation with the regions four Tribal Governments through formal meetings with the Tribal Chairpersons in accordance with their respective consultative procedures. Through this consultation process BCAG has made every effort to consider each of the four Tribal Government Communities transportation planning and programming needs. These factors are part of the required state and federal planning responsibilities, as required by CFR 23, Subpart B, §450.208(b) and §450.312(i).

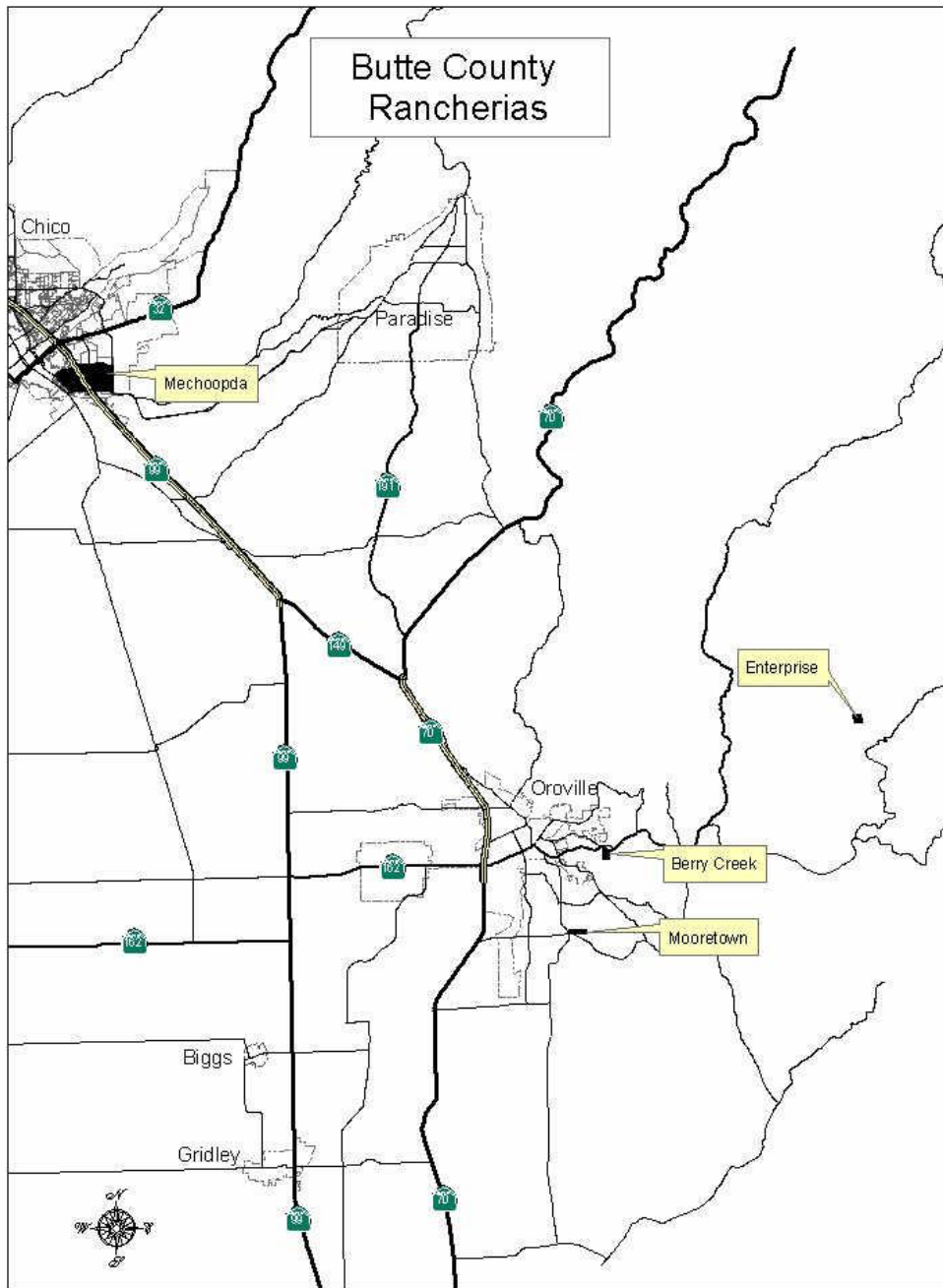
The following is a brief description of the four Tribal Governments in the Butte County region.

The Berry Creek Tribal Government – The Maidu Indians have an enrollment of 544 members. The tribal lands are situated near State Route 162 near the City of Oroville and occupy 65 acres. The Berry Creek Rancheria operates a casino (Gold Country Casino and Hotel) and other recreational facilities on their tribal grounds located east of the City of Oroville on SR 162.

BCAG has conducted formal consultation with Berry Creek tribal leaders to initiate dialogue on transportation and other issues between the agencies. BCAG also invited tribal leaders or designated representatives to participate on BCAG’s Transportation Advisory Committee. To date, Berry Creek has chosen not to participate on the BCAG Transportation Advisory Committee however; there have been follow-up meetings with tribal leaders and representatives to discuss recent expansion impacts to the adjacent SR 162. Resolution on traffic issues concerning the pending expansion has not been completed.

Mechoopda Indian Tribal Government – The Mechoopda Tribal Government is located in the City of Chico and has a tribal enrollment of 409.

The Mechoopda are currently a landless tribe and are in the process of securing tribal lands (650 acres) adjacent to SR 149 between Oroville and Chico. Should the land be taken into trust and become a Native American Reservation, the Mechoopda Tribe intends to establish a gaming casino. BCAG will continue to have formal consultative meetings with tribal leaders and representatives to discuss transportation issues concerning their proposed tribal lands and eventual uses. The Mechoopda Tribe has a representative appointed to the BCAG Transportation Advisory Committee.



Mooretown Tribal Government – The Mooretown Tribal Government includes a Maidu enrollment of 1162 and is located in the City of Orville. Mooretown Rancheria operates the Feather Falls Casino & Lodge.

Representatives of the Mooretown Tribal Government participate on the BCAG Transportation Advisory Committee. During the 2012/13 FY, BCAG will continue working with tribal representatives concerning transit services.

Enterprise Tribal Government – The Enterprise Tribal Government has a Maidu enrollment of 420 and is located near Oroville. BCAG has not yet established formal consultation with the Enterprise Rancheria; tribal leadership has not been provided. During the 2012/13 FY, BCAG will continue consultation and planning efforts with the Native American Tribal Governments, Communities, organizations, groups and individuals within Butte County in accordance with federal and state transportation planning and programming needs. BCAG’s activities with the Native American Communities will be coordinated with the Caltrans Native American Liaison, where appropriate.

Air Quality Status

With the promulgation of the 8-hour ozone standard in 2004, Butte County is now classified as “basic – subpart one non-attainment” for ozone countywide. The urbanized area of Chico is classified as a “maintenance area” for carbon monoxide under the Federal Clean Air Act. In addition, Butte County is non-attainment for PM 2.5. Because of these designations, BCAG’s transportation planning requirements are subject to the Air Quality Conformity provisions per EPA’s Transportation Conformity Rule. Air Quality Conformity is the requirement to quantify and document that all federally funded transportation projects, or projects requiring federal approval as proposed for funding in BCAG’s Regional Transportation Plan (RTP), will not further degrade air quality and are consistent with the goals in the appropriate State Implementation Plans (SIPs).

As a result of being non-attainment for ozone and maintenance carbon monoxide, BCAG receives federal Congestion Mitigation and Air Quality (CMAQ) funds to implement projects that reduce vehicle emissions.

BCAG includes a work element in the Overall Work Program (OWP) to identify the transportation-air quality planning activities that will be undertaken for the fiscal year. BCAG staff also works in consultation with the Butte County Air Quality Management District on coordination of transportation-air quality planning activities.

BCAG Planning Responsibilities

As the Metropolitan Planning Organization (MPO) and Regional Transportation Planning Agency (RTPA), BCAG has a responsibility to develop several transportation planning and programming documents that ensure transportation funding for the region. BCAG’s transportation planning and programming must also demonstrate compliance with all applicable state and federal air quality statutes and must include a planning process that assures public participation.

BCAG’s state and federal planning responsibilities are directed by MAP 21 and the Regional Transportation Planning Agency guidelines under the California State

Transportation Agency. BCAG's specific state and federal transportation planning responsibilities include preparation of the following plans and programs:

- 1) **Overall Work Program (OWP) & Budget** – Federal & state guidelines require BCAG to annually prepare an Overall Work Program & Budget to identify the specific state and federal transportation planning requirements for the coming fiscal year. BCAG's OWP also addresses other regional transportation planning issues that require study/resolution. The BCAG OWP is adopted in May of every year.
- 2) **Metropolitan Transportation Plan (MTP) and Sustainable Communities Strategy (SCS)** – The Metropolitan Transportation Plan (MTP) is a comprehensive long-range (20-year) transportation plan that covers all transportation modes within Butte County. The MTP evaluates future growth impacts to these transportation systems and includes an action plan for future improvements. The MTP is updated every four years, and must conform to the State Implementation Plan. The Sustainable Communities Strategy (SCS) is a new component included in the MTP as required by AB 32. The SCS incorporates the Regional Housing Needs projections and identifies a land use scenario to accommodate regional housing needs, while reducing greenhouse gas emissions. The current MTP and SCS were adopted in December 2012.
- 3) **Regional Transportation Improvement Program (RTIP)** – The Regional Transportation Improvement Program (RTIP) is a short-range (4-year) plan that identifies all the transportation projects for the region that are eligible for funding in the State Transportation Improvement Program (STIP). The RTIP is updated every two years. The current RTIP was adopted in January 2012.
- 4) **Administration of the Local Transportation Fund (LTF) and State Transit Assistance (STA)** – BCAG is responsible for the administration of the Local Transportation Fund (LTF) and State Transit Assistance (STA) funds as required under the Transportation Development Act (TDA). LTF funds are derived from local sales taxes, of which a quarter cent are subvented back to BCAG for allocation to the local jurisdiction for transit and other transportation modes. STA funds are allocated to local transit operators. Administration of the LTF and STA funds also includes the implementation of the annual unmet transit needs finding process, which is required annually under the TDA.
- 5) **Federal Transportation Improvement Program (FTIP)** – The Federal Transportation Improvement Program (FTIP) is a short-range (4-year) plan that identifies all regionally significant transportation projects that are to be funded during the three year period. The FTIP is also required to include an air quality conformity determination that is adopted as part of the plan. The FTIP is updated every two years with various amendments occurring during the year. The current FTIP was adopted in August 2012.
- 6) **Air Quality Conformity Determinations** – In accordance with the Clean Air Act Amendment and the Transportation Conformity Rule, BCAG as the MPO is required to prepare an air quality conformity analysis and determination for the MTP and FTIP. The purpose of the air quality conformity determination is to demonstrate that federally funded

projects and/or regionally significant projects within the region will achieve an emissions reduction for those pollutants for which Butte County is non-attainment. The emissions analysis between the MTP and FTIP must conform to the applicable State Implementation Plan (SIP). BCAG is the lead agency for development of conformity analysis and determinations in Butte County.

- 7) **Regional Housing Needs Study** – *BCAG is responsible for preparing the Regional Housing Allocation Plan for BCAG member agencies in accordance with Section 65584 of the California Government Code. The current RHNP was adopted by December 2012.*
- 8) **Transportation Studies** – *As the Regional Transportation Planning Agency, BCAG may prepare transportation studies/plans that seek to improve a specific transportation problem within the region, at the request of member agencies or the public.*

BCAG Consultation and Public Participation

One of the most important components to BCAG’s transportation planning is consultation and public participation during the development of transportation plans, programs and projects. An open and accessible consultation and public participation process is critical for discussing and resolving regional transportation issues. BCAG has developed specific procedures for consultation and public participation through the “Public Participation Plan”, policies that are implemented on an ongoing basis (see Appendix).

BCAG maintains a continuous and cooperative consultation and public participation process that allows all levels of local government, Caltrans, the Federal Transit Administration, the Federal Highway Administration, local representatives from the regions aviation facilities, the Air Resources Board, the Environmental Protection Agency, Tribal Governments and the public, the opportunity to review and comment on transportation planning activities being prepared by BCAG.

One way that BCAG accomplishes the consultation and public participation dialogue is through the *BCAG Transportation Advisory Committee* and the *Social Services Transportation Advisory Council*.

The BCAG Transportation Advisory Committee (TAC) includes representatives from each of the local jurisdictions public works and planning departments, city, town and county technical staff, up to five citizen representatives, representatives from the Air District, Caltrans, Tribal Governments and other affected agencies that have a technical interest in the BCAG planning process. The TAC is a vital link in the transportation planning process in that, the Committee provides the technical and laypersons analysis and input required in transportation project/program development. The TAC meets on a monthly basis.

The BCAG Social Services Transportation Advisory Council (SSTAC) was established under the requirements of the Transportation Development Act (TDA), to ensure that unmet transit needs are identified within Butte County. The SSTAC meets on an as needed basis during the year to review information on possible unmet transit needs within Butte County, as part of the unmet transit needs process. The SSTAC is a direct advisory

council to the BCAG Board of Directors, and includes representatives as needed by statute.

BCAG encourages public participation at all levels of the planning and project development process by engaging the public participation early in the study and project development process. All BCAG Board of Directors, TAC, SSTAC meetings are open to the public. BCAG also schedules public hearings during the development of the Regional Transportation Plan, Federal Transportation Improvement Program, Unmet Transit Needs process, and Air Quality Conformity process to allow for public review and comments. All public hearings are noticed thirty days in advance in the local media. The BCAG Board of Directors also provides for public comment on all items requesting action included in the monthly board agenda, regardless of whether a public hearing is required by law.

The certification of this planning and public participation process is executed with the adoption of the FY 2015/16 Overall Work Program & Budget and authorizing resolution.

North State Super Region Coordination

In October 2010, an alliance between the sixteen Northern California Regional transportation planning agencies was established to form the North State Super Region. The sixteen Northern California counties include Del Norte, Siskiyou, Modoc, Humboldt, Trinity, Shasta, Lassen, Mendocino, Lake, Tehama, Glenn, Colusa, Butte, Plumas, Sierra, and Nevada. To formalize this alliance, a Memorandum of Agreement (MOA) was signed by each of the Executive Directors for the sixteen agencies.

The mission of the Super Region is to work together to identify common transportation, growth, and land use issues, and formulate unified strategies that can be advocated to implementing agencies and the public.

During the 2015/16 FY, BCAG will continue meeting and coordinating our respective planning issues with the Super Region Group to ensure that there is cooperation and consensus on regional issues affecting our agencies. It is anticipated that the Super Region Group will meet quarterly throughout the year.

FY 2015/16 Planning Emphasis Areas

Planning emphasis areas (PEAs) are policy, procedural and technical topics that should be considered by Federal planning fund recipients when preparing work programs for metropolitan and statewide planning and research assistance programs.

The Federal Highway Administration FHWA and FTA annually identify areas of emphasis for California's transportation and air quality planning programs. Metropolitan Planning Organizations and Regional Transportation Planning Agencies are to give the planning emphasis areas consideration in developing the annual Overall Work Programs (OWP).

There are five California Planning Emphasis Areas for the 2015/16 FY:

- 1) Core Planning Functions;
- 2) Performance Management;
- 3) Safety
- 4) Livability/Sustainability;
- 5) State of Good Repair.

Core Planning Functions

Development of BCAG's Draft 2015/16 Overall Work Program & Budget has been done in compliance with all federal and state planning directives and guidance regulations, including 23 CFR 450.308 (c), and BCAG's adopted Public Participation Plan procedures.

The Draft BCAG 2015/16 OWP & Budget identifies all core planning functions as required under the federal and state planning guidelines, in addition to other regional planning studies that support our state and federal planning and programming requirements.

Each work element included in the Draft 2015/16 OWP identifies the specific tasks, products, schedule, staffing, revenues and expenditures that will be made for implementation of the work element. The work element description also provides a discussion of how the work element supports BCAG's state and federal planning and programming requirements.

Performance Measures

During the 2015/16 work program year, BCAG will continue implementation of performance measures that were established in the 2012 Metropolitan Transportation Plan (MTP). Evaluation and monitoring of MTP performance measures will be done in consultation with Caltrans, FHWA, FTA, BCAG member agencies and the Board of Directors.

BCAG's performance measures are intended to assist with the project planning, selection and funding prioritization as part of our regional transportation planning and programming process. BCAG's performance measures evaluate the following areas: *Safety, infrastructure conditions, mobility, mobile source emissions, congestion and livability.*
Smudged

MAP-21 continues the Highway Safety Improvement Program (HSIP) as a core Federal-Aid program. The purpose of the HSIP is to achieve a significant reduction in traffic fatalities and serious injuries on all public roads through the implementation of infrastructure-related highway safety improvements.

During the 2015/16 FY, BCAG staff will work with the BCAG member agencies and Caltrans on currently funded HSIP projects, and on identification of new projects for

inclusion in the Strategic Highway Safety Plan (SHSP), consistent with the 2012 Metropolitan Transportation Plan (MTP) and 2013 Federal Transportation Improvement Program (FTIP). There are currently ten projects within Butte County that are funded in the HSIP program, during the 2014/15 FY BCAG staff will work with local agencies and Caltrans on implementation of project and possible issues that may arise.

Livability / Sustainability

As part of BCAG's 2012 MTP, a Sustainable Communities Strategy (SCS) was developed and adopted by the BCAG Board of Directors in December 2012.

BCAG's SCS demonstrates the integration of land use, housing, and transportation for the purpose of reducing greenhouse house (GHG) emission from passenger vehicles. In addition, SB 375 amended the California Environmental Quality Act (CEQA) to provide incentives for residential and residential mixed use projects that help to implement the 2012 MTP/SCS.

Development of the MTP/SCS includes incorporation of BCAG Blueprint population forecasts and the Regional Housing Needs Plan housing allocations. The MTP/SCS was developed in consultation with BCAG member agencies the cities, town and County.

During the 2013/14 FY, BCAG initiated a Non-Motorized/Transit Study with the consulting firm of Nelson/Nygaard to identify future pedestrian/bicycling route improvements. In addition, the study will look at the regions fixed route transit system to identify system improvements that would increase ridership within urban areas, leading to a reduction in greenhouse gas emissions.

State of Good Repair

MAP-21 places greater emphasis on restoring and replacing ageing transportation infrastructure by establishing a new needs based formula program, with a new tier for high intensity bus needs. The new program defines eligible recapitalization and restoration activities, with a goal of bringing all systems into a state of good repair. Grantees are required to establish and use an asset management system to develop capital asset inventories and condition assessments, and report on the condition of their system as a whole.

Maintaining transit systems in a high state-of-good repair is essential for the provision of safe and reliable service. SGR is the effective recapitalization of transit asset, identifying critical timing for preventative maintenance and increasing the focus on asset management practices. It also includes the assessment of capital asset condition, strategies to obtain additional local re-investment including innovative financing strategies and additional identification of preventative maintenance practices.

MPO's encouraged to support planning strategies for the effective recapitalization of transit assets that would include:

- Asset Management, Assessment and Replacement Planning;
- Planning and Programming for Effective Preventative Maintenance, and;
- Planning Innovative Financing Strategies for System Repair and Expansion.

Federal Planning Emphasis Areas

The Federal Planning Emphasis Areas (PEAs) for 2015 as issued by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) continue to encourage the MPO's and State DOT counterparts to identify work tasks associated with the PEAs in their respective work programs. The PEAs for 2015 are as follows:

- **MAP 21** – *Transition to Performance Based Planning and Programming*
- **Models of Regional Planning Cooperation** – *Promote cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning.*
- **Ladders of Opportunity** – *Access to essential services as part of the transportation planning process, identify transportation connectivity gaps in access to essential services.*

The following Table 1 identifies all of the work elements included in the 2015/16 Overall Work Program & Budget. Table 1 also indicates if the work element addresses or is a component of the Core MPO Planning Functions, the California Planning Emphasis Areas and the federal PEAs for 2015/16.

**TABLE 1
FEDERAL/STATE PLANNING EMPHASIS AREAS**

BCAG 2015/16 WORK ELEMENTS		CORE MPO PLANNING FUNCTIONS					PLANNING EMPHASIS AREA				Federal Planning Emphasis Areas		
Regional Transportation Planning & Programming		Overall Work Program	Public Participation & Education	Regional Transportation Plan	Federal Transportation Plan	Annual Listing of Projects	Performance Management	Safety	Livability & Sustainability	State of Good Repair	Map-21	Models of Regional Cooperation	Ladders of Opportunity
16-999	2015/16 Indirect Cost Allocation Plan (ICAP)	○											
16-100	Administration of the 2015/16 Overall Work Program & Budget	○	○	○	○	○	○	○	○	○	○	○	○
16-101	Intergovernmental Coordination & Information Distribution	○	○	○	○						○		
16-102	Regional Transportation Model Program	○	○	○	○	○	○	○	○	○	○	○	
16-103	Regional Geographic Information System (GIS) Maintenance & Coordination	○	○	○	○	○	○	○	○	○	○	○	
16-104	Regional Transportation Air Quality Planning	○	○	○	○	○		○		○			
16-105	Federal Transportation Improvement Program (FTIP)	○	○	○	○	○	○	○	○	○	○	○	○
16-106	2016 Regional Transportation Improvement Plan (RTIP)	○	○	○	○	○	○	○	○	○	○	○	○
16-107	Metropolitan Transportation Plan (MTP) & Sustainable Communities Strategy (SCS)	○	○	○	○	○	○	○	○	○	○	○	○
16-109	US Census Data Affiliate Center Administration		○	○	○	○	○	○	○		○		
16-110	Intelligent Transportation System – Regional Architecture Maintenance	○	○							○	○	○	
16-111	SR 162 Corridor Study	○	○	○		○	○	○	○		○		
16-114	Butte Regional Conservation Plan (BRCP)		○	○	○			○			○		
16-119	Butte Regional PEV Readiness Plan	○	○	○	○	○	○	○	○		○	○	

Table 1 – continued

BCAG 2015/16 WORK ELEMENTS		CORE MPO PLANNING FUNCTIONS					PLANNING EMPHASIS AREA				Federal Planning Emphasis Areas		
		Overall Work Program	Public Participation & Education	Regional Transportation Plan	Federal Transportation Plan	Annual Listing of Projects	Performance Management	Safety	Livability & Sustainability	State of Good Repair	Map-21	Models of Regional Cooperation	Ladders of Opportunity
Regional Transportation Project Development & Management													
16-203	Forest Highway 171 – Storm Water and Mitigation Monitoring	○	○	○	○	○		○		○	○		
16-208	State Route 70 Ophir Road Safety Project Mitigation	○		○	○	○		○	○		○	○	
16-212	Singer Creek Preserve Management	○		○	○	○		○	○		○	○	
16-213	Butte Regional Transit Maintenance & Operations Facility	○	○	○	○	○	○	○	○	○	○	○	
16-214	State Route 70 Project Approval & Environmental Documents (PA&ED)	○	○	○	○	○	○	○	○	○	○	○	
16-215	Paradise Transit Center Project	○	○	○	○	○	○	○	○	○	○	○	
Transportation Development Act (TDA) Administration & Butte Regional Transit Administration & Planning													
16-300	Transportation Development Act (TDA) Administration	○	○				○			○	○	○	
16-301	Public Transit Systems Planning & Coordination	○	○	○	○	○	○	○	○	○	○	○	
16-302	Butte Regional Transit Administration & Operations		○	○	○	○	○	○	○	○	○	○	
16-303	Americans with Disabilities Act (ADA) Certification Program Administration		○	○	○	○	○	○	○	○	○	○	
16-306	ADA Bus Stop Compliance Transition Plan		○			○	○	○	○	○	○	○	
16-307	B-Line Mobile App Development	○	○	○			○	○	○	○	○	○	

**TABLE 2
WORK ELEMENT DESCRIPTION / BENEFITS**

2015/16 OVERALL WORK PROGRAM WORK ELEMENT DESCRIPTIONS - BENEFITS		FEDERAL REQUIREMENT	STATE REQUIREMENT	REGIONAL PLANNING NEED	SUPPORTS CITY-COUNTY PLANNING	SUMMARY
16-999	2015/16 Indirect Cost Allocation Plan (ICAP)	✓	✓			The ICAP is required for all monthly, quarterly billings for all planning revenues identified in the 2015/16 OWP. An ICAP is prepared annually and is approved by FHWA and Caltrans.
16-100	Administration of the 2015/16 Overall Work Program & Budget	✓	✓	✓	✓	Administration of the OWP includes monthly meetings of the Board of Directors; billing and invoicing; attendance at local, state and federal meetings; and other activities that support implementation of the OWP and budget.
16-101	Intergovernmental Coordination & Information Distribution	✓	✓	✓	✓	Tasks under this work element include meetings of the Transportation Advisory Committee (TAC); meetings of the City/County Planning Directors Working Group; distribution of BCAG's eNewsletter; and distribution of state and federal funding or planning regulation important to BCAG member agencies.
16-102	Regional Transportation Model Program	✓	✓		✓	BCAG is required to maintain and update a regional traffic model for analysis of land use impacts on the regional road network and state highways. The model is also used to prepare the air quality conformity determinations that are required in order to receive federal and state funding. The regional model is also used by the cities and county for evaluation of land use or project proposals that require a CEQA analysis.
16-103	Regional Geographic Information System (GIS) Maintenance & Coordination			✓	✓	BCAG established a countywide Geographic Information System (GIS) database program in 1998. The GIS program was established to provide BCAG and the cities and county with a parcel based GIS database for transportation and land use planning. BCAG maintains the GIS database under an agreement with the Assessors office, and CSU Chico.
16-104	Regional Transportation Air Quality Planning	✓	✓	✓	✓	BCAG is required to model & prepare an air quality conformity determination for all federal/state funded transportation projects, in addition to regionally significant local projects. Air quality conformity determinations are required for the MTP and FTIP, in order to receive federal/state transportation funding. BCAG also keeps BCAG member jurisdictions apprised of federal/state air quality regulations that may affect land use and transportation decisions.
16-105	Federal Transportation Improvement Program (FTIP)	✓	✓	✓	✓	BCAG is required to prepare the FTIP every three years. The FTIP includes all projects and programs that receive federal funding. Projects of regional significance are also included in the FTIP. An air quality conformity determination is also required with the FTIP.
16-106	Regional Transportation Improvement Program (RTIP)		✓	✓	✓	The RTIP is a state required planning document that is prepared every two years. The RTIP identifies the regional transportation projects that are proposed for funding and inclusion in the State Transportation Improvement Program (STIP).
16-107	Metropolitan Transportation Plan (MTP) & Sustainable Communities Strategy (SCS)	✓	✓	✓	✓	BCAG is required to prepare the MTP/SCS every four years. The MTP/SCS is the long-range 20 year plan that identifies future improvements for all transportation modes and programs within the region. The MTP/SCS must also address the future of regional housing and plans to reduce greenhouse emission reductions for the region.
16-109	US Census Data Affiliate Center Administration	✓	✓	✓	✓	BCAG is the US Census Affiliate Data Center for Butte County. BCAG maintains all US Census data and provides regional coordination with the decennial census. BCAG also provides census information/data to the cities/county and the public as requested.
16-110	Intelligent Transportation System – Regional Architecture Maintenance	✓	✓			BCAG maintains an ITS work element to monitor and identify transportation projects that fulfill federal/state ITS project criteria. ITS projects are also included in the regional ITS Architecture Plan that is required by state and federal planning requirements.
16-111	SR 162 Corridor Study			✓	✓	BCAG will be assisting the City of Oroville with the preparation of a corridor study for a segment of State Route 162 within the City of Oroville. This study will also be coordinated with Caltrans District 3.
16-114	Butte Regional Conservation Plan (BRCP)			✓	✓	BCAG is developing the BRCP on behalf of the cities of Biggs, Chico, Oroville, Gridley and the County of Butte. Caltrans District 3, and four water districts within Butte County are also plan participants. The BRCP will provide a streamlined permitting process for all state and federal species permits, and will include a process to reduce time/costs for the USACOE clean water act approvals.
16-119	Butte Regional Plug-In Electric Vehicle (PEV) Readiness Plan			✓	✓	BCAG will prepare a PEV Readiness Plan for the region to identify locations for future PEV charging stations. The PEV Readiness Plan is being coordinated with the cities and county so that future projects and funding may be obtained within city/county jurisdictions. Supports city/county sustainability elements.

**TABLE 2
WORK ELEMENT DESCRIPTION / BENEFITS**

2015/16 OVERALL WORK PROGRAM WORK ELEMENT DESCRIPTIONS - BENEFITS		FEDERAL REQUIREMENT	STATE REQUIREMENT	REGIONAL PLANNING NEED	SUPPORTS CITY-COUNTY PLANNING	WORK ELEMENT DESCRIPTION
16-203	Forest Highway 171 Storm Water & Mitigation Monitoring	✓	✓	✓	✓	This work element includes the ongoing five year mitigation and monitoring requirements for the construction of the Forest Highway 171 project.
16-204	State Route 70 Ophir Road Safety Project Mitigation	✓	✓	✓	✓	This work element includes the ongoing five year mitigation and monitoring requirements for the SR 70 Widening project in Oroville that BCAG implemented in partnership with Caltrans District 3.
16-212	Singer Creek Preserve Management			✓	✓	This work element includes the ongoing five year mitigation and monitoring requirements for the Singer Creek Mitigation and Conservation area that BCAG maintains on behalf of Caltrans District 3 for advance mitigation activities.
16-212	Butte Regional Transit Maintenance & Operations Center	✓		✓	✓	BCAG is constructing a Maintenance & Operations Center for BRT to provide a permanent location to operate daily service and provide for maintenance of the regional transit system. This is the first facility owned by BRT and intended to provide long-term growth for the transit system. BCAG is constructing the facility with federal and state grant funds, in addition to other public/private funding sources.
16-214	State Route 70 Corridor Project Approval & Environmental Documents (PA&ED)	✓	✓	✓	✓	BCAG is developing the required PA&ED documents that identify future project improvements for State Route 70 between the City of Oroville in Butte and the City of Marysville in Yuba County. PA&ED documents are being prepared for two of the six project segments along the corridor, both projects are currently included in the 2014 STIP.
16-215	Paradise Transit Center Project			✓	✓	BCAG is the owner and operator for the regions public transit system, the B-Line. B-Line serves each of the incorporated cities and currently has transit centers in the City of Chico and the City of Oroville. The Town of Paradise, which is the second largest urban area in the County, is in need of a transit center to serve as a hub for passengers in and near the Town of Paradise. This work element will include the initial planning and development for this future project.
16-300	Transportation Development Act (TDA) Administration		✓	✓	✓	BCAG is required to administer the Transportation Development Act (TDA) and State Transit Assistance (STA) funds within Butte County. TDA/STA funds are to fund transit operations first, if transit needs are being met, funds may then be used for other eligible uses such as streets and roads or bike and pedestrian improvements. TDA/STA funds are allocated to the Cities/County based on population, and are managed through the required TDA/STA claims process. An annual audit of TDA/STA funds is also prepared by BCAG in accordance with the State Controller.
16-301	Public Transit Systems Planning	✓	✓	✓	✓	BCAG as the owner and operator for B-Line includes a work element in the annual OWP to include for planning activities for improving public transit service within the region. During the 2015/16 FY, BCAG will look at making improvements to the fixed route service using recommendations from the Transit & Non-Motorized Study that was prepared during the 2013/14-2014/15 FY.
16-302	Americans with Disabilities Act (ADA) Certification Program Administration	✓	✓	✓	✓	Federal Transit Administration and ADA regulations require the B-Line provide complementary ADA service to eligible riders since fixed route service is provided to the general public. As part of the ADA service offered by B-Line, a certification process to determine ADA eligibility is provided by B-Line to determine ADA service eligibility, or whether a rider may use the service as a paratransit rider. This work element includes the implementation of the ADA certification services implemented by BCAG staff.
16-306	ADA Bus Stop Compliance Transition Plan	✓	✓	✓	✓	As operator of the public transit system for Butte County, BCAG is required to address ADA compliance over the five hundred bus and flag pole stops and transit center locations located along the fixed route bus service operated by B-Line. During the 2013/14-2014/15 FY, an ADA Bus Stop Compliance Plan was prepared that included an inventory of each stop, and the ADA compliance or non compliance issue. In the 2015/16 FY, as funding permits, BCAG will implement ADA improvements through the ADA Transition Plan.
16-307	B-Line Mobile App Development			✓	✓	During the 2015/16 FY, BCAG will develop a mobile app for B-Line transit users that will better enable them to access all of the B-Line transit information such as routing, trip planning, and B-Line Tracker for users with Smart Phones.

2015/16 FISCAL YEAR

BUDGET REVENUES & EXPENDITURES

2015/16 BUDGETED REVENUES

FUNDING REVENUES	2014/15 FINAL BUDGET	2015/16 BUDGET	Notes
Federal Highway Administration Planning (PL)	\$804,605	\$698,275	
Federal Transit Administration 5303	\$81,255	\$70,575	
FTA 5304 - Mobile App Grant for BLINE	\$0	\$92,959	
Federal Transit Administration 5316 - JARC	\$66,000	\$10,000	
FHWA Partnership Planning	\$0	\$151,172	
Proposition 84 Funding	\$45,000	\$0	
SAFETA-LU Appropriation	\$93,463	\$75,673	
City of Oroville	\$0	\$49,930	
State Grant for PEV Planning	\$0	\$26,842	
Toll Credits -DLA-OB 14-03/Section 1508 MAP-21	\$0	\$92,122	
Transportation Development Act - Administration (99233.1 PUC)	\$85,053	\$83,429	
Transportation Development Act - Planning (99233.2 and 99262 PUC)	\$469,425	\$366,571	
Planning, Programming & Monitoring Funds (PPM)	\$149,000	\$160,000	
State Transportation Improvement Program (STIP)	\$137,335	\$2,135,673	
Butte Regional Transit	\$382,000	\$337,000	
Proposition 1B - PTMISEA	\$2,575,422	\$2,500,000	
Federal Transit Administration 5309	\$12,316,164	\$12,761,205	
Congestion Mitigation Air Quality Funds	\$350,000	\$0	
Federal Demo Funds for SR 70	\$1,124,922	\$719,534	
US Fish & Wildlife Section 6 Planning Grant	\$225,000	\$45,000	
TOTAL	\$18,904,644	\$20,375,959	

2015/16
BUDGETED EXPENDITURES

EXPENDITURES	2014/15	2015/16	
SALARIES & EMPLOYEE BENEFITS			
SALARIES	\$950,946	\$928,512	
BENEFITS	\$536,394	\$557,950	
SUB TOTAL	\$1,487,340	\$1,486,462	
SERVICES & SUPPLIES			
COMMUNICATIONS	\$7,000	\$9,000	
HOUSEHOLD EXPENSE	\$9,200	\$9,400	
INSURANCE	\$15,400	\$17,200	
MAINTENANCE COMPUTER	\$12,000	\$12,500	
MEMBERSHIP	\$4,500	\$6,200	
OFFICE EXPENSE	\$25,500	\$12,500	
OFFICE EXPENSE - EQUIPMENT	\$2,800	\$7,000	
PROFESSIONAL SERVICES:	\$16,855,900	\$18,544,859	
COUNTY AUDITOR	\$12,000	\$12,000	
THE FERGUSON GROUP	\$66,000	\$63,000	
GREG EINHORN - LEGAL COUNSEL	\$5,000	\$5,000	
PADILLA & ASSOCIATES DBE PLAN	\$1,000	\$1,000	
BCAG AUDIT	\$37,900	\$38,475	
GRANT MANAGEMENT ASSOCIATES	\$45,000	\$35,000	
CSUC- GIS MAINTENANCE	\$70,000	\$70,000	
TRAFFIC MODEL UPDATE	\$45,000	\$35,000	
METRO TRANS PLAN ENVIRNMTL IMPACT REPORT	\$50,000	\$40,000	
LEIDOS - BRCP	\$200,000	\$35,009	
BRISCO IVESTER BAZEL LLC - BRCP	\$24,000	\$20,000	
ICF - BRCP	\$176,000	\$107,000	
FH 171 PROJECT	\$25,000	\$65,000	
SR 70 OPHIR MITIGATION	\$20,000	\$25,000	
BRT OPERATIONS & MAINTENANCE FACILITY	\$15,000,000	\$17,000,000	
SR 70 PSR/PDS STUDIES	\$1,000,000	\$650,000	
SR 162 STUDY	\$0	\$145,000	
SINGER CREEK MITIGATION/MAINTENANCE	\$13,000	\$100,000	
HELP CENTRAL - 211	\$66,000	\$10,000	
B-LINE MOBILE APPS	\$0	\$88,375	
PUBLICATIONS & LEGAL NOTICES	\$2,800	\$3,600	
RENT & LEASE - OFFICE	\$102,500	\$104,000	
RENT & LEASE EQUIPMENT	\$24,000	\$24,000	
SPECIAL DEPARTMENT EXPENSE	\$4,600	\$51,733	
TRANSPORTATION TRAVEL & TRAINING	\$20,500	\$15,000	
TRAINING	\$0	\$3,000	
UTILITIES	\$5,000	\$5,500	
INDIRECT COST PLAN OVER /(UNDER) ADJUSTMENT	\$226,398	\$64,005	
SUB TOTAL	\$17,318,098	\$18,889,497	
TOTAL	\$18,805,438	\$20,375,959	

Revenue Source by Work Element

WORK ELEMENT	FHWA PL	FTA 5303	FTA 5304	FHWA GRANT	PEV GRANT	FTA 5316	TOLL CREDIT	LTF PLAN	LTF ADMIN	PPM	PROP 1B	FTA 5309	SAFETEA LU	STIP	City of Oroville	FED DEMO	USFWS SEC-6	BLINE	TOTAL	
16-999	INDIRECT COST ALLOCATION PLAN (ICAP)							\$75,390											\$75,390	
16-100	ADMINISTRATION of 2015/16 OWP	\$182,542					\$23,650			\$25,000									\$231,192	
16-101	INTERGOVERNMENTAL COORDINATION	\$107,656					\$13,948												\$121,604	
16-102	REGIONAL TRANSPORTATION MODEL	\$50,119					\$6,493			\$25,000									\$81,612	
16-103	REGIONAL GIS COORDINATION	\$93,240					\$12,080			\$40,000									\$145,320	
16-104	TRANSPORT & AIR QUALITY PLANNING	\$27,510					\$3,564												\$31,074	
16-105	2015 FTIP ADMINISTRATION		\$12,759				\$1,654			\$45,000									\$59,413	
16-106	2016 RTIP	\$15,240					\$1,975												\$17,215	
16-107	2016 MTP/SCS	\$94,872					\$12,292			\$25,000									\$132,164	
16-109	CENSUS AFFILIATE DATA CENTER	\$20,633					\$2,673												\$23,306	
16-110	INTELLIGENT TRANSPORT SYSTEMS	\$7,619					\$987												\$8,606	
16-111	SR 162 STUDY				\$151,172										\$49,930				\$201,102	
16-114	BUTTE REGIONAL CONSERVATION PLAN	\$98,844					\$12,806	\$196,078									\$45,000		\$352,728	
16-119	BUTTE REGIONAL PEV READINESS PLAN					\$26,842													\$26,842	
16-203	FOREST HIGHWAY 171 PROJECT												\$75,673						\$75,673	
16-208	SR 70 OPHIR MITIGATION													\$35,673					\$35,673	
16-212	SINGER CREEK MITIGATION													\$100,000					\$100,000	
16-213	BRT OPS & MAINT FACILITY										\$2,500,000	\$12,761,205		\$2,000,000					\$17,261,205	
16-214	SR 70 PA/ED															\$719,534			\$719,534	
16-215	PARADISE TRANSIT CENTER							\$33,011											\$33,011	
16-300	TDA ADMINISTRATION								\$83,429										\$83,429	
16-301	PUBLIC TRANSIT PLANNING		\$57,816			\$10,000		\$7,491											\$75,307	
16-302	BRT ADMINISTRATION																	\$314,724	\$314,724	
16-303	ADA CERTIFICATION							\$34,846										\$22,276	\$57,122	
16-306	ADA TRANSITION PLAN							\$7,711											\$7,711	
16-307	BLINE MOBILE APP			\$92,959				\$12,044											\$105,003	
	TOTAL BUDGET	\$698,275	\$70,575	\$92,959	\$151,172	\$26,842	\$10,000	\$92,122	\$366,571	\$83,429	\$160,000	\$2,500,000	\$12,761,205	\$75,673	\$2,135,673	\$49,930	\$719,534	\$45,000	\$337,000	\$20,375,960

2015/16 FISCAL YEAR WORK ELEMENT SCHEDULE & PRODUCTS

TRANSPORTATION PLANNING WORK ELEMENTS		KEY STAFF	PRODUCT	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
16-999	BCAG Indirect Cost Allocation Plan (ICAP) Implementation	Julie Quinn, CFO Jon Clark, Executive Director	A-87 Indirect Cost Allocation Plan	Implementation ongoing through fiscal year										2016/17 ICAP		
16-100	Administration of the 2015/16 Overall Work Program & Budget	Sylvia Narvaez, Admin Asst II Jon Clark, Executive Director Julie Quinn, CFO Cheryl Massae, HR Manager	Implementation of 2015/16 OWP & Budget; 2016/17 OWP & Budget development	Implementation ongoing through fiscal year										DFT 2016/17 OWP	Final 2016/17 OWP	
16-101	Intergovernmental Coordination & Information Distribution	Ivan Garcia, Programming Manager; Jon Clark Executive Director	TAC meetings; Webpage; E-Newsletter		TAC	News letter		TAC	News Letter		TAC	News Letter		TAC	News Letter	
16-102	Regional Transportation Model Program	Brian Lasagna, Senior Planner	Maintenance of computer model database, expansion of model	Work ongoing through fiscal year												
16-103	Regional Geographic Information System (GIS) Coordination	Brian Lasagna, Senior Planner	Maintenance of GIS database, mapping	Work ongoing through fiscal year												
16-104	Transportation Air Quality Planning	Brian Lasagna, Senior Planner	Monitoring of regulations, state/federal legislation and maintaining compliance for funding	Work ongoing through fiscal year												
16-105	2015 Federal Transportation Improvement Program (FTIP)	Ivan Garcia, Programming Manager	Monitor funding of FTIP projects, preparing amendments as necessary	Work ongoing through fiscal year												
16-106	2016 Regional Transportation Improvement Program (RTIP)	Ivan Garcia, Programming Manager	2016 RTIP	RTIP Development						RTIP Adoption						
16-107	2016 Metropolitan Transportation Plan/Sustainable Communities Strategy	Ivan Garcia, Prog. Manager Brian Lasagna, Senior Planner	The 2016 MTP/SCS	Work ongoing through fiscal year												
16-109	US Census Data Affiliate Center Administration	Brian Lasagna, Senior Planner	Maintaining and distributing with 2010 census data; maintaining webpage with census data	Work ongoing through fiscal year												
16-110	Intelligent Transportation System Maintenance	Ivan Garcia, Prog. Manager	Submittal of annual reporting documents	Work ongoing through fiscal year												
16-111	SR 162 Corridor Study	Brian Lasagna, Senior Planner	Development of a corridor study for SR 162 in Oroville to identify Corridor Improvements	Work ongoing through fiscal year												
16-114	Butte Regional Conservation Plan (BRCP)	Chris Devine, Planning Manager Jon Clark, Executive Director	Prepare Final Draft BRCP & EIR, Adopt BRCP & Submit for State/Federal Approval	Final Draft BRCP		Public Review /Comments			Adopt BRCP	Submit to State/Fed						
16-119	Butte Regional PEV Readiness Plan	Jon Clark, Executive Director Ivan Garcia, Program Manager	Development of Regional PEV Plan	PEV Development										Draft Plan	Final Plan	

**2015/16 FISCAL YEAR
WORK ELEMENT SCHEDULE & PRODUCTS
- CONTINUED -**

	CAPITAL PROJECTS WORK ELEMENTS	KEY STAFF	PRODUCT	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
16-203	FH 171 – Storm Water and Mitigation Monitoring	Andy Newsum, Deputy Director	Prepare invoicing and reporting documents; complete erosion control requirements									Submit Report			
16-208	SR 70 Ophir Road Safety Project Mitigation	Andy Newsum, Deputy Director	Submit annual monitoring report									Submit Report			
16-212	Singer Creek Preserve Management	Andy Newsum, Deputy Director	Submit invoicing and reporting documents									Submit Report			
16-213	Butte Regional Transit Maintenance & Operations Center	Andy Newsum, Deputy Director Jon Clark, Executive Director Mike Rosson, Transit Manager	Construct operations & maintenance center	Construction								Project Complete			
16-214	SR 70 PA&ED	Andy Newsum, Deputy Director Jon Clark, Executive Director	PSR Support Documents	PA&ED Development through fiscal year											
16-215	Paradise Transit Center Project	Jon Clark, Executive Director Andy Newsum, Deputy Director Mike Rosson, Transit Manager	Identify location and prepare design and environmental documents for Transit Center	Work Ongoing through fiscal year											
TRANSIT PLANNING AND ADMINISTRATION															
16-300	Transportation Development Act (TDA) Administration	Ivan Garcia, Programming Manager, Jim Peplow, Senior Planner	Annual unmet needs process, prepare assessment & findings									Adopt Needs Asses.			
16-301	Transit System Planning	Mike Rosson, Transit Manager Jim Peplow, Senior Planner	Helpcentral.org webpage; GFI report development	Work Ongoing through fiscal year											
16-302	Butte Regional Transit Administration & Operations	Mike Rosson, Transit manager Jim Peplow, Senior Planner	Administer transit operations & administration	Work Ongoing through fiscal year											
16-303	Americans with Disabilities Act (ADA) Certification Program Administration	Sylvia Narvaez, Admin. Asst II Zong Yang, Administrative Asst I	Implement on-going ADA certification process	Work Ongoing through fiscal year											
16-306	ADA Bus Stop Transition Plan	Mike Rosson, Transit Manager Jim Peplow, Senior Planner	Feasibility Study for Chico to Sacramento Transit Service	Work Ongoing through fiscal year											
16-307	B-Line Mobile App Development	Mike Rosson, Transit Manager Jim Peplow, Transit Operations	Bus Stop priority list for ADA Compliance	Mobile APP Development											Final Prod

Transportation Planning Work Program Elements

As the Metropolitan Planning Organization (MPO) and Regional Transportation Planning Agency (RTPA), BCAG is the primary transportation facilitator in Butte County. BCAG's primary responsibility is to implement a comprehensive and continuous regional transportation planning program in consultation with local, Tribal, state and federal transportation partners, and the citizens within Butte County. This regional transportation planning program includes the development of all state and federally required transportation planning documents that identify the transportation policies and investments to be implemented within the region by BCAG and its member agencies. BCAG's Draft 2015/16 Overall Work Program Work Elements are presented in three sections.

Section 1 *Transportation Planning* – presents all of the state and federally required transportation planning and programming documents that will need to be prepared for the fiscal year to ensure transportation funding for the region. This section also includes other regional studies and planning work that has been determined necessary to carry out BCAG's regional transportation planning and project development program for the upcoming fiscal year.

Section 2 *Transportation Project Development/Management* – identifies the work elements for each of the STIP funded projects that BCAG will be developing in consultation with Caltrans, such as environmental documents and design. This section also includes other regional projects that are federally or state funded that BCAG is managing the development and construction of.

Section 3 *Transit Planning & Coordination* – includes the work elements that identify BCAG's responsibilities for administration of the Transportation Development Act (TDA) Local Transportation Funds (LTF). This section also includes transit planning studies that seek to improve transit ridership and cost effectiveness, and the management of the Butte Regional Transit System, the *B-Line*.

WORK ELEMENTS

REGIONAL TRANSPORTATION PLANNING & PROGRAMMING

- 16-999 2015/16 Indirect Costs
- 16-100 Administration of the 2015/16 Overall Work Program & Budget
- 16-101 Intergovernmental Coordination & Information Distribution
- 16-102 Regional Transportation Model Maintenance
- 16-103 Regional Geographic Information System (GIS) Maintenance & Coordination
- 16-104 Transportation Air Quality Planning
- 16-105 Implementation of the Federal Transportation Improvement Program (FTIP)
- 16-106 Regional Transportation Improvement Program (RTIP)
- 16-107 2016 Metropolitan Transportation Plan (MTP) & Sustainable Communities Strategy (SCS Development)
- 16-109 US Census Data Affiliate Administration
- 16-110 Intelligent Transportation System – Regional Architecture Maintenance
- 16-111 SR 162 Corridor Study
- 16-114 Butte Regional Conservation Plan (BRCP)
- 16-119 Butte Regional PEV Readiness Plan

REGIONAL TRANSPORTATION PROJECT DEVELOPMENT & MANAGEMENT

- 16-203 Forest Highway 171 Mitigation & Monitoring
- 16-208 SR 70 Ophir Road Mitigation & Monitoring
- 16-212 Singer Creek Preserve Management
- 16-213 Butte Regional Transit Maintenance & Operations Facility
- 16-214 SR 70 Corridor Project Approval & Environmental Documents (PA&ED)
- 16-215 Paradise Transit Center

TDA/TRANSIT COORDINATION & PLANNING

- 16-300 Transportation Development Act Administration
- 16-301 Public Transit Systems Coordination & Planning
- 16-302 Butte Regional Transit Administration & Operations
- 16-303 American With Disabilities Act (ADA) Certification Program Administration
- 16-306 ADA Bus Stop Transition Plan
- 16-307 B-Line Mobile App Development

WORK ELEMENT 16-999

2015/16 INDIRECT COSTS

OBJECTIVE: This Work Element identifies the indirect costs for the 2015/16 Overall Work Program & Budget.

INDIRECT COSTS FOR THE 2015/16 BUDGET

<u>SERVICES & SUPPLIES</u>	<u>TOTAL EXPENDITURES</u>
Communications	\$9,000
Household/Janitorial	\$9,400
Insurance	\$17,200
Maintenance Computer	\$8,500
Office Expenses-General	\$12,000
Office Expenses-Equipment	\$1,000
Memberships	\$6,200
Professional Services	
<i>Butte County Auditor Controller</i>	\$12,000
<i>Fiscal Audits</i>	\$20,000
<i>Ferguson Group</i>	\$63,000
<i>Padilla & Associates DBE Plan</i>	\$1,000
<i>Legal Services</i>	\$5,000
<i>Grant Management</i>	\$35,000
Publications & Legal Notices	\$3,600
Rents/Lease Building	\$104,000
Rents/Lease Equipment	\$24,000
Special Department Expenses	\$3,400
Transportation Travel	\$15,000
Training	\$3,000
Utilities	\$5,500
ICAP Over / (Under) Adjustment	\$64,004
Sub-Total Services & Supplies	\$421,804
<u>INDIRECT SALARIES AND BENEFITS</u>	
General administration and allocable staff costs not directly attributable to specific work elements	\$438,206
Contributions to Other Post-Employment Benefit (OPEB) Liabilities	\$30,000
Sub-Total Salaries & Benefits	\$468,206
TOTAL INDIRECT COSTS	\$890,010
LESS ALLOCATED INDIRECT COST	\$814,620
UNALLOCATED INDIRECT COSTS	\$75,390

TASKS

- 1) Prepare agendas for the monthly BCAG Board of Directors meetings;
- 2) Hold monthly meetings of the BCAG Board of Directors;
- 3) Prepare and file DBE and Reports with funding agencies;
- 4) Implement BCAG's Personnel policies including preparation of employee performance evaluations;
- 5) Maintain documentation and administration of BCAG's personnel files and benefit programs;
- 6) Prepare monthly invoicing to funding agencies and status reports for management purposes.
- 7) Prepare and submit quarterly funding reports.
- 8) Prepare annual fiscal audit.
- 9) Implement administrative tasks for indirect support of the 2015/16 Overall Work Program & Budget.
- 10) Monitor and maintain software and hardware.

STAFF TIME

6 = Accounting Assistant

4 = Administrative Assistant II

1 = Executive Director

8.5 = Chief Fiscal Officer

4 = Administrative Assistant I

4 = HR Manager

27.5 Total Person Months

WORK ELEMENT 16-100

ADMINISTRATION OF THE 2015/16 OVERALL WORK PROGRAM & BUDGET

OBJECTIVE: To implement the necessary administrative tasks associated with the administration of the 2015/16 Overall Work Program and Budget.

DESCRIPTION: The administration of the BCAG Overall Work Program (OWP) and Budget entails several support activities that are implemented on an ongoing basis throughout the fiscal year. Tasks and staff time under this work element support the administration of all work elements contained in the 2015/16 OWP & Budget. Resources for development of the 2015/16 OWP and Budget are also provided under this work element.

PREVIOUS WORK: BCAG has implemented an OWP & Budget since 1969.

TASKS

- 1) Maintain OWP and Budget files, correspondence, documentation of Tribal government-to-government relations, and data files – ongoing;
- 2) Prepare amendments for the 2015/16 OWP & Budget – as necessary;
- 3) Administer transportation planning and programming revenues – ongoing;
- 4) Prepare 2016/17 OWP & Budget – May 2016;
- 5) Where appropriate, coordinate planning activities with city aviation plans – ongoing;

PRODUCTS

- 1) Completion of administrative tasks for administration of the 2015/16 Overall Work Program & Budget – ongoing;
- 2) Adoption of 2016/17 OWP & Budget – May 2016.

WORK ELEMENT 16-100 BUDGET

STAFF TIME			
PERSONNEL			PERSON MONTHS
Clark			3
Devine			1
Massae			3
Narvaez			2
Newsum			1.5
Quinn			1
Yang			2
		TOTAL	13.5
REVENUES		EXPENDITURES	
FHWA PL	\$182,542	Personnel	\$128,439
Toll Credits	\$23,650	Indirect Charges	\$102,753
PPM	\$25,000		
TOTAL	\$231,192	TOTAL	\$231,192

WORK ELEMENT 16-101

INTERGOVERNMENTAL COORDINATION & INFORMATION DISTRIBUTION

OBJECTIVE: The objective of this work element is to: 1) Provide staff time for unforeseen transportation issues that arise during the fiscal year that require intergovernmental coordination; 2) provide transportation information and data to member agencies and the public through the BCAG newsletter and through the BCAG internet websites at www.bcag.org, www.blinetransit.com and www.buttehcp.com, 3) provide staff support for meetings of the BCAG Transportation Advisory Committee; 4) provide staff time for other advisory committees including local bicycle and transportation committees.

DESCRIPTION: During the fiscal year various transportation issues arise that require staff coordination with state, federal and local agencies. These transportation issues are unforeseen and are not identified in the Overall Work Program work elements. Staff time is budgeted in this work element to address these projects and program issues. In addition, BCAG staff attends meetings during the course of the year for the RTPA, CTC, Caltrans and other state, federal and local agencies involved with transportation.

Another important role for BCAG is to provide information on transportation projects and programs to its member agencies and the public through distribution of the BCAG eNewsletter, a quarterly newsletter. Information on BCAG's transportation planning programs, projects and staff contacts is also available through the BCAG websites.

Staff time has also been budgeted under this work element for support to the BCAG Transportation Advisory Committee (TAC) including information distribution. The TAC includes representatives from the BCAG member agencies, local Native American Tribe Members, citizens, and state and federal planning partners. Staff support includes preparation of the monthly reports and agendas and noticing of meetings.

PREVIOUS WORK: Transportation Advisory Committee (TAC) since 1993, BCAG Bulletin eNewsletter since 1996, and Board Summaries since 2008.

TASKS – INTERGOVERNMENTAL COORDINATION

- 1) Attend local government meetings – as necessary;
- 2) Document Tribal government-to-government relations correspondence and meeting documents;
- 3) Coordinate meetings with appropriate agencies to resolve unforeseen transportation issues that arise during the fiscal year – as necessary;
- 4) Conduct TAC meetings – as necessary;

- 5) Attend Regional Transportation Planning Agency (RTPA) meetings – as necessary;
- 6) Attend California Transportation Commission (CTC) meetings and workshops – as necessary;
- 7) Attend Airport Land Use Commission (ALUC) meetings – as necessary;
- 8) Participate in Caltrans District 3 meetings and workshops, including the District 3 Goods Movement Study to document freight movement within Butte County – as necessary;
- 9) Attend local transportation/bicycle advisory committee meetings – as necessary;
- 10) Attend unforeseen meetings on transportation issues – as necessary;
- 11) Coordinate and consult with all Tribal Governments – as necessary.

TASKS – INFORMATION DISTRIBUTION

- 12) Distribute relevant transportation information and legislative updates to member agencies – ongoing;
- 13) Provide Caltrans and other governmental agencies with Butte County transportation information – ongoing;
- 14) Provide local newspapers with informational notices for the public on major transportation projects or programs – ongoing;
- 15) Communicate BCAG planning activities and pertinent transportation information through BCAG monthly newsletter and through the BCAG websites – ongoing;
- 16) Conduct technical workshops on transportation issues – as necessary;
- 17) Where practical, conduct outreach activities to involve under-represented groups and Tribal Governments within Butte County.

PRODUCTS

- 1) Information distribution – ongoing;
- 2) Intergovernmental coordination – ongoing;
- 3) Meetings and agendas for the Transportation Advisory Committee – as necessary;
- 4) Participation in meetings/conferences on various transportation issues – as

needed;

- 5) BCAG eNewsletter – quarterly;
- 6) BCAG Board Summaries – monthly or following Board meetings;
- 7) BCAG Internet Web Page – ongoing.

WORK ELEMENT 16-101 BUDGET

STAFF TIME			
PERSONNEL			PERSON MONTHS
Clark			1
Devine			1
Garcia			2
Massae			1
Narvaez			2
Yang			1
		TOTAL	8
REVENUES		EXPENDITURES	
FHWA PL	\$107,656	Personnel	\$67,557
Toll Credits	\$13,948	Indirect Charges	\$54,047
TOTAL	\$121,604	TOTAL	\$121,604

WORK ELEMENT 16-102

REGIONAL TRANSPORTATION MODEL

OBJECTIVE: To maintain the Regional Transportation Model and database.

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

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

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

BCAG's current traffic model was enhanced and updated during the 2011/12 FY and calibrated/validated to the base year of 2010, which coincided with the latest traffic counts.

During the 2013/14 fiscal year, BCAG captured traffic counts to be used in updating the model for the 2016 MTP/SCS.

For the 2015/16 fiscal year, BCAG will continue to work with consultant for the purpose of updating the model for the 2016 MTP/SCS. Consultant will continue work to re-validate the current model to the 2013/14 traffic counts as well as develop the 2020, 2035, and 2040 analysis years.

PREVIOUS WORK: BCAG has maintained a countywide transportation model since 1993; an update was prepared during the 2011/12 FY. The last round of traffic counts were completed in 2013/14.

TASKS

- 1) Maintain traffic model input data incorporating latest planning data and assumptions, as needed – July 2015 through June 2016;
- 2) Document all modeling assumptions and data updates, as needed – July 2015 through June 2016;
- 3) Collect and compile updated modeling data for Highway Performance Monitoring

System (HPMS) update, if necessary – March 2016;

- 4) Work with consultant to revalidate and update the travel demand model;

PRODUCTS

- 1) Updated traffic modeling data which includes latest planning assumptions – June 2016;
- 2) Updated documentation of modeling assumptions and data updates – June 2016;
- 3) Updated HPMS dataset for Caltrans – March 2016;
- 4) Re-validated and updated travel model – June 2016.

WORK ELEMENT 16-102 BUDGET

STAFF TIME			
PERSONNEL			PERSON MONTHS
Lasagna			3
		TOTAL	3
REVENUES		EXPENDITURES	
FHWA PL	\$50,119	Personnel	\$25,895
Toll Credits	\$6,493	Indirect Charges	\$20,717
PPM	\$25,000	Consultant	\$35,000
TOTAL	\$81,612	TOTAL	\$81,612

WORK ELEMENT 16-103

REGIONAL GEOGRAPHIC INFORMATION SYSTEMS (GIS) COORDINATION

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

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

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

During the 2002/03 FY, BCAG completed development of the countywide parcel base map, road network, and address dataset which have become the foundation for all other datasets. During the 2010/11-2011/12 FY, BCAG completed the development of countywide land use, a combined general plan, bus route and stop, and bike facilities data sets for the region. An updating process has been established to keep these datasets up-to-date.

During the 2015/16 FY, BCAG will continue to maintain and update the regional datasets under a contract with Chico State University, Geographic Information Center (GIC), with data provided by the Butte County Assessor’s Office and the local jurisdictions.

The update of the GIS based regional land use allocation model for the 2016 MTP/SCS will continue during the 2015/16 FY. BCAG staff and the GIC will continue work to implement the latest planning assumptions and growth forecasts for the preferred land use scenario of the MTP/SCS. Information output from the model will be utilized for the regional travel demand model update.

BCAG staff will also continue to coordinate meetings of the Butte GIS Working Group. The Butte GIS Working Group was initiated during the 2000/01 FY, and meets on a bi-monthly basis to discuss mutual work activities for GIS. During the 2015/16 FY, BCAG staff will prepare agendas and maintain meeting notes for this committee.

BCAG staff will also continue coordination of meetings of the North Valley Regional GIS Council. This council is one of thirteen Regional GIS Councils developed throughout the state on behalf of the California GIS Council. The intent of the councils is to increase coordination and communication among GIS users throughout the state. The North Valley Regional GIS Council includes members from Butte, Colusa, Glenn, and Tehama Counties. During the 2015/16 FY, BCAG staff will prepare agendas and maintain meeting notes for this committee which meets annually. BCAG staff will also attend and participate in

meetings of the California GIS Council as a representative of the North Valley Regional GIS Council.

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

PREVIOUS WORK: BCAG has maintained a regional GIS program since the 1997/98 fiscal year; BCAG has coordinated the GIS Working Group since 2000/01 and the North Valley Regional GIS Council since 2002/03; during the 2011/12 fiscal year, BCAG developed a GIS based regional land use allocation model for the 2012 MTP/SCS.

TASKS

- 1) Coordinate GIS activities with the appropriate city, town and county departments, and BCAG's Transportation Advisory Committee – ongoing;
- 2) Assist public and member jurisdictions with GIS data requests – ongoing;
- 3) Coordinate meetings and agendas for the Butte GIS Working Group – bi-monthly;
- 4) Coordinate meetings and agendas for the North Valley Regional GIS Council – annually;
- 5) Attend meetings and participate as representative of the North Valley Regional GIS Council on the California GIS Council – bi-annually;
- 6) Coordinate contract with CSUC for regional dataset maintenance and land use model update – July 2015 through June 2016;
- 7) Prepare maps to support regional transportation projects – ongoing;
- 8) Continue with update of the regional land use allocation model and implement latest planning assumptions for the 2014, 2020, 2035, and 2040 analysis years – July 2015 through June 2016;
- 9) Update documentation of regional land use allocation model – December 2015 through June 2016.

PRODUCTS

- 1) Communications with local jurisdictions and BCAG's Transportation Advisory Committee – ongoing;
- 2) Responses to GIS data requests from the public and member jurisdictions –

ongoing;

- 3) Agendas and meeting notes for the Butte GIS Working Group – bi-monthly;
- 4) Agendas and meeting notes for the North Valley Regional GIS Council – annually;
- 5) Attendance at meetings of the California GIS Council – annually;
- 6) Executed contract with CSUC for regional dataset maintenance and updated regional land use model – July 2015 through June 2016;
- 7) Cartographic output for regional transportation and other projects – ongoing;
- 8) Updated land use allocation model with a base year (2014) and 2016 MTP/SCS land use analysis years (2020, 2035, and 2040) – June 2016;
- 9) Updated documentation for land use allocation model – June 2016.

WORK ELEMENT 16-103 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Devine			1
Lasagna			3
		TOTAL	4
REVENUES		EXPENDITURES	
FHWA PL	\$93,240	Personnel	\$36,011
Toll Credits	\$12,080	Indirect Charges	\$28,809
PPM	\$40,000	GIC Parcel Update	\$70,000
		Plotter Lease	\$6,000
		Plotter Supplies	\$500
		Software License	\$4,000
TOTAL	\$145,320	TOTAL	\$145,320

WORK ELEMENT 16-104

TRANSPORTATION – AIR QUALITY PLANNING

OBJECTIVE: The purpose of this work element is to ensure that BCAG’s transportation planning and programming responsibilities are in compliance with Federal and State Clean Air Act requirements, and that the BCAG Board of Directors and member jurisdictions are informed on relevant transportation-air quality regulations and issues.

DESCRIPTION: The Transportation Equity Act for the 21st Century (TEA 21), and the Safe, Accountable, Flexible, Efficient Transportation Equity Act: a Legacy for Users (SAFETEA-LU) requires that transportation projects and programs address air quality provisions included in the Federal Clean Air Act.

To ensure that BCAG’s transportation planning programs address applicable Federal Clean Air Act goals and objectives, BCAG includes this work element in the Overall Work Program to address the integrated transportation and air quality planning provisions as set forth under federal transportation planning laws.

With the promulgation of the federal 8-hour ozone standard in 2004, Butte County was classified as “basic – subpart one non-attainment” for ozone countywide. Effective July 20, 2012, Butte County is designated marginal non-attainment for the 2008 federal ozone standard. In 2006 the US EPA strengthened the 24-hour fine particulate matter (PM 2.5) standard and in December 2010 the majority of Butte County was designated as “non-attainment”. The urbanized area of Chico is classified as “maintenance” for carbon monoxide under the Federal Clean Air Act. Because of these designations, BCAG’s transportation planning requirements are subject to the Air Quality Conformity provisions per EPA’s Transportation Conformity Rule. Air Quality Conformity is the requirement to quantify and document that all federally funded transportation projects, or projects requiring federal approval as proposed for funding in BCAG’s Metropolitan Transportation Plan (MTP), will not further degrade air quality and are consistent with the goals in the appropriate State Implementation Plans (SIPs).

BCAG develops the required Air Quality Conformity Determination in consultation with various federal, state, Tribal and local government entities and the public through the “interagency consultation” process. BCAG reviews all elements of the Conformity Determination process with its Transportation Advisory Committee (TAC), which includes representatives from the public works and planning departments of each city, town and county, as well as representatives from Butte County Air Quality Management District (BCAQMD), Caltrans, Tribal Governments, citizen representatives, and other interested or affected agencies.

BCAG staff also consults directly with Federal Highway Administration (FHWA), Environmental Protection Agency (EPA), Federal Transit Administration (FTA), California Air Resources Board (ARB) and Caltrans in the development of the Conformity Determination through the “interagency consultation” process. A 30-day public review and comment period is provided as well, along with legal notices posted in local papers. The draft document is

also made available via BCAG's website.

An additional function under this work element includes keeping BCAG member agencies informed of transportation/air quality issues and regulations that could affect transportation planning or city, town and county transportation programs.

BCAG staff will coordinate all transportation-air quality issues with BCAG member agencies, the Butte County Air Quality Management District, Caltrans, FHWA, FTA and EPA.

PREVIOUS WORK: BCAG has maintained Transportation – Air Quality Elements in the OWP since 1995/96.

TASKS

- 1) Monitor state and federal air quality regulations, plans, and programs as they relate to regional and local transportation planning and programs and advise the BCAG Governing Board and member jurisdictions – as needed;
- 2) Work with the Butte County Air Quality Management District (BCAQMD) to update State Implementation Plan (SIP) and participate in basin-wide meetings – as needed;
- 3) Prepare Air Quality Conformity analyses and determinations for planning and development activities that require federal approval- as needed;
- 4) Coordinate meetings of the BCAG Interagency Consultation Review (ICR) group – as needed;
- 5) Participate in statewide transportation conformity working group meetings – as needed.

PRODUCTS

- 1) Information on air quality issues provided to the BCAG Board and member jurisdictions – as needed;
- 2) Attendance at meetings of the basin-wide BCAQMD – as needed;
- 3) Air Quality Conformity findings for the MTP and other activities that require federal approval – as required;
- 4) Agenda and meeting items for the BCAG ICR – as needed;
- 5) Attendance at meetings of the statewide conformity working group – as needed.

WORK ELEMENT 16-104 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Lasagna			2
		TOTAL	2
REVENUES		EXPENDITURES	
FHWA PL	\$27,510	Personnel	\$17,263
Toll Credits	\$3,564	Indirect Charges	\$13,811
TOTAL	\$31,074	TOTAL	\$31,074

WORK ELEMENT 16-105

FEDERAL TRANSPORTATION IMPROVEMENT PROGRAM (FTIP) ADMINISTRATION

OBJECTIVE: To administer the 2015 Federal Transportation Improvement Program (FTIP) and to develop and manage the 2017 FTIP.

DESCRIPTION: As the Metropolitan Planning Organization (MPO) for Butte County, BCAG is responsible for preparing, adopting and submitting a Federal Transportation Improvement Program (FTIP) to Caltrans, the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA). The FTIP is a programming document that identifies all regionally significant transportation projects and programs for Butte County that will be funded by federal, state, and local funding sources within the short-term horizon. Projects identified in the FTIP include those for streets and roads, highways, transit, safety, bridge reconstruction, enhancements, and other programs that receive federal dollars or require some type of federal approval. The 2015 FTIP was adopted in August 28, 2015 by the BCAG Board and will be amended as needed during the 2015/16 fiscal year. In addition, the 2017 FTIP development will be initiated in June 2016 after the adoption of the 2016 State Transportation Improvement Program (STIP).

The FTIP will require continued consistency with the Metropolitan Transportation Plan/Sustainable Communities Strategy (MTP/SCS), the Regional Transportation Improvement Program (RTIP) and MAP 21 legislative compliancy. In addition, BCAG's 2015 FTIP identifies the regions updated financial plan as required by 23 CFR 450.324(e).

During the 2015/16 FY, BCAG staff assumes that there will be several administrative modifications and formal amendments to the 2015 FTIP for various projects. In the event that the FTIP needs to be amended, BCAG will make the necessary amendments to the MTP/SCS and Air Quality Conformity determination, as appropriate. The Air Quality Conformity Determination for the FTIP will be prepared in accordance with 23 CFR 450.330(b).

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

PREVIOUS WORK: 2015 Federal Transportation Improvement Program (FTIP), 2012 Metropolitan Transportation Plan/Sustainable Communities Strategy (MTP/SCS), and 2014 RTIP.

TASKS

- 1) Work with local jurisdictions and Caltrans to identify projects and funding for the 2017 FTIP;
- 2) Review and ensure consistency with the 2012 Metropolitan Transportation Plan/ Sustainable Communities Strategy (MTP/SCS) and of the 2016 Regional Transportation Improvement Program (RTIP) – as required;
- 3) Prepare and or update Air Quality Conformity Determination – as required;
- 4) Process and develop FTIP Amendments – as required;
- 5) Provide public hearing on FTIP Amendments – as required;
- 6) Maintain and update CTIP System for Butte County FTIP Projects – as required;
- 7) Attend FTIP program manager meetings and subcommittee meetings – as necessary;
- 8) Coordinate with all Tribal Governments – as necessary.

PRODUCTS

- 1) Manage 2015 FTIP and Amendments – as necessary;
- 2) Development and Management of the 2017 FTIP – as necessary.

WORK ELEMENT 16-105 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Garcia			3.0
Lasagna			0.5
		TOTAL	3.5
REVENUES		EXPENDITURES	
FTA 5303	\$12,759	Personnel	\$33,006
Toll Credits	\$1,654	Indirect Charges	\$26,407
PPM	\$45,000		
TOTAL	\$59,413	TOTAL	\$59,413

WORK ELEMENT 16-106

2016 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (RTIP)

OBJECTIVE: To prepare the 2016 Regional Transportation Improvement Program (RTIP) for Butte County and manage the 2014 RTIP.

DESCRIPTION: As the RTPA for Butte County, BCAG is responsible for preparing, adopting and submitting a RTIP to the California Transportation Commission (CTC) every two years. The RTIP identifies the region's transportation programming recommendations for the State Transportation Improvement Program (STIP) that is adopted by the CTC for the five fiscal year period beginning on July 1, 2016. BCAG's 2014 RTIP was adopted on December 12, 2013 by the BCAG Board of Directors and submitted to the CTC for inclusion into the 2014 STIP adopted on March 20, 2014.

As part of the management of the 2014 RTIP, BCAG may need to make programming amendments to the 2014 RTIP and the STIP. These amendments will need to be reviewed with the public prior to adoption by the Board. Amendments to the RTIP will be done in consultation with the cities, town, county, Caltrans, and the public through the BCAG Transportation Advisory Committee. Providing noticed public meetings of the advisory committees and BCAG Board will also provide public participation throughout the planning process in accordance with the BCAG Public Participation Plan (PPP).

In addition, BCAG will develop the 2016 RTIP during the 2015/16 fiscal year. The 2016 RTIP will also be developed in consultation with the cities, town, county, Caltrans, the public, Tribal Governments and the BCAG Transportation Advisory Committee. Public noticed meetings of the advisory committee and BCAG Board will also provide public participation opportunities throughout the planning process. Projects identified in the 2016 RTIP will be consistent with the 2012 Metropolitan Transportation Plan / Sustainable Communities Strategy and 2015 Federal Transportation Improvement Program.

PREVIOUS WORK: 2014 Regional Transportation Improvement Program (RTIP), 2012 Metropolitan Transportation Plan / Sustainable Communities Strategy (MTP/SCS).

TASKS

- 1) Work with Caltrans District 3, HQ, CTC and member jurisdictions on 2014 RTIP and amendments – as necessary;
- 2) Ensure consistency between the RTIP, FTIP and RTP – as necessary;
- 3) Work with BCAG Transportation Advisory Committee, Caltrans and BCAG Board on development of 2016 RTIP document;
- 4) Attend meetings concerning the projects and programming of the 2014 RTIP and 2016 RTIP/STIP - as necessary;

- 5) Coordinate with all Tribal Governments – as necessary.

PRODUCTS

- 1) Amend and monitor the 2014 Regional Transportation Improvement Program (RTIP) and projects – as necessary;
- 2) Adopt 2016 Regional Transportation Improvement Program – December 2015;
- 3) Update the California Transportation Improvement Program System (CTIPS) concerning projects in the RTIP/STIP – as necessary.

WORK ELEMENT 16-106 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Garcia			1
		TOTAL	1
REVENUES		EXPENDITURES	
FTA 5303	\$15,240	Personnel	\$9,564
LTF Local Match	\$1,975	Indirect Charges	\$7,651
TOTAL	\$17,215	TOTAL	\$17,215

WORK ELEMENT 16-107

2016 METROPOLITAN TRANSPORTATION PLAN (MTP) & SUSTAINABLE COMMUNITIES STRATEGY (SCS) DEVELOPMENT

OBJECTIVE: To prepare the 2016 Metropolitan Transportation Plan (MTP) and Sustainable Communities Strategy (SCS) for Butte County. The MTP/SCS is a state and federally required long-range (20-year minimum), multimodal, comprehensive transportation plan for the Butte County region.

DESCRIPTION: BCAG's Metropolitan Transportation Plan (MTP) and Sustainable Communities Strategy (SCS) serves as the guide for transportation planning and programming activities in Butte County. The MTP/SCS establishes the region's transportation goals, objectives, and policies for transportation systems within Butte County. The MTP/SCS is an action-oriented and pragmatic plan that considers the short (10-year) and long (20+ years) funding outlook to present clear, concise policy guidance for transportation planning to local and state officials.

The 2016 MTP/SCS will be an update of the last MTP prepared in 2012. The 2016 MTP/SCS will address current legislative requirements that have been made since the last update including MAP 21, and; reflect accomplishments since the 2012 Plan; include revised short and long-range plans for each mode; and include a new financial element and funding plans for each mode and a section on Intelligent Transportation Systems (ITS).

During the 2014/15 FY, BCAG staff began developing the background financial, policy, transportation, and land use information to be used for preparing the MTP/SCS. Public outreach was also initiated with the first round of public workshops. BCAG staff also began the process of acquiring a consult to complete the Environmental Impact Report (EIR) component of the project.

During the 2015/16 FY, BCAG staff will continue to develop the financial, policy, action, and sustainable community elements of the plan. A second and third round of public workshops will take place along with the release of the draft plan and EIR.

BCAG staff will continue to participate as a member of the MPO / State Agency Working Group which works to coordinate activities and address issues related to the update of MTP/SCS's throughout California.

PREVIOUS WORK: 2012 Metropolitan Transportation Plan and Sustainable Communities Strategy – Policy, Financial, Action and Sustainable Communities Element & EIR, and 2012 Air Quality Conformity Determination.

TASKS

- 1) Prepare 2012 MTP/SCS amendments as necessary - ongoing;

- 2) Continue implementation of outreach efforts contained in the BCAG Public Participation Plan (PPP) for the 2016 MTP/SCS – July 2015 through June 2016;
- 3) Prepare background information for Draft Policy, Action, Financial and SCS elements of the 2016 MTP/SCS – July 2015 through June 2016;
- 4) Complete Draft Policy, Action, and Financial elements of the 2016 MTP/SCS – January 2016 through June 2016;
- 5) Complete Notice of Preparation / Initial Study and Draft EIR – July 2015 through June 2016;
- 6) Participate in the MPO / State Agency SB 375 Working Group meetings – as needed.

PRODUCTS

- 1) Completed 2012 MTP/SCS amendment(s) – ongoing;
- 2) Continue public outreach for 2016 MTP/SCS, which may include presentations to BCAG committees, public/private sector groups, the BCAG Board and holding of public workshops – September 2015 through June 2016;
- 3) Background documents to be included in public workshops and 1st draft of 2016 MTP/SCS – September 2014 through June 2015;
- 4) Draft documents for 2016 MTP/SCS Policy, Financial, and Action elements – July 2015 through June 2016;
- 5) Notice of Preparation / Initial Study and Draft EIR – April 2016;
- 6) Attendance at meetings of the MPO / State Agency SB 375 Working Group meetings – as needed.

WORK ELEMENT 16-107 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Garcia			4
Lasagna			1.5
		TOTAL	5.5
REVENUES		EXPENDITURES	
FHWA PL	\$94,872	Personnel	\$51,202
Toll Credit	\$12,292	Indirect Charges	\$40,962
PPM	\$25,000	Consultant EIR	\$40,000
TOTAL	\$132,164	TOTAL	\$132,164

WORK ELEMENT 16-109

U.S. CENSUS AFFILIATE COORDINATION

OBJECTIVE: To provide U.S. Census and state data-related services to users in Butte County as a regional data center for Butte County.

DESCRIPTION: BCAG has signed a Joint Statistical Agreement (JSA) with the California Department of Finance to assume Affiliate State Data Center (SDC) responsibilities for Butte County. U.S. Census and state data is integrated throughout BCAG's regional transportation planning and programming processes, including transportation modeling, Geographic Information Systems (GIS), transit systems planning, air quality conformity, and funding formula development.

BCAG will respond to inquiries and provide technical assistance and data consultation to member jurisdictions and the general public, as well as monitor and integrate Census Bureau estimates and projections into BCAG's regional transportation planning processes. BCAG will also maintain a publicly accessible collection of Census Bureau reference and statistical publications, as well as an internet website providing information on Census data specific to Butte County.

TASKS

- 1) Maintain a publicly-accessible collection of Census Bureau and SDC reference and statistical publications - ongoing;
- 2) Maintain a Census and state data internet website for Butte County data - ongoing;
- 3) Review Census and state datasets as they are published – as needed;
- 4) Respond to inquiries and provide technical assistance and data consultation to member jurisdictions and the general public – as needed;
- 5) Attend SDC program meetings – annually;
- 6) Monitor and integrate Census Bureau and state estimates and projections into regional transportation planning processes - ongoing;
- 7) Complete annual questionnaire, reporting census-related activities during the last year – annually.

PRODUCTS

- 1) Up-to-date publicly accessible collection of Census Bureau reference and statistical publications – ongoing;
- 2) Up-to-date website providing Census-related data for Butte County - ongoing;
- 3) Comments on Census and state datasets – as needed;
- 4) Responses to inquiries from member jurisdictions and the general public – as needed;
- 5) Attendance at SDC program meetings – annually;
- 6) Various planning documents containing updated information from Census and SDC – as needed;
- 7) Completed questionnaire for SDC – annually.

WORK ELEMENT 16-109 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Lasagna			1.5
		TOTAL	1.5
REVENUES		EXPENDITURES	
FHWA PL	\$20,633	Personnel	\$12,948
Toll Credit	\$2,673	Indirect Charges	\$10,358
TOTAL	\$23,306	TOTAL	\$23,306

WORK ELEMENT 16-110

INTELLIGENT TRANSPORTATION SYSTEM - REGIONAL ARCHITECTURE MAINTENANCE

OBJECTIVE: To maintain the completed North Valley Regional Architecture Intelligent Transportations Systems Plan as required in 23 CFR Parts 655 and 940 – Intelligent Transportation System Architecture and Standards; Final Rule.

DESCRIPTION: BCAG has completed the development of this federal requirement. Butte, Glenn, and Colusa counties represent three north-state counties that did not have an ITS Regional Architecture and SDP conforming to the requirements of 23 CFR Parts 655 and 940. BCAG led the development of a multi-county ITS-SDP in partnership with Glenn County, Colusa County, Caltrans, and FHWA, with the assistance of *Iteris, Inc.* as the ITS Coordinator.

In the Fall of 2003, the three counties, FHWA, and Caltrans met and established a working group committed to working together as a three-county partnership. The working group served as the basis for forming the Project Development Team (PDT) that guided the development of the ITS-SDP. In May of 2004, BCAG received an FHWA Partnership Planning Grant through Caltrans that partially funded the development of the ITS Plan.

In May of 2005, the completed Plan was forwarded to FHWA for their acceptance. As part of the requirements stated in the Final Rule, BCAG has committed to maintaining the architecture in continued consultation with Glenn and Colusa counties.

This work element will provide ongoing monitoring of local projects within the region and will identify those projects with ITS elements that incorporate stated architecture projects.

Other work elements that may contribute to the maintenance of the Regional Architecture are those local and regional roadway and highway projects with elements of ITS built into them. All work accomplished under this work element will be done in partnership with FHWA, Caltrans and the counties of Butte, Glenn, and Colusa.

TASKS

- 1) Conduct quarterly jurisdictional assessments to review ITS project progress through June 2016.

PRODUCTS

- 1) Continued assessment of the North Valley Regional Architecture Maintenance Plan.

WORK ELEMENT 16-110 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Garcia			0.5
		TOTAL	0.5
REVENUES		EXPENDITURES	
FHWA PL	\$7,619	Personnel	\$4,781
Toll Credit	\$987	Indirect Charges	\$3,825
TOTAL	\$8,606	TOTAL	\$8,606

WORK ELEMENT 16-111

HIGHWAY 162 COMPLETE STREETS CORRIDOR PLAN

OBJECTIVE: To prepare a plan for the Highway 162 corridor, within the City of Oroville, which increases travel options to reduce congestion, improve safety, increase system efficiency, and support environmentally sustainable alternatives to single driver automobile trips in support of AB 1358, AB 32 and SB 375.

DESCRIPTION: As the Regional Transportation Planning Agency for Butte County, BCAG is responsible for addressing state and federal transportation planning requirements, including other regional transportation planning needs and/or issues that arise

BCAG and the City of Oroville have been awarded a Transportation Planning Grant from the California Department of Transportation (Caltrans) in the amount of \$192,525. The scope of work will include an analysis of SR 162 within the Oroville City limits (Oro Dam Boulevard E and Olive Highway from Highway 70 to Foothill Boulevard) for the development of a Corridor Plan focused on creating a roadway that is planned, designed, operated, and maintained to provide safe mobility for all users, including bicyclists, pedestrians, transit vehicles, truckers and motorists. This section of SR 162 faces increasing issues of congestion and safety.

To assist with the development of the plan, BCAG has contracted with a qualified consulting firm. BCAG staff will provide project oversight with the City of Oroville and consulting firm preparing the plan.

TASKS

- 1) Prepare invoice packages to Caltrans and prepare quarterly reports;
- 2) Assist City of Oroville and consultant in preparation of plan by coordinating project team meetings – July 2015 through June 2016.

PRODUCTS

- 1) Invoice packages and quarterly reports – Quarterly;
- 2) Agendas and meeting notes for project meetings – July 2015 through June 2016.

WORK ELEMENT 16-111 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Lasagna			0.5
		TOTAL	0.5
REVENUES		EXPENDITURES	
FHWA Partnership Planning	\$151,172	Personnel	\$4,316
City of Oroville Local Match	\$49,930	Indirect Charges	\$3,453
		Oroville In Kind Salary	\$48,333
		Consultant	\$145,000
TOTAL	\$201,102	TOTAL	\$201,102

WORK ELEMENT 16-114

BUTTE REGIONAL CONSERVATION PLAN – HABITAT CONSERVATION
PLAN / NATURAL COMMUNITY CONSERVATION PLAN (HCP/NCCP)

OBJECTIVE: To develop a federal Habitat Conservation Plan (HCP) and State Natural Communities Conservation Plan (NCCP) that streamlines the state and federal permitting process for future transportation projects and land use activities and provides for improved conservation of the region’s biodiversity.

DESCRIPTION: The Butte Regional Conservation Plan (BRCP) is an HCP/NCCP that addresses the need for broad-based planning in Butte County to provide streamlined environmental permitting future land use and transportation projects while ensuring improved protection and conservation of the region’s rich natural resources. The preparation of the Butte Regional Conservation Plan is being done in cooperation with the US Fish & Wildlife Service (USFWS), National Marine Fisheries Services (NMFS), the California Department of Fish and Wildlife (DFW), U.S. Army Corp of Engineers (USACE), U.S. Environmental Protection Agency (EPA), Central Valley Regional Water Quality Control Board (CVRWQCB), Caltrans District 3, and a broadly represented Stakeholder Committee.

BCAG and its member jurisdictions are developing a streamlined environmental permitting process for future projects that have the potential to affect state and federally listed species and habitat. The strategy being used is the development of a Habitat Conservation Plan (HCP) and Natural Communities Conservation Plan (NCCP) that will address mitigation requirements for future transportation projects and land use activities covered by the BCAG Regional Transportation Plan (RTP) and city and county general plans. Without the BRCP, future land use and transportation projects will likely experience a lengthy and convoluted environmental permitting process that will cause unnecessary delays to project construction.

Final completion and approval of the BRCP and EIS/EIR documents will be completed this fiscal year. This will include the development of the final BRCP and EIS/EIR documents as well as the final Implementing Agreement and associated implementing ordinances. Coordination with USACE, EPA, and CVRWQCB will also continue to finalize the issuance of a Regional General Permit from USACE. Coordination will also include developing a Programmatic Agreement with the State Historic Preservation Officer to provide streamlined permitting for section 106 of the National Historic Preservation Act. Additionally, implementation and outreach materials will be prepared for use by BCAG, cities and county in implementing the BRCP.

Final permitting of the BRCP by the Wildlife Agencies will also take place this fiscal year along with final approval of the ARP by USACE, EPA and CVRWQCB. Transition steps towards implementing the BRCP in the 2016/17 FY will be taken including assessing staffing needs, establishing internal protocols, coordinating with cities and County to

establish permitting protocols, etc.

Public outreach will continue throughout the 2015/16 fiscal year with continued meetings of the Stakeholder Committee and the release of newsletters, public workshops and continued maintenance of the BRCP website.

PREVIOUS WORK: BCAG has been facilitating meetings and work plan development for development of the BRCP since the 2006/07 fiscal year. Phase One of the HCP/NCCP was completed during the 2006/07 fiscal year, Phase Two was completed in the 2009/10 fiscal year, Phase Three was completed in the 2010/11 fiscal year, and Phase Four was completed in the 2012/13 fiscal year.

TASKS FUNDED WITH SECTION 6 AND LOCAL FUNDS:

- 1) Develop Final BRCP;
- 2) Develop Final Implementing Agreement;
- 3) Develop Final EIS/EIR;
- 4) Develop Final RGP
- 5) Coordinate final approvals of BRCP and Implementing Agreement with Briscoe, Ivestor & Bazel legal and Permittees.
- 6) Coordinate permitting of BRCP with Wildlife Agencies;
- 7) Coordinate final approvals for EIS/EIR with co-lead and cooperating agencies;
- 8) Coordinate final approvals of ARP with USACE, EPA and CVRWQCB;
- 9) Develop implementation materials for cities and county.
- 10) Coordinate Steering & Stakeholder Committee meetings, Wildlife Agency Technical meetings, and City/Town/County Planning Directors Group meetings;
- 11) Coordinate with consultants Leidos, ICF, Briscoe, Ivestor & Bazel Legal, Wildlife Agencies, US Army Corp of Engineers (USACE), Environmental Protection Agency (EPA) and Central Valley Regional Water Quality Control Board (CVRWQCB);
- 12) Coordinate with consultant ICF and federal lead and cooperating agencies and state cooperating agencies in development of EIS/EIR;

- 13) Provide updates to city councils and the Butte County Board of Supervisors;
- 14) Continue public outreach efforts – work with consultants to facilitate public workshops and develop informational brochures and newsletters; attend various public and private entity meetings for continued outreach to interested parties.

TASKS FUNDED WITH FHWA PL AND LOCAL FUNDS:

- 1) Continue integration of BCAG and Caltrans District 3 state highway improvement projects into the HCP/NCCP as covered activities within the HCP/NCCP;
- 2) Finalize specific conservation requirements for state highway improvements;
- 3) Finalize costs for implementing conservation requirements of state highway projects;
- 4) Include state highway projects in EIS/EIR for BRCP;
- 5) Coordinate review with Steering & Stakeholder Committee Meetings;
- 6) Final Regional General Permit Documents (ICF)
- 7) Public Outreach and Implementation Materials (Leidos)
- 8) Programmatic Agreement/Historic Properties Management Plan (ICF)
- 9) Coordinate review with consultant Leidos, Brisco Ivester and Bazel legal, and regulatory agencies.
- 10) Coordinate final approval with Caltrans District 3.

PRODUCTS

- 1) Final BRCP – November 2015;
- 2) Final EIS/EIR – November 2015;
- 3) Final Implementing Agreement – October 2015;
- 4) Final RGP – October 2015;
- 5) Final Permitting of BRCP from USFWS, NMFS and DFG – January 2016
- 6) Final Permitting of ARP from USACE, EPA and CVRWQCB – January 2016

- 7) Implementation Materials for Cities and County – December 2015
- 8) Programmatic Agreement Historic Properties Management Plan – December 2015
- 9) BRCP Newsletters – April 2015; February 2016

WORK ELEMENT 16-114 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Clark		1	
Devine		9	
		TOTAL	10
REVENUES		EXPENDITURES	
FHWA PL	\$98,844	Personnel	\$105,954
USFWS	\$45,000	Consultant	\$162,009
LTF Local Match	\$196,078	Indirect Charges	\$84,765
Toll Credits	\$12,806		
TOTAL	\$352,728	TOTAL	\$352,728

WORK ELEMENT 16-119

BUTTE REGIONAL PEV READINESS PLAN

OBJECTIVE: To prepare a Plug-In Electric Vehicle (PEV) Readiness Plan for the Butte County region in response to California’s aggressive commitment to zero emission vehicles. The purpose of the readiness plan will be to foster greater use of PEVs in the region by preparing a plan to support infrastructure deployment.

DESCRIPTION: The Butte Regional PEV Readiness Plan will include a review of existing PEV facilities, forecast future PEV use and air quality emissions benefits, develop a regional charging infrastructure plan, prepare guidance to local jurisdictions in regards to codes and ordinances, and establish outreach and education. Once prepared the plan will be used to connect electric vehicle (EV) drivers with fast charging stations between EV-friendly communities, along state routes 70 and 99, and other major roadways.

In preparation of developing a PEV Readiness Plan for the Butte County region, BCAG will work to form a PEV Coordinating Council (PEVCC) consisting of representatives from BCAG member jurisdictions, the Butte County Air Quality Management District, and other interested stakeholders. The PEVCC will be tasked with developing a mission statement, charter, and defined goals for the purpose of preparing the readiness plan and being eligible to receive grant funds administered by the California Energy Commission to assist in financing the plan’s development.

TASKS

- 1) Establish the Butte County Regional PEV Coordinating Council – June 2015 through December 2016;
- 2) Coordinate meetings of the PEVCC – June 2015 through July 2016

PRODUCTS

- 1) Butte Regional PEVCC mission statement, charter, and defined goals – December 2016;
- 2) Agendas and meeting notes for PEVCC – June 2015 through July 2016

WORK ELEMENT 16-119 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Clark			1
		TOTAL	1
REVENUES		EXPENDITURES	
PEV Grant	\$26,842	Personnel	\$14,913
		Indirect Charges	\$11,929
TOTAL	\$26,842	TOTAL	\$26,842

WORK ELEMENT 16-203

FOREST HIGHWAY 171 - STORM WATER AND MITIGATION MONITORING

OBJECTIVE: To conform to the conditions of the Regional Water Quality Control Board (RWQCB) storm water permit and mitigation monitoring.

DESCRIPTION: Construction for the full 9.6 mile length project was completed in October of 2013. As a condition of filing a Notice of Termination (NOT) for the RWQCB permit, the project must be observed through a full season of winter conditions to determine if project design and established slope cover elements have met certain criteria for success. The criteria has not yet been met, so an extra season of monitoring will be required.

In addition, environmental monitoring is still required for the continued management of Hall Rupertia.

BCAG has an agreement with a consultant to prepare Rain Event Action Plans (REAP), conduct observations and prepare reports for attachment to the project storm water permit. Upon completion of the monitoring period, Staff will request the permit be closed following approval by RWQCB staff of the project.

BCAG also has an agreement with ICF International to monitor the Halls Rupertia through 2016.

TASKS

1. Monitor consultant contract and prepare progress reports through July 2016;

PRODUCTS

1. Completion of Project and closeout of Storm Water Permit.
2. Halls Rupertia monitoring reports.

WORK ELEMENT 16-203 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Newsum			0.5
		TOTAL	0.5
REVENUES		EXPENDITURES	
SAFETEA-LU	\$75,673	Personnel	\$5,929
		Indirect Charges	\$4,744
		Consultant	\$65,000
TOTAL	\$75,673	TOTAL	\$75,673

WORK ELEMENT 16-208

SR 70 OPHIR ROAD SAFETY PROJECT MITIGATION

OBJECTIVE: To manage the long-term maintenance and monitoring of a completed multiple habitat mitigation creation project for the Safety Project at State Route 70 and Ophir Road.

DESCRIPTION: On behalf of the California Department of Transportation (State) and the Federal Highway Administration (FHWA), BCAG contracted with Restoration Resources of Rocklin, CA, to develop the required multiple habitat creation mitigation on state owned land in Tehama County adjacent to Butte County for the mitigation of the Ophir Road safety and Phase One capital projects.

Required mitigation was set forth in the issuance of a permit through the United States Army Corps of Engineers (**USACOE**) in compliance with the National Environmental Policy Act (NEPA) and Section 404 of the Clean Water Act. This permit describes the conditions of compliance for the USACOE and United States Environmental Protection Agency (**USEPA**).

The mitigations defined in the ACOE Permit were completed in November of 2006. The project required an endowment and easement for the long term management of this approximately 42-acre project site. Funding of the endowment and recording of the easement has been completed. In addition, ongoing maintenance, monitoring and management will be required through 2014, with approval still required for transition to long term maintenance in 2016. Additionally, an agreement will be put in place to manage the remaining 335 acres with a consultant as required by agreement with Caltrans. (See Work Element 16-212)

TASKS

- 1) Coordinate with consultant/contractor to continue adaptive maintenance and monitoring for the multiple habitat project - through July 2016;
- 2) Prepare progress payments to the Contractor - through July 2016.

PRODUCTS

- 1) Management of Multiple Habitat mitigation site;
- 2) Prepare and forward Yearly Monitoring Reports.

WORK ELEMENT 16-208 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Newsum			0.5
REVENUES		EXPENDITURES	
STIP Funds	\$35,673	Personnel	\$5,929
		Indirect Charges	\$4,744
		Consultant	\$25,000
TOTAL	\$35,673	TOTAL	\$35,673

WORK ELEMENT 16-212

SINGER CREEK PRESERVE MANAGEMENT

OBJECTIVE: To fund an agreement with a consultant to manage a 335 acre piece of property in Tehama County.

DESCRIPTION: BCAG was deeded a 377 acre piece of property in Tehama County in 2012. Caltrans had acquired the property for the purpose of mitigating District 03 state highway projects that would be jointly funded with Caltrans and BCAG.

In 2008, a 40 acre preserve was created with a consultant for the purpose of mitigating a highway project south of the City of Oroville at Ophir Road and State Route 70. A perpetual easement was recorded with the Wildlife Heritage Foundation. An endowment was also funded to support the continued effort to monitor the preserve and assure that it is protected and managed in perpetuity.

Inclusive of the agreement with Caltrans was the deeding of the remaining 335 acres to BCAG. The State funded \$100,000 for which BCAG would engage a consultant to manage the 335 acres.

In the 2015/16 fiscal year, staff will get an agreement funded with a qualified consultant to manage the 335 acres in perpetuity and preserve the ability for further state highway projects to be mitigated as they become available.

TASKS

- 1) Development of an agreement for the management of the 335 acre parcel.
- 3) Fund the agreement

PRODUCTS

- 1) Executed agreement

WORK ELEMENT 16-212 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
None			0
		TOTAL	0
REVENUES		EXPENDITURES	
STIP Funds	\$100,000	Personnel	\$0
		Indirect Charges	\$0
		Consultant	\$100,000
TOTAL	\$100,000	TOTAL	\$100,000

WORK ELEMENT 16-213

BUTTE REGIONAL TRANSIT OPERATIONS & MAINTENANCE FACILITY

OBJECTIVE: To continue construction of a transit operations and maintenance facility in the city of Chico.

DESCRIPTION: BCAG and Butte Regional Transit (BRT) currently manage operations at a facility on Huss Lane in Chico. In September of 2009, BCAG began considering the need to expand the size of the transit fleet and maintenance needs for operating the system.

In September 2009, the BCAG Board of Directors authorized the Executive Director to move forward with identifying possible property locations where a future transit maintenance facility could be located for Butte Regional Transit. In addition, the Board asked that funding sources be identified that could be used to acquire property, develop the necessary plans and fund construction of the maintenance facility.

In September 2010, the Executive Director identified four potential property sites that could accommodate a transit maintenance facility for B-Line. A site was identified and acquired from the current owner.

Beginning in 2012, the consulting architect firm TLCD Architecture of Santa Rosa, CA has completed an environmental document (May 2013) and plans for the construction of the new facility.

In July of 2014, BCAG and BRT acquired the necessary property and advertised two projects for construction. Franklin Construction was awarded the offsite project and Broward Builders was awarded the onsite project. Staff also circulated a proposal request for construction management and executed an agreement with Kitchell CEM to provide these services. Both projects began in August of 2014. The offsite work will be completed in 2015. The onsite work will be ongoing through 2016. BCAG staff will be managing funding for the construction of the facility which will include FTA grant funds, state bond funds, local funds and funds available through the New Market Tax Credit Program.

In May of 2015, BCAG received STIP funds to remodel the existing building into a board room and additional office space.

TASKS

- 1) Manage Facility construction
- 2) Conduct Project Development Team (PDT) meetings through July 2016;
- 3) Prepare invoices and progress reports for FTA reimbursement as required through July 2016
- 4) Prepare progress reports for additional funding sources.

PRODUCTS

- 1) Project Construction

WORK ELEMENT 16-213 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Clark			3.5
Newsum			7
Rosson			1
TOTAL			11.5
REVENUES		EXPENDITURES	
PTIMSEA	\$2,500,000	Personnel	\$145,113
FTA 5309	\$12,761,205	Indirect Charges	\$116,092
STIP	\$2,000,000	Consultant	\$17,000,000
TOTAL		TOTAL	
\$17,261,205		\$17,261,205	

WORK ELEMENT 16-214

PROJECT APPROVAL AND ENVIRONMENTAL DOCUMENT STATE ROUTE 70 OPHIR ROAD TO COX LANE

OBJECTIVE: To develop Project Approval and Environmental Document for two segments of State Route between Ophir road and Cox Lane in southern Butte County.

DESCRIPTION: In an effort to utilize unused federal funding from a past project considered on State Route 70 and in combination with new STIP funding, BCAG will prepare an environmental study and preliminary engineering for two projects on State Route 70 between Ophir Road and Cox Lane. It is expected dual passing lane projects, with property frontage access, will be the type of projects developed. BCAG will work with Caltrans District 3 and FHWA in developing the projects as well as explore funding strategies for additional prioritized projects extending into Yuba County to the City of Marysville. In addition to identifying transportation projects, BCAG will continue to use economic studies linking transportation improvements to economic needs and growth.

In the 2012/2013 FY, BCAG entered into an agreement with Mark Thomas and Company to develop the corridor Project Study Reports (PSR/PDS) and Economic Study and has amended that agreement to develop the PA&ED components of these projects. Following completion of the PA&ED, Caltrans District 03 staff will complete the Plans, Specifications and Estimate (PS&E) through Construction of the projects.

TASKS

- 1) Manage consultant contract for PA&ED.
- 2) Conduct monthly Project Development Team (PDT) meetings to review project progress and scheduling, as needed, through July 2016;
- 3) Monitor consultant contract and prepare progress reports through July 2016;
- 4) Prepare invoices and progress reports for Caltrans' review, if required, for reimbursement through July 2016.

5) PRODUCTS

- 1) PA&ED

WORK ELEMENT 16-214 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Clark			1
Newsum			2
		TOTAL	3
REVENUES		EXPENDITURES	
FED DEMO	\$719,534	Personnel	\$38,630
		Indirect Charges	\$30,904
		Consultant	\$650,000
TOTAL	\$719,534	TOTAL	\$719,534

WORK ELEMENT 16-215

PARADISE TRANSIT CENTER PROJECT

OBJECTIVE: To confirm a location, develop a design and environmental documents for the construction of a Paradise Transit Center facility.

DESCRIPTION: The Town of Paradise is the second largest incorporated jurisdiction within Butte County, and has the second highest transit ridership on the Butte Regional Transit fixed route system.

Currently there is no central Transit Center Facility in the Town of Paradise to serve as a hub for the fixed route services that are provided between Paradise and Chico, and Paradise and Oroville.

The purpose of this work element will be to evaluate the current bus stop location in the Town of Paradise at Cedar and Almond Streets, to determine if this location could serve as a permanent Transit Center Facility. The Town of Paradise owns the property at this location so costs for acquisition and right-of-way would not be needed. However, this location is also used by the Town of Paradise Fire Department, so ensuring that the Transit Center could be located at the Cedar and Almond Street location would not disrupt Fire Department service needs further analysis.

During the 2015/16 FY, staff will work with the Town of Paradise to evaluate the Cedar and Almond Street location as a permanent transit center and identify funding that could be used to develop the necessary design and environmental studies for the project.

TASKS

- 1) Work with Town of Paradise staff on evaluation of Almond and Cedar Street location for a possible Transit Center - July/August 2015
- 2) Identify funds for preparation of design and environmental documents – July/September 2015;
- 3) Circulate requests for proposals for design and environmental when funding is secured – September/November 2015;
- 4) Interview and select consultant for design and environmental – January/February 2016;
- 5) Begin design – March 2016;
- 6) Coordinate design and public meetings with Town of Paradise – March/June

2016.

PRODUCTS

- 1) Site selection for a Paradise Transit Center;
- 2) Begin design for Paradise Transit Center.

WORK ELEMENT 16-215 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Clark			0.5
Newsum			0.5
Rosson			0.5
		TOTAL	1.5
REVENUES		EXPENDITURES	
LTF Planning	\$33,011	Personnel	\$18,339
		Indirect Charges	\$14,672
TOTAL	\$33,011	TOTAL	\$33,011

WORK ELEMENT 16-300

TRANSPORTATION DEVELOPMENT ACT FUND ADMINISTRATION

OBJECTIVE: To administer the allocation of monies from the Local Transportation Fund (LTF) and State Transit Assistance (STA) to member entities, and to prepare the 2014/15 Unmet Transit Needs Assessment.

DESCRIPTION: Local Transportation Funds and State Transit Assistance Funds help fund needed transit and road projects in Butte County, and BCAG must responsibly monitor the distribution and use of these funds. This administrative mechanism permits BCAG to ensure that LTF funds are used in accordance with the Transportation Development Act. This work element helps coordinate activities in Butte County, which are ongoing throughout the year.

One of the annual tasks included in this work element is the “Unmet Transit Needs” finding process, which is required under PUC Section 99401.5. BCAG’s unmet transit needs process is accomplished with the assistance of the Social Services Transportation Advisory Council (SSTAC), in accordance with the Transportation Development Act.

As in the past, public meetings will be held in each jurisdiction to solicit testimony on unmet transit needs that may exist. The SSTAC will review this testimony, along with staff’s analysis of the request as being “reasonable to meet” and makes an unmet transit needs finding recommendation to the BCAG Board of Directors. The BCAG Board then considers the testimony, responses, and the recommendation before making an annual unmet transit needs finding.

BCAG will also be responsible for the preparation of the year-end fiscal audits of Transportation Development Act funds received by the claimants.

PREVIOUS WORK: BCAG has administered the LTF since 1978; BCAG prepared the required Social Services Transportation Inventory and Action Plan Update during the 2001/02 FY; Triennial Performance Audits for public transit systems were prepared during the 2013/14 FY.

TASKS

- 1) Liaison with Butte County Auditors office, Caltrans, and State Controllers office – ongoing;
- 2) Develop LTF and STA Findings of Apportionment for adoption by the BCAG Board – March 2016;
- 3) Review statutes, rules and regulations, and pending legislation pertinent to

- transit and transit funding – ongoing;
- 4) Hold workshops and public hearings regarding unmet transit needs, including with under-represented and underserved populations, such as the elderly, disabled, low-income, and minority (*i.e Black, Hispanic, Asian American, American Indian/Alaska Native, and Pacific Islander*) communities/groups and community leaders – October/November 2015;
 - 5) Analyze and assess unmet transit needs based on workshops and hearings – December 2015/January 2016;
 - 6) Prepare 2015/16 Unmet Needs Assessment and Finding, review with SSTAC and Board – February 2016;
 - 7) Prepare agendas and minutes for meetings with the SSTAC – as needed;
 - 8) Conduct SSTAC meetings to review unmet transit needs and other pertinent social service transportation issues – as needed;
 - 9) Review LTF and STA claims submitted by claimants including technical assistance in completing BCAG claim forms, compliance with LTF/STA rules and regulations, and compliance with BCAG Metropolitan Transportation Plan/Sustainable Communities Strategy (MTP/SCS) – ongoing;
 - 10) Prepare audits as required under the Transportation Development Act (TDA) for BCAG and all member jurisdictions – annually;
 - 11) Provide oversight of LTF and STA audits – ongoing.

PRODUCTS

- 1) 2016/17 LTF & STA Findings of Apportionment – March 2016;
- 2) 2015/16 Transit Needs Assessment – February 2016;
- 3) Documentation of all Tribal government-to-government relations.

WORK ELEMENT 16-300 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Garcia			1.5
Quinn			2.5
		TOTAL	4
REVENUES		EXPENDITURES	
TDA Administration	\$83,429	Personnel	\$36,085
		Indirect Charges	\$28,869
		TDA Audits	\$18,475
TOTAL	\$83,429	TOTAL	\$83,429

WORK ELEMENT 16-301

PUBLIC TRANSIT SYSTEMS COORDINATION & PLANNING

OBJECTIVE: To coordinate the required planning activities for the Butte County Regional Transit System.

DISCUSSION: Starting with the 2001/02 FY, BCAG assumed the day-to-day planning responsibilities for the public transit system operated by the cities, town and county (Butte County Transit, Chico Area Transit, Chico Clipper, Oroville Area Transit, Oroville Express, and Paradise Express).

In 2005, the cities, town and county consolidated the transit policy making authority under BCAG in addition to the day-to-day administration responsibilities. BCAG's Joint Powers Agreement has been amended to include the policy making responsibilities for the new public consolidated regional transit system.

To work with staff on policy and planning issues concerning Butte Regional Transit, a Transit Administrative Oversight Committee was established that includes representatives from each of the member jurisdictions that include staff from the cities, town, and county. During the 2015/16 FY staff will continue working with the Transit Administrative Oversight Committee on planning and policy issues regarding Butte Regional Transit.

During the 2012/13 FY, BCAG staff entered into a partnership with *HelpCentral.Org* to develop a centralized Human Services/Public Transportation website to improve Regional Mobility; this project was continued during the 2013/14 FY and is being undertaken in accordance with the plan outlined in the Coordinated Public Transit-Human Services Transportation Plan. During the 2015/16 FY, staff will continue to coordinate necessary activities with *HelpCentral.Org* to ensure correct transit information is provided to the public.

BCAG will continue to coordinate public transit planning in cooperation with the local jurisdictions, social service agencies and the public. As part of the consolidation process, BCAG expanded the role of the Social Services Transportation Advisory Council (SSTAC) to include a broader role in transit planning activities. In addition to coordinating the annual unmet needs process, the SSTAC serves as a regional transit advisory committee to staff and the BCAG Board on transit issues.

PREVIOUS WORK: Coordinated Public Transit-Human Services Transportation Plan 2007/08; Short-Range Transit Plans 1998/99; Countywide Transit Consolidation Study Report 2000/2001; Startup of Butte Regional Transit July 2005; Triennial Performance Audits 2007 and 2010; Market Based Transit Study 2010/11.

TASKS

- 1) Review, update and revise routes and schedules based upon AVL/GPS system data, driver and public input, coordinate implementation with contractor, BCAG Board and Public; **Funding: FTA 5303;**
- 2) Monitor and evaluate Butte Regional Transit in consultation with Transit Administrative Oversight Committee - ongoing; **Funding: FTA 5303;**
- 3) Hold public workshops as needed to educate riders on using the B-Line fixed Route and Paratransit services – coordinate in low-income and senior communities as well as with traditionally under represented populations – ongoing; **Funding: FTA 5303, TDA;**
- 4) Plan annual budget meeting for regional transit system - February 2015; **Funding: TDA;**
- 5) Monitor available funding sources for transportation issues – ongoing; **Funding: FTA 5303/TDA;**
- 7) Oversee/Prepare appropriate FTA funding applications and program of projects – October 2015/May 2016; **Funding: FTA 5303/TDA;**
- 8) Attend appropriate transportation related workshops and meetings – as needed; **Funding: FHWA PL/FTA 5303/TDA;**
- 9) Document all Tribal government-to-government relations and communications.

PRODUCTS

- 1) Coordination of transit policy in consultation with Transit Administrative Oversight Committee – ongoing;
- 2) Implement ongoing transit planning activities including public involvement process – ongoing;
- 3) Public outreach materials such as brochures, commercials and other advertisement related materials to promote and educate the public about the consolidated transit system – ongoing;
- 4) Document all Tribal government-to-government relations (ongoing).

WORK ELEMENT 16-301 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Peplow			2.5
Rosson			1.5
		TOTAL	4
REVENUES		EXPENDITURES	
FTA 5303	\$57,816	Personnel	\$36,281
LTF Administration	\$7,491	Indirect Charges	\$29,026
FTA 5316	\$10,000	Consultant	\$10,000
TOTAL	\$75,307	TOTAL	\$75,307

WORK ELEMENT 16-302

BUTTE REGIONAL TRANSIT ADMINISTRATION & OPERATIONS

OBJECTIVE: To provide day-to-day administrative oversight; to serve as the policy making board; and to provide safe, efficient and cost effective public transit services that increase mobility and improve the quality of life for Butte County residents.

DISCUSSION: Starting with the 2005/06 FY, BCAG became the day-to-day administrative staff and policy making body for the regions public transit system – Butte Regional Transit, or “B-Line.”

Butte Regional Transit provides public transit service in and between the urban areas of the county in addition to rural areas of the county. Butte Regional Transit also provides paratransit service within each of the urban areas.

BCAG assumed the day-to-day planning responsibilities for the public transit system operated by the cities, town and county (Butte County Transit, Chico Area Transit, Chico Clipper, Oroville Area Transit, Oroville Express, and Paradise Express) in 2001/02. In December of 2004, BCAG’s Joint Powers Agreement was amended to include the policy making authority for the consolidated transit service. B-Line Service began July 5, 2005.

The purpose of this work element is to reflect BCAG staff time devoted to Butte Regional Transit Operations. **The 2015/16 Butte Regional Service Plan & Budget is a separate document from this OWP.**

TASKS – The tasks and staff time to be funded under the Butte Regional Transit budget are for staff activities that are operational in nature and as such cannot be funded by BCAG planning funds.

- 1) Supervise contractor on day-to-day administrative issues for B-Line service;
- 2) Work with cities, town and county on transit operational issues when needed;
- 3) Implement budget, invoicing and reporting requirements for transit operations;
- 4) Implement marketing programs for transit promotion;
- 5) Meet with Transit Administrative Oversight Committee quarterly;
- 6) Monitor contract and data requirements with Chico State University;
- 7) Meet with BCAG Board of Directors monthly or as policy items require;
- 8) Monitor, program, maintain and install, as needed, Mentor Engineering products;
- 9) Monitor, program, maintain and install, as needed, Apollo Video products;

- 10) Monitor, program, maintain and install, as needed, GFI Odyssey Farebox products;
- 11) Monitor, program and update Trapeze database;
- 12) Monitor, plan and budget replacement of Transit Revenue Vehicles;
- 13) Customer service and ticket sales.

PRODUCTS

Administration of the B-Line public transit system.

WORK ELEMENT 16-302 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Narvaez			2
Peplow			8.5
Rosson			8.5
Yang			2
		TOTAL	21
REVENUES		EXPENDITURES	
Butte Regional Transit	\$314,724	Salaries & Benefits	\$174,845
		Indirect Costs	\$139,879
TOTAL	\$314,724	TOTAL	\$314,724

WORK ELEMENT 16-303

AMERICANS WITH DISABILITIES ACT (ADA) CERTIFICATION PROGRAM ADMINISTRATION

OBJECTIVE: To administer the eligibility/certification process for individuals wishing to utilize B-Line ADA Paratransit or Dial-a-Ride services.

DESCRIPTION: The Americans with Disabilities Act (ADA) requires that B-Line provide complementary paratransit service to individuals that are unable to utilize the fixed route bus system. B-Line provides this service to disabled and senior citizens within a three-quarter mile boundary of the fixed route bus system in Chico, Oroville and Paradise. The Federal Transit Administration has outlined specific eligibility rules and requirements for this paratransit service.

In 2010/11, B-Line began administering an eligibility process in-house in order to meet these requirements. This administrative mechanism allows BCAG/B-Line to ensure federal requirements are being met while also providing a high level of customer service.

PREVIOUS WORK: B-Line has provided paratransit services since 2005. A comprehensive application process was adopted in 2007 and contracted out to a third party. B-Line began administering the entire comprehensive process in 2010.

TASKS

- 1) Prepare and distribute ADA Paratransit applications as needed;
- 2) Evaluate incoming applications and make eligibility determinations;
- 3) Maintain electronic database of eligible riders that will coordinate with scheduling software of contractor;
- 4) Enforce Paratransit policies regarding suspensions and appeals;
- 5) Send correspondence to riders as necessary;
- 6) Review statutes, rules and regulations, and pending legislation pertinent to paratransit services – ongoing.

WORK ELEMENT 16-303 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Massae			1
Narvaez			2
Yang			3
		TOTAL	6
REVENUES		EXPENDITURES	
LTF Local Match	\$34,846	Personnel	\$31,734
Butte Regional Transit	\$22,276	Indirect Charges	\$25,388
TOTAL	\$57,122	TOTAL	\$57,122

WORK ELEMENT 16-306

ADA BUS STOP TRANSITION PLAN

OBJECTIVE: A comprehensive review and evaluation of all bus stops within the B-Line system to ensure compliance with Americans with Disabilities Act (ADA) specifications, followed by the development of a comprehensive Bus Stop Improvement Plan.

DESCRIPTION: In 2005, the B-Line was consolidated from multiple individual transit systems into a single, countywide, transit system. Due to this consolidation the current system has multiple stop types (pole, shelter, bench and flag) with a variety of equipment being used throughout. In addition, some stops and equipment may pre-date the implementation of the Americans with Disabilities Act (1990) construction specifications creating challenges to the full accessibility in some areas.

This element will have two goals, the first being; to review and evaluate all bus stops within the B-Line system for ADA compliance and general pedestrian effectiveness. This evaluation will be completed via direct physical assessment of each stop (i.e. measurement, photo and possibly hands-on maneuverability).

The second goal will be the development of a bus stop improvement plan, in order of priority, which will assist BCAG in ensuring compliance with ADA guidelines. This plan will recommend potential action to be taken at each stop, as well as providing recommendations for possible site/location changes of stops in order to improve accessibility and system flow.

The stop improvement plan will be based upon the initial evaluation of all stops as well as taking into account public comments and suggestions provided via the Unmet Transit Needs process or comment card.

WORK COMPLETED: In 2009 BCAG contracted with Stott Outdoor Advertising which resulted in the installation of 50 new bus shelters within the B-Line system. In 2010/11 BCAG installed stop specific route schedule signage at all pole and sheltered stops. In March of 2013, BCAG entered in to an agreement with Disability Access Consultants (DAC) to provide a site assessment for each shelter and pole stop along the B-Line fixed route system to evaluate compliance with the ADA. By December of 2014, all of the stops and facilities have been inventoried.

TASKS

- 1) Continue site assessment review of all bus stops within the B-Line system for compliance with ADA stop specifications;
- 2) Review and evaluate placement of all bus stops within the B-Line system;
- 3) Provide recommendations for bringing stops in to ADA compliance where

necessary;

- 4) Create a specific, prioritized and itemized data base (including photos and descriptions) to be utilized for the creation of a Bus Stop Improvement Plan;
- 5) Provide a detailed, phased approach, Bus Stop Improvement plan for BCAG implementation.

WORK ELEMENT 16-306 BUDGET

STAFF TIME			
Peplow			0.5
		TOTAL	0.5
REVENUES		EXPENDITURES	
LTF Planning	\$7,711	Personnel	\$4,284
		Indirect Charges	\$3,427
TOTAL	\$7,711	TOTAL	\$7,711

WORK ELEMENT 16-307

BUTTE REGIONAL TRANSIT (B-LINE) MOBILE APP DEVELOPMENT

OBJECTIVE: To develop the "B-There"; Butte Regional Transit (B-Line); Mobile App for Android and Apple operating systems and updates the Butte Regional Transit web-site in a combined effort to improve information for the public with real time traveler data. In addition, to allow Riders the ability to purchase multiple fares and other time-based fares as developed by BCAG, using a credit or debit card over a smart phone app.

DESCRIPTION: The "B-There" Butte Regional Transit (B-Line) Mobile App will provide real time transit route information including location, preferred route to get to transit route and other transit related details in order to make an informed transit riding decision. The project will also update the B-Line website to ensure consistency between the mobile apps and the B Line website and to ensure they are user friendly. The "B-There"; Butte Regional Transit (B-Line); Mobile App will securely allow Riders the ability to purchase multiple fares and other time-based fares as developed by BCAG, using a credit or debit card over a smart phone app.

Comprehensive public participation will be conducted as the mobile app and web site are developed. Increased customer satisfaction, safety, accurate real time data, effortless payment structure, and increased ridership are the goals of this project in an effort to enhance the transit riding experiences.

This project will result in building confidence in utilizing transit. In turn, increased ridership, fostering liable and healthy communities and reducing GHG emissions will be realized.

WORK COMPLETED: The B-Line fleet is currently equipped with AVL/GPS system for management of the system with its contractor (funded with CMAQ for approximately \$1m). However, B-Line does not have a transit mobile app for smartphones. Hardware is not needed to take advantage of current technologies available. BCAG has taken steps in anticipation of technology assisting in a trip making process by providing the infrastructure and hardware on the transit fleet. Simplifying transit information to the public will assist in BCAG's efforts to promote transit, reduce congestion, greenhouse gasses, meet Strategic Growth Council Goals, Caltrans' goals for mobility and provide a service to the public. Facilitating transit information with technology and better web design works towards innovative tools to address the transportation needs for the region.

TASKS

- 1) Develop community outreach involvement and outreach strategy;
- 2) Effectively engage a diverse segment of the public (existing and non-existing transit users);
- 3) Evaluate existing hardware technology on transit system and available smartphone technologies;
- 4) Implement pilot program for the “B-There” B-Line Smartphone Mobile App;
- 5) Design Apple and Android “B-There” B-Line Smartphone Mobile App in consultation with public;
- 6) Update BLINETRANSIT.COM website to be more user friendly with new transit planning tools and transit time predictions consistent with mobile app;
- 7) Prepare final report with User Instructions on using mobile application

WORK ELEMENT 16-307 BUDGET

STAFF TIME			
Peplow			0.5
Rosson			0.5
		TOTAL	1
REVENUES		EXPENDITURES	
FTA 5304	\$92,959	Personnel	\$9,238
LTF Planning	\$12,044	Indirect Costs	\$7,390
		Consultant	\$88,375
TOTAL	\$105,003	TOTAL	\$105,003

APPENDICES

Transportation Advisory Committee
Social Services Transportation Advisory Council
Transit Administrative Oversight Committee
2010 U.S. Census Chico Urbanized Area Map
MPO Planning Area Boundary Map
Certifications and Assurances
Public Participation Plan

TRANSPORTATION ADVISORY COMMITTEE

BUTTE COUNTY

Mike Crump
Paul Lundbom
Shawn O'Brien

BUTTE COUNTY AIR MANAGEMENT DISTRICT

Armen Kamian

CITY OF BIGGS

Mark Sorensen
Lee Rubio
Steve Speights
Trin Campos

CITY OF CHICO

Brendan Ottoboni

CITY OF GRIDLEY

Bruce Nash

CITY OF OROVILLE

Rick Walls
Don Rust

TOWN OF PARADISE

Lauren Gill
Marc Mattox

CALTRANS

Felicia Haslem
Dianira Soto

RANCHERIAS

Warner Phillips
Sandra Knight

CALIFORNIA STATE UNIVERSITY, CHICO

Robyn Hearne
Patti Horsley
Karen Goodwin

SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL

Cameron Wise**Work Training Center**

Qualification: Representative of a local social service provider for the disabled

William A. Moline**Butte County DESS - Calworks**

Qualification: Representative of a local social service provider for persons of limited means

Shawn O'Brien**Cindy Jones****Butte County Public Works**

Qualification: Representatives of the local consolidated transportation service agency

Jeannie Schroeder**Mains'I Services, Inc.**

Qualification: Representative of the local social service providers for seniors, the disabled and for persons of limited means

Mary Neumann**Passages Adult Resource Center**

Qualification: Representative of the local social service providers for seniors, the disabled and for persons of limited means

Forest Harlan**Independent Living Services, Northern California**

Qualification: Representative of the local social service providers for seniors, the disabled and for persons of limited means

Debra Connors**Citizen - Chico**

Qualification: Potential transit user who is disabled

Dorothy Churchill**Citizen**

Qualification: Potential transit user who is 60 years of age or older and disabled

Joyce Macomber-Wolf**Citizen**

Qualification: Potential transit user who is 60 years of age or older and disabled

TRANSIT ADMINISTRATIVE OVERSIGHT COMMITTEE

BUTTE COUNTY

Cindy Jones
Mike Crump

BUTTE COUNTY ASSOCIATION OF GOVERNMENTS

Jon Clark
Mike Rosson
Jim Peplow

CITY OF BIGGS

Mark Sorensen

CITY OF CHICO

Frank Fields
Chris Constantin
Linda Herman

CITY OF GRIDLEY

Matt Michaelis
Dean Price

CITY OF OROVILLE

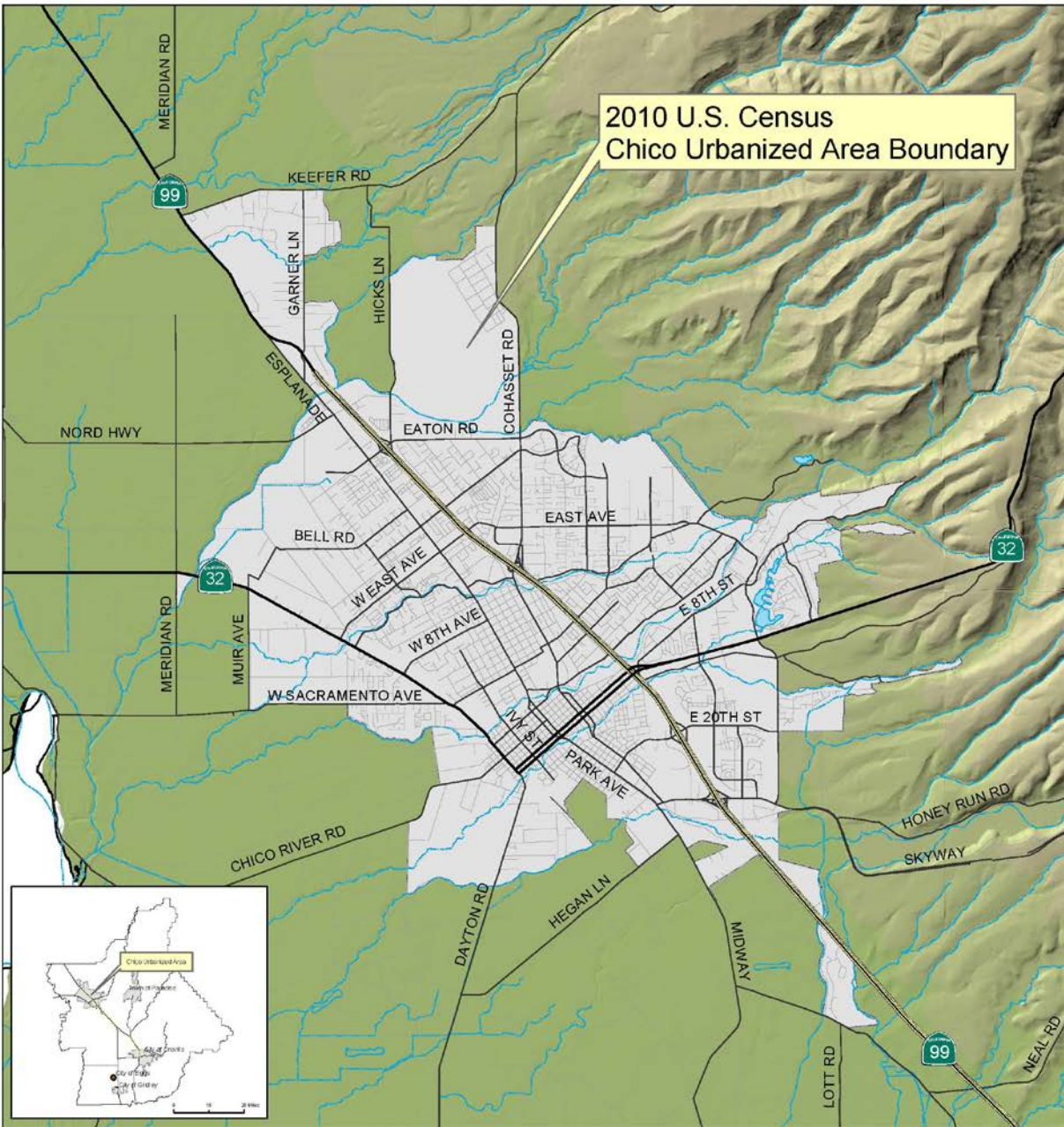
Rick Walls
Don Rust

TOWN OF PARADISE

Gina Will
Craig Baker

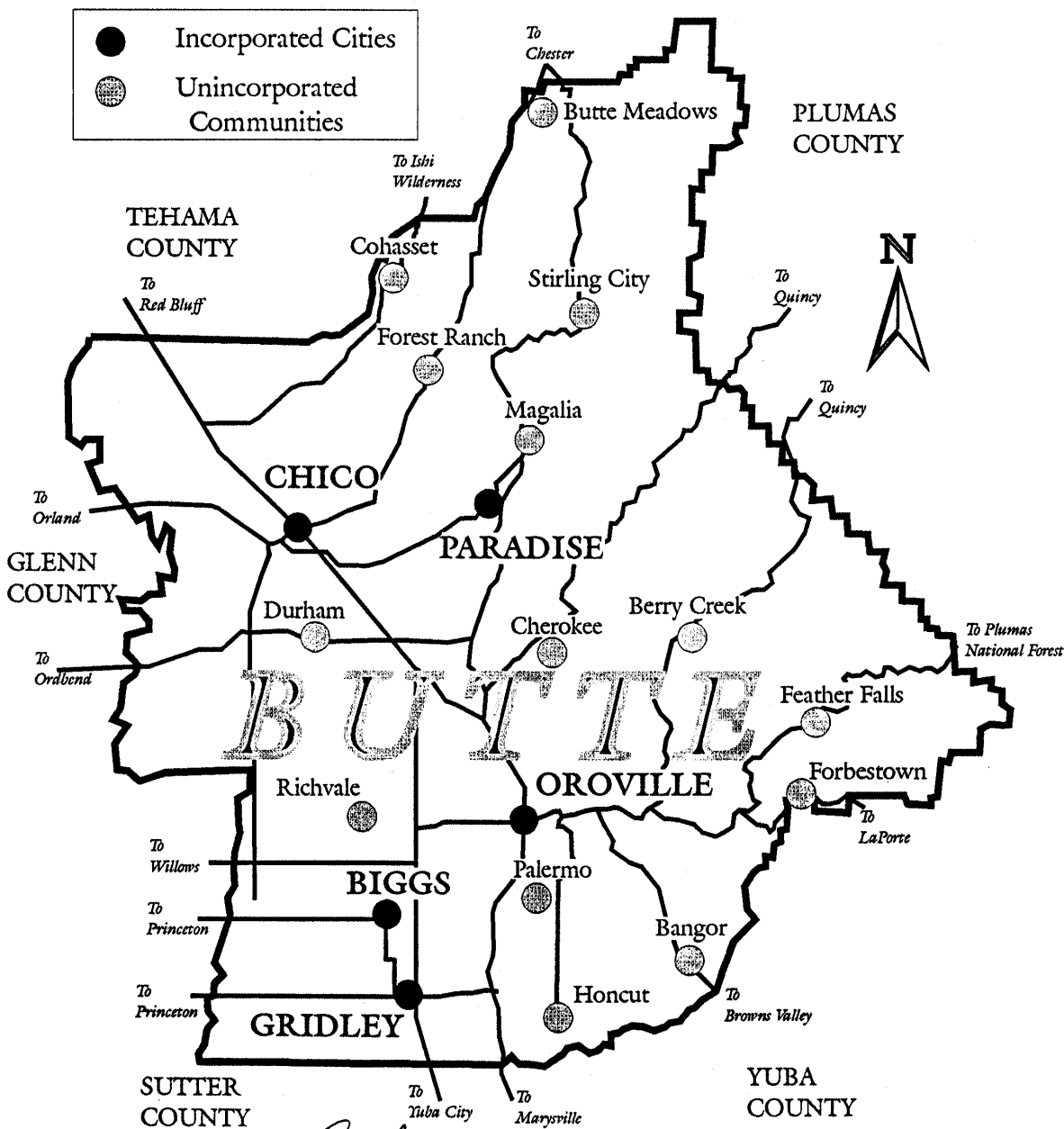
VEOLIA TRANSPORTATION

Lance Atencio



 	<p>2010 U.S. Census Chico Urbanized Area</p> 	<p>Legend</p> <ul style="list-style-type: none">Regional RoadsRoadsHydrologyChico Urbanized Area 2010Lakes
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BUTTE COUNTY ASSOCIATION OF GOVERNMENTS MPO PLANNING AREA BOUNDARY



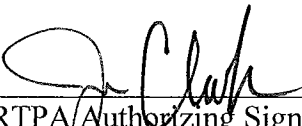
Jon A. Clark
 Jon A. Clark, Executive Director

Dean R. Dunphy
 Dean R. Dunphy, Secretary
 Business, Transportation and Housing

FY 2015/2016 State Transportation Planning Process Certification

In accordance with 23 CFR 450.334 and 450.220, Caltrans and BUTTE COUNTY ASSOCIATION OF GOVERNMENTS, Regional Transportation Planning Agency for COUNTY OF BUTTE hereby certify that the transportation planning process is addressing the major issues in the regional planning area and is being conducted in accordance with all applicable requirements of:

- I. 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
- II. Sections 174 and 176 (c) and (d) of the Clean Air Act as amended (42 U.S.C. 7504, 7506 (c) and (d)) (**Note – only for Regional Transportation Planning Agencies with non-attainment and/or maintenance areas within the metropolitan planning area boundary**);
- III. 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;
- IV. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38.
- V. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- VI. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- VII. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- VIII. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- IX. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.



RTPA Authorizing Signature
Jon Clark, Executive Director

Title
5-12-15

Date

Caltrans District Approval Signature


Title

Date

FY 2015/2016 FHWA Metropolitan Transportation Planning Process Certification

In accordance with 23 CFR 450, Caltrans and BUTTE COUNTY ASSOCIATION OF GOVERNMENTS, Metropolitan Planning Organization for the COUNTY OF BUTTE urbanized area(s) hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- I. 23 U.S.C. 134, 49 U.S.C. 5303, and 23 CFR 450 Subparts B and C;
- II. In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
- III. 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
- IV. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- V. Section 1101(b) of the MAP-21 (Pub. L. 112-141) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- VI. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- VII. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et seq.*) and 49 CFR parts 27, 37, and 38;
- VIII. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- IX. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- X. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.



MPO Authorizing Signature
Jon Clark, Executive Director
Title
5-12-15
Date

Caltrans District Approval Signature

Title

Date

**Fiscal Year 2015/2016 California Department of Transportation
Debarment and Suspension Certification**


As required by U.S. DOT regulations on governmentwide Debarment and Suspension

(Nonprocurement), 49 CFR 29.100:

- 1) The Applicant certifies, to the best of its knowledge and belief, that it and its contractors, subcontractors and subrecipients:
 - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b) Have not, within the three (3) year period preceding this certification, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) transaction or contract under a public transaction, violation of Federal or state antitrust statutes, or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, state, or local) with commission of any of the offenses listed in subparagraph (1)(b) of this certification; and
 - d) Have not, within the three (3) year period preceding this certification, had one or more public transactions (Federal, state, and local) terminated for cause or default.
- 2) The Applicant also certifies that, if Applicant later becomes aware of any information contradicting the statements of paragraph (1) above, it will promptly provide that information to the State.
- 3) If the Applicant is unable to certify to all statements in paragraphs (1) and (2) of this certification, through those means available to Applicant, including the General Services Administration's *Excluded Parties List System (EPLS)*, Applicant shall indicate so in its applications, or in the transmittal letter or message accompanying its annual certifications and assurances, and will provide a written explanation to the State.

**DEPARTMENT OF TRANSPORTATION
DEBARMENT AND SUSPENSION CERTIFICATION
FISCAL YEAR 2015/2016
SIGNATURE PAGE**

In signing this document, I declare under penalties of perjury that the foregoing certifications and assurances, and any other statements made by me on behalf of the Applicant are true and correct.

Signature  Date 5-12-15


Printed Name Jon Clark, Executive Director

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has the authority under state and local law to make and comply with the certifications and assurances as indicated on the foregoing pages. I further affirm that, in my opinion, these certifications and assurances have been legally made and constitute legal and binding obligations of the Applicant.

I further affirm to the Applicant that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these certifications and assurances or of the performance of the described project.

AFFIRMATION OF APPLICANT'S ATTORNEY

For BUTTE COUNTY ASSOCIATION OF GOVERNMENTS (Name of Applicant)

Signature  Date 5-12-15

Printed Name Gregory P. Einhorn
of Applicant's Attorney

FTA FISCAL YEAR 2015 CERTIFICATIONS AND ASSURANCES

**FEDERAL FISCAL YEAR 2015 CERTIFICATIONS AND ASSURANCES FOR
FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS**

(Signature pages alternative to providing Certifications and Assurances in TEAM-Web)

Name of Applicant: Butte County Association of Governments

The Applicant agrees to comply with applicable provisions of Groups 01 – 24. X

OR

The Applicant agrees to comply with applicable provisions of the Groups it has selected:

<u>Group</u>	<u>Description</u>	
01.	Required Certifications and Assurances for Each Applicant.	_____
02.	Lobbying.	_____
03.	Procurement and Procurement Systems.	_____
04.	Private Sector Protections.	_____
05.	Rolling Stock Reviews and Bus Testing.	_____
06.	Demand Responsive Service.	_____
07.	Intelligent Transportation Systems.	_____
08.	Interest and Financing Costs and Acquisition of Capital Assets by Lease.	_____
09.	Transit Asset Management Plan and Public Transportation Agency Safety Plan.	_____
10.	Alcohol and Controlled Substances Testing.	_____
11.	Fixed Guideway Capital Investment Grants Program (New Starts, Small Starts, and Core Capacity) and Capital Investment Program in Effect before MAP-21 Became Effective.	_____
12.	State of Good Repair Program.	_____
13.	Fixed Guideway Modernization Grant Program.	_____
14.	Bus and Bus Facilities Formula Grants Program and Bus and Bus-Related Equipment and Facilities Grant Program (Discretionary).	_____
15.	Urbanized Area Formula Grants Programs/ Passenger Ferry Grants Program/Job Access and Reverse Commute (JARC) Formula Grant Program.	_____
16.	Seniors/Elderly/Individuals with Disabilities Programs/New Freedom Program.	_____
17.	Rural/Other Than Urbanized Areas/Appalachian Development/Over-the-Road Bus Accessibility Programs.	_____
18.	Tribal Transit Programs (Public Transportation on Indian Reservations Programs).	_____
19.	Low or No Emission/Clean Fuels Grant Programs.	_____
20.	Paul S. Sarbanes Transit in Parks Program.	_____
21.	State Safety Oversight Grant Program.	_____
22.	Public Transportation Emergency Relief Program.	_____
23.	Expedited Project Delivery Pilot Program.	_____
24.	Infrastructure Finance Programs.	_____

FTA FISCAL YEAR 2015 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2015 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE
(Required of all Applicants for FTA funding and all FTA Grantees with an active Capital or Formula Project)

AFFIRMATION OF APPLICANT

Name of the Applicant: Butte County Association of Governments

Name and Relationship of the Authorized Representative: Jon Clark, Executive Director

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all Federal statutes and regulations, and follow applicable Federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in Federal Fiscal Year 2015, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply to each Project for which it seeks now, or may later seek FTA funding during Federal Fiscal Year 2015.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. 1001 apply to any certification, assurance, or submission made in connection with a Federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature 

Date: 5-12-15

Name Jon Clark, Executive Director
Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): Butte County Association of Governments

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has authority under State, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA Project or Projects.

Signature 

Date: 5-12-15

Name Gregory P. Einhorn
Attorney for Applicant

Each Applicant for FTA funding and each FTA Grantee with an active Capital or Formula Project must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its signature in lieu of the Attorney's signature, provided the Applicant has on file this Affirmation, signed by the attorney and dated this Federal fiscal year.

BUTTE COUNTY ASSOCIATION OF GOVERNMENTS

PUBLIC PARTICIPATION PLAN



Adopted: January 24, 2008
Amendment #04: February 27, 2014



Prepared by:
Butte County Association of Governments
2580 Sierra Sunrise Terrace, Suite 100
Chico, CA 95928
(530) 879-2468
www.bcag.org

Please direct comments/questions to: Iván García, Programming Manager for BCAG at 530-879-2468 or by email at igarcia@bcag.org

Preparation of this document was financed by the Federal Highway Administration, Federal Transit Administration, California Department of Transportation and the Metropolitan Planning Organization.

**Butte County Association of Governments
Board of Directors**

Supervisor Bill Connelly – <i>Vice-Chair</i>	District 1
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Supervisor Steve Lambert	District 4
Supervisor Kim Yamaguchi	District 5
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Mayor Alan White	Town of Paradise

In accordance with Title VI of the Civil Rights Act of 1964, the MPO does not discriminate based on race, color, national origin, religion, and/or disability in the execution of this Public Participation Plan.

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Appendices

Appendix A – Outreach Efforts & Publications Listing

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Appendix A

Outreach Efforts & Publications Listing

* Available in hardcopy at the Butte County Association of Governments Office *

* Available digitally at http://www.bcag.org/documents/planning/PPP/Appendix_A_1.pdf *

Appendix B

Comments Received

Comments

- 1) Eileen Burke-Trent (citizen): Requesting that public notices issued for amendments to transportation plans or the public participation plan be included in local newspapers (Chico Enterprise Record, Oroville Mercury Register, Paradise Post, and the Gridley Herald) rather than just the two major newspapers (Chico Enterprise Record and Oroville Mercury Register). Comment received during public hearing on March 25, 2010 at the City of Gridley Council Chambers.

Response

- 1) Amended Policy 1.2 to read “BCAG shall notice the public comment period in local newspapers within the planning area and other media as available. Local newspapers include the Chico Enterprise Record, Oroville Mercury Register, Paradise Post, and the Gridley Herald.

Appendix C

BCAG Resolution Adopting Public Participation Plan

I. Purpose and Background

Purpose

As the Metropolitan Planning Organization (MPO) and Regional Transportation Planning Agency (RTPA) for Butte County, the Butte County Association of Governments (BCAG) is required to implement a transportation planning process that is continuous, cooperative, and comprehensive, resulting in plans and programs that consider all transportation modes and supports metropolitan community development and social goals. BCAG is required to include a proactive public participation process that provides complete information, timely public notice, public access to key decisions, and supports early and continuing involvement of the public in developing all transportation plans and improvement programs.

The Public Participation Plan (PPP) includes, but is not limited to, lower income households, minorities, persons with disabilities, representatives from community and service organizations, tribal councils, affordable housing advocates, neighborhood groups, environmental advocates, home builder representatives, broad-based business organizations, landowners, commercial property interests, home owner associations, and other public agencies. The PPP also assists in identifying and addressing environmental justice and social equity issues. Citizen participation objectives include involvement of interested citizens, stakeholders, and representatives of community organizations.



Broad-based community participation is essential to the success of programs, plans and projects of BCAG. Ideas for public participation include:

- Value public participation and promote broad-based involvement by members of the community;
- Provide varied opportunities for public review and input;
- Treat all members of the public fairly by respecting and considering all citizen input as an important component of the planning and implementation process;
- Promote a culture of dialogue and partnership among residents, property owners, the business community, organizations, other interested citizens, and public officials;
- Use existing community groups and other organizations, as feasible;
- Encourage active public participation at the initial stages of the process, as well as throughout the process;
- Provide communication and agency reports that are clear, timely, and broadly distributed.

Background

In an effort to reach out to the people of Butte County, and in response to the passage of the Safe, Accountable, Flexible, and Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU), BCAG has developed a Public Participation Plan (PPP). This plan serves to formalize and follow public outreach strategies involving the populace in transportation planning decisions. BCAG is providing and implementing this PPP to reflect its current and future public involvement in response to federal and state guidelines and requirements.

The development of this PPP was done in consultation with BCAG's advisory committees. Public workshops were held in Chico, Oroville and Paradise. In an effort to educate and inform individuals who are normally not involved in the transportation planning process, BCAG presented the development of the PPP along with the Unmet Transit Needs Process. Typically, those who rely on public transit the most attend the Unmet Transit Needs Workshops. Announcement of the workshops and an invitation to provide comments or participate in the development of the PPP were distributed to FHWA's regional state and federal contacts provided to BCAG, major freight carriers, social service agencies, BCAG's website and the local Tribal Governments. BCAG also advertised in the local newspapers and on the B-Line transit fleet. A web page on BCAG's website was also created to post development material. Appendix A identifies BCAG's outreach efforts and publication listing.

II. Compliance with Federal and State Requirements

SAFETEA-LU

The Transportation Equity Act for the 21st Century (TEA-21) was subsequently succeeded by the Safe, Accountable, Flexible and Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU) on August 10, 2005 by Congress. TEA-21 and SAFETEA-LU continue the strong federal emphasis on public participation, requiring that the public participation plans of metropolitan planning processes “be developed in consultation with all interested parties and ... provide that all interested parties have reasonable opportunities to comment on the contents of the transportation plan”.

As outlined in the bill, methods to accommodate these goals, to the maximum extent possible, include:

- Holding any public meetings at convenient and accessible locations and times;
- Employing visualization techniques to describe plans;
- Making public information available in electronically accessible formats and means, such as the World Wide Web, as appropriate, to afford reasonable opportunity for consideration of public information.

Metropolitan public participation or involvement processes shall be coordinated with statewide public involvement processes wherever possible to enhance public consideration of the issues, plans, and programs, and reduce redundancies and costs.

A key change between ISTE/TEA-21 and SAFETEA-LU is the expanded definition of participation by “interested parties”. Broadly defined, BCAG includes as its partners, groups and individuals who are affected by or involved with transportation in Butte County and the surrounding region. Examples include citizens, affected public agencies, representatives of public transportation employees, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with a reasonable opportunity to comment on the transportation plan.

SAFETEA-LU requires that public meetings be held at convenient and accessible times and locations, that all plans and the Transportation Improvement Program (TIP) be available by website, and that documents be written in easy, understandable language utilizing visual components. These elements are addressed in Section IV of this plan.

Senate Bill 375 – Sustainable Communities Strategy

Senate Bill 375 (Steinberg) prompts regional planning to reduce greenhouse gas (GHG) emissions from cars and light trucks through coordinated planning for long range transportations plans and regional land use plans and provides emissions-reducing goals for which regions can plan, and provides incentives for local governments and developers to follow new strategically-planned growth patterns.

As required by the legislation, BCAG shall develop a sustainable communities strategy (SCS) and alternative planning strategy (APS), if needed, as an additional element of the regional transportation plan. The legislation includes specific public participation requirements for the development of the SCS and APS, if needed, which have been addressed in the PPP. A summary of these new requirements are listed below.

- Expanded stakeholder groups and consultation with agencies;
- Inclusion of multiple workshops and public hearings to inform the public regarding the development of the RTP and SCS/APS; and
- Broaden visual presentation of the RTP and SCS/APS.

III. Goals, Objectives and Policies

It is important to have an ongoing program to involve citizens through the use of the advisory committees, public workshops, email interest sign ups, press releases and other public outreach activities. The effectiveness of any program and policy plan depends upon its success in meeting the expectations of the public. Further, plans and programs need to be reassessed periodically to determine if the public's evolving needs and expectations are adequately provided for through the plan. In order to ensure that

this occurs, the public must be kept informed of activities, and must be given a meaningful opportunity to participate in the development and review of public policy plans and programs.

Public Participation Goal: The proactive public and agency involvement process for transportation planning shall provide complete information, timely public notice, and public access to key decisions; and shall support early and continuing involvement of the public in developing TIP's.

Objective 1: Public input/consideration shall be an integral part of the BCAG decision-making process.

Policy 1.1 BCAG shall provide a 45-day comment period on the PPP prior to adoption by the BCAG Board of Directors. BCAG shall distribute the PPP to all member jurisdictions, the media, state and federal agencies, public libraries and other affected agencies within the region. In addition, BCAG will provide a noticed public hearing prior to adoption of the public involvement policies. The PPP will be posted online at BCAG's website.

Policy 1.2 BCAG shall provide a 30-day comment period prior to adoption of the Regional Transportation Plan (RTP), Federal Transportation Improvement Program (FTIP) and Air Quality Conformity Analysis and Findings. BCAG shall notice the public comment period in local newspapers within the planning area and other media as available. Local newspapers include the Chico Enterprise Record, Oroville Mercury Register, Paradise Post, and the Gridley Herald. Copies of all documents included in the notice shall be available at the BCAG office, website and public libraries during the comment period.

In addition, BCAG shall provide a public hearing prior to adoption of the fore-mentioned plans. These required review periods allow agencies involved in the consultation process and the public to submit written comments to the draft document and supporting material.

Policy 1.3 BCAG shall document and respond upon request, in writing, to comments received during the comment period provided for the RTP, TIP and the Air Quality Conformity Determination. Copies of all written comments and accompanying responses will be included as an appendix in the appropriate document.

Policy 1.4 BCAG shall provide an additional 30-day comment period in those instances where significant public comment on a draft RTP or TIP requires additional public review.

Objective 2: Public Access. The public shall be provided timely notice and reasonable access to information about transportation issues and processes.

- Policy 2.1** All BCAG plans and documents shall be made available for the public to review at the BCAG office and website. Copies of the RTP shall be distributed to public libraries in Butte County and, via the Transportation Advisory Committee, to local planning departments and other participating agencies. Access and copies of information shall be provided to the public and member agencies upon request. Individuals may formally make a single request to be placed on an email notification distribution list for information concerning a specific program or project.
- Policy 2.2** Notices and agendas of all BCAG Board meetings shall be available to the public at a minimum of 3 calendar days (72 hours) before, except in cases of emergency meetings when 24 hours is allowed under the Ralph M. Brown Act (the Brown Act). Agendas will be posted at the BCAG office, on the website and at the City of Chico Council Chambers where the BCAG Board meetings are held.
- Policy 2.3** BCAG shall provide reasonable access to technical and policy information used in the development of plans, the RTP and the TIP's.
- Policy 2.4** In compliance with the Americans with Disabilities Act (ADA), individuals needing special accommodations to participate in meetings should contact BCAG at least three working days prior to the scheduled meeting.
- Policy 2.5** All meetings and workshops of the BCAG Board and its advisory committees are open to the public, except as allowed by the Brown Act.

Objective 3: Public outreach. Opportunities shall be created for all segments of the public to learn and become informed, particularly for those who can be expected to be directly affected by the outcome or those with special needs that may not be well-served by the existing transportation system.

- Policy 3.1** Information pertaining to the adoption, revision, or amendment of all BCAG plans and transportation project priorities shall be available 72 hours prior to the date of the final action, unless in the course of an emergency meeting as allowed under the Brown Act.
- Policy 3.2** BCAG shall inform the public about issues and proposals under consideration through public workshops, newsletters, maps, electronic simulations, exhibits or other techniques, during the development of each of the transportation plans, program, studies, and projects for which BCAG is responsible.

Objective 4: Public Participation Plan review.

- Policy 4.1** BCAG shall annually review the PPP public involvement process as part of the annual certification of BCAG's Overall Work Program & Budget, in cooperation with Caltrans, FHWA, and FTA. BCAG shall also annually

review the PPP policies in terms of effectiveness in soliciting broad-based public input and inclusiveness of transportation stakeholders and traditionally underserved groups.

Subsequent revisions to the PPP will be submitted to each of the mentioned agencies for review and comments prior to approval by the BCAG Board of Directors.

IV. Description of Public Participation/Involvement Activities

In order to raise public awareness and educate members of the public regarding BCAG and the issues under consideration, BCAG utilizes the following:

- **Publications** - BCAG produces the BCAG Bulletin, an agency newsletter featuring updates on BCAG projects, programs and staff. The newsletter is circulated to approximately 350 agencies, businesses and individuals. The newsletter is also available upon request and is posted on the BCAG website.

Informational brochures are typically developed to assist in providing general information on a project, as well as comment sheets to provide feedback.

- **Board Meetings** - BCAG holds monthly Board of Directors' meetings the 4th Thursday of each month. The Board meetings are subject to compliance with the Brown Act; agenda's are posted a minimum of 72 hours prior to the meeting and are open to the public. All agenda materials are currently available to the public at the meetings or online.

Members of the public have the opportunity to speak at these meetings during public hearings and/or on agenda items when called upon by the Chair. For items not on the agenda, a public comment period is held during the "Items from the floor" portion of the meeting. Board action items, minutes and resolutions are made available at the BCAG office and on the website.

- **Media Relations** – Board agendas are provided to television, newspaper and other media contacts in an effort to keep them informed of upcoming issues and actions reviewed and/or voted on at the monthly Board of Directors meetings. Staff will continue to be responsive to media personnel requests in a timely manner.

- **Website** – *BCAG Online* provides an additional means to communicate with member agencies, state/federal agencies and the public. BCAG offers substantial information about the agency, its programs, projects, and events via the Internet, including:

Calendar of Events
Overall Work Program & Budget
Regional Plans/Programs

Board agendas/minutes
Major projects/studies
Transit schedules & information

Demographics/Census Data
Committee agendas
Newsletter, maps & forms
Links to other sites

Weather/road conditions
Traffic counts

BCAG recently started formatting information in an archive section that allows web users to access, view and print many documents. This archive section contains older records such as complete copies of past transportation plans, board minutes/agendas, fiscal and performance audits.

Web sites: www.bcag.org
www.BLineTransit.com
www.buttehcp.com

- **Events** – BCAG has incidental public outreach events to keep the public informed of current projects. Examples of these events include public educational workshops on how to utilize the transit system, Spare the Air Week, and public outreach workshops for current projects that staff is involved in.
- **Public Notice and Review** – In order to inform the public that BCAG is seeking public input, announcements for public meetings, hearings, and/or workshops are issued to local media including: Chico Enterprise Record, Oroville Mercury Register, Paradise Post, and the Gridley Herald. Advertisements may also be placed on local television channels.

When requested or deemed appropriate, BCAG will translate these notices and /or announcements into other languages (as determined by the Environmental Justice Analysis of the subject or project area). A 30-day public review period and public hearing is required for the Unmet Transit Needs Assessment.

- **Public Hearings, Public Workshops, Public Comments** - Public hearings or workshops are also offered in order to give more attention to a specific item. As in the case of public forums, public hearings and workshops are held at an early stage in the process so that suggestions can be integrated into the final proposal. All significant comments made during these public hearings and workshops will receive due consideration, a formal response, and will be included in the final document. In compliance with the Brown Act, all committee and board meetings include a formal public comment period. Past workshops have included topics such as habitat conservation, the Unmet Transit Needs process, and general transit. Public workshops are also held during the planning process for the RTP, the FTIP, and other plans of special interest including the development of this Public Participation Plan.
- **Written Materials** - Written information regarding BCAG activities is available on an ongoing basis. When preparing these documents, it is the goal of staff to make the information understandable to the layperson in the community, make the documents as concise as possible, reduce or eliminate jargon, and explain acronyms.

For staff reports, brief background and discussion sections are included in order to give proper context regarding an issue. Plans and all handouts and other documents for public review include summaries, pictures, graphs, maps and/or other visual aids in an effort to make them understandable and reader-friendly.

- **Accommodations** - Currently, every effort is made to schedule public events at locations accessible by transit users and all buildings for public events are ADA accessible for wheelchairs. Information regarding bicycle lockers/storage can also be researched upon request. Interpreters or other auxiliary aids will be arranged if requested at least 3 days prior to the meeting. Public meeting times vary between day and evening depending on the actual meeting and/or topic. Some public hearings are held in conjunction with BCAG's monthly Board of Directors meeting.

V. Outreach to Traditionally Underserved Groups, Resource Agencies, and Additional Stakeholders

Federal requirements for public participation plans include a process for seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low income and/or minority groups.

Representatives of low income communities have pointed out that these individuals are focused on meeting their survival needs, and public meetings are generally a low priority. However, if a project affects them directly, they are very interested and every effort should be made to include them in the process.



Executive Order 13166 – Limited English Proficiency

Executive Order 13166 directs federal agencies, recipients and sub-recipients of federal financial assistance to examine the services provided, identify any need for services to those with limited English proficiency (LEP), and develop and implement a system providing services so LEP individuals have meaningful access to these services. As a recipient of federal funds, BCAG offers accommodations to individuals with special needs.

Social Services Transportation Advisory Council (SSTAC) & Transit Administrative Oversight Committee (TAOC)

BCAG reaches out to low income communities and others traditionally underserved populations through the Social Services Transportation Advisory Council (SSTAC) and the Transit Administrative Oversight Committee (TAOC). The purpose of these committees is to recommend transit services that should be provided to the transit

dependent community, which often includes low income individuals, as well as the elderly and disabled.

The SSTAC and TAOC may advise the BCAG Board of Directors regarding other transit issues, such as the coordination of specialized transportation services. As key plans are being developed, the SSTAC and TAOC are briefed by BCAG staff for input into the planning process. Comments are then presented to the BCAG Board for review. BCAG shall utilize the existing SSTAC required under California's Transportation Development Act (TDA), to identify unmet transportation needs within the planning area.

Tribal Governments

BCAG provides outreach to the following Northern California tribal organizations in Butte County: Mechoopda Indian Tribe of the Chico Rancheria, Berry Creek Rancheria, Enterprise Rancheria and Mooretown Rancheria. Each tribal organization has been invited to participate on BCAG's Transportation Advisory Committee.

Resource Agencies

BCAG engages resource agencies in plan development, specifically with the RTP, by distributing notifications of preparation for the RTP and the TIP and asking for comments on these documents. These agencies include: state and local agencies, economic development, environmental protection, airport operations, tribal, land use management, natural resources, transportation, freight movement, congestion management, conservation and historic preservation agencies. The Resource Agency Listing for State and Federal Resource Agencies is maintained by the California State Department of Transportation (Caltrans), Division of Transportation Planning, and is updated periodically. BCAG adds local organizations and contacts to this list and will update as necessary.

Additional Stakeholders

In addition to those groups listed above, BCAG strongly encourages public involvement from individuals and groups of individuals who reside, or do business in a given area that may be affected by transportation decisions. They are the following:

- Private and public providers of transportation services, including, but not limited to, the trucking and rail freight industries, rail passenger industry, transit operators, taxi cab operators and airports.
- Specialized transportation service operators, including school buses and social service agencies providing transportation for seniors, and persons with disabilities.
- Those persons who utilize non-motorized modes of transportation such as bicyclists and pedestrians.
- Affordable housing advocates, neighborhood groups, environmental advocates, home builder representatives, broad-based business organizations, landowners, commercial property interests, and home owner associations.

BCAG shall involve these groups through those methods and activities listed in Section IV of this plan.

VI. Description of Committees Contributing to the Planning Process

Advisory Committees

BCAG has a variety of committees that assist in its planning and decision-making process. As a local government entity operating within the State of California, BCAG is subject to the State's open meeting laws identified in the Ralph M. Brown Act.

All monthly meetings of the BCAG Board of Directors and advisory committees are noticed and open to the public. Each of the committees meet as follows:

- **Transportation Advisory Committee** – 1st Thursday of every month, 10:00 am as needed
- **Social Service Transportation Advisory Council** – As necessary
- **Transit Administrative Oversight Committee** – Quarterly, 3:00 pm
- **BCAG Board of Directors** – 4th Thursday of every month, 9:00 am

The following is a description of the composition and function of each BCAG advisory committee:

The BCAG **Transportation Advisory Committee (TAC)** includes representatives from each of the local jurisdiction's public works and planning departments, city and county technical staff, representatives from the Air District, Caltrans, and other affected agencies that have a technical interest in the BCAG planning process as well as appointed citizens. The TAC is a vital link in the transportation planning process in that the committee provides the technical level analysis and input required in transportation project/program development. The TAC meets on a monthly basis as needed.

The BCAG **Social Services Transportation Advisory Council (SSTAC)** was established under the requirements of the Transportation Development Act (TDA), to ensure that unmet transit needs are identified within Butte County. The SSTAC meets on an as needed basis during the year to review information on possible unmet transit needs within Butte County, as part of the unmet transit needs process. The SSTAC also provides a forum to address other transportation issues facing disabled citizens. The SSTAC is a direct advisory council to the BCAG Board of Directors, and includes representation as directed by statute.

The BCAG **Transit Administrative Oversight Committee (TAOC)** was established as a result of the transit consolidation in Butte County. This committee includes administrative and staff representatives from the county, cities, town and BCAG. This committee meets as necessary to review and provide guidance concerning the B-Line transit service. The committee also provides recommendations to the BCAG Board of

Directors on the Annual Transit Service Plan and Budget and other transit issues that may arise during the year that are not included in the plan. All transit policy and financial issues are reviewed with this committee prior to a recommendation being made to the BCAG Board of Directors. The TAOC meets on a quarterly basis.

The BCAG **Board of Directors** includes representatives from each of the local government entities within Butte County. The BCAG Board of Directors specifically includes one council representative from each of Butte County's five incorporated cities and town, and each of the five representatives of the Butte County Board of Supervisors. The BCAG Board of Directors is responsible for all policy decisions under the authority of BCAG, as the designated Metropolitan Planning Organization and Regional Transportation Planning Agency.

Ad Hoc Group

The BCAG Coordinated Transportation Working Group includes interested citizens and social services agencies working towards improved coordinated transportation efforts. This group was formed to address gap services needed for individuals with special transportation needs. This group has been meeting in conjunction with the SSTAC.

VII. Public Participation Measures of Effectiveness

The strategies contained in the Public Participation Plan will be reviewed annually to determine if modification of any particular strategy is necessary or if additional strategies need to be incorporated into the plan. Evaluation tools to measure effectiveness in terms of reaching desired demographic groups or attaining stated goals will also be employed. Evaluation strategies may include, but not be limited to:

- Tabulation of media coverage
- Surveys
- Comment/feedback cards
- Website polling
- Periodic review and update of outreach mailing lists

VIII. Regional Transportation Plan

The long-range Regional Transportation Plan (RTP) prioritizes and guides all Butte County transportation development over a 20 year minimum period. The RTP is the comprehensive blueprint for transportation investment (transit, highway, local roads, bicycle and pedestrian projects), and establishes the financial foundation for how the region invests in its surface transportation system by identifying how much money is available to address critical transportation needs and setting the policy on how projected revenues may be spent. The RTP is updated at least once every four years to reflect reaffirmed or new planning priorities and changing projections of growth and travel demand based on a reasonable forecast of future revenues available to the region.

BCAG may prepare two technical companion documents for RTP updates: a program-level Environmental Impact Report per California Environmental Quality Act (CEQA) guidelines, and transportation air quality conformity analyses (to ensure clean air mandates are met) per federal Clean Air Act requirements. Certain revisions to the RTP may warrant a revision or update to these technical documents.

Updating and Revising the Regional Transportation Plan

A complete update of an existing regional transportation plan is required at least once every four years. The RTP may also be revised in between major updates under certain circumstances, as described in the table on page 12 and narrative below:

RTP Update

An RTP update is a complete update of the most current long-range regional transportation plan, which is prepared pursuant to state and federal requirements.

RTP updates include extensive public consultation and participation involving residents, public agency officials and stakeholder groups over many months. BCAG's advisory committees play key roles in providing feedback on the policy and investment strategies contained in the plan.

RTP Amendment

An amendment is a major revision to a long-range RTP, including adding or deleting a project, major changes in project/project phase costs, initiation dates, and/or design concept and scope (e.g., changing project locations or the number of through traffic lanes). Changes to projects that are included in the RTP only for illustrative purposes (such as in the financially unconstrained "vision" element) do not require an amendment. An amendment requires public review and comment, demonstration that the project can be completed based on expected funding, and/or a finding that the change is consistent with federal transportation conformity mandates. Amendments that require an update to the air quality conformity analysis will be subject to the conformity and inter-agency consultation process.

RTP Administrative Modification

This is a minor revision to the RTP for minor changes to project/project phase costs, funding sources, and initiation dates. An administrative modification does *not* require public review and comment, demonstration that the project can be completed based on expected funding, or a finding that the change is consistent with federal transportation conformity requirements. As with an RTP amendment, changes to projects that are included in the RTP's financially unconstrained "vision" element may be changed without going through this process.

Updating and Revising the Regional Transportation Plan (RTP)

Public Participation for RTP Update <i>[Procedures may not occur in order shown]</i>						
<p>1</p> <p>Extensive public participation plan developed and executed over many months to provide early and continuing opportunities to comment</p> <p>Public Outreach and Involvement</p> <p>Program reviewed with advisory committees</p>	<p>2</p> <p>Numerous targeted workshops with BCAG advisory committees and stakeholder groups</p> <p>BCAG database is used to notify public of opportunities to participate</p>	<p>3</p> <p>Opportunities to participate via the Web</p> <p>Key draft documents posted to the Web for public review and comment and available for viewing at the BCAG offices</p>	<p>4</p> <p>Inter-governmental consultation, as appropriate</p> <p>Review as appropriate based on Air Quality Conformity Protocol</p>	<p>5</p> <p>Draft plan is released for 30-day public review</p> <p>At least one formal public hearing before BCAG Board of Directors</p> <p>Extend public review period by 5-days if final RTP differs significantly from draft RTP and raises new issues</p>	<p>6</p> <p>Adoption by the BCAG Board of Directors at a public meeting</p>	
Public Participation for SCS/APS <i>[Procedures may not occur in order shown]</i>						
<p>1</p> <p>After receipt of the technical report from the regional targets advisory committee (RTAC), BCAG shall conduct one public workshop within the region.</p>	<p>2</p> <p>Two informational meetings for members of the board of supervisors and city/town councils on the SCS/APS.</p> <p>One meeting may be conducted if it is attended by representatives from the board of supervisors and city council members representing a majority of the population in the incorporated areas.</p> <p>Notice of the meeting shall be sent to the clerk of the board of supervisors and to each city clerk.</p>	<p>3</p> <p>Public workshop to provide the public with information and tools necessary to provide a clear understanding of the issues and policy choices.</p> <p>The workshop, to the extent practicable, shall include urban simulation computer modeling to create visual representations of the SCS and APS, if one is prepared.</p>	<p>4</p> <p>Preparation and circulation of a draft SCS and APS, if one is prepared, not less than 55 days before adoption of a final RTP.</p>	<p>5</p> <p>BCAG database is used to notify the public and stakeholders of opportunities to participate.</p> <p>Database is a means for the public and stakeholders to receive notification based on a single request.</p>	<p>6</p> <p>Two public hearings on the draft SCS and APS, if one is prepared.</p> <p>To the maximum extent feasible, the hearings shall be in different parts of the region.</p>	<p>7</p> <p>Adoption by the BCAG Board of Directors at a public meeting.</p>

Public Participation for RTP Amendment			<i>[Procedures may not occur in order shown]</i>		
1 Notify public via Notification (e-mail)	2 Review by BCAG Transportation Advisory Committee or BCAG Board of Directors Posted in BCAG office Posted on BCAG Website	3 Amendment Category <u>Category 1 - Administrative</u> <u>Category 2 - Formal Changes that do not impact the existing conformity determination</u> <u>Category 3 - Formal – Relying on existing conformity determination</u> <u>Category 4 - Formal – Requires a new conformity determination</u>	4 Public Hearing Requirement n/a No No Yes	5 Public Review Period, # of Days n/a 14 14 30	6 Approval BCAG Exec. Director Approval at a public meeting by the BCAG Board of Directors BCAG / FHWA approves conformity

IX. Transportation Improvement Program

The Transportation Improvement Program (TIP) implements the policy and investment priorities expressed by the public and adopted by BCAG in the Regional Transportation Plan (RTP). In this way, public comments made as part of the RTP are reflected in the TIP as well. The TIP covers a four- or five-year timeframe, and all projects included in the TIP must be consistent with the RTP, which covers a minimum of 20 years. The TIP is a comprehensive listing of surface transportation projects — including transit, highway, local roadway, bicycle and pedestrian investments in Butte County — that:

- receive federal funds, or are
- subject to a federally required action, or are
- regionally significant, for federal air quality conformity purposes.

The TIP includes a financial plan that demonstrates there are sufficient revenues to ensure that the funds committed (or “programmed”) to the projects are available to implement the projects or project phases. Adoption of the TIP also requires a finding of conformity with federal transportation-air quality conformity mandates.

Individual project listings may be viewed at the BCAG website at: http://www.bcag.org/__planning/index.html. As part of BCAG’s commitment to public involvement, many projects in the TIP are mapped to present the online reader with a visual location of the project. Individuals without access to the Internet may view a printed copy of the project listings at the BCAG office at 2580 Sierra Sunrise Terrace, Suite 100 in Chico.

FTA “Program of Projects” and the TIP

Individual FTA funded projects are included in the TIP. The opportunity for public participation for FTA funded projects or grants are therefore included and implied as part of the development of the TIP including applicable amendments. Therefore, public involvement activities and time established for public review and comments on the TIP satisfies the Program of Projects (POP) requirements for the FTA.

Updating and Revising the TIP

Federal regulations require that the TIP be updated at least once every four years. From time to time, circumstances dictate that revisions be made to the TIP between updates. BCAG will consider such revisions when the circumstances prompting the change are compelling, and the change will not adversely affect transportation-air quality conformity or negatively impact the financial constraint findings of the TIP.

In addition to a TIP update, revisions to the TIP may occur as TIP Amendments, TIP Administrative Modifications and TIP Technical Corrections. Further explanation about TIP updates and how the types of amendments are processed are shown in the table on page 15 and narrative that follows.

BCAG maintains a free, subscription-based e-mail distribution list of individuals, transportation officials and staff interested in being informed of TIP-related changes and actions. Pertinent information may be distributed to recipients as needed to alert the individuals of notices and information regarding the development and approval of a new TIP and updates, such as the notice of a TIP update, notice and approval of the TIP amendments, and other information as deemed appropriate. This is a tool to help facilitate public review and comments as well as coordination with transportation and other public agencies. Anyone may sign up for the service by contacting BCAG by phone at 530-879-2468 or by email at www.bcag.org/__about_bcag/contact_us.html.

TIP Update

This is a complete update of the existing TIP, to reflect new or revised transportation investment strategies and priorities. An update of the TIP is required at least once every four years. Because all projects included in the TIP are consistent with the RTP, BCAG's extensive public outreach for development of the RTP is reflected in the TIP as well. The TIP implements, in the short-term, the financially constrained element of the RTP and is responsive to comments received during the development of the RTP. TIP updates will be subject to the conformity and interagency consultation procedures.

TIP Amendment

This is a revision that involves a major change to the TIP, such as the addition or deletion of a project; a major change in project cost or project/project phase initiation date; or a major change in design concept or design scope (e.g., changing project termini or the number of through traffic lanes). An amendment is a revision that requires public review and comment, re-demonstration of fiscal constraint, or an air quality conformity determination. Amendments requiring a transportation-air quality conformity analysis will be subject to the conformity and interagency consultation procedures. TIP amendment procedures are in conformance with the latest available federal guidance. The public review period depends if a new regional emissions analysis is prepared. If so, then a 30 day minimum review period is required. If there is not a new regional emissions analysis, a minimum seven day public review period is required. In most cases, the effected project has already been included in the RTP which has gone thru a more extensive review period.

TIP Administrative Modification

An administrative modification includes minor changes to a project's costs or to the cost of a project phase; minor changes to funding sources of previously included projects; and minor changes to the initiation date of a project or project phase. An administrative modification does not require public review and comment, re-demonstration of fiscal constraint, or conformity determination.

TIP Technical Correction

Technical corrections may be made by BCAG staff as necessary. Technical corrections are not subject to an administrative modification or an amendment, and may include

revisions such as: changes to information and projects that are included only for illustrative purposes; changes to information outside of the TIP period; changes to information not required to be included in the TIP per federal regulations; or changes to correct simple errors and data entry errors. These technical corrections cannot impact the cost, scope, or schedule within the TIP period, nor will they be subject to a public review and comment process, re-demonstration of fiscal constraint, or a conformity determination.

Updating and Revising the Transportation Improvement Program (TIP)

TIP Update					
<i>[Procedures may not occur in order shown]</i>					
1 Notify public via Notification (e-mail) Notify public, including RTP participants, via U.S. mail; use appropriate lists within BCAG's database	2 Review by BCAG Transportation Advisory Committee	3 Intergovernmental consultation, as appropriate 30-day public review and comment period Draft TIP at BCAG office and mail to public libraries in Butte County Post on BCAG Web site	4 Inform media, as appropriate BCAG's response to significant comments compiled into an appendix in the final TIP Extend public review period by 5-days if final TIP differs significantly from draft TIP and raises new material issues	5 Review by BCAG Transportation Advisory Committee	6 Adoption by BCAG Board of Directors at a public meeting Approval by Caltrans Approval by Federal Highway and Federal Transit administration (FHWA/FTA)
TIP Amendment					
<i>[Procedures may not occur in order shown. All procedures in accordance with Federal guidance]</i>					
1 Notify public via Notification (e-mail)	2 Review by BCAG Transportation Advisory Committee or BCAG Board of Directors Post in BCAG office Post on BCAG Web site	3 <u>Amendment Category</u> Category 1 - Administrative Category 2 - Formal Changes that do not impact the existing conformity determination Category 3 - Formal – Relying on existing conformity determination Category 4 - Formal – Requires a new conformity determination	4 <u>Public Hearing Requirement</u> n/a No No Yes	5 <u>Public Review Period, # of Days</u> n/a 14 14 30	6 <u>Approval</u> BCAG Exec. Dir. / Caltrans Approval by Caltrans & FHWA/FTA Approval by Caltrans & FHWA/FTA Approval by Caltrans & FHWA/FTA

TIP Technical Correction <i>[Procedures may not occur in order shown]</i>		
❶ No public review	❷ Corrections by staff	❸ No approval required

X. Annual Listing of Obligated Projects

By federal requirement, BCAG publishes at the end of each calendar year an annual listing of obligated projects, which is a record of project delivery for the previous year. The listing is also intended to increase the awareness of government spending on transportation projects to the public. Copies of this annual listing may be obtained by contacting BCAG.

XI. Comments

To submit comments or for more information about Butte County Association of Governments please visit our website at www.bcag.org, or contact:

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