

**APPROVED MEETING MINUTES
OF THE BUTTE COUNTY
ASSOCIATION OF GOVERNMENTS
FEBRUARY 27, 2020**

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 9:05 a.m. at the BCAG Board Room, 326 Huss Drive, Suite 100, Chico CA.

MEMBERS PRESENT

Tami Ritter	Supervisor	District 3
Angela Thompson	Councilmember	City of Biggs
Randall Stone	Mayor	City of Chico
Bill Connelly	Supervisor	District 1
Debra Lucero	Supervisor	District 2
Doug Teeter	Supervisor	District 5
Jody Jones	Councilmember	Town of Paradise
Steve Lambert	Supervisor	District 4
Quintin Crye	Councilmember	City of Gridley
Chuck Reynolds	Mayor	City of Oroville

MEMBERS ABSENT

None

STAFF PRESENT

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

OTHERS PRESENT

Linda Furr, League of Women Voters
Lance Atencio, Transdev
Ingrid Shepline, Richardson & Company

BCAG Board of Directors Meeting – Item #3

April 23, 2020

Page 2

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Election of Chair and Vice Chair for the 2020 Calendar Year**

Board Member Connelly was elected Chair and Board Member Ritter was elected Vice Chair for the 2020 calendar year.

CONSENT AGENDA

- 4. Approval of Minutes from the December 12, 2019 BCAG Board of Directors Meeting**
- 5. Approval of Resolution 2019/20-13 for Advance Allocation of Regional Early Action Planning Grant Planning Funds**
- 6. Approval of Resolution 2019/20-11 Authorizing BCAG's 2019/20 Federal Transit Administration (FTA) 5311 Program Application**
- 7. Approval Resolution 2019/20-12 Authorizing BCAG's 2020/21 Federal Transit Administration (FTA) Section 5311(f) Program Application**
- 8. Approval of Amendment #2 for the 2019/20 Overall Work Program (OWP) & Budget**
- 9. Approval of Revised Finding of Apportionment for the 2019/20 Transportation Development Act (TDA) Funds**

Board Member Lucero requested to remove Item 8 From the Consent Agenda. On motion by Board Member Ritter and seconded by Board Member Stone, the remaining Consent Agenda was unanimously approved.

ITEMS REMOVED FROM CONSENT AGENDA

8: Approval of Amendment #2 for the 2019/20 Overall Work Program (OWP) & Budget

Staff asked if there was a specific question about the amendment. Board Member Lucero requested information on how WE-20-108 Regional Housing Needs REAP funding will be used. There was general discussion on how the REAP funds will be spent, where these housing numbers come from, and how this work element feeds into other housing reports that are done by the rest of the jurisdictions.

On motion by Board Member Ritter and seconded by Board Member Stone, the Board unanimously approved Amendment #2 for the 2019/20 OWP & Budget.

ITEMS FOR ACTION

10: Acceptance of BCAG and Transportation Development Act (TDA) Audits for the Year Ending June 30, 2019

BCAG Board of Directors Meeting – Item #3

April 23, 2020

Page 3

Staff is required to prepare a fiscal audit annually. BCAG also prepares fiscal and compliance audits for the Transportation Development Act (TDA) claimants for both Local Transportation Funds and State Transit Assistance Funds. The audit for the year ending June 30, 2019 was conducted by Richardson & Company in an independent review. Copies of the audits and findings were previously mailed to all Board Members.

Staff first reviewed an overview of the findings with the Board before Ingrid Shepline from Richardson & Company reviewed the audits in greater depth. She indicated that there were no financial statement findings or major federal award program findings in the BCAG audit. She also reviewed the TDA audits for each jurisdiction. There was general discussion between Staff, Ms. Shepline, and the Board regarding the findings and recommendations.

On motion by Board Member Ritter and seconded by Board Member Stone, the BCAG Fiscal Audits and TDA Audits for cities, town, and county for the year ending June 30, 2019 were unanimously approved.

ITEMS FOR INFORMATION

11: 2020 Regional Transportation Improvement Program (RTIP) Update

Staff presented the Board with an update to the 2020 Regional Transportation Improvement Plan. This update was mainly in regard to the status of State Route 70 funding for widening the road. Staff provided an updated timeline on the conversation with the CTC and Caltrans.

During the discussion about the RTIP, Board Member Ritter expressed concern that the YouTube stream of the meeting was unavailable to the public. Staff was unaware of the issue previously and assured the Board that the audio of the meeting would be made available as soon as possible, and the YouTube stream would be fixed.

There was general discussion between Staff and the Board regarding the RTIP update. Staff will continue to champion the widening efforts to improve the safety of travel between Chico and Sacramento.

This item was presented for information purposes only.

12: 2020/21 Unmet Transit Needs Process

Staff is required yearly to seek public input on Unmet Transit Needs in the region. In the past, Staff has hosted several in person meetings as well as solicited public comment via phone, mail, and Facebook. Due to declining attendance at the in-person meetings, and TDA requiring only one public meeting, Staff has decided to shift most of the focus to the remote testimony options.

There was discussion between Board and Staff regarding what constitutes an unmet

BCAG Board of Directors Meeting – Item #3

April 23, 2020

Page 4

need, as well as how these notices are distributed to the public. The Board recommended reaching out directly to a number of non-profit organizations that work with at-risk and vulnerable communities.

This item was presented for information only.

13: 2020 Sustainable Communities Strategy (SCS) Update

Staff presented the Board with an update to the federally mandated Sustainable Communities Strategy that Staff is updating as the designated MPO for Butte County. Staff is currently working with Fehr & Peers and Chico State in order to complete the updates to regional land use and travel demand models.

There was general discussion about how these models are generated and what they are used for by the Board and Staff. A timeline was provided with the memo for progression, completion, and adoption of the SCS. This item was presented for information purposes.

14: FY 2019 Triennial Review of The Butte County Association of Governments (BCAG) as Prepared by the Federal Transit Administration (FTA)

Staff presented the Board with the findings for the Triennial Review of BCAG as prepared by the FTA. This review covered twenty-one areas and concentrated on procedures and practices employed during the 2015/16, 2016/17, and 2017/18 fiscal years. There was discussion between Staff and the Board regarding the deficiencies that were found in the following areas: Procurement, DBE, ADA General, and ADA Complementary Paratransit.

Staff was able to respond and adjust policies in the above-mentioned areas after the draft report was issued. The corrective action to close all stated deficiencies was undertaken and will be completed before the Triennial Review final report is issued. This item was presented for informational purposes.

15: Butte Regional Transit (B-Line) Quarterly Progress Report for 2nd Quarter 2019/20 FY

Staff presented the Board with the B-Line 2nd Quarter Report for the 2019/20 fiscal year. While going over the summary of the key financial and operation results, it was clear that B-Line is still suffering from the effects of the Camp Fire. While some costs are similar to pre-Camp Fire quarters, it is because service hours have been reduced while the hourly rate for service has increased. Of the four farebox revenues collected, only Urban Fixed Route is not meeting its TDA requirement of 20%, which is to be expected given the need for a fare increase in September 2019. Ridership is increasing, however, so this recovery ratio should go up.

BCAG Board of Directors Meeting – Item #3

April 23, 2020

Page 5

There was discussion between Staff and the Board regarding the difference between rural and urban ridership and the related costs. Since fixed route costs are stable regardless of ridership, there hasn't been an increased cost for the urban fixed route system. Paratransit, however, is a demand response system and the costs to accommodate the displaced riders in Chico has gone up. Costs overall, however, have not increased for any one jurisdiction due to the increased ridership.

ITEMS FROM THE FLOOR

15: Board Member Lambert comment on Neal Road

Board Member Lambert requested an update from Staff on the situation with Neal Road and a previous request he had made for a warning sign of an approaching stoplight. There was discussion between Board and Staff regarding the need for a warning light on that road to increase safety and decrease the probability of accidents since the road serves semi-trucks and commuter vehicles alike and the stoplight comes in an unexpected area of the road.

CLOSED SESSION

16: Public Employee Annual Evaluation (Government Code 54957)

This item was delayed from this agenda due to the length of the meeting.

ADJOURNMENT

With no further items to discuss, the BCAG Board meeting adjourned at 10:17 AM.

Attest:

Jon Clark, Executive Director

Victoria Proctor, Board Clerk

Butte County Association of Governments

4/23/2020
UP