



## BCAG Board of Directors

### Agenda Item #3 – Consent

**Date:** May 23, 2024

**Subject:** APPROVED Meeting Minutes of the Butte County Association of Governments Board of Directors March 28, 2024

**Contact:** Ashley Carriere, Administrative Assistant

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**

|                  |                      |                  |
|------------------|----------------------|------------------|
| Tami Ritter      | Supervisor           | District 3       |
| Doug Teeter      | Supervisor           | District 5       |
| David Pittman    | Mayor                | City of Oroville |
| J Angel Calderon | Councilmember        | City of Gridley  |
| Bill Connelly    | Supervisor           | District 1       |
| Rose Tryon       | Vice Mayor           | Town of Paradise |
| Peter Durfee     | Supervisor           | District 2       |
| Tod Kimmelshue   | Supervisor           | District 4       |
| Addison Winslow  | Alternate-Non-Voting | City of Chico    |

#### **MEMBERS ABSENT**

|                |               |               |
|----------------|---------------|---------------|
| Chuck Nuchols  | Councilmember | City of Biggs |
| Kasey Reynolds | Vice Mayor    | City of Chico |

#### **STAFF PRESENT**

|                  |                          |
|------------------|--------------------------|
| Andy Newsum      | Executive Director       |
| Cheryl Massae    | Human Resources Director |
| Amy White        | Assistant Planner        |
| Ashley Carriere  | Administrative Assistant |
| Sara Cain        | Transit Manager          |
| Ivan Garcia      | Programming Director     |
| Chris Devine     | Planning Director        |
| Victoria Proctor | Associate Planner        |
| Julie Quinn      | Chief Fiscal Officer     |

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### **OTHERS PRESENT**

|                 |                              |
|-----------------|------------------------------|
| Sam Perkins     | Citizen Via Zoom (10:03 am)  |
| Yoyo Zeng       | Fehr and Peers               |
| Allison Griffin | Place Works                  |
| Dawson Stroud   | Caltrans/ District 3 Liaison |
| Eric Smith      | City of Oroville             |
| Ingrid Shipline | Richardson & Associates      |
| Cynthia Joy     | Citizen/Public Comment       |
| Julie Three     | Citizen/Public Comment       |
| John Hoeflic    | Citizen/Public Comment       |

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

### **CONSENT AGENDA**

3. Approval of Minutes from the February 22, 2024, BCAG Board of Directors Meeting
4. Approval of Personnel Policies Amendment #2
5. Approval of Amendment #5 to 2023 Federal Transportation Improvement Program (FTIP)
6. Approval of Amendment #2 to 2020 Regional Transportation Plan-Sustainable Communities Strategies (RTP/SCS)
7. Approval of 2024/25 Preliminary Findings of Apportionment for the Transportation Development Act (TDA) Funds

On motion by Board Member Durfee and seconded by Board Member Tryon, the Consent Agenda was unanimously approved.

### **ITEMS FOR ACTION**

#### **8: Acceptance of BCAG Fiscal Audit and Transportation Development Act (TDA) Audits for the Cities, Town and County for the Year Ending June 30, 2023**

BCAG Chief Fiscal Officer presented information regarding the June 30, 2023 Financial Statements.

Ingrid Shipline, with Richardson & Associates, reviewed the outcome of the BCAG's Annual Fiscal Audit and Annual Transportation Development Act Audits, to the Board.

Recommendation for acceptance of the BCAG Annual Fiscal Audit and Annual Transportation Development Act Audit was made.

On motion by Board Member Kimmelshue and seconded by Board Member Durfee, Acceptance of BCAG Fiscal Audit and Transportation Development Act Audits for the Cities, Town and County for the Year Ending June 30, 2023, was unanimously approved.

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### **9: Approval of Vendor Contracts for Butte Regional Transit**

BCAG Transit Manager presented information regarding vendor contracts for Butte Regional Transit software upgrades.

Discussion ensued between BCAG staff and the Board of Directors regarding the two Requests for Proposals that were presented at the February 2024 BCAG Board Meeting: A unified ride scheduling platform and mobile ticketing option.

After discussion of said Requests for Proposals, the Board of Directors elected to vote on each option separately. Ultimately, unanimously approving a unified ride scheduling platform, while no motion was made regarding the election of a mobile ticketing system.

On motion by Board Member Durfee and seconded by Board Member Tryon, approval of a Unified Ride Scheduling System was approved; Mobile Ticketing Option will be brought back to the board for a motion April 2024.

### **ITEMS FOR INFORMATION**

#### **10: BCAG Draft 2024/25 Overall Work Program & Budget**

BCAG Executive Director prepared and presented the draft 2024/25 Overall Work Program & Budget to the Board.

A Copy of the draft 2024/25 Overall Work Program, was submitted to Caltrans, the Federal Highway Administration, and the Federal Transit Administration on February 29, 2024. This information is also available to the public on the BCAG website.

<https://www.bcag.org/documents/OWP/2024-25-OWP-Draft-Full-Documentcompressed.pdf>

Staff informed the Board of the twenty-five specific work elements that address state and federal Planning requirements, regional transportation planning needs, capital projects and administration for Butte Regional Transit.

The draft budget for implementing the 2024/25 Overall Work Program is projected to be approximately \$5,853,414, the draft revenues and expenditures were presented to the board.

This item was presented for information purposes.

#### **11: 2024 Regional Transportation Plan-Sustainable Communities Strategy Draft Project List**

BCAG staff presented the required plan to adopt a Regional Transportation Plan / Sustainable Communities Strategy to the Board.

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The 2024 Regional Transportation Plan / Sustainable Communities Strategy contains the RTP Document, Air Quality Conformity Analysis and Determination, and Environmental Impact Report.

Staff informed the board that there are a total of two hundred and seven projects currently included in the draft. Projects were sorted and posted by jurisdiction/agency.

Following the adoption of the 2024 Regional Transportation Plan / Sustainable Communities Strategy, amendments can occur at any time as needed.

This item was presented for informational purposes.

#### **12: 2024 Sustainable Communities Strategy**

BCAG staff presented an update on the 2024 Sustainable Communities Strategy, to the board.

The Sustainable Communities Strategy is designed to support the integration of land use, housing, and transportation for the purpose of reducing GHG emissions from passenger vehicles to meet regional emission reduction targets.

Current work on the Sustainable Communities Strategy includes the development of four land and transportation use scenarios.

The next step is the selection of a preferred scenario by the BCAG Board of Directors at the April 2024 board meeting.

This item was presented for information purposes.

#### **13: Butte Regional Transit Paratransit Program Overview**

BCAG Transit Manager provided the Board with an overview of the Butte Regional Transit Paratransit service.

Butte Regional Transit provides a door to door shared ride service as per required by Americans with Disabilities Act (ADA) regulations.

Staff informed the board that these services are evaluated and reviewed on an on-going basis as part of various planning studies.

There was discussion regarding Medical and Non-Medical transportation services and options as staff consider implementation of a service through non-emergency medical transportation coordination with other non-profit providers.

Staff will continue to keep the Board updated on the implementation of Non-Emergency Medical Transportation.

This item was presented for information purposes.

#### **14: Butte Regional Transit Outreach and Community Involvement**

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Staff informed the Board regarding 2024 outreach and community events.

Per the calendar provided to the Board, there are outreach and community events planned for every month of the 2024 year, except in July 2024.

This item was presented for information purposes.

### **ITEMS FROM THE FLOOR**

**15: 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.**

There were no items from the floor.

### **ADJOURNMENT**

With no further items to discuss, the BCAG Board meeting adjourned at 10:35 AM.

**Attest:**

*Andy Newsum, Executive Director*

*Ashley Carriere, Board Clerk*

*Butte County Association of Governments*