



HUMBOLDT COUNTY ASSOCIATION OF GOVERNMENTS
Regional Transportation Planning Agency
Humboldt County Local Transportation Authority
Service Authority for Freeway Emergencies
611 I Street, Suite B
Eureka, CA 95501
(707) 444-8208
www.hcaog.net

AGENDA ITEM 4c
HCAOG Board Meeting
December 21, 2023

DATE: December 12, 2023
TO: HCAOG Policy Advisory Committee (PAC)
FROM: Stephen Luther, Associate Planner
SUBJECT: **Revised HCAOG Transportation Development Act (TDA) Rules**

STAFF REPORT

Contents:

- Staff's Recommended Action
- Staff Summary
- Revised HCAOG TDA Rules and Regulations

Staff's Recommended Action:

Motion to be approved by consent:

“The PAC recommends the HCAOG Board adopt the HCAOG Transportation Development Act Rules as revised.”

Staff Summary:

The Humboldt County Association of Governments (HCAOG), acting in its official capacity as the Regional Transportation Planning Agency (RTPA), adopts the HCAOG TDA Rules (Rules). The definitions and criteria for determining Unmet Transit Needs are included in Appendix B of the Rules. Based on a recommendation in the Triennial Performance Audit and discussion at the Social Services Transportation Advisory Council (SSTAC), HCAOG is proposing revisions to the Unmet Transit Needs criteria for Reasonable to Meet.

In October 2023, the SSTAC reviewed recommendations for revising the Unmet Transit Needs criteria. LSC Consultants had prepared the Triennial Performance Audit for HCAOG in August 2023 and recommended revisions to the UTN Criteria, which had last been revised during the 2017 SSTAC Strategic Plan. The proposed revised text adds language to state that transit needs should have sufficient broad-based community support, meaning that people likely to use the service on a routine basis made a minimum of two requests for the service in the UTN cycle. This addition is

based on a review of peer RTPA guidelines, many of which include a threshold of number of comments to determine that a transit need is unmet. The minimum number of two was suggested by staff to filter out any one-off requests, but to also not be so high as to prevent services in rural areas that may not receive a large quantity of comments from being further analyzed as unmet needs. The SSTAC deliberated on the threshold and ultimately voted to recommend two minimum comments.

In addition, performance measures including estimated subsidy per passenger trip and passenger per vehicle hour of service will be included in the report of findings to assist in prioritizing trip requests. In the 2017 update, language was added specifying that subsidy per passenger trip and passengers per vehicle hour *may* be considered when evaluating competing services. The intent of this language was to provide direction to staff and the SSTAC for how to quantitatively evaluate transit services to create a ranking in the event that multiple unmet needs were competing for limited funding. The proposed modification to the HCAOG Reasonable to Meet definition makes it clear that the annual UTN report of findings will include an analysis of transit needs using subsidy per passenger trip and passengers per vehicle hour performance standards to assist the SSTAC in data-driven decision making. While quantitative methods can be useful for determining the financial viability of new services, it is important to note that the SSTAC gives weight to qualitative factors as well because access to quality transit is a quality-of-life issue.

The proposed revisions to the Rules also include minor administrative changes to the TDA Claim forms.

The TDA Rules require HCAOG to give a 30-day notice to eligible claimants prior to taking action, and this notice was given at the last HCAOG Board meeting. The SSTAC reviewed the proposed changes to the UTN Criteria at their meeting in October and recommended the HCAOG Board adopt revised UTN Criteria. The PAC is being asked to make a recommendation for the HCAOG Board to adopt the revised HCAOG TDA Rules.