



**APPROVED MEETING MINUTES
OF THE BUTTE COUNTY
ASSOCIATION OF GOVERNMENTS
APRIL 23, 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 9:01 a.m. at the BCAG Board Room, 326 Huss Drive, Suite 100, Chico CA.

MEMBERS PRESENT IN PERSON

Bill Connelly	Supervisor	District 1
Doug Teeter	Supervisor	District 5
Jody Jones	Councilmember	Town of Paradise

MEMBERS PRESENT VIA CONFERENCE PHONE

Tami Ritter	Supervisor	District 3
Angela Thompson	Councilmember	City of Biggs
Randall Stone	Mayor	City of Chico
Debra Lucero	Supervisor	District 2
Steve Lambert (9:06 am)	Supervisor	District 4

MEMBERS ABSENT

Quintin Crye	Councilmember	City of Gridley
Chuck Reynolds	Mayor	City of Oroville

STAFF PRESENT

Jon Clark	Executive Director
Andy Newsum	Deputy Director
Victoria Proctor	Administrative Assistant
Julie Quinn	Chief Fiscal Officer
Jim Peplow	Senior Transit Planner
Sara Cain	Associate Senior Planner

OTHERS PRESENT

Lance Atencio, Transdev

1. Pledge of Allegiance
2. Roll Call

CONSENT AGENDA

3. Approval of Minutes from the February 27, 2020 BCAG Board of Directors Meeting
4. Approval of Resolution 2019/20-14 for the Execution of the Certifications and Assurances and Authorized Agent Forms for the Low Carbon Transit Operations Program (LCTOP) for the Zero-Emission Electric Bus and Charging Infrastructure Project
5. Approval of Amendment #3 to the BCAG 2019/20 Overall Work Program (OWP) & Budget

On motion by Board Member Teeter and seconded by Board Member Jones, the consent agenda was unanimously approved.

ITEMS FOR ACTION

6: Public Hearing to Receive Testimony on Unmet Transit Needs for the Butte Regional Transit System

Staff presented to the Board an overview of the Unmet Transit Needs process for Butte County, as detailed in the February 2020 meeting, and requested that the Board open the public hearing to obtain testimony on any unmet transit needs that might exist. Board Member Lambert connected to the meeting at the start of this item's presentation.

The Board opened the public hearing. The Clerk of the Board read an email comment into record from Richard Harriman regarding construction workers who are living out of the county and traveling into Butte County for work and their use of the Butte Regional Transit buses. No response to Mr. Harriman's comment was made during the meeting, as the public hearing is for gathering public comments and an assessment is made once the public hearing is closed.

After the public comment from Mr. Harriman was entered into record, there was general discussion between Staff and the Board regarding what comments were received. Board Member Lucero specifically asked how construction workers needs are considered in the UTN process. Again, since the public hearing was just for receiving comments and responses to them will be included in a report prepared after the close of the public comment period.

On motion by Board Member Lambert and seconded by Board Member Thompson the public hearing to receive testimony on the Unmet Transit Needs process was closed and approved unanimously.

ITEMS FOR INFORMATION

7: Preliminary 2020/21 Findings of Apportionment for the Transportation Development Act (TDA) Funds

Staff presented the Board with the preliminary estimates for the 2020/21 Transportation Development Act apportionments. TDA funding comes from two sources: Local Transportation Funds (LFT) and State Transit Assistance (STA). Because LFT funds are based on sales tax collected with the county, the preliminary estimates are expected to go down due to the shelter in place order.

There was general discussion between the Board and Staff about how the shelter in place order and the CARES Act will alter the funding sources available. Since this preliminary apportionment analysis was done prior to the shelter in place order, the full effect of the pandemic on these funding sources is not yet known.

This item was presented for information purposes only.

8: Draft BCAG 2020/21 Overall Work Program & Budget

Staff presented the Board with a draft version of the Overall Work Program (OWP) and Budget for the 2020/21 fiscal year. A full copy of the draft OWP was made available on the BCAG website, and the memo contained an overview of the work elements and revenues/expenditures identified for next fiscal year.

There was general discussion between Staff and the Board regarding the specifics of the budget. Staff reassured the Board that the work elements can be adjusted at any time throughout the fiscal year. A final budget will be submitted at the May board meeting. This item was presented for information only.

9: Draft 2020/21 Butte Regional Transit Service Plan & Budget

Staff prepared the Draft 2020/21 Butte Regional Transit Service Plan and Budget and presented it to the Board for review. Overall, the budget is up by 2.2% compared to the current fiscal year. A complete copy of the service plan was made available on the BCAG website for review prior to the meeting.

There was general discussion between Staff and the Board regarding the specifics of the budget and how it will be affected by falling ridership and additional funding from the federal CARES Act. Despite the drastic fall in ridership since the shelter in place order, funding is believed to be secure. Staff is working on shifting service so that it is still useable to the public even with the reduced ridership. Hours for fixed route and demand response service will be expected to change, but Staff is working diligently to make sure there is as little of effect as possible on the Transdev employees.

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A final budget will be presented in May. This item was presented for information purposes.

10: Update on COVID-19 Issues Concerning BCAG and Butte Regional Transit Operations

Staff informed the Board that on April 10, 2020 a Transdev employee was diagnosed with COVID-19. That employee was quarantined, and all employees who were in close contact with that employee were also quarantined.

In an effort that started in early March, Transdev has been cleaning and sanitizing all the buses at the end of each route, and at the end of each day. That seems to be helping to contain the spread of the virus. Staff also detailed how the push for free rides during the latter half of April and all of May has allowed riders to enter through the back of the bus and further decrease driver contact with the public.

As a result of the shelter in place order, ridership in April fell by over 80% on the fixed route, ridership also went from approximately 350 rides a day for paratransit to less than 100. Due to the increased safety measures, and free fares, ridership is starting to creep back up. Temporary adjustments to service were made in April due to the virus, and those are being evaluated on a continuing basis to make sure that no unnecessary disruptions occur.

The Board then asked about the employee who tested positive and in response Lance Atencio, General Manager of Transdev, addressed the Board directly. That employee was successfully isolated and is 99% better. While they were not back at work at the time of this meeting, it is expected they will return soon. Mr. Atencio and Staff also assured the Board that Butte County Public Health was administering the tests for this individual and Staff was following all Public Health guidelines in this matter.

This item was presented for information purposes.

ITEMS FROM THE FLOOR

11: Meeting Format Check-in

Before adjournment, Executive Director Jon Clark requested feedback from the Board on the quality of this format for the Board Meeting. The Board largely provided middling to negative feedback on audio quality and the ability for the public to comment and actively participate in the meeting.

A different format for the next meeting will be investigated, as well as ways to make this current format of a conference call improved upon for the next board meeting.

ADJOURNMENT

With no further items to discuss, the BCAG Board meeting adjourned at 9:37 AM.

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Attest:

Jon Clark, Executive Director

Victoria Proctor, Board Clerk

Butte County Association of Governments

5-28-20

VP