



**APPROVED MEETING MINUTES
OF THE BUTTE COUNTY
ASSOCIATION OF GOVERNMENTS
April 27, 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
Tod Kimmelshue	Supervisor	District 4
J Angel Calderon	Councilmember	City of Gridley
Rose Tryon	Vice Mayor	Town of Paradise
Doug Teeter	Supervisor	District 5
David Pittman	Mayor	City of Oroville
Chuck Nuchols	Councilmember	City of Biggs

MEMBERS PRESENT REMOTELY

MEMBERS ABSENT

Bill Connelly	Supervisor	District 1
Peter Durfee	Supervisor	District 2

STAFF PRESENT

Jon Clark	Executive Director
Andy Newsum	Deputy Director
Cheryl Massae	Human Resources Director
Amy White	Assistant Planner
Brian Lasagna	Regional Analyst
Ashley Carriere	Administrative Assistant
Sara Cain	Senior Planner
Julie Quinn	Chief Fiscal Officer
Ivan Garcia	Programming Director
Chris Devine	Planning Director

OTHERS PRESENT

Andrea Howard, Allison Griffin
Eric Smith-City of Oroville Alternate

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1. Pledge of Allegiance
2. Roll Call

CONSENT AGENDA

3. Approval of Minutes from the March 23, 2023 BCAG Board of Directors Meeting
4. Approval of Butte County Association of Governments and Butte Regional Transit Purchasing Policy Manual
5. Approval of Final 2022/23 Transportation Development Act (TDA) claims
6. Approval of Performance Measures for Reliability, Congestion and Air Quality

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

ITEMS FOR ACTION

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

BCAG staff 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.

Since the March Board meeting, BCAG staff made some minor revisions to the OWP document to address comments provided by Caltrans, FHWA and FTA and has finalized the expenditures and revenues.

BCAG's final 2023/24 OWP & Budget identifies twenty-five specific work elements that address state and federal planning requirements, regional transportation planning needs, capital projects and administration for Butte Regional Transit. Below is a summary of the final work elements included in the 2023/24 OWP and final expenditures and revenues.

The final budget for implementing the 2023/24/ Overall Work Program (OWP) is projected to be approximately \$6,387,210.

BCAG staff presented the Board with upcoming staffing changes that will begin January 2024.

On motion by Board Member Kimmelshue and seconded by Board Member Nuchols. The Final 2023/24 Overall Work Program & Budget (OWP) was unanimously approved.

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

The preparation of the Annual Service Plan and Budget for Butte Regional Transit (B-Line) is the responsibility of BCAG.

BCAG staff presented the Final FY 2023/24 B-Line Service Plan and Budget for review and approval.

On March 15, 2023, BCAG staff met with Transit Administrative Oversight Committee (TAOC) to review the FY 2023/24 Service Plan and Budget. The Draft Service Plan and Budget was presented to the Board at the March 23, 2023 meeting.

The proposed Draft Budget for the FY 2023/24 identifies a total operating budget of \$11,818,101 for both Fixed Route and Paratransit service in the urban and rural areas of Butte County. The 2023/24 budget is \$397,234 higher than the prior year, an increase of 3.5%.

Transit service funding is provided from three major categories: farebox ticket sales, Federal Transit Administration (FTA) and other grants, and California Transportation Development Act (TDA) funds.

Four electric buses and charging equipment and six smaller diesel buses are scheduled to be ordered in the fiscal year using Restricted TDA funds. BCAG was also awarded FTA 5310 funds for four paratransit vehicles that are scheduled to be delivered in 2024.

On motion by Board Member Tryon and seconded by Board Member Kimmelshue. The Butte Regional Transit Final 2023/24 Service Plan and Budget was unanimously approved.

ITEMS FOR INFORMATION

9: Butte Regional Transit Routing Study Update

BCAG staff provided the Board of Directors with an update on the Butte Regional Transit (B-Line) Routing Study.

BCAG/BRT entered into an into an agreement with the LSC Transportation Consultants of South Lake Tahoe in September of 2021, to prepare a routing study that would allow recommendations to improve ridership, identify alternative routing options, and develop other solutions to meet the current and future needs of B-Line riders.

The last comprehensive review of B-Line services was in 2010. Since then, wildfires, COVID 19, application-based micro transit, and zero emissions vehicles have created the need to look at existing service and how it is delivered.

BCAG staff also released a Request for Proposals to develop the B-Line Routing Study to evaluate ridership trends and define the transit services, routes, and schedules that best meet the region's future mobility needs.

This item was presented to the Board for informational purposes.

10: Draft Regional Growth Forecasts 2022-2045

BCAG develops forecasts for population, housing, and employment to support the development of required state and federal transportation plans and studies. New projects are developed every four years.

Staff included a copy of the draft Long-Term Regional Growth Forecasts for the 2022-2045 planning period. The draft document includes forecasts of housing, population, and employment based on an update of forecast prepared as part of the Post-Camp Fire Study completed in 2021. The new forecasts incorporate the latest information from 2020 Census and California Department of finance and changes occurring from the 2020 North Complex Fire and recent annexations.

The forecasts will remain in draft form until adoption of the Regional Transportation Plan and Sustainable Communities Strategy in December 2024.

This item was presented to the Board for informational purposes.

11: Regional Travel Survey Update

BCAG is working with the consultant team at Place Works to develop a Regional Travel Survey report that identifies current travel trends in Butte County.

A draft Regional Travel Survey has been developed in Butte County as part of the development of the 2024 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) update. This data will help inform the 2024 RTP/SCS update and lead to the development of policies and actions that help achieve the state required RTP/SCS greenhouse gas emission reduction targets.

The draft report synthesizes data from several different sources. The information gathered was supplemented by two separate surveys that were developed by BCAG staff and the consultant team at Place Works including a Community Survey and Regional Employer Survey. The Community Survey targeted residents and employees to learn preferences, barriers, and opportunities related to mobility.

The Community Survey was available in English, Hmong, and Spanish and was promoted through social media and B-line bus advertisements, along with numerous email distribution lists. A total of 38 community members, local employees, and visitors participated in the survey.

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The Regional Employer Survey was promoted through local chambers of commerce and targeted outreach to large employers in Butte County. A total of 49 employers completed the survey, with 45 percent of respondents based in Chico, 36 percent in Paradise/Magalia area, and 6 percent in Oroville.

The final report will be shared with member jurisdiction staff and Caltrans, posted on the BCAG website, and integrated into the 2024 RTP/SCS update.

This item was presented to the Board as information only.

12: Federal Transportation Improvement Program (FTIP)-Amendment #2

The 2023 FTIP is required to be amended for various local projects. This item was presented for information only with the amendment to be brought to the Board of Directors for approval at the May 25, 2023 meeting.

The purpose of the FTIP is to identify all transportation projects that have federal transportation funding or require some type of federal approval from FHWA or the FTA.

Staff presented the Board with the required amendments for the FTIP. Those being the Active Transportation Program (ATP), Congestion Mitigation and Air Quality Program (CMAQ), Highway Bridge Program (HBP), Highway Safety Improvement Program (HSIP), Fiscal Year 2023 Congressionally Directed Projects, Federal Transit Administration (FTA) Section 2310 Program.

This amendment was presented to the BCAG Transportation Advisory Committee (TAC) meeting on April 6, 2023. BCAG staff will prepare the draft amendment package in accordance with the adopted Public Participation Plan which includes public noticing and Interagency Consultation Review process.

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 10:33 AM.

Attest:

Jon Clark, Executive Director

Ashley Carriere, Board Clerk

Butte County Association of Governments