

OVERALL WORK PROGRAM & BUDGET

FY 2014/15



BCAG

**BUTTE COUNTY ASSOCIATION
OF GOVERNMENTS**

**Adopted
May 22, 2014**

**2580 Sierra Sunrise Terrace
Suite 100
Chico, CA 95928
www.bcag.org**

BCAG's Mission

“To implement a comprehensive planning program that provides for public participation in the planning & decision making process; to develop transportation plans, projects and programs that have thoroughly addressed state and federal environmental requirements; and, deliver projects and programs 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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BCAG Member

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County of Butte

City of Biggs

City of Chico

City of Gridley

City of Oroville

Town of Paradise



Butte County Association of Governments

Fiscal Year 2014-15

Overall Work Program & Budget

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BCAG's 2014/15 Overall Work Program & Budget (OWP) identifies the specific state, federal and regional transportation planning and project development activities that will be undertaken by BCAG during the fiscal year.

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 2014/15 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 2014/15 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 2014/15 Overall Work Program & Budget do not necessarily reflect the official views or policies of the U. S. Department of Transportation.

2014/15 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 5313(b) Transit Planning Funds

Section 5337 State of Good Repair



California Department of Transportation (Caltrans)

Regional Improvement Program (RIP) Funds

Planning, Monitoring and Maintenance (PPM) Funds

Proposition 84 Grant Funding

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 1,692), Chico (Population 87,671), Gridley (population 6,723) Oroville, the County Seat (population 15,979), and Town of Paradise (population 26,063). Unincorporated Butte County has a population of 83,357 making the **total county population 221,485**.¹

BCAG RESPONSIBILITIES

Metropolitan Planning Organization (MPO) – BCAG is the Metropolitan Planning Organization (MPO) for Butte County, in accordance with the Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). The designation as the MPO for Butte County is made in agreement with the Department of Business, Transportation & Housing Agency for the State of California. 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 Business Transportation & Housing Agency for the State of California. 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 2013 Population Estimates, Department of Finance 1/1/2013.

Area-Wide Clearinghouse - BCAG is also 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 regions 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 California non-profit public benefit corporation in 2013 named the Butte Regional Transportation Corporation. The purpose for establishing the non-profit public benefit corporation was to make future projects undertaken by BCAG in severely distressed areas as defined by the US Census, eligible for New Market Tax Credits funding.

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 2000 Census. This boundary will be updated to reflect the Urbanized Area as defined by the 2010 Census once that information is available.

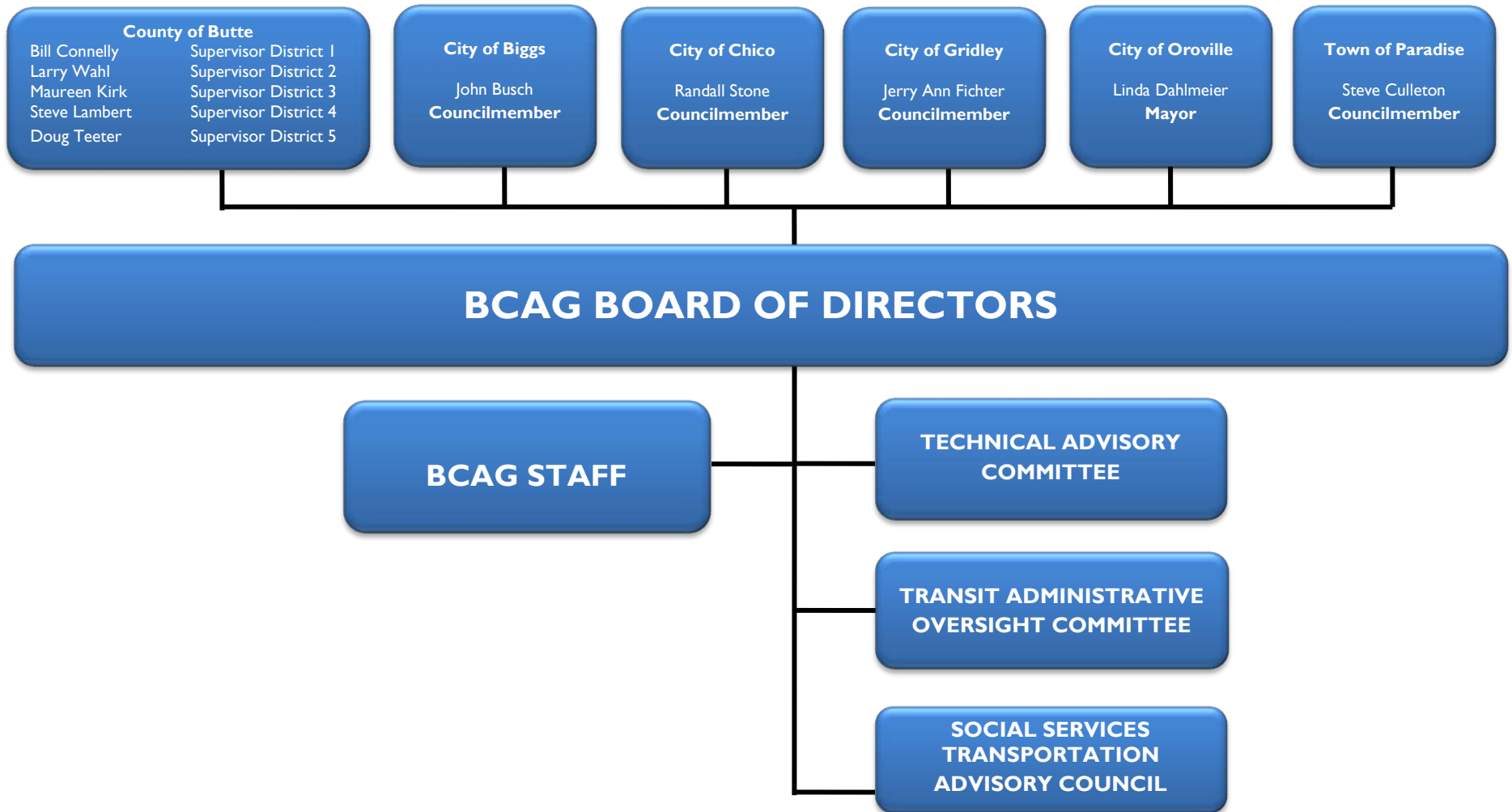
Metropolitan Planning Area Boundary

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.

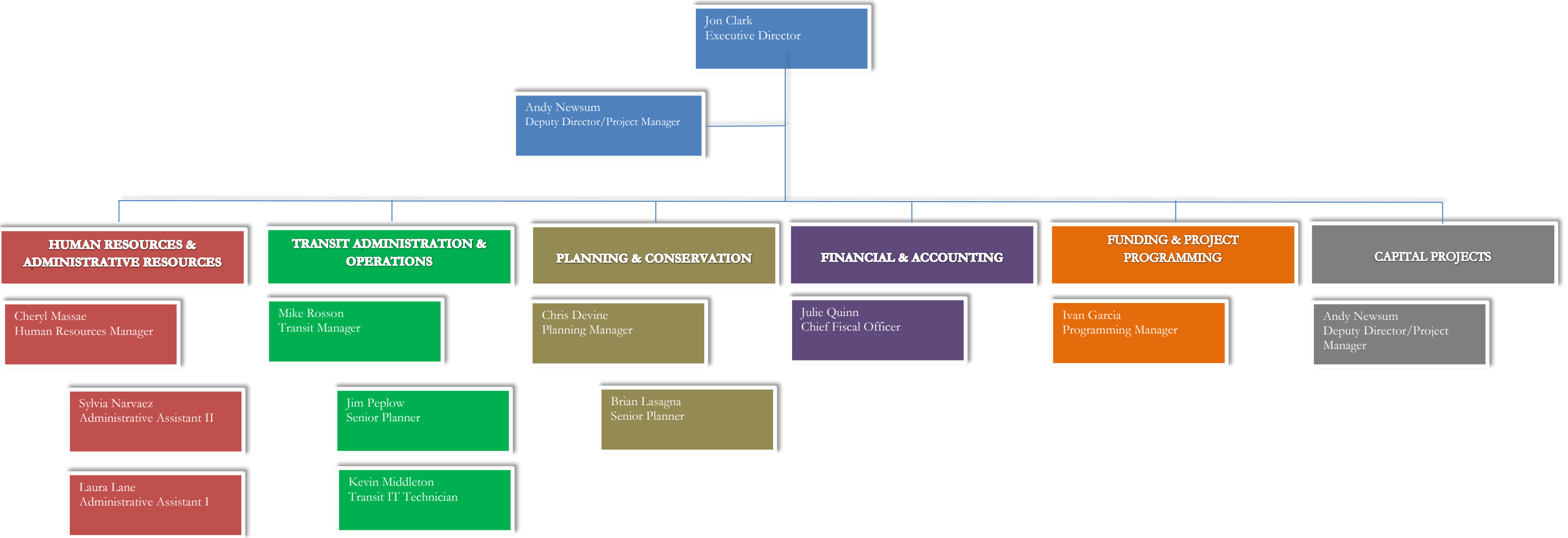
BCAG Organizational Structure

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).

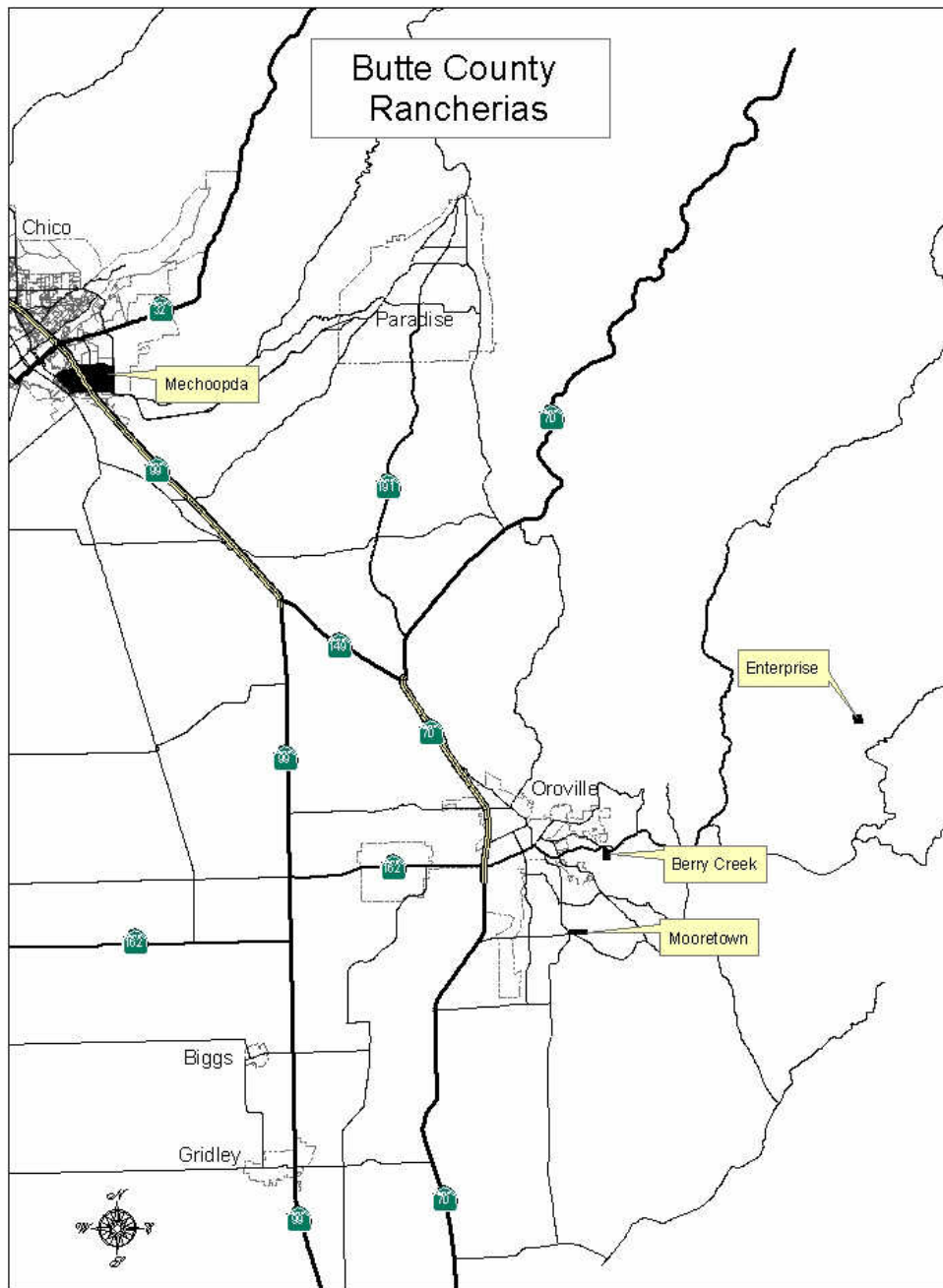
The following is a brief description of the four Tribal Governments in the Butte County region.

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 Oroville. 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 the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) enacted in August 2005. BCAG’s specific state and federal transportation planning responsibilities

include preparation of the following plans and programs:

- 1) **Overall Work Program (OWP) & Budget** – BCAG is required 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 (RTP) 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 RTP 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 RTP 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 2014/15 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 2014/15 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 2014/15 California 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 2014/15 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 2014/15 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 2014/15 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 2014/15 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 2014/15 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.*

Safety

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 2014/15 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.

During the 2014/15 FY, BCAG staff will continue work with the consultant on the Non-Motorized/Transit Study which should be completed by the end of the fiscal year. Any recommend improvements from the study will be reviewed with the public and member jurisdictions.

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** – *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 2014/15 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 2014/15.

TABLE 1

BCAG 2014/15 WORK ELEMENTS		CORE MPO PLANNING FUNCTIONS					CALIFORNIA 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
15-999	2014/15 Indirect Cost	O											
15-100	Administration of the 2014/15 Overall Work Program & Budget	O	O	O	O	O	O	O	O	O	O	O	O
15-101	Intergovernmental Coordination & Information Distribution	O	O	O	O							O	
15-102	Regional Transportation Model Program	O	O	O	O	O	O	O	O	O	O	O	
15-103	Regional Geographic Information System (GIS) Maintenance & Coordination	O	O	O	O	O	O	O	O	O	O	O	
15-104	Transportation Air Quality Planning	O	O	O	O	O			O		O		
15-105	Federal Transportation Improvement Program (FTIP)	O	O	O	O	O	O	O	O	O	O	O	O
15-107	Metropolitan Transportation Plan (MTP) & Sustainable Communities Strategy (SCS)	O	O	O	O	O	O	O	O	O	O	O	O
15-108	Transit & Non-Motorized System Plan		O		O				O		O	O	O
15-109	US Census Data Affiliate Center Administration		O	O	O	O	O	O	O	O		O	
15-110	Intelligent Transportation System – Regional Architecture Maintenance	O	O								O	O	O
15-114	Butte Regional Conservation Plan (BRCP)		O	O	O				O			O	
15-118	Regional Bike Map Update		O	O	O	O	O	O	O	O		O	O

Table 1 – continued

BCAG 2014/15 WORK ELEMENTS		CORE MPO PLANNING FUNCTIONS					CALIFORNIA PLANNING EMPHASIS AREA				Federal Planning Emphasis Areas		
Regional Transportation Project Development & Management		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
15-200	State Route 99 Chico Auxiliary Land Project Construction	O	O	O	O	O	O	O	O	O	O	O	O
15-203	Forest Highway 171 Mitigation & Monitoring	O	O	O	O	O		O		O	O	O	
15-208	State Route 70 Ophir Road Mitigation & Monitoring	O		O	O	O		O	O		O	O	
15-213	Butte Regional Transit Maintenance & Operations Facility	O	O	O	O	O	O	O	O	O	O	O	O
15-214	State Route 70 Project Approval & Environmental Documents (PA&ED)	O	O	O	O	O	O	O	O	O	O	O	O
Transportation Development Act (TDA) Administration & Butte Regional Transit Administration & Planning													
15-300	Transportation Development Act (TDA) Administration	O	O				O			O	O	O	O
15-301	Public Transit Systems Planning & Coordination	O	O	O	O	O	O	O	O	O	O	O	O
15-302	Butte Regional Transit Administration & Operations		O	O	O	O	O	O	O	O	O	O	O
15-303	Americans with Disabilities Act (ADA) Certification Program Administration		O	O	O	O	O	O	O	O	O	O	O
15-304	Feasibility Study for Chico to Sacramento Express Transit Service		O	O			O	O	O	O	O	O	O
15-306	ADA Bus Stop Compliance Plan		O			O	O	O	O	O	O	O	O

2014/15 FISCAL YEAR

BUDGET REVENUES & EXPENDITURES

BUTTE COUNTY ASSOCIATION OF GOVERNMENTS (BCAG)
2014/15 OVERALL WORK PROGRAM & BUDGET

2014/15 BUDGETED REVENUES

FUNDING REVENUES	2013/14 FINAL BUDGET	2014/15 BUDGET	Notes
Federal Transit Administration 5303	\$61,538	\$81,255	
Federal Transit Administration 5304	\$26,335	\$0	
Federal Transit Administration 5316 - JARC	\$49,270	\$66,000	
Federal Transit Administration 5309	\$0	\$12,316,164	
Proposition 84 Funding	\$290,727	\$45,000	
Federal Highway Administration PL Funds	\$710,550	\$804,605	
SAFETEA-LU Appropriation Funds	\$3,071,206	\$93,463	
Transportation Development Act - Administration (99233.1 PUC)	\$67,159	\$85,053	
Transportation Development Act - Planning (99233.2 and 99262 PUC)	\$481,475	\$469,425	
Planning, Programming & Monitoring Funds (PPM)	\$204,352	\$149,000	
State Transportation Improvement Program (STIP)	\$162,915	\$137,335	
Butte Regional Transit	\$338,220	\$382,000	
USFWS Section 6 Grant Funds	\$298,782	\$225,000	
Proposition 1B - PTMISEA	\$1,140,115	\$2,575,422	
Federal Demo Funds for SR 70	\$672,839	\$1,124,922	
CMAQ Funding	\$1,800,000	\$350,000	
TOTAL	\$9,375,483	\$18,904,644	

EXPENDITURES	2013/14	2014/15	NOTES
SALARIES & EMPLOYEE BENEFITS			
SALARIES	\$942,120	\$950,946	
BENEFITS	\$496,281	\$536,394	
SUB TOTAL	\$1,438,401	\$1,487,340	
SERVICES & SUPPLIES			
COMMUNICATIONS	\$9,000	\$7,000	
HOUSEHOLD EXPENSE	\$9,200	\$9,200	
INSURANCE	\$18,000	\$15,400	
MAINTENANCE COMPUTER	\$13,200	\$12,000	
MEMBERSHIP	\$4,100	\$4,500	
OFFICE EXPENSE	\$26,200	\$25,500	
OFFICE EXPENSE - EQUIPMENT	\$6,000	\$2,800	
PROFESSIONAL SERVICES:	\$7,470,084	\$16,957,900	
COUNTY AUDITOR		\$12,000	\$12,000
THE FERGUSON GROUP		\$60,500	\$66,000
DUNN & ASSOCIATES		\$36,000	\$0
GREG EINHORN - LEGAL COUNSEL		\$7,500	\$5,000
PADILLA & ASSOCIATES DBE PLAN		\$9,000	\$1,000
BCAG AUDIT		\$42,000	\$37,900
GRANT MANAGEMENT ASSOCIATES		\$0	\$45,000
CSUC- GIS MAINTENANCE		\$60,000	\$70,000
TRAFFIC MODEL UPDATE		\$30,000	\$45,000
METRO TRANS PLAN ENVIRNMTL IMPACT REPORT		\$0	\$50,000
LEIDOS - BRCP		\$361,295	\$200,000
BRISCO IVESTER BAZEL LLC - BRCP		\$25,000	\$24,000
ICF - BRCP		\$80,000	\$176,000
SR 99 CHICO AUXILIARY PROJECT		\$80,000	\$80,000
FH 171 PROJECT		\$3,000,000	\$25,000
MITIGATION MONITORING		\$13,000	\$5,000
BRT OPERATIONS & MAINTENANCE FACILITY		\$2,800,000	\$15,000,000
SR 70 PSR/PDS STUDIES		\$500,000	\$1,000,000
FEASIBILITY STUDY CHICO-SAC EXPRESS BUS SERVICE		\$20,600	\$0
NELSON-NYGARD		\$216,602	\$25,000
HELP CENTRAL - 211		\$61,587	\$66,000
DISABILITY ACCESS CONSULTANTS		\$35,000	\$25,000
PERFORMANCE AUDIT		\$20,000	\$0
PUBLICATIONS & LEGAL NOTICES	\$3,800	\$2,800	
RENT & LEASE - OFFICE	\$98,000	\$102,500	
RENT & LEASE EQUIPMENT	\$24,000	\$24,000	
SPECIAL DEPARTMENT EXPENSE	\$4,600	\$4,600	
TRANSPORTATION TRAVEL & TRAINING	\$18,500	\$20,500	
UTILITIES	\$6,000	\$5,000	
INDIRECT COST PLAN OVER /(UNDER) ADJUSTMENT	\$226,398	\$223,604	
SUB TOTAL	\$7,937,082	\$17,417,304	
TOTAL	\$9,375,483	\$18,904,644	

Revenue Source by Work Element

	WORK ELEMENT	FHWA PL	FTA 5303	PROP 84	FTA 5307	FTA 5309	PROP 1B	LTF PLAN	LTF ADMIN	PPM	STIP	CMAQ	SAFETEA-LU	USFWS SEC-6	BLINE	TOTAL
15-999	INDIRECT COST ALLOCATION PLAN							\$86,000								\$86,000
15-100	ADMINISTRATION OWP	\$206,369						\$26,737		\$19,000						\$252,106
15-101	INTERGOVERNMENTAL COORDINATION	\$128,134						\$16,601								\$144,735
15-102	REGIONAL TRANSPORTATION MODEL	\$44,720						\$5,794		\$35,000						\$85,514
15-103	REGIONAL GIS COORDINATION	\$88,018						\$11,404		\$35,000						\$134,422
15-104	TRANSPORT & AIR QUALITY PLANNING	\$21,520						\$2,788								\$24,308
15-105	FTIP ADMIN		\$19,597					\$2,539		\$40,000						\$62,136
15-107	2016 MTP/SCS	\$87,942						\$11,394		\$20,000						\$119,336
15-108	TRANSIT & NON MOTOR SYSTEM PLAN			\$45,000				\$22,320								\$67,320
15-109	CENSUS AFFILIATE DATA CENTER	\$21,520						\$2,788								\$24,308
15-110	INTELLIGENT TRANSPORT SYSTEMS	\$7,973						\$1,033								\$9,006
15-114	BUTTE REGIONAL CONSERVATION PLAN	\$182,995						\$178,709						\$225,000		\$586,704
15-118	REGIONAL BIKE MAP										\$18,103					\$18,103
15-200	SR 99 AUXILIARY LANE PROJECT										\$114,232					\$114,232
15-203	FOREST HIGHWAY 171 PROJECT												\$93,463			\$93,463
15-208	SR 70 OPHIR RD										\$5,000					\$5,000
15-213	BRT OPS & MAINT FACILITY					\$12,316,164	\$2,575,422					\$350,000				\$15,241,586
15-214	SR 70 PA/ED												\$1,124,922			\$1,124,922
15-300	TDA ADMINISTRATION								\$85,051							\$85,051
15-301	PUBLIC TRANSIT PLANNING		\$61,658		\$66,000			\$7,989								\$135,647
15-302	BRT ADMINISTRATION							\$20,749							\$357,000	\$377,749
15-303	ADA CERTIFICATION							\$28,172							\$25,000	\$53,172
15-304	CHICO TO SAC STUDY							\$17,411								\$17,411
15-306	ADA COMPLIANCE PLAN	\$15,414						\$26,999								\$42,413
		\$804,605	\$81,255	\$45,000	\$66,000	\$12,316,164	\$2,575,422	\$469,427	\$85,051	\$149,000	\$137,335	\$350,000	\$1,218,385	\$225,000	\$382,000	\$18,904,644

2014/15 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
15-999	BCAG Indirect Cost	Julie Quinn, CFO Jon Clark, Executive Director	A-87 Indirect Cost Allocation Plan	Implementation ongoing through fiscal year										2015/16 ICAP	
15-100	Administration of the 2014/15 Overall Work Program & Budget	Sylvia Narvaez, Admin Asst II Jon Clark, Executive Director Julie Quinn, CFO Cheryl Massae, HR Manager	Implementation of 2014/15 OWP & Budget; 2015/16 OWP & Budget development	Implementation ongoing through fiscal year								DFT 2015/16 OWP		Final 2015/16 OWP	
15-101	Intergovernmental Coordination & Information Distribution	Ivan Garcia, Prog. Manager	TAC meetings; Webpage; E-Newsletter		TAC	News letter		TAC	News Letter		TAC	News Letter		TAC	News Letter
15-102	Regional Transportation Model Program	Brian Lasagna, Senior Planner	Maintenance of computer model database, expansion of model	Work ongoing through fiscal year											
15-103	Regional Geographic Information System (GIS) Coordination	Brian Lasagna, Senior Planner	Maintenance of GIS database, mapping	Work ongoing through fiscal year											
15-104	Transportation Air Quality Planning	Brian Lasagna, Senior Planner	Monitoring of regulations, state/federal legislation	Work ongoing through fiscal year											
15-105	Federal Transportation Improvement Program (FTIP)	Ivan Garcia, Programming, Manager	Monitor funding of FTIP projects, prepare amendments	Work ongoing through fiscal year											
15-107	2016 Metropolitan Transportation Plan	Ivan Garcia, Prog. Manager Brian Lasagna, Senior Planner	Traffic Model Update	Work ongoing through fiscal year											
15-108	Transit & Non-Motorized System Plan	Ivan Garcia, Prog. Manager Brian Lasagna, Senior Planner	A non-motorized bike and pedestrian system plan for the region.									Draft Plan			Adopt Final Plan
15-109	US Census Data Affiliate Center Administration	Brian Lasagna, Senior Planner	Update of database with 2010 census data; webpage	Work ongoing through fiscal year											
15-110	Intelligent Transportation System Maintenance	Ivan Garcia, Prog. Manager	Submittal of annual reporting documents	Work ongoing through fiscal year											
15-114	Butte Regional Conservation Plan (BRCP)	Chris Devine, Planning Manager Jon Clark, Executive Director	Prepare draft BRCP & EIR, conduct committee meetings		Draft BRCP & EIR				Final BRCP & EIR						
15-118	Regional Bike Map Update	Brian Lasagna, Senior Planner Ivan Garcia, Program Manager	Updated Regional Bike Map							Draft Map					Final Map

2014/15 FISCAL YEAR WORK ELEMENT SCHEDULE & PRODUCTS - CONTINUED -

	Transportation Capital Projects Work Elements	Key Staff	Product	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
15-200	SR 99 Chico Auxiliary Lane Project – Phase 2 Construction	Andy Newsum, Deputy Director	Prepare invoicing and reporting documents	Construction through fiscal year											
15-203	FH 171	Andy Newsum, Deputy Director	Prepare invoicing and reporting documents									Submit Report			
15-208	SR 70 Ophir Road Mitigation & Monitoring	Andy Newsum, Deputy Director	Submit annual monitoring report									Submit Report			
15-214	BRT Operations & Maintenance Facility	Andy Newsum, Deputy Director Jon Clark, Executive Director Mike Rosson, Transit Manager	Award Bid for Construction, Begin Construction				Construction through fiscal year								
15-214	SR 70 PA&ED	Andy Newsum, Deputy Director Jon Clark, Executive Director	PSR Support Documents	PA&ED Development through fiscal year											
Transit Planning and TDA Administration															
15-300	Transportation Development Act (TDA) Administration	Jim Peplow, Senior Planner Ivan Garicia, Programming Manager	Annual unmet needs process, prepare assessment & findings							Adopt Needs Asses.					
15-301	Transit System Planning	Mike Rosson, Transit Manager Jim Peplow, Senior Planner	Helpcentral.org webpage; GFI report development	Work Ongoing through fiscal year											
15-302	Butte Regional Transit Administration & Operations	Mike Rosson, Transit manager Jim Peplow, Senior Planner	Administer transit operations & administration	Work Ongoing through fiscal year											
15-303	Americans with Disabilities Act (ADA) Certification Program Administration	Sylvia Narvaez, Admin. Asst II Laura Lane, Administrative Asst I	Implement on-going ADA certification process	Work Ongoing through fiscal year											
15-304	Feasibility Study for Chico to Sacramento Express Transit Service	Mike Rosson, Transit Manager Jim Peplow, Senior Planner	Feasibility Study for Chico to Sacramento Transit Service			Retain Consit					Draft Plan			Final Plan	
15-306	ADA Bus Stop Compliance Plan	Jon Clark, Executive Director Andy Newsum, Deputy Director	Bus Stop priority list for ADA Compliance												Final Plan

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 2014/15 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 carryout 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 *B-Line*..

WORK ELEMENTS

REGIONAL TRANSPORTATION PLANNING & PROGRAMMING

15-999	2014/15 Indirect Costs
15-100	Administration of the 2014/15 Overall Work Program & Budget
15-101	Intergovernmental Coordination & Information Distribution
15-102	Regional Transportation Model Maintenance
15-103	Regional Geographic Information System (GIS) Maintenance & Coordination
15-104	Transportation Air Quality Planning
15-105	Implementation of the Federal Transportation Improvement Program (FTIP)
15-107	2016 Metropolitan Transportation Plan (MTP) & Sustainable Communities Strategy (SCS Development
15-108	Transit & Non-Motorized System Plan
15-109	US Census Data Affiliate Administration
15-110	Intelligent Transportation System – Regional Architecture Maintenance
15-114	Butte Regional Conservation Plan (BRCP)
15-118	Regional Area Bike Map

REGIONAL TRANSPORTATION PROJECT DEVELOPMENT & MANAGEMENT

15-200	State Route 99 Chico Auxiliary Lane Project
15-203	Forest Highway 171 Mitigation & Monitoring
15-208	SR 70 Ophir Road Safety Project Mitigation
15-213	Butte Regional Transit Maintenance & Operations Facility
15-214	SR 70 Corridor Project Approval & Environmental Documents (PA&ED)

TDA/TRANSIT COORDINATION & PLANNING

- 15-300 Transportation Development Act Administration
- 15-301 Public Transit Systems Coordination & Planning
- 15-302 Butte Regional Transit Administration & Operations
- 15-303 American With Disabilities Act (ADA) Certification Program Administration
- 15-304 Feasibility Study for Chico to Sacramento Express Transit Service
- 15-306 ADA Bus Stop Compliance Plan

WORK ELEMENT 15-999

2014/15 INDIRECT COSTS

OBJECTIVE: This Work Element identifies the indirect costs for the 2014/15 Overall Work Program & Budget.

INDIRECT COSTS FOR THE 2014/15 BUDGET

<u>SERVICES & SUPPLIES</u>	<u>TOTAL EXPENDITURES</u>
Communications	\$7,000
Household/Janitorial	\$9,200
Insurance	\$15,400
Maintenance Computer	\$8,000
Office Expenses-General	\$15,000
Office Expenses-Equipment	\$1,000
Memberships	\$4,500
Professional Services	
<i>Butte County Auditor Controller</i>	\$12,000
<i>Fiscal Audits</i>	\$37,900
<i>Ferguson Group</i>	\$66,000
<i>Padilla & Associates DBE Plan</i>	\$1,000
<i>Legal Services</i>	\$5,000
Publications & Legal Notices	\$2,800
Rents/Lease Building	\$102,500
Rents/Lease Equipment	\$24,000
Special Department Expenses	\$4,600
Transportation Travel & Training	\$20,500
Utilities	\$5,000
ICAP Over / (Under) Adjustment	\$223,604
Sub-Total Services & Supplies	\$565,004

INDIRECT SALARIES AND BENEFITS

General administration, office functions and allocable staff costs not directly attributable to specific work elements.

\$421,895

TOTAL INDIRECT COSTS	\$986,899
LESS ALLOCATED INDIRECT COST	\$900,899
UNALLOCATED INDIRECT COSTS	\$86,000

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 audits.
- 9) Implement administrative tasks for indirect support of the 2014/15 Overall Work Program & Budget.
- 10) Monitor and maintain software and hardware.

STAFF TIME

4 = Administrative Assistant II

1 = Executive Director

10 = Chief Fiscal Officer

1 = IT Support

5 = Administrative Assistant I

4 = HR Manager

25 Total Person Months

WORK ELEMENT 15-100

ADMINISTRATION OF THE 2014/15 OVERALL WORK PROGRAM & BUDGET

OBJECTIVE: To implement the necessary administrative tasks associated with the administration of the 2014/15 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 2014/15 OWP. Resources for development of the 2014/15 OWP and Budget are also provided under this work element.

PREVIOUS WORK: BCAG has implemented an OWP and 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 2014/15 OWP – as necessary;
- 3) Administer transportation planning and programming revenues – ongoing;
- 4) Prepare 2015/16 OWP – May 2015;
- 5) Where appropriate, coordinate planning activities with city aviation plans – ongoing;

PRODUCTS

- 1) Completion of administrative tasks for administration of the 2013/14 Overall Work Program & Budget – ongoing;
- 2) Adoption of 2015/16 OWP – May 2015.

WORK ELEMENT 15-100 BUDGET

STAFF TIME			
PERSONNEL			PERSON MONTHS
Clark			3
Devine			1
Narvaez			2
Newsum			0.5
Massae			3
Lane			2
		TOTAL	11.5
REVENUES		EXPENDITURES	
FHWA PL	\$206,369	Personnel	\$112,218
LTF Local Match	\$26,737	Indirect Charges	\$94,888
PPM	\$19,000	Consultant	\$45,000
TOTAL	\$252,106	TOTAL	\$252,106

WORK ELEMENT 15-101

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 monthly 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* since 1994, *BCAG Online* since 1996, *eNewsletter 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 E-Newsletter – quarterly;
- 6) BCAG Board Summaries – monthly or following Board meetings;
- 7) BCAG Internet Web Page – ongoing.

WORK ELEMENT 15-101 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Clark			1
Devine			1
Lane			1
Garcia			3
Narvaez			2
Massae			1
		TOTAL	9
REVENUES		EXPENDITURES	
FHWA PL	\$128,134	Personnel	\$78,423
LTF Local Match	\$16,601	Indirect Charges	\$66,312
TOTAL	\$144,735	TOTAL	\$144,735

WORK ELEMENT 15-102

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 2014/15 fiscal year, BCAG will work to acquire a consultant for the purpose of re-validating and updating the model for the 2016 MTP/SCS. Consultant will work to re-validate the current model to the 2013/14 traffic counts as well as begin development of 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 2014 through June 2015;
- 2) Document all modeling assumptions and data updates, as needed – July 2014 through June 2015;
- 3) Collect and compile updated modeling data for Highway Performance Monitoring

System (HPMS) update, if necessary – March 2015;

- 4) Prepare a Request for Proposals (RFP) for the purpose of acquiring a consultant to revalidate and updated the travel demand model;

PRODUCTS

- 1) Updated traffic modeling data which includes latest planning assumptions – June 2015;
- 2) Updated documentation of modeling assumptions and data updates – June 2015;
- 3) Updated HPMS dataset for Caltrans – March 2015;
- 4) RFP for travel model consultant – September 2013;
- 5) Re-validated travel model – June 2015.

WORK ELEMENT 15-102 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Lasagna		2.5	
		TOTAL	2.5
REVENUES		EXPENDITURES	
FHWA PL	\$44,720	Personnel	\$21,952
LTF Local Match	\$5,794	Indirect Charges	\$18,562
PPM	\$35,000	Consultant	\$45,000
TOTAL	\$85,514	TOTAL	\$85,514

WORK ELEMENT 15-103

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 2014/15 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 be initiated during the 2014/15 FY. BCAG staff and the GIC will 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 2014/15 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 2014/15 FY, BCAG staff will prepare agendas and maintain meeting notes for this committee which meets approximately bi-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 – bi-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 2014 through June 2015;
- 7) Prepare maps to support regional transportation projects – ongoing;
- 8) Initiate update of the regional land use allocation model and implement latest planning assumptions for the 2013, 2020, 2035, and 2040 analysis years – July 2014 through June 2015;
- 9) Update documentation of regional land use allocation model – March 2015 through June 2015.

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 2014 through June 2015;
- 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 2015;
- 9) Updated documentation for land use allocation model – June 2015.

WORK ELEMENT 15-103 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Devine		1	
Lasagna		2.5	
		TOTAL	3.5
REVENUES		EXPENDITURES	
FHWA PL	\$88,018	Personnel	\$31,493
LTF Local Match	\$11,404	Indirect Charges	\$26,629
PPM	\$35,000	GIC Parcel Update	\$70,000
		Plotter Lease	\$1,800
		Plotter Supplies	\$500
		Software License	\$4,000
TOTAL	\$134,422	TOTAL	\$134,422

WORK ELEMENT 15-104

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 15-104 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Lasagna			1.5
		TOTAL	1.5
REVENUES		EXPENDITURES	
FHWA PL	\$21,520	Personnel	\$13,171
LTF Local Match	\$2,788	Indirect Charges	\$11,137
TOTAL	\$24,308	TOTAL	\$24,308

WORK ELEMENT 15-105

FEDERAL TRANSPORTATION IMPROVEMENT PROGRAM (FTIP) ADMINISTRATION

OBJECTIVE: To administer the 2013 Federal Transportation Improvement Program (FTIP) and to develop and manage the 2015 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 2013 FTIP was adopted in September 2012 by the BCAG Board and will be amended as needed during the 2014/15 fiscal year. In addition, the 2015 FTIP development will be initiated in June 2014 after the adoption of the 2014 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 2013 FTIP identifies the regions updated financial plan as required by 23 CFR 450.324(e).

During the 2014/15 FY, BCAG staff assumes that there will be several administrative modifications and formal amendments to the 2013 and 2015 FTIPs 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: 2013 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 2013 FTIP;
- 2) Review and ensure consistency with the 2012 Metropolitan Transportation Plan/ Sustainable Communities Strategy (MTP/SCS) and of the 2014 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 2013 FTIP and Amendments – as necessary;
- 2) Development and Management of the 2015 FTIP – as necessary.

WORK ELEMENT 15-105 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Garcia			3
Lasagna			0.5
		TOTAL	3.5
REVENUES		EXPENDITURES	
FTA 5303	\$19,597	Personnel	\$33,668
LTF Local Match	\$2,539	Indirect Charges	\$28,468
PPM	\$40,000		
TOTAL	\$62,136	TOTAL	\$62,136

WORK ELEMENT 15-107

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

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) Review existing Public Participation Plan with existing committees prior to developing outreach for 2016 MTP/SCS – July 2014 through September 2014;

- 3) Begin implementation of outreach efforts contained in the BCAG Public
- 4) Participation Plan (PPP) for the 2016 MTP/SCS – July 2014 through June 2015;
- 5) Prepare background information for 1st Draft Policy, Action, Financial and SCS elements of the 2016 MTP/SCS – July 2014 through June 2015;
- 6) Work with local jurisdictions to develop long range regional growth forecasts – July 2014 through December 2014;
- 7) Prepare a request for proposal to acquire consultant for developing EIR – January 2015 - March 2015;
- 8) Complete 1st Draft Policy, Action, and Financial elements of the 2016 MTP/SCS – January 2015 through June 2015;
- 9) Participate in the MPO / State Agency SB 375 Working Group meetings – as needed.

PRODUCTS

- 1) Completed 2012 MTP/SCS amendment(s) – ongoing;
- 2) Updated Public Participation Plan (PPP) of 2016 MTP/SCS, if needed – September 2014;
- 3) Initial 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 2014 through June 2015;
- 4) Background documents to be included in public workshops and 1st draft of 2016 MTP/SCS – September 2014 through June 2015;
- 5) Updated long range regional growth forecasts document – December 2014;
- 6) Request for Proposal (RFP) for 2012 MTP/SCS EIR development – March 2015;
- 7) 1st draft documents for 2016 MTP/SCS Policy, Financial, and Action elements – April 2015;
- 8) Attendance at meetings of the MPO / State Agency SB 375 Working Group meetings – as needed.

WORK ELEMENT 15-107 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Garcia			2.5
Lasagna			1.5
		TOTAL	4
REVENUES		EXPENDITURES	
FHWA PL	\$87,942	Personnel	\$37,569
LTF Local Match	\$11,394	Indirect Charges	\$31,767
PPM	\$20,000	Consultant EIR	\$50,000
TOTAL	\$119,336	TOTAL	\$119,336

WORK ELEMENT 15-108

TRANSIT AND NON-MOTORIZED TRANSPORTATION PLAN

OBJECTIVE: To prepare a Short-Range Transit and Non-Motorized Transportation Plan (TNMTP) Plan for Butte County and the Metropolitan Transportation Plan / Sustainable Communities Strategy (MTP/SCS).

DESCRIPTION: The California Strategic Growth Council has approved Proposition 84 funds to enhance BCAG's (MTP/SCS). The TNMTP Plan will serve as a detailed guide for transportation planning and programming activities concerning transit, bike and pedestrian transportation in Butte County.

This coordinated development of the Transit and Non-Motorized Transportation Plan will meet the goals of Senate Bill 375 (SB 375) and Assembly Bill 32 (AB 32) by identifying and prioritizing long range transit and non-motorized transportation projects, which, when combined with the region's forecasted development pattern, road network, and applicable policies of the 2016-2040 BCAG MTP/SCS, strive to meet the passenger vehicle greenhouse gas targets established by the California Air Resources Board (CARB). The benefits of these projects or programs will be quantified in terms of greenhouse gas and air quality non-attainment pollutant reductions for the region.

Once completed, the plan will be integrated into the 2016-2040 BCAG MTP/SCS. When combined, the 2016 MTP/SCS will provide a long-range regional view of transportation needs and opportunities for Butte County through specified goals, policies, objectives, projects, and programs developed with the input of a broad range of stakeholders and through a transparent public process. Once adopted, the MTP/SCS will provide a foundation, based on a vision of an efficient and sustainably sound multi-modal system, for transportation decision making by local, regional, state, and federal officials.

This project began in the 2013/2014 fiscal year and is expected to be completed by December 2014.

PREVIOUS WORK: Draft Existing Conditions Report, Draft Alternatives and Forecasts. 2012 Metropolitan Transportation Plan / Sustainable Communities Strategy & EIR and 2012 Air Quality Conformity Determination

TASKS

- 1) Project Management – July 2014 – December 2014;
- 2) Public Involvement and Outreach (ongoing throughout project development).
Implementation of outreach efforts consistent with BCAG Public Participation Plan as approved in Proposition 84 Planning Grant – July 2014 - December 2014;
- 3) Finalize Non-Motorized and Transit Alternatives – Prepare recommendations / preferred alternatives by analysis year including baseline or existing conditions –

consistent with analysis years for the 2016 MTP/SCS - July 2014;

- 4) MTP/SCS Integration – Develop/update Goals, Policies and Objectives to be used in the 2016 MTP/SCS – August 2014;
- 5) Complete draft and final Transit and Non-Motorized Transportation Plan – November – December 2014;

PRODUCTS

- 1) Project management – July 2014;
- 2) Final Draft Existing Conditions Report & Alternatives for Transit, Bike and Pedestrian Transportation – July 2014;
- 3) Public involvement and outreach as approved in Proposition 84 Planning Grant - ongoing through December 2014;
- 4) Final Non-Motorized and Transit Alternatives – July 2014;
- 5) Final integration of updated chapters to be used as a base for the 2016 MTP/SCS including proposed Goals, Policies and Objectives – August/September 2014;
- 6) Draft and Final Document for long range Transit and Non-Motorized Transportation including final presentation to BCAG Board of Directors– December 2014.

WORK ELEMENT 15-108 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Garcia			1
Lasagna			1.5
		TOTAL	2.5
REVENUES		EXPENDITURES	
Prop 84	\$45,000	Personnel	\$22,931
LTF	\$22,320	Indirect Charges	\$19,389
		Consultant	\$25,000
TOTAL	\$67,320	TOTAL	\$67,320

WORK ELEMENT 15-109

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) Participation as member and attend meetings of the Census Transportation Planning Products (CTPP) – Oversight Board – quarterly;
- 7) Monitor and integrate Census Bureau and state estimates and projections into regional transportation planning processes - ongoing;
- 8) 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) Attendance at CTPP Oversight Board meetings – quarterly;
- 7) Various planning documents containing updated information from Census and SDC – as needed;
- 8) Completed questionnaire for SDC – annually.

WORK ELEMENT 15-109 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Lasagna			1.5
		TOTAL	1.5
REVENUES		EXPENDITURES	
FHWA PL	\$21,520	Personnel	\$13,171
LTF Local Match	\$2,788	Indirect Charges	\$11,137
TOTAL	\$24,308	TOTAL	\$24,308

WORK ELEMENT 15-110

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 2015.

PRODUCTS

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

WORK ELEMENT 15-110 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Garcia			0.5
		TOTAL	0.5
REVENUES		EXPENDITURES	
FHWA PL	\$7,973	Personnel	\$4,880
LTF Local Match	\$1,033	Indirect Charges	\$4,126
TOTAL	\$9,006	TOTAL	\$9,006

WORK ELEMENT 15-114

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 for the protection and conservation of the region's biodiversity while allowing for appropriate development and growth to occur and acceptable mitigation measures to be established and implemented. 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 taking a proactive approach to determining the needs and resources to protect federally and state listed species and their habitats. 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.

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 integration of a streamlined wetland permitting program under the BRCP called the BRCP Aquatic Resources Program (ARP). This will also include coordinating with the State Historic Preservation Officer to develop a Programmatic Agreement and Historic Properties Management Plan 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 2014/15 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 2014/15 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 ARP
- 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, 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 Aquatic Resources Program Document (Leidos)
- 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 2014;
- 2) Final EIS/EIR – November 2014;
- 3) Final Implementing Agreement – October 2014;
- 4) Final ARP – October 2014;
- 5) Final Permitting of BRCP from USFWS, NMFS and DFG – December 2014
- 6) Final Permitting of ARP from USACE, EPA and CVRWQCB – December 2014
- 7) Implementation Materials for Cities and County – December 2014
- 8) Programmatic Agreement Historic Properties Management Plan – December

2014

9) BRCP Newsletters – April 2014; February 2015

WORK ELEMENT 15-114 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Clark			1
Devine			9
		TOTAL	10
REVENUES		EXPENDITURES	
FHWA PL	\$182,995	Personnel	\$101,164
USFWS	\$225,000	Consultant	\$400,000
LTF Local Match	\$178,709	Indirect Charges	\$85,540
TOTAL	\$586,704	TOTAL	\$586,704

WORK ELEMENT 15-118

REGIONAL BIKE MAP UPDATE

OBJECTIVE: To update the urbanized area bike map developed in 2008 including regional connections and public transit routes and stops.

DESCRIPTION: During the 2013/14 FY, BCAG began the update to the urbanized area bike map to incorporate new bike routes completed since 2008, update the fixed route transit system connections, including stops, and connections to regional bike routes outside the urbanized area.

As part of the 2012 State Transportation Improvement Program (STIP), BCAG has programmed \$32,000 to update and reproduce the bike map. The first iteration of bike maps was completed in May 2014. The second and final iteration of bike maps will be produced in June 2015.

The urbanized area bike map covers primarily the Chico urbanized area, but also ties in other regional bike routes that connect to Chico. The urbanized area bike map update includes updating the existing bike map to identify new class 1, 2 and 3 bike lanes, new roads or changes, bike facilities, transit routes, and safety data.

TASKS

- 1) Minor updates and corrections to second and final print order - June 2015.

2) PRODUCTS

- 1) 2014 Urbanized Area Bike Map Update

WORK ELEMENT 15-118 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Lasagna			0.5
		TOTAL	0.5
REVENUES		EXPENDITURES	
STIP	\$18,103	Personnel	\$4,391
		Printing	\$10,000
		Indirect Charges	\$3,712
TOTAL	\$18,103	TOTAL	\$18,103

WORK ELEMENT 15-200

STATE ROUTE 99 CHICO AUXILIARY LANE – PHASE II CONSTRUCTION

OBJECTIVE: To complete the construction of the Phase II project. The California Department of Transportation (Caltrans) District 3 will continue to administer the construction of the Phase II project, all in cooperation with BCAC, the City of Chico and the County of Butte.

DESCRIPTION: Starting in the 2001/02 FY, BCAG assumed the Lead/Implementing Agency role for administration of the PA&ED project development component of the SR 99 Chico Auxiliary Lane project, with Caltrans District 3 oversight. The First phase off-ramp improvements were completed in the summer of 2008.

BCAG and its consultant Quincy Engineering, Inc. completed the Phase II PS&E and R/W Acquisition in May of 2010 in cooperation Caltrans District 03 and Headquarters. \$25 million in Proposition 1B and STIP funding was voted for approval in January of 2011. The Phase II project will widen all the structures, construct all of the retaining and sound walls, the three remaining on- and off-ramps together with the northbound and southbound auxiliary lane. Construction began in the Fall of 2011 and is expected to continue through 2014.

Caltrans District 03 is the lead agency for the administration of the construction of this project.

Project information is available on BCAG's website, www.bcag.org.

TASKS

Phase II Construction

- 1) Provide consultant contract support and prepare progress reports through July 2015 – as needed;
- 2) Prepare quarterly reporting as required by Proposition 1B program
- 3) Support Caltrans construction management staff during construction of Phase II project.

PRODUCTS

- 1) None anticipated for BCAG. Coordination with local and state jurisdiction only.

WORK ELEMENT 15-200 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Newsum			1.5
		TOTAL	1.5
REVENUES		EXPENDITURES	
STIP	\$114,232	Personnel	\$18,548
		Consultant	\$80,000
		Indirect Charges	\$15,684
TOTAL	\$114,232	TOTAL	\$114,232

WORK ELEMENT 15-203

FOREST HIGHWAY 171 - STORM WATER MONITORING

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

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.

BCAG will be funding 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.

TASKS

1. Monitor consultant contract and prepare progress reports through July 2014;

PRODUCTS

1. Completion of Project and closeout of Storm Water Permit

WORK ELEMENT 15-203 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Newsum			3
		TOTAL	3
REVENUES		EXPENDITURES	
SAFTEA LU	\$93,463	Personnel	\$37,096
		Consultant	\$25,000
		Indirect Charges	\$31,367
TOTAL	\$93,463	TOTAL	\$93,463

WORK ELEMENT 15-208

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 will require 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 2015.

TASKS

- 1) Coordinate with consultant/contractor to continue adaptive maintenance and monitoring for the multiple habitat project - through July 2015;
- 2) Prepare progress payments to the Contractor - through July 2015.

PRODUCTS

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

WORK ELEMENT 15-208 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
None			0
REVENUES		EXPENDITURES	
STIP	\$5,000	Consultant	\$5,000
TOTAL	\$5,000	TOTAL	\$5,000

WORK ELEMENT 15-213

BUTTE REGIONAL TRANSIT OPERATIONS AND MAINTENANCE FACILITY

OBJECTIVE: To develop and begin 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.

During the 2014/15 FY, BCAG and BRT will develop the final plan set and prepare the project construction advertisement.

TASKS

- 1) Complete development of Plans, Specifications and Estimate (PS&E) for facility
- 2) Advertise the facility for construction
- 3) Conduct Project Development Team (PDT) meetings through July 2015;
- 4) Prepare invoices and progress reports for FTA reimbursement as required through July 2014

PRODUCTS

- 1) Final Plans, Specifications and Estimate
- 2) Construction Documents

WORK ELEMENT 15-213 BUDGET

PERSONNEL		PERSON MONTHS	
Clark			4
Newsum			4
Rosson			2
		TOTAL	6
REVENUES		EXPENDITURES	
Prop 1B	\$2,575,422	Personnel	\$130,901
FTA 5309	\$12,316,164	Consultant	\$15,000,000
FTA 5307	\$350,000	Indirect Charges	\$110,685
TOTAL	\$15,241,586	TOTAL	\$15,241,586

WORK ELEMENT 15-214

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

OBJECTIVE: To develop Project Approval and Environmental Document 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 develop the PA&ED components of these projects. With satisfactory completion of the PA&ED, BCAG expects to amend the contract further with MTCO. to develop the Plans, Specifications and Estimate (PS&E) components 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 2015;
- 3) Monitor consultant contract and prepare progress reports through July 2015;
- 4) Prepare invoices and progress reports for Caltrans' review, if required, for reimbursement through July 2015.

5) PRODUCTS

- 1) PA&ED

WORK ELEMENT 15-214 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Clark			2
Newsum			3
		TOTAL	5
REVENUES		EXPENDITURES	
FED DEMO	\$1,124,922	Personnel	\$67,688
		Consultant	\$1,000,000
		Indirect Charges	\$57,234
TOTAL	\$1,124,922	TOTAL	\$1,124,922

WORK ELEMENT 15-300

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 2015;
- 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 2014;
 - 5) Analyze and assess unmet transit needs based on workshops and hearings – December 2014/January 2015;
 - 6) Prepare 2015/16 Unmet Needs Assessment and Finding, review with SSTAC and Board – February 2015;
 - 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) 2015/16 LTF & STA Findings of Apportionment – March 2015;
- 2) 2014/15 Transit Needs Assessment – February 2015;
- 3) Documentation of all Tribal government-to-government relations.

WORK ELEMENT 15-300 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Garcia			2
Peplow			1
Quinn			2
		TOTAL	5
REVENUES		EXPENDITURES	
		Personnel	\$46,084
TDA Administration	\$85,051	Indirect Charges	\$38,967
TOTAL	\$85,051	TOTAL	\$85,051

WORK ELEMENT 15-301

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 2013/14 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 2014/15 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 - March 2014; **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 – December 2013/May 2014; **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 15-301 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Peplow		2	
Rosson		2	
		TOTAL	4
REVENUES		EXPENDITURES	
FTA 5303	\$61,658	Personnel	\$37,738
LTF ADM	\$7,989	Indirect Charges	\$31,909
FTA 5316	\$66,000	Consultant	\$66,000
TOTAL	\$135,647	TOTAL	\$135,647

WORK ELEMENT 15-302

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 2014/15 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) Customer service and ticket sales.

PRODUCTS

Administration of the B-Line public transit system.

WORK ELEMENT 15-302 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Lane			2
Middelton			11
Navarez			2
Peplow			8
Rosson			7
		TOTAL	30
REVENUES		EXPENDITURES	
LTF Match	\$20,749	Salaries & Benefits	\$204,680
Butte Regional Transit	\$357,000	Indirect Costs	\$173,069
TOTAL	\$377,749	TOTAL	\$377,749

WORK ELEMENT 15-303

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 15-303 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Lane			2
Massae			1
Narvaez			2
		TOTAL	5
REVENUES		EXPENDITURES	
LTF Local Match	\$28,172	Personnel	\$28,811
Butte Regional Transit	\$25,000	Indirect Charges	\$24,361
TOTAL	\$53,172	TOTAL	\$53,172

WORK ELEMENT 15-304

FEASIBILITY STUDY FOR CHICO TO SACRAMENTO EXPRESS TRANSIT SERVICE

OBJECTIVE: To consider implementation of long range Inter-city commuter bus service between the City of Chico and the City of Sacramento.

DESCRIPTION: B-Line currently provides inter-city fixed route service within Butte County, including commute specific service between Paradise and Chico and Oroville and Chico. Based on feedback provided during the 2009/10 Market Based Transit Study and through public comment, it is believed that there is a need for additional long range inter-city commuter service from Chico to Sacramento.

Discussions with neighboring Transit Providers, specifically Yuba-Sutter Transit, indicate there may be a need for commuter service which is being addressed via Chico (Butte County) residents driving or carpooling to Yuba City and transferring to the Yuba-Sutter-Sacramento commuter service. According to unofficial statistics, between 8-12% of the Yuba-Sutter to Sacramento ridership may be comprised of Butte County residents.

In January of 2013, staff entered into an agreement with LSC Transportation Consultants of Tahoe City, CA, to complete the study. In September of 2013, it was concluded an inter-city was in fact feasible to consider.

TASKS

- 1) Manage consultant contract through July 2015.
- 2) Consider Implementation of potential service schedules through pilot program with Veolia Transportation including route design, fleet requirements, headways and fees.

PRODUCTS:

- 1) Draft Feasibility Study of Chico to Sacramento Inter-City Commuter Transit Service.

WORK ELEMENT 15-304 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Rosson			0.5
Peplow			0.5
		TOTAL	1
REVENUES		EXPENDITURES	
LTF Matching	\$17,411	Personnel	\$9,434
		Indirect Charges	\$7,977
TOTAL	\$17,411	TOTAL	\$17,411

WORK ELEMENT 15-306

ADA BUS STOP COMPLIANCE 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 November of 2013, approximately two thirds 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 15-306 BUDGET

STAFF TIME			
PERSONNEL		PERSON MONTHS	
Rosson			0.5
Peplow			0.5
		TOTAL	1
REVENUES		EXPENDITURES	
FHWA PL	\$15,414	Personnel	\$9,434
TDA Admin	\$0	Indirect Charges	\$7,979
LTF Matching	\$26,999	Consultant	\$25,000
TOTAL	\$42,413	TOTAL	\$42,413

CALTRANS SYSTEM PLANNING ACTIVITIES
OVERALL WORK PROGRAM FISCAL YEAR 2014/15

ACTIVITY	DESCRIPTION	PRODUCTS
System Planning	Completion of system planning products used by Caltrans and its transportation partners	<ul style="list-style-type: none">▪ SR 149 Transportation Concept Report▪ SR 162 Transportation Concept Report▪ District System Management & Development Plan project list update▪ District 3 Goods Movement Study and Plan▪ District 3 Concept of Operations Plans▪ District 3 Long Term State Highway Vision Plan▪ District 3 Truck Parking Study▪ California Transportation Plan 2040▪ California Freight Mobility Plan

APPENDICES

Transportation Advisory Committee
Social Services Transportation Advisory Council
Transit Administrative Oversight Committee
2000 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

Bob Greenlaw

CITY OF GRIDLEY

Bruce Nash
Rob Hickey

CITY OF OROVILLE

Rick Walls
Randy Murphy

TOWN OF PARADISE

Lauren Gill
Marc Mattox

CALTRANS

Felicia Haslem
Shannon Culbertson

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**

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

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

**Jeannie Schroeder
Mains'I**

**Mary Neumann
Passages Adult Resource Center**

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

**Debra Connors
Citizen - Chico**

**Dorothy Churchill
Citizen**

**Joyce Macomber-Wolf
Citizen**

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

Rob Hickey

CITY OF OROVILLE

Rick Walls

Don Rust

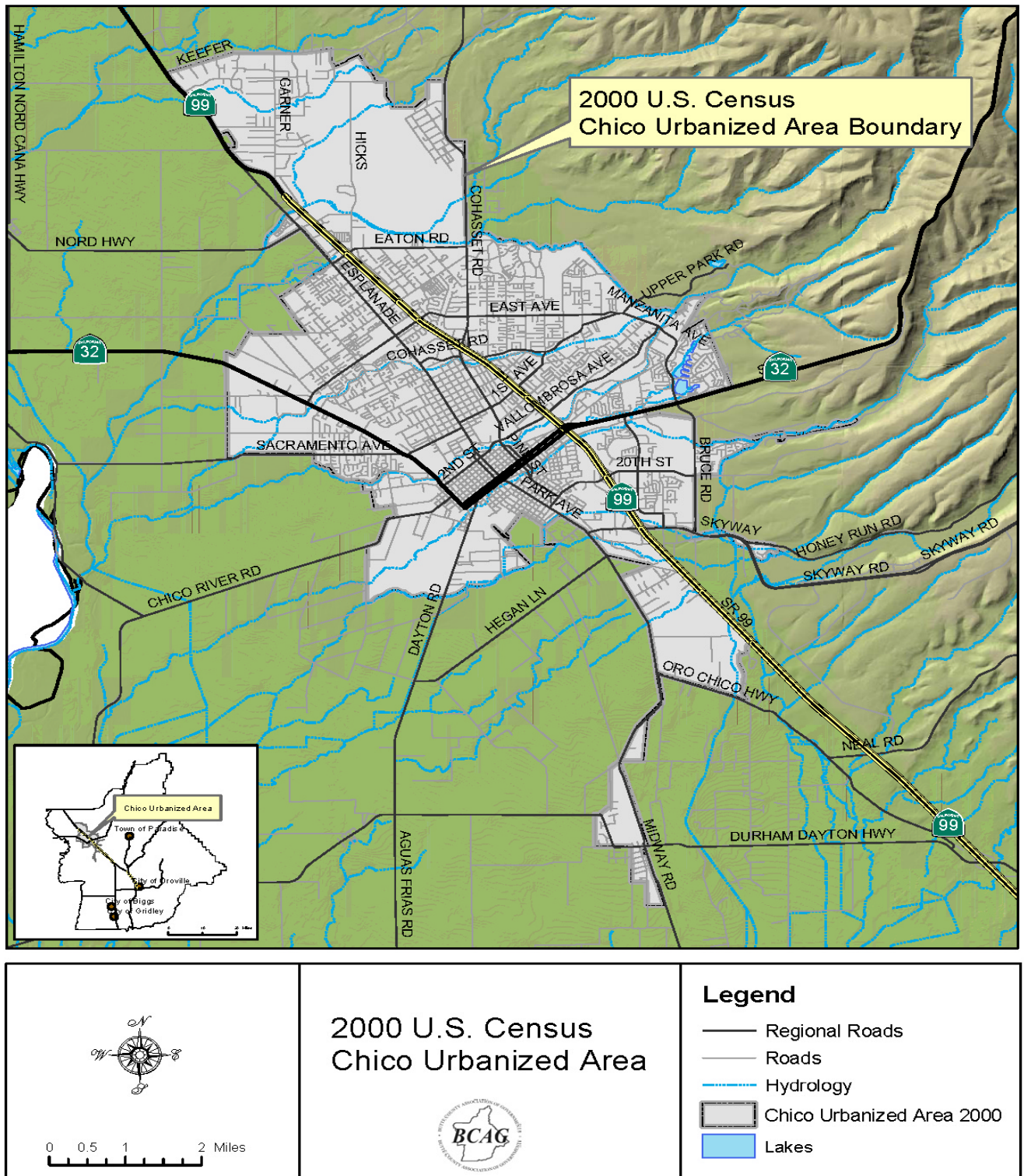
TOWN OF PARADISE

Gina Will

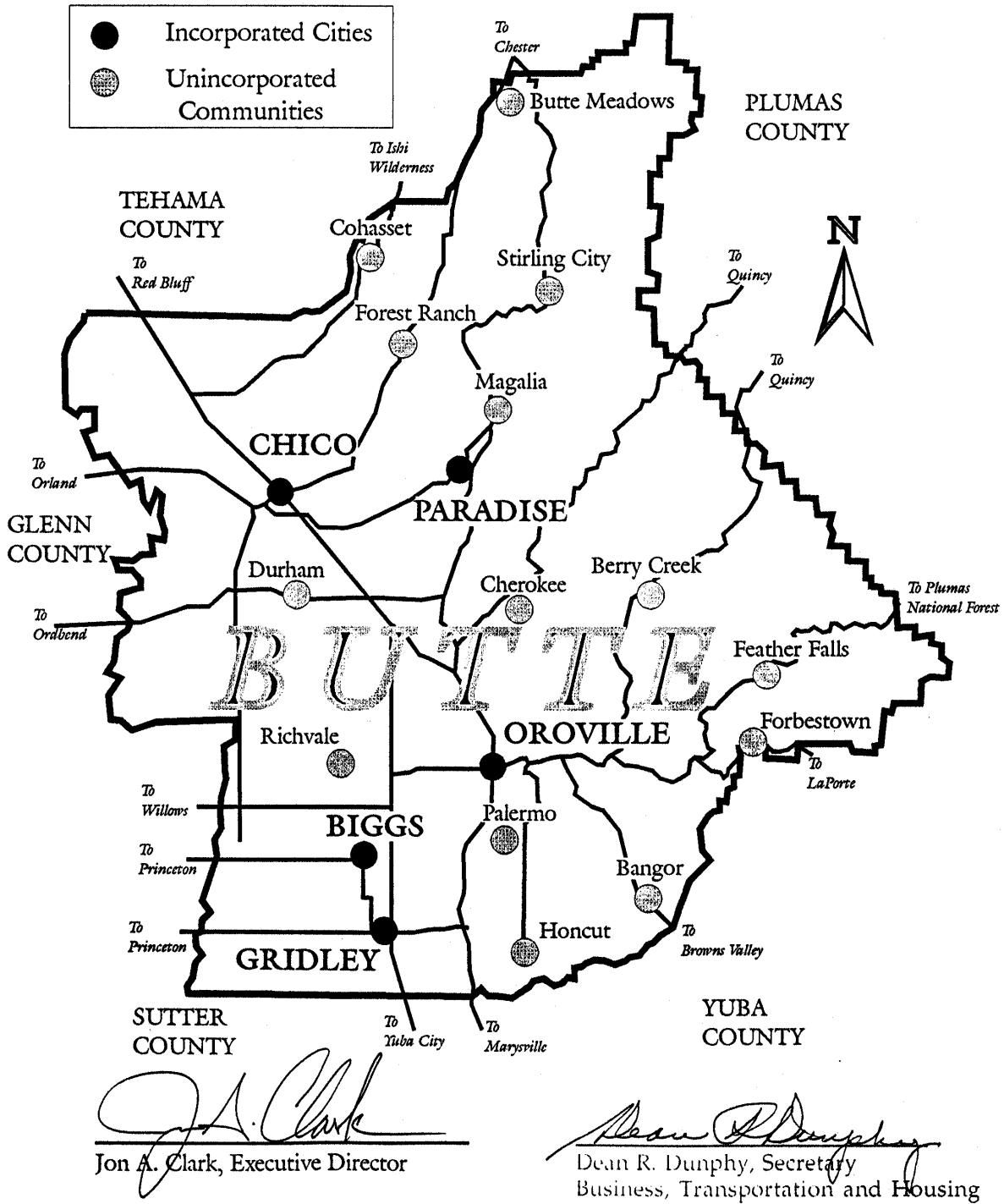
Craig Baker

VEOLIA TRANSPORTATION

Lance Atencio



BUTTE COUNTY ASSOCIATION OF GOVERNMENTS MPO PLANNING AREA BOUNDARY



FY 2014/2015 State Transportation Planning Process Certification

In accordance with 23 CFR 450.334 and 450.220, Caltrans and _____, Regional Transportation Planning Agency for _____ 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

Title

Date

Caltrans District Approval Signature

Title

Date

FY 2014/2015 FHWA Metropolitan Transportation Planning Process Certification

In accordance with 23 CFR 450.334 and 450.220, Caltrans and _____, Metropolitan Planning Organization for the _____ 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 this subpart;
- 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. Section 1003(b) of the Intermodal Surface Transportation Efficiency Act of 1991 (Pub. L. 102-240) regarding the involvement of disadvantaged business enterprises in the FHWA and the FTA funded planning projects (sec. 105(f), Pub. L. 97-424, 96 Stat. 2100; 49 CFR part 23);
- V. Section 1101(b) of the SAFETEA-LU (Pub. L. 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- VI. The provision of the Americans With Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat 327, as amended) and the U.S. DOT implementing regulations (49 CFR 27, 37 and 38);
- 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. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- IX. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- X. 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;
- XI. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- XII. 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

Title

Date

Caltrans District Approval Signature

Title

Date

FTA FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES FOR FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS

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

Name of Applicant: Butte County Assoc. 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.	_____
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, and Job Access and Reverse Commute (JARC) Program.	_____
16.	Seniors/Elderly/Individuals with Disabilities Programs and New Freedom Program.	_____
17.	Rural/Other Than Urbanized Areas/Appalachian Development/Over-the-Road Bus Accessibility Programs.	_____
18.	Public Transportation on Indian Reservations Programs (also known as the Tribal Transit Programs).	_____
19.	Low or No Emission/Clean Fuels Grant Programs.	_____
20.	Paul S. Sarbanes Transit in Parks Program.	_____
21.	State Safety Oversight Program.	_____
22.	Public Transportation Emergency Relief Program.	_____
23.	Expedited Project Delivery Pilot Program.	_____
24.	Infrastructure Finance Programs.	_____

FTA FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2014 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 2014, 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 2014.

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: [Signature] Date: 3/17/14
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: [Signature] Date: 3/17/14
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.

**Fiscal Year 2014/2015 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 2014/2015
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 _____

Printed Name _____

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 _____ (Name of Applicant)

Signature _____ Date _____

Printed Name _____

of Applicant's Attorney

BUTTE COUNTY ASSOCIATION OF GOVERNMENTS

PUBLIC PARTICIPATION PLAN



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



Prepared by:
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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
Supervisor Jane Dolan - <i>Chair</i>	District 2
Supervisor Maureen Kirk	District 3
Supervisor Steve Lambert	District 4
Supervisor Kim Yamaguchi	District 5
Councilmember Angela Thompson	City of Biggs
Councilmember Ann Schwab	City of Chico
Mayor Jerry Ann Fichter	City of Gridley
Vice-Mayor Jamie Johansson	City of Oroville
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

Appendix B – Comments Received

Appendix C – BCAG Resolution

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

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 Web site	3 Amendment Category	4 Public Hearing Requirement	5 Public Review Period, # of Days	6 Approval
		<u>Category 1</u> - Administrative	n/a	n/a	BCAG Exec. Director
		<u>Category 2</u> - Formal Changes that do not impact the existing conformity determination	No	14	Approval at a public meeting by the BCAG Board of Directors
		<u>Category 3</u> - Formal – Relying on existing conformity determination	No	14	
		<u>Category 4</u> - Formal – Requires a new conformity determination	Yes	30	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 Amendment Category <u>Category 1 - Administrative</u>	4 Public Hearing Requirement <u>n/a</u>	5 Public Review Period, # of Days <u>n/a</u>	6 Approval <u>BCAG Exec. Dir. / Caltrans</u>
		<u>Category 2 - Formal</u> Changes that do not impact the existing conformity determination	No	14	Approval by Caltrans & FHWA/FTA
		<u>Category 3 - Formal – Relying on existing conformity determination</u>	No	14	Approval by Caltrans & FHWA/FTA
		<u>Category 4 - Formal – Requires a new conformity determination</u>	Yes	30	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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