

MINUTES FOR THE HUMBOLDT TRANSIT AUTHORITY

REGULAR BOARD MEETING

September 07, 2022

PRESENT

Board Members

Rex Bohn, County of Humboldt
Natalie, Arroyo, City of Eureka
Alex Stillman, City of Arcata
Steve Ladwig, City of Trinidad
Julie Woodall, City of Rio Dell
Tami Trent, City of Fortuna

ABSENT

Mike Wilson, County of Humboldt

Staff

Greg Pratt, General Manager
Consuelo Espinosa, Transit Planner
Jerome Qiriaz, Transit Planner (Part Time)
Brian Connors, Operations Manager
Katie Collender, Finance Manager
Sherry Dunlap, Safety & ADA Coordinator
Jim Wilson, Director of Maintenance
Carolann Aggeler, Administration and Finance Assistant
Andi Evans, Bookkeeper

Brenda Fregoso, Secretary to the Board

Also, in attendance was Nancy Diamond; HTA Legal Counsel; Oona Smith, HCAOG; Stevie Luther, HCAOG.

CALL TO ORDER

Chairperson Arroyo called the meeting to order at 9:03 a.m.

ROLL CALL & Introductions

Introductions were made.

COMMUNITY MEMBERS COMMUNICATION

None

SPECIAL PRESENTATIONS

None

CONSENT CALENDAR

By motion, recommended the approval of the following items considered to be routine and enacted in one motion. Items may be removed from the Consent Calendar upon request and will be heard separately. Motion by Councilmember Ladwig, second by Councilmember Stillman to approve the Consent Calendar. Motion carried unanimously

1. Minutes from the July 6, 2022 Regular Board Meeting

Action Recommended: Approve minutes

2. Remote Teleconference Meetings

Resolution to implement teleconferencing requirements during a proclaimed State of Emergency Pursuant to Assembly Bill 361.

Action Recommended: Adopt Resolution 22-17 Implementing Teleconferencing Requirements during a Proclaimed State of Emergency.

Items removed from the Consent Calendar

None

REPORTS

1. Draft June statistics and financial statements for all systems operated by HTA

Finance Manager Katie Collender gave board update for the June statistics and financial statements for all systems, and made mention that the operational costs were up by 50% however, that all systems made above the minimum farebox ratio requirement. Katie also added that this year HTA is still exempt in meeting the minimum farebox ratio recovery requirement for all systems.

NEW BUSINESS

1. Responses to the 2020/2021 Fiscal & Compliance Audit

Staff reviewed the report of findings and the recommended auditor's solution for the excess TDA operating funds. HTA will restrict the excess TDA funds in the amount of \$74,147 for capital expenditures for the Intercity System.

Motion by Councilmember Stillman, second by Councilmember Ladwig to approve staff responses to the 2020/2021 Fiscal & Compliance Audit. Motion carried unanimously

2. Transit Intercity Rail Capital Program (TIRCP) Update

As a monthly agenda item, staff will update the Board on progress made for the following TIRCP projects on:

- Hydrogen Buses
- Hydrogen Fueling Station
- Intercity Express Bus
- Intermodal Transit Center
- Maintenance Facility Upgrade

General Manager Greg Pratt gave board update and a handout on the recent TIRCP Grant Process Timeline for each project. It was also discussed that creating a task force for upcoming expenses and working closely with HTA Staff would be beneficial by forming an ADHOC Committee.

Action Recommended: None

3. Agreements between California Polytechnic Humboldt (Cal Poly) and the Humboldt Transit Authority
Humboldt Transit Authority has been under contract with Cal Poly since 2008 to provide transportation services for students, faculty, and staff in an item known as the "Jack Pass".

Due to the constant changes in ridership, the terms of the contract between Cal Poly and Humboldt Transit Authority for the Jack Pass program is up for renewal.

Motion by Councilmember Ladwig, second by Councilmember Stillman to approve the Draft Specifications between Humboldt Transit Authority, and Cal Poly for bus service for Willow Creek, Eureka Transit, and Redwood Transit and authorize General Manager to execute the final contracts. Motion carried unanimously

4. Letter of Support for AB 1919

Staff requested approval for sending Governor Newsom a letter of support for AB 1919 Transportation, for Free Student Transit Passes under the Youth Transit Pass Pilot Program.

Motion by Supervisor Bohn, second by Councilmember Stillman to authorize staff to work with the Chair to draft a letter to Governor Newsom Supporting AB 1919. Motion carried unanimously

BOARD COMMUNICATIONS

Councilmember Ladwig made comment about the monthly resolution for remote teleconference meetings and that local recommendations for agencies state that they engage remotely if possible. Legal counsel Nancy Diamond responded to the comment that the recommended state of emergency proclamation and local orders are still in effect however, not mandatory. Legal counsel Nancy Diamond also added that a monthly resolution will remain on the board agenda every 30 days.

STAFF COMMUNICATIONS

General Manager Greg Pratt announced that a special Zoom meeting needed to be scheduled in the upcoming weeks for the sale of the tower. He also added that board members needed to be present for the final sale.

Supervisor Ladwig, Supervisor Woodall, Supervisor Stillman and Supervisor Bohn all consented to meet for a special Zoom Board Meeting on September 21, 2022, at 9:00 am.

CLOSED SESSION

Board went into closed session at 9:46 am pursuant to Government Code Section 54956.9 (d)(2), to consider potential litigation against the Humboldt Transit Authority. No public comment or suggestions were received from members of the public on the item.

ADJOURNMENT

Meeting adjourned at 10:13 a.m.