

**APPROVED MEETING MINUTES
OF THE BUTTE COUNTY
ASSOCIATION OF GOVERNMENTS
FEBRUARY 25, 2021**

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 Connelly called the meeting to order at 9:00 a.m. at the BCAG Conference Room, 326 Huss Drive, Suite 150, Chico CA.

MEMBERS PRESENT IN PERSON

Bill Connelly	Supervisor	District 1
Tod Kimmelshue	Supervisor	District 4
Kasey Reynolds	Vice Mayor	City of Chico
Jody Jones	Councilmember	Town of Paradise

MEMBERS PRESENT REMOTELY

Tami Ritter	Supervisor	District 3
Debra Lucero	Supervisor	District 2
John Busch	Councilmember	City of Biggs
Doug Teeter	Supervisor	District 5

MEMBERS ABSENT

Chuck Reynolds	Mayor	City of Oroville
J Angel Calderon	Councilmember	City of Gridley

STAFF PRESENT

Jon Clark	Executive Director
Brian Lasagna	Regional Analyst
Sara Cain	Associate Senior Planner
Cheryl Massae	Human Resources Manager
Ivan Garcia	Transportation Programming Specialist
Jim Peplow	Senior Transit Planner
Andy Newsum	Deputy Director
Victoria Proctor	Administrative Assistant
Chris Devine	Planning Manager
Julie Quinn	Chief Financial Officer

OTHERS PRESENT REMOTELY

Deborah McKee
Brian Nash, Richardson & Company

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

CONSENT AGENDA

- 3. Approval of Minutes from January 28, 2021 BCAG Board of Directors Meeting**

On motion by Board Member Kimmelshue and seconded by Board Member Jones, the Consent Agenda was unanimously approved.

ITEMS FOR ACTION

4: Acceptance of the BCAG Fiscal Audit and Transportation Development Act (TDA) Audits for the Cities, Town & County for the Year Ending June 30, 2020

Each year BCAG is required to prepare a fiscal audit. In addition, BCAG prepares the fiscal and compliance audits for the Transportation Development Act (TDA) claimants for both LTF and STA funds. These audits were prepared by an outside company called Richardson & Company, who are certified public accountants.

Staff detailed the findings for the BCAG audit from Richardson & Company. The findings from Richardson & Company show a clean, unmodified opinion of the audit. There was conversation between the Board and Staff regarding the costs of operations for Butte Regional Transit. Board Member Kimmelshue specifically asked if the narrow margins between assets and liabilities was standard for transit agencies. It was affirmed that this is standard, although the breakdown in fund types is different for the fiscal year ending June 30, 2020 due to the COVID-19 pandemic and federal CARES funding.

Brian Nash of Richardson & Company was on hand to go over the claimant TDA audits and answer any questions from the Board regarding those audits. Mr. Nash had praise for Staff's thoroughness in preparing the financial statements and had no major findings of note to report about any of the claimants. There was general discussion between Mr. Nash, the Board, and Staff regarding specifics of the audits.

On motion by Board Member Lucero, seconded by Board Member Kasey Reynolds, the BCAG Fiscal Audit and TDA Audits for the claimants for fiscal year ending June 30, 2020 were approved unanimously.

5: Approval of Capital Reserve Funds for the Butte Regional Transit (B-Line) Zero-Emission Bus Rollout, Implementation and Operations Plan

Staff updated the Board on the Zero-Emission Bus Rollout, Implementation and Operations Plan. This plan is being prepared in compliance with the California Air Resource Board's mandate that all California transit agencies transition fleets to zero-emission technologies. The plan for BCAG is due to CARB by July 1, 2023.

In an effort to complete this plan successfully, Staff requested the use of capital reserve funding to pursue an agreement with a third-party non-profit consultant named Alternative Energy Solutions (AES). There was a question by the Board as to why this did not go out for a Request for Proposals, and Staff explained that this is the only non-profit and non-biased consultant experienced in what is needed. Most consultants performing this work are affiliated with companies that manufacture ZEB technology.

On motion by Board Member Lucero, seconded by Board Member Kimmelshue, the request to use Capital Reserve Funds and direct Staff to pursue an agreement with AES to prepare the Zero-Emission Bus Rollout, Implementation and Operations Plan was unanimously approved.

6: Approval of 2021 Federal Transportation Improvement Program (FTIP) and Air Quality Determination

Staff presented the Board with the update to the Federal Transportation Improvement Program (FTIP) and Air Quality Determination, which is done on an annual basis by BCAG. The FTIP needs to be updated every two years and the 2021 model identifies funding for 28 projects over the next four federal fiscal years beginning October 1, 2020. Staff's memo to the Board detailed 29 projects, however the funding for the widening of SR 70 has already been fully programmed and is not included in the final FTIP document.

There was general conversation between Staff and the Board regarding the projects contained, as well as the updates to the Air Quality Determination.

On motion by Board Member Jones and Seconded by Board Member Kimmelshue, the 2021 Federal Transportation Improvement Program and Air Quality Determination were unanimously approved.

ITEMS FOR INFORMATION

7: SB 743 Implementation Study Update

Staff updated the Board on BCAG's SB 743 Implementation Study for the Butte County Region. SB 743, which was signed in 2013, entails a process change for how transportation impacts are analyzed under CEQA. The study will provide guidelines for implementation of SB 743 to the region and member jurisdictions.

There was general conversation between the Board and Staff regarding the nature of the study and who will be ultimately responsible for implementation of SB 743

guidelines in Butte County. Staff detailed that the study will identify ways in which the specific member jurisdictions can meet these requirements, but BCAG will not impose one specific route to satisfy them. A link to the current project website was provided for additional information.

This item was presented for informational purposes only.

8: Butte Regional Transit (B-Line) Quarterly Report for the 2nd Quarter of 2020/21 FY

Staff quarterly presents an update on how Butte Regional Transit is performing. Due to the lingering effects of the COVID-19 pandemic on the B-Line system, this performance report is a bit different than what has been seen in the past. The second quarter of 2019/20 was the last full quarter unaffected by the declines in ridership due to the pandemic, so the comparisons presented show a very sharp decline that does not account for recent uptick in ridership that's been recently seen.

There was general conversation between Staff and the Board regarding the current status of the B-Line ridership numbers and operating costs versus annual budget.

This item was presented for informational purposes only.

9: 2022 Unmet Transit Needs Process

Staff updated the Board on the yearly Unmet Transit Needs Process. Each year feedback is solicited from the public regarding perceived unmet needs for transit, which are then compiled into a report detailing what is an unmet need and what is and is not reasonable to meet.

There was general discussion between Staff and the Board regarding these terms, as well as the UTN process. This was just the notification that the 30-day window for feedback has begun and will culminate with a public hearing at the March 25, 2021 Board Meeting. That meeting will be held via Zoom for the public.

This item was presented for information purposes only.

ITEMS FROM THE FLOOR

There were no items from the floor.

ADJOURNMENT

With no further items to discuss, the BCAG Board meeting adjourned at 10:13 AM.

Attest:

Jon Clark, Executive Director
Victoria Proctor, Board Clerk
Butte County Association of Governments

3/25/2021

