



**APPROVED MEETING MINUTES
OF THE BUTTE COUNTY
ASSOCIATION OF GOVERNMENTS
March 24, 2023**

The following minutes are a summary of actions taken by the Board of Directors. A digital recording of the actual meeting is available at BCAG’s office located at 326 Huss Drive, Suite 150, Chico, CA.

Board Member Reynolds called the meeting to order at 9:01 a.m. at the BCAG Board Room, 326 Huss Drive, Suite 100, Chico, CA.

MEMBERS PRESENT IN PERSON

Kasey Reynolds	Vice Mayor	City of Chico
Tami Ritter	Supervisor	District 3
Bill Connelly	Supervisor	District 1
Tod Kimmelshue	Supervisor	District 4
J Angel Calderon	Councilmember	City of Gridley
Rose Tryon	Vice Mayor	Town of Paradise
Peter Durfee	Supervisor	District 2
Doug Teeter	Supervisor	District 5

MEMBERS PRESENT REMOTELY

MEMBERS ABSENT

David Pittman	Supervisor	City of Oroville
Chuck Nuchols	Councilmember	City of Biggs

STAFF PRESENT

Jon Clark	Executive Director
Andy Newsum	Deputy Director
Cheryl Massae	Human Resources Director
Amy White	Assistant Planner
Brian Lasagna (Zoom)	Regional Analyst
Ashley Carriere	Administrative Assistant
Sara Cain	Senior Planner
Julie Quinn	Chief Financial Officer

OTHERS PRESENT

Adekemi Ademyeno
Eric Smith-City of Oroville Alternate
Dawn Nevers-City of Oroville

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- 1. Pledge of Allegiance**
- 2. Roll Call**

CONSENT AGENDA

- 3. Approval of Minutes from the February 23, 2023 BCAG Board of Directors Meeting**
- 4. Approval of Resolution 2022/23-10 Approving the Adoption of CalPERS 457 Plan for BCAG Employees.**
- 5. Approval of 2023/24 Preliminary Findings of Apportionment for the Transportation Development Act (TDA) Funds**
- 6. Approval of Resolution 2022/23-09 for the Execution of the Certification and Assurances and Authorized Agent Forms for the Low Carbon Transit Operations Program (LCTOP) for the Zero-Emissions Bus Implementation Project**

On motion by Board Member Connelly and seconded by Board Member Reynolds, the Consent Agenda was unanimously approved.

ITEMS FOR ACTION- *None*

ITEMS FOR INFORMATION

7: BCAG Draft 2023/24 Overall Work Program & Budget

BCAG is required to prepare an annual Overall Work Program & Budget to identify State, Federal and Local transportation planning responsibilities to be undertaken for the coming fiscal year.

The Executive Director prepared a draft 2023/24 Overall Work Program (OWP) & Budget. The Board of Directors were provided with an outline of the proposed work elements that will be implemented during the 2023/24 fiscal year and identifies the revenues and expenditures for the 2023/24 fiscal year budget. In addition to the Board of Directors, Caltrans, the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA) also received BCAG's draft 2023/24 Overall Work Program (OWP) & Budget, on March 1, as required by the three agencies.

BCAG's draft 2023/24 Overall Work Program (OWP) & Budget identifies twenty-five work elements, all of which address state and federal planning requirements, regional transportation planning needs, capital projects and administration for Butte Regional Transit.

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The draft budget for implementing the 2023/24 Overall Work Program is projected to be approximately \$6,228,701. The list of draft revenues and expenditures were provided to the Board.

BCAG currently has thirteen employees. During the 2023/24 fiscal year, Executive Director, Jon Clark, will be retiring in December 2023. Andy Newsum, currently BCAG's Deputy Director, will become the Executive Director thereafter.

BCAG will also be adding an IT Manager position beginning in January 2024.

BCAG staff will present a final 2023/24 Overall Work Program & Budget to the Board of Directors at the April 27, 2023 Board meeting.

8: Butte Regional Transit Draft 2023/24 Service Plan & Budget

BCAG is responsible for the preparation of the Annual Service Plan & Budget for Butte Regional Transit.

Staff provided the Board with the Draft 2023/24 Butte Regional Transit (B-Line) Budget for review and comment. A full copy of the Draft 2023/24 B-Line Service Plan & Budget can be found on the B-Line website.

BCAG staff met online with the Transit Administrative Oversight Committee (TAOC) to review the 2023/24 fiscal year Transit Budget and Service Plan, on March 15, 2023. The final draft be presented to the Board for adoption at the April 2023 meeting.

The Proposed Draft Budget for 2023/24 fiscal year identifies a total operation budget of \$11,814,415, for both Fixed Route and Paratransit services. This is an increase of \$393,548 from the prior year.

Transit service funding is provided by three major categories: farebox ticket sales, Federal Transit Administration (FTA) and other grants, and California Transportation Development Act (TDA) funds. Staff presented the Board with the notable changes from the prior year's budget.

Four electrical buses and charging equipment are scheduled to be ordered in the 2023/24 fiscal year. In addition, six small diesel buses will also be ordered. BCAG was awarded FTA 5310 funds for four paratransit vehicles that are scheduled to be delivered in 2024.

9: New Market Tax Credit (NMTTC) Transaction for the Butte Regional Transit Operations and Maintenance Facility Compliance Period Ending

Staff informed the Board that the 7-year compliance period for the New Market Tax Credit (NMTTC) transaction, approved by the BCAG Board in 2016, is coming to a close.

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A memo was given to the Board that outlined the procedures for completing the New Market Tax Credit (NMTC) transaction.

BCAG staff is in the process of finalizing an assignment of the New Market Tax Credit (NMTC) investors' interests as reflected by the Put/Call Option Agreement and in accordance with the Board's 2016 authorization. BCAG and the Butte Regional Transportation Corporation (BRTC) then entered into a subsequent NMTC transaction in 2018.

Staff explained that upon completion of the compliance period affiliated with the 2018 transaction, a similar process would yield the dissolution of the underlying lease with BRTC and BCAG holding fee title to the facility.

ITEMS FROM THE FLOOR

10: Members of the public may present items to the BCAG Board of Directors, but no action will be taken other than placement on a future agenda.

ADJOURNMENT

With no further items to discuss, the BCAG Board meeting adjourned at 09:14 AM.

Attest:

Jon Clark, Executive Director

Ashley Carriere, Board Clerk

Butte County Association of Governments