Board of Directors
NATALIE ARROYO, CHAIR
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DEBRA GARNES, VICE CHAIR
City of Rio Dell
LESLIE CASTELLANO
City of Eureka
ALEX STILLMAN
City of Arcata
TAMI TRENT
City of Fortuna
JACK TUTTLE
City of Trinidad
MIKE WILSON
County of Humboldt

HTA Board Staff
KATIE COLLENDER
General Manager
CONSUELO ESPINOSA
Secretary to the Board

Humboldt Transit Authority
Governing Board of Directors
North Coast Unified Air Quality Management District
Conference Room - 707 L St, Eureka, CA 95501
AGENDA

Public Participation In-person or Teleconference
Microsoft Teams
Join on your computer, mobile app or room device
Join the meeting now
Meeting ID: 234 271 049 372 3
Passcode: RZ37YT78

August 5, 2026 | 9:00 AM | Regular Board Meeting

A. Call Meeting to Order
B. Roll Call & Introductions
C. Community Members Communication
Members of the community are invited to comment on items or issues not on the agenda.
D. Special Presentation
E. Consent Calendar
By motion, recommend 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.
   1. Minutes from June 3, 2026, Regular Board Meeting — Page 03
      Staff have prepared the minutes from the prior meeting.
      Staff: Consuelo Espinosa
      Action Recommended: Approve Minutes
   2. Minutes from July 1, 2026, Special Board Meeting — Page 09
      Staff have prepared the minutes from the prior meeting.
      Staff: Consuelo Espinosa
      Action Recommended: Approve Minutes
   3. General Manager Employment Contract — Page 14
      Staff: Nancy Diamond, Legal Counsel
      The Board has established a contract for the General Manager.
      Action Recommended: Approve the Employment Agreement with Katie Collender
   4. Amendment to Conflict of Interest Code — Page 20
      Staff: Katie Collender
      Government Code §87306.5 requires local agencies to submit a biennial report identifying changes in its code, or a statement that their code is not in need of amendment.
      Action Recommended: Adopt Resolution 26-12 approving HTA's Conflict of Interest Code

5. Whitchurch Engineering Contract Project 2504 Amendment No.1 — Page 24
   Staff: Seth Beres
   A budget amendment is needed to incorporate additional work on this project.
   Action Recommended: Approve the amended agreement between Whitchurch Engineering and the Humboldt Transit Authority and authorize the General Manager to execute the updated agreement
6. Amendment to HTA's Drug and Alcohol Policy — Page 27
   Staff: Consuelo Espinosa
   Due to regulation changes from the Federal Transit Administration, an amendment is required to HTA's Drug and Alcohol Policy to stay in compliance.
   Action Recommended: Approve the amendment to Humboldt Transit Authority's Drug & Alcohol Program by adopting Resolution 26-13
   Large Attachments Available at: https://hta.org/board-meetings/

F. Item Removed from Consent Calendar

G. Reports

1. Caltrans District 1 Report
   Caltrans Staff: Saskia Rymer-Burnett & Tasha Ahlstrand
   No Action Required
2. HTA Projects Update — Page 29
   Staff: Seth Beres
   No Action Required
3. Draft April and May 2026 statistics and financial statements for all systems operated by HTA — Handouts
   Staff: Carolann Aggeler
   No Action Required

H. New Business

1. Discontinuation of Cal Poly Funded Arcata Services — Page 30
   Staff: Katie Collender
   Cal Poly has contacted HTA regarding substantial cuts to the contract for the current year. Cal Poly has paid for the Arcata late night service for many years and will discontinue this and the Green and Gold Route, leaving Arcata without these services.
   Action Recommended: Discuss and direct staff as necessary.
2. Adoption of the Fiscal Year 2026/2027 Final Budget for Humboldt Transit Authority — Page 31
   Staff: Carolann Aggeler
   The preliminary budget was adopted on July 1, 2026. All requirements have been met in preparation for the adoption of the final budget for Humboldt Transit Authority.
   Action Recommended:
   1. *Continue the public hearing opportunity for members of the public to comment on the adopted preliminary budget for fiscal year 2026/27*
   2. *After hearing comments, close the public hearing*
   3. *Make changes if necessary & approve the final budget by adopting Resolution 26-14*

I. Board Communications

J. Staff Communications

K. Closed Session

L. Adjournment

Humboldt Transit Authority (HTA) is committed to a policy of non-discrimination pursuant to the requirements of Title VI of the Civil Rights Act of 1964. Persons who require special accommodations, accessible seating, or documentation in alternative formats under the American with Disabilities Act or persons who require translation services (free of charge) should contact HTA at least two days prior to the meeting.

Humboldt Transit Authority (HTA) se compromete a una norma de no discriminación de acuerdo a los requisitos del Artículo VI del Acto Derechos Civiles de 1964. Las personas que requieren alojamiento especial de acuerdo con el American with Disabilities Act, o personas que requieren servicios de traducción (libre de cargo) deben comunicarse con HTA al menos dos días antes de la reunión.

Humboldt Transit Authority
Regular Board Meeting

June 3, 2026, 9:00 a.m.
North Coast Unified Air Quality Management District
Conference Room
707 L Street, Eureka, CA 95501

Present:
Board Chair Natalie Arroyo – County of Humboldt
Board Vice Chair Debra Garnes – City of Rio Dell
Councilmember Leslie Castellano – City of Eureka
Councilmember Alex Stillman - City of Arcata
Councilmember Tami Trent – City of Fortuna
Councilmember Jack Tuttle - City of Trinidad
Supervisor Mike Wilson – County of Humboldt

Staff
Katie Collender –General Manager
Consuelo Espinosa- Secretary to the Board
Nancy Diamond, HTA Legal Counsel
Carolann Aggeler – Finance Manager
Andi Evans – Finance and Administration Assistant
Seth Beres – Project Manager
Jerome Qiriazi – Transit Planner
Stephanie Groves – Operations Manager (via Teams)
Cody Ferreira – HTA ADA & Safety Coordinator (via Teams)
Aaron Lagasse – Transportation Supervisor (via Teams)
Trisha Anderson – Bookkeeper (via Teams)
Maria Vakhid – Marketing Coordinator (via Teams)

1, CALL TO ORDER

- Chair Arroyo called the meeting to order at 9:08 am.
- At start of the meeting, Nancy Diamond stated that a technical glitch had prevented the agenda from being uploaded to the website, but that there was substantial compliance with the Brown Act and the meeting could proceed.

2. Public Comment on Non-Agenda Items

- Praise for bus drivers and a request that buses stop closer to the curb to better support seniors and riders with mobility challenges.
- Concerns and questions about the Flex transit service, including confusion about how it works and its effectiveness as an alternative to driving.
- Issues with bus access and service, including a rider with special needs who struggles when unable to show a pass, and a request for improved route planning in southern Arcata.

3. Special Presentations

1. Renewable Hydrogen in Humboldt

Peter Lehman with Schatz Energy Research Center reported on renewable hydrogen in Humboldt County:

- Renewable hydrogen production via electrolysis requires large amounts of electricity and is currently economically unfeasible in Humboldt County at local electricity prices.
- At current rates (~$0.30/kWh), producing 1 kg of hydrogen costs about $15 in electricity alone, compared to roughly $4–$5 per gallon of diesel.
- Water is not a limiting factor for hydrogen production; electricity cost is the main barrier.
- Green hydrogen could become viable in the future if large-scale low-cost renewable energy (e.g., offshore wind or utility-scale solar) becomes available.
- Intermittent or "waste" renewable energy alone is not sufficient; hydrogen production requires consistent, 24/7 operation for economic viability.
- Alternative hydrogen production methods (e.g., biomass gasification) have largely failed or are not commercially viable due to technical issues like tar production and system reliability.
- Current hydrogen used for transit is mostly derived from natural gas, which still reduces emissions compared to diesel (about 20–30% lower CO_2 emissions).
- Battery-electric buses face operational constraints in Humboldt (limited grid capacity, long charging times, and range limitations for long routes).
- Hydrogen fuel cell buses currently offer longer range (e.g., ~435 miles tested) and faster refueling, making them more suitable for long rural routes.
- Infrastructure constraints (grid limits, charging capacity, and fleet scheduling) make full battery-electric transition difficult at present site conditions.
- Future technology developments (e.g., solid-state batteries or improved renewables) could change the long-term comparison between hydrogen and battery-electric buses.

2. Request from City of Fortuna to Discuss Fortuna Transit

Amy Nilsen and Aaron Felmlee with City of Fortuna were present to discuss the current and projected state of their transit operations:

- The City of Fortuna operates a small, in-house paratransit-style "senior bus" service with manual, staff-intensive scheduling and limited redundancy.
- Fortuna Transit is planning to open service to the general public around October 1, which would require system changes and increased operational capacity.

- To support expansion, Fortuna is requesting HTA assistance:

  - Access to the RideCo scheduling software
  - Use of the call center system
  - Temporary access/transfer of two HTA vehicles for redundancy

- Current system limitations include:

  - Only a few buses in operation (one often out of service)
  - Service disruptions when drivers or vehicles are unavailable

- Very manual scheduling and high staffing burden
- Opening to the public is partly driven by funding eligibility requirements, since current paratransit-only operations limit access to certain transit funding sources.
- The City of Fortuna is also facing staffing and wage challenges, with HTA transit jobs paying significantly more (~21% higher), making recruitment and retention difficult.

- A potential RTS route restructuring is being considered:

    - Fewer local stops in Fortuna
    - More streamlined mainline service
    - Increased reliance on Fortuna Transit for local circulation and access to RTS

- Regional funding discussions (via HCAOG/SSTAC) are underway:

    - Fortuna Transit may receive about $70,000 annually in regional transit funding if service becomes open to the public
    - Funding distribution will be based on ridership and cost recovery formulas
    - Long-term question of whether Fortuna Transit is financially viable for the city or other parties to operate.

The board supported moving forward with collaboration and planning efforts, including RideCo and call center integration and transfer vehicles by HTA.

4. Consent Calendar

- May 6, 2026, Meeting Minutes
- Federal Transit Administration Title VI of the Civil Rights Act of 1964
- Consolidated Transportation Services Agency for Humboldt County Agreement
- Purchase of Two Replacement Engines

Motion by Supervisor Wilson, and second by Councilmember Stillman to approve the Consent Calendar.
Motion Approved Unanimously.
No Public Comment in the room or online.

5. Items Removed From Consent Calendar

None

6. Reports

CalTrans District 1 – Saskia Rymer-Burnett

- Caltrans District 1 is finalizing Phase 2 engagement for the District Transit Plan after meeting with North Counties and receiving stakeholder feedback from HTA representatives and others.
- Feedback from North Counties, including Humboldt and Del Norte, is being used to validate transit needs data before broader outreach scheduled for late June and July.
- The next phase (Phase 2B) will focus on identifying potential transit improvement concepts, expected to begin later this month into July.
- Caltrans is advancing a Transit Implementation Action Plan guided by prior transit policy, with multiple statewide workshops underway on topics such as transit maintenance, equity, and project intake/permitting.

- Several upcoming workshops (June 11, 12, and 19) are part of a broader effort to gather input and shape statewide transit implementation strategies, and recordings will be made available for later review.
- A district-wide transportation planning open house, "Our Transportation Future," is scheduled for June 16 at the Adorni Center from 5:30–7:00 p.m., as part of ongoing public outreach.

No Public Comment in the room or online.

<u>Draft March 2026 statistics and financial statements for all systems operated by HTA – Carolann Aggeler, HTA Finance Manager</u>

- Overall ridership trends are positive across most systems, with broad growth reported in fixed-route services.
- Strongest growth observed in Southern Humboldt (~55% increase), indicating significant demand expansion in that corridor.
- RTS shows (~24%) growth.
- ETS and Willow Creek systems are stable, showing no major volatility.
- North State Express 101 and Arcata services are seeing strong adoption, including continued student ridership on the HHM dorm shuttle and increased use of Saturday service.
- Saturday service on North State Express 101 and Arcata is performing well, contributing to ridership gains.
- Fuel price increases have not yet fully impacted results, so future reporting may reflect additional cost pressure effects.

No Public Comment in the room or online.

<u>HTA Projects Update – Seth Beres, HTA Project Manager</u>

- Hydrogen fueling infrastructure remains on schedule, with construction mobilization expected late July–early August (tentative) and substantial completion targeted for December 31.
- Cedar House demolition is imminent, with final inspections next week, demolition immediately after, and completion expected by June 26.
- Eureka Transit Center project is progressing, with construction expected to begin mid-July and financing to be finalized soon.
- Fuel cell electric bus fleet is expanding, with five buses delivered (excluding pilot), up to five more expected by month-end, and testing beginning soon.
- Maintenance bay retrofit is delayed to avoid operational disruptions during overlapping projects.
- Temporary fuel system expected back online mid-month, per vendor estimate (Linde), pending confirmation.
- W Street resurfacing project is moving into procurement, with IFB expected this week.
- Office remodel is substantially complete, with staff moved in and Cedar House vacated.
- Construction coordination and public engagement underway, including City coordination for site access/gating (3rd & H lot) and planning for a "golden shovel" event.
- Humboldt Bay Fire partnership established for Cedar House demolition, supporting training exercises with potential public viewing.

No Public Comment in the room or online.

<u>7. New Business</u>

Fiscal Year 2024/2025 Fiscal & Compliance Audit – Carolann Aggeler, HTA Finance Manager, Jennifer Farr, Davis Farr, LLP

- FY 2024–25 audit was completed (finalized May 8, 2026); this was the first year working with the new audit team, which contributed to some transition-related delays.
- The audit resulted in no findings, indicating the financial statements are fairly stated and no material issues were identified.
- TDA compliance requirements were met, including farebox recovery and eligibility standards, with no findings in this area.
- There was one potential federal compliance finding related to how employee time spent on grant-funded work is documented; staff are discussing with auditors whether match funding is subject to this rule
- Auditors provided recommendations to strengthen internal controls, including:
    - Creating formal written policies for investments and inventory
    - Improving documentation of purchasing approvals and bidding requirements
    - Enhancing IT and cybersecurity controls
- Because this was a first-year audit, timing and adjustments took longer than usual, but improvements are expected in future audits as processes stabilize.
- A new financial system is being implemented, which is expected to improve tracking, documentation, and overall audit readiness going forward.

❖ Motion by Supervisor Wilson, second by Vice Chair Garns to receive and file 2024/2025 Fiscal and Compliance Audit.

Motion Approved Unanimously.

Dial-a-Ride Funding Agreement

The annual funding agreement for Dial-a-Ride services in the region is based on a cost-sharing methodology adopted by the Humboldt County Association of Governments, involving HTA and the County of Humboldt. HTA has served as the Consolidated Transportation Services Agency (CTSA) since 2017 and is now directly operating the Dial-a-Ride program. The agreement continues to use prior-year allocation methodology while broader regional funding equity remains under review.

❖ Motion by Vice Chair Garnes, second by Councilmember Stillman to Approve the agreement for Dial-a-Ride funding between Humboldt Transit Authority, the County of Humboldt, and the Humboldt County Association of Governments, and to authorize the General Manager to execute the agreement.

Motion Approved Unanimously.

Fiscal Year 2025/2026 Budget Continuation until Adoption of Fiscal Year 2026/2027 Budget- Carolann Aggeler, HTA Finance Manager

Staff are recommending adoption of Resolution 26-07 to continue the current fiscal year budget until the Fiscal Year 2026/27 budget is ready for approval. This short-term continuation is necessary due to ongoing budget finalization work, including a thorough audit process, staffing transitions within the finance team, and implementation of a new financial software system. Staff noted additional uncertainty in some funding sources, including the timing of the 5311/5311F call for projects, requiring use of estimated funding levels at this time. The continuation will allow operations to proceed uninterrupted while the Finance and Operations Committee completes its review and the full budget is brought back for public hearing and board adoption.

- Motion by Councilmember Stillman, second by Councilmember Castellano to Continue HTA's 2025/2026 Budget until Adoption of the 2026/2027 Budget by Adopting Resolution 26-07.

Motion Approved Unanimously.

8. Board Communications

- Councilmember Castellano – Announced that she would be attending the California Outdoor Economy Summit at the Adorni Center and requested outreach materials, including brochures for the North State Express, for distribution at the event. Staff confirmed they would provide printed materials and coordinate delivery.

9. Staff Communications

- Katie Collender, General Manager – Reported that a potential special Board meeting is being considered for July 1, with possible agenda items including Earth Center financing planning and the W Street paving bid award and requested that the date be held to ensure quorum availability.
  Additionally, highlighted upcoming outreach efforts, including participation in the July 10th Friday Night Market "Neon Night" event to promote transit services, as well as continued growth in microtransit ridership as service awareness increases. The General Manager also provided updates on ongoing agency improvements, including the continued transition to electronic systems and onboarding processes, and specifically thanked Consuelo Espinosa for launching NeoGov, which supports a more efficient and paperless onboarding system. The agency's new website is also moving toward a soft launch with improved management and ongoing updates. Finally, noted continued coordination with regional partners and monitoring of service impacts, including changes related to the City Cab closure.
  Provided an update on recent California Air Resources Board (CARB) Cap-and-Trade program changes, noting potential reductions in resources to the Greenhouse Gas Reduction Fund, which could impact key transit funding sources such as LCTOP, TIRCP, and other grant programs; staff will continue to monitor and report on potential effects. Free fare programs funded through LCTOP for youth and seniors will continue through June, July, and August.

10. Closed Session

11:17 am - The board met in closed session pursuant to Government Code Section 54956.9 (d), conference with legal counsel – exposure to litigation, 1 case.

12:15 pm -Nothing to report out of closed session

11. Meeting Adjourned at 12:16 pm

Humboldt Transit Authority
Special Board Meeting

July 1, 2026, 9:00 a.m.
North Coast Unified Air Quality Management District
Conference Room
707 L Street, Eureka, CA 95501

Present:
Board Chair Natalie Arroyo – County of Humboldt
Board Vice Chair Debra Garnes – City of Rio Dell
Councilmember Leslie Castellano – City of Eureka
Councilmember Steve Madrone – County of Humboldt (Alternate)
Councilmember Jack Tuttle - City of Trinidad

Absent:
Councilmember Tami Trent – City of Fortuna
Supervisor Mike Wilson – County of Humboldt

Staff
Katie Collender – General Manager
Consuelo Espinosa – Secretary to the Board
Nancy Diamond – Legal Counsel
Carolann Aggeler – Finance Manager

Seth Beres – Project Manager
Jerome Qiriazi – Transit Planner
Stephanie Groves – Operations Manager (via Teams)
Cody Ferreira – HTA ADA & Safety Coordinator (via Teams)
Maria Vakhid – Marketing Coordinator (via Teams)
Andi Evans – Finance and Administration Assistant (via Teams)
Aaron Lagasse – Transportation Supervisor (via Teams)
Trisha Anderson – Bookkeeper (via Teams)

Also Present
Councilmember Alex Stillman - City of Arcata (attended as member of the public via Teams)

1, CALL TO ORDER

- Chairperson Natalie Aroyo called the meeting to order at 9:03 am.

2. Public Comment on Non-Agenda Items

- Public comment that recently flew through the local airport and suggested improving transit information for visitors. Recommendations included posting a transit map and schedules in the terminal, making travelers aware of available public transit options, adding clearer markings to the bus stop signs inside and outside the terminal.
  - Councilmember Stillman (as a member of the public) noted that staff have discussed adding a large banner near baggage claim with the county's interim aviation director, who is receptive to the idea.

- Chair Arroyo thanked them for their comments and said they would continue working with the county on these improvements.

3. Special Presentations

None

4. Consent Calendar

- Federal Transit Administration Section 5311 & 5311 (f) Grant Funds
- Humboldt Transit Authority Public Transportation Agency Safety Plan (PTSAP)
  - ❖ Motion by Supervisor Madrone, and second by Vice Chair Garnes to approve the Consent Calendar.

Motion Approved Unanimously.

No Public Comment in the room or online.

5. Items Removed From Consent Calendar

None

6. Reports

CalTrans District 1 – Saskia Rymer-Burnett

- The Eureka Our Transportation Future open house was well attended and received positive feedback; Caltrans expects to make it an annual event.
- Phase 2 outreach for the District Transit Plan is beginning, with one online public meeting planned between late July and August 21.
- Supervisor Madrone asked about the timeline for the Highway 101 corridor outreach meeting in McKinleyville.
  - Saskia said she would follow up with more information.
- Supervisor Madrone emphasized the importance of evaluating the Hiller Road on/off-ramp concept, citing planned growth, new developments, and potential benefits such as improved access and reduced vehicle travel.
  - Saskia agreed to look into it and requested follow-up by email.
- The discussion concluded with acknowledgment that the project has a transit connection through the proposed McKinleyville transit center and is likely to generate significant community interest.

No Public Comment in the room or online.

HTA Projects Update –Seth Beres and Jerome Qiriazi:

- The hydrogen fueling infrastructure office remodel is substantially complete, and the Cedar House has been demolished.
- The hydrogen station is nearly 90% designed, with positive feedback from the hydrogen safety review panel and a groundbreaking ("gold shovel") event being planned.
- Financing for the Eureka Transit Center is nearing completion, with a groundbreaking event also expected soon.
- Seven of ten fuel-cell buses have been tested successfully.
- The maintenance facility project is moving toward bid solicitation.
- Temporary hydrogen fueling remains delayed pending updates from the vendor.
- The W Street resurfacing project received two bids and staff will bring forward a recommendation.

- The California Transportation Commission approved funding allocations for TIRCP Cycle 7, allowing the project to move forward.
- A public survey for the PAACT project is expected within the next few weeks.
- Consultants completed a draft report for the Next Generation Facility Study, examining long-term space and growth needs.

Board Comments:

- Councilmember Castellano requested proactive public outreach regarding parking changes associated with the Eureka Transit Center project.
    - Staff indicated that signage, public messaging, and coordination with the City of Eureka are planned.
- Chair Arroyo raised questions about the Flex microtransit program and the need for greater public education on how to use the service.
    - Katie Collender said staff are available to provide community presentations and noted that funding is available to continue microtransit service while long-term funding solutions are pursued.
- Discussion also included future transit planning opportunities in McKinleyville, including community desire for a potential transit center concepts and improved regional transit connections.

No Public Comments in the room or online.

7. New Business

Fiscal Year 2026/2027 Budget, Draft Financial Forecast, and Draft Budget Narrative – Carolann Aggeler, HTA Finance Manager

- Carolann Aggeler presented updates to the proposed budget following approval by the Finance and Operations Committee.
- Key funding updates included:
    - Lower-than-expected LTF funding (approximately $400,000 decrease).
    - Reduced LCTOP funding due to changes in California's cap-and-trade program.
    - Additional LTF funds becoming available for Southern Humboldt and Willow Creek services.
    - Continued support from Measure O, SB 125, TIRCP, REAP, and AHSC grants.
- Service and operations updates included:
    - Planned RTS service changes.
    - Expanded microtransit service hours to 10 p.m.
    - Ongoing recruitment efforts to address driver shortages and improve employee retention.
- Major cost increases include:
    - Employee benefits and retirement obligations.
    - Insurance costs, with transit liability insurance increasing by more than 57%.
    - Fuel and other operating expenses.
- Long-range projections show a potential funding shortfall around FY 2030–31 if temporary funding sources expire and Measure O funding is not renewed.
- Staff emphasized a conservative budgeting approach while continuing to pursue future funding opportunities.

Board Comments:

- Councilmember Castellano encouraged advocacy efforts related to insurance and tort reform, noting the growing impact of litigation costs on public agencies.
- Chair Arroyo expressed support for the conservative budget approach and noted strong public and county support for Measure O, including continued transit funding.
- Board members discussed the importance of better communicating Measure O's benefits and transit successes to the public.

Public Comments – Online

- Stevie Luther (HCAOG) reported that the required SB 125 long-range financial plan had been submitted to CalSTA, documenting Humboldt County's transit funding needs and ridership improvement efforts.
- A member of the public encouraged HTA to:
  - Advocate for restoration of state transit funding affected by cap-and-trade changes.
  - Monitor and advocate against potential reductions in federal transit funding.
  - Consider evaluating the costs and benefits of a fare-free transit system, noting that some small transit agencies have reduced costs and increased ridership by eliminating fares.

❖ Motion by Councilmember Castellano, second by Vice Chair Garns to open a public hearing opportunity for members of the public to comment on the adopted preliminary budget for fiscal year 2026/27, continue the hearing to the next meeting, and review the draft budget packet as proposed by staff and reviewed by the Finance and Operations Committee. And direct staff to add item adopting budget at the next meeting.

Motion Approved Unanimously.

Project 26-02 W Street Resurfacing Project between 1st and 2nd Streets Invitation for Bid -Seth Beres and Jerome Qiriazi

Staff reported on the W Street resurfacing project, which is being pursued to address parking constraints caused by ongoing HTA site projects and the agency's growing fleet. The project will resurface W Street, which separates HTA's two lots, and provide additional bus parking capacity. HTA issued an Invitation for Bid and received proposals from Kernan Construction Company and Mercer Fraser Company. Both were determined to be responsible bidders, with Mercer Fraser identified as the lowest responsible bidder at a base bid of $431,000. While the bid exceeded the engineer's estimate of approximately $390,000–$391,000, staff determined the cost was reasonable given included overhead and related project expenses. Staff recommended that the Board award the contract to Mercer Fraser Company and authorize the General Manager to execute the agreement.

❖ Motion by Vice Chair Garnes, second by Councilmember Castellano to Award the contract for Project 26-02 W Street Resurfacing Project between 1st and 2nd Streets to Mercer-Fraser Company in the amount of $431,000 and Authorize the General Manager to execute contract.

Motion Approved Unanimously.

No Public Comments in the room or online.

Transit Center Construction Financing and Acquisition Agreements – Katie Collender

HTA staff presented the Eureka Earth Center Transit Center and Affordable Housing Project, outlining the financing, ownership structure, and next steps. The project will create a mixed-use facility with an HTA transit center on the ground floor and 42 affordable housing units above. HTA's approximately $12.3 million in TIRCP funding will support transit center construction, amenities, and integrated building components. After construction, the property will be divided into separate condominium units, with HTA taking ownership of the transit center portion and participating in a shared condominium association. Construction is expected to begin in August 2026 with completion anticipated within 18–24 months.

Staff recommended that the Board adopt the resolution 26-11 approving the financing agreements, property acquisition documents, and related actions necessary to advance the project. Board members expressed support for the project, highlighting its benefits for transit access, affordable housing, bike facilities, public amenities, and downtown revitalization.

- ❖ Motion by Vice Chair Garnes, second by Councilmember Tuttle to Adopt Resolution No. 26-11 Approving Delivery of up to $12,331,000 of Grant Funds to Eureka G Street, LP, Successor to Danco Communities, as Loan Financing to Construct all Transit Center Improvements at the EaRTH Center; Approving Condominium Subdivision Plan to Create Transit Center Unit; Approving Acquisition of Transit Center Unit; and, Accepting Fee Title and Real Property Interests in Transit Center; subject to final review by General Counsel and approval of the form of all documents.

Motion Approved Unanimously.

8. Board Communications

- Councilmember Castellano suggested exploring targeted outreach to youth programs and youth leadership groups to better understand transportation barriers for young people, especially low-income youth accessing after-school and summer programs.
- Supervisor Madrone shared his interest in developing a transit recreation guide highlighting destinations accessible by bus, including day trips and overnight options. He noted potential collaboration with youth riders, student groups, and transit advocates to test routes and gather feedback. He also encouraged transit advocates and community supporters in future groundbreaking events for the transit center project.

9. Staff Communications

- Katie Collender shared that Amtrak was experiencing challenges meeting their target recovery amounts for Goldrunner Route 7 from Martinez to Arcata and invited Board members to submit feedback to Amtrak on the regional importance of their unique service. She also mentioned that HTA would be at the July 10th Friday Night Market in partnership with Humboldt Made to promote transit and give out grant-funded swag to the public. Flex was now being advertised via a sticker on bus stops within the service area. She shared that there was continued progress with the website overhaul. She thanked the Board for their continued support of employees and that there were tangible results with morale at the all-staff meeting being positive. Work continues on reduced workweek implementation and reduced RTS headways.

10. Closed Session

None

11. Meeting Adjourned at 10:48 a.m.

133 V Street
Eureka, CA 95501

HUMBOLDT TRANSIT AUTHORITY
A Public Entity Serving Humboldt County Since 1976

Office: (707) 443-0826
Fax: (707) 443-2032
www.hta.org

TO: Chair Arroyo
All Governing Board Members

FROM: Nancy Diamond, HTA General Counsel

DATE: August 5, 2026

SUBJECT: General Manager Employment Agreement

On January 7, 2026, the Board appointed Katie Collender to the General Manager position effective May 19, 2026. For the Board's approval today is an Employment Contract with Ms. Collender. This agreement ratifies Ms. Collender's appointment to the General Manager Position effective May 19, 2026 at Classification Step E, and continues her employment under a three-year contract.

Action Recommended: Approve Employment Agreement with Katie Collender.

AGREEMENT FOR EMPLOYMENT
OF GENERAL MANAGER

THIS EMPLOYMENT AGREEMENT is made and entered into this ____ day of __________, 2026, by and between the Humboldt Transit Authority ("HTA"), a joint powers authority of the State of California, hereinafter referred to as "Employer" and Kathleen Collender, hereinafter referred to as "Employee".

RECITALS

WHEREAS, the Board of Directors of HTA (the "Board") appointed Employee to the position of General Manager, Step E, effective May 19, 2026 ("Appointment Commencement Date"); and

WHEREAS, Employer and Employee wish to further define their employment relationship.

SECTION I. EMPLOYMENT

A. Appointment of Employee.

1. The Board of Directors of HTA ratify the appointment and continued employment of Kathleen Collender to the position of General Manager, to perform the top executive functions and duties for HTA as specified under the laws of the State of California, the resolutions, policies, programs and plans of HTA and this Agreement, and to perform such other duties and functions as the Board shall from time to time assign.

2. This is an at-will employment and Employee shall serve at the pleasure of the Board.

B. Hours of Work. Employee is expected to devote necessary time outside normal business hours to the business of the Employer, including but not limited to attending Board meetings and other meetings as requested by the Board. To that end, Employee shall be allowed flexibility in setting their own office hours, but shall be expected to be generally available during Employer's ordinary business hours.

C. Outside Professional Activities. Employee agrees to devote their productive time, ability, and attention to the Employer's business. Employee may, however, undertake limited outside consultation or other professional activities with the prior and continuing approval of the Board and to the extent that such activities do not in any way interfere with or adversely affect their full-time employment with HTA or the performance of their duties as General Manager. It is specifically understood and agreed that any outside other professional activities shall be secondary to this employment by HTA.

SECTION II. TERM OF AGREEMENT

The term of this Agreement, unless terminated earlier as provided in this Agreement, shall be for a term of three (3) years, commencing on August 5, 2026 and expiring on August 5, 2029. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the Employer to terminate this Agreement at any time, or the right of Employee to resign at any time from their position, subject only to the provisions set forth in this Agreement.

SECTION III. TERMINATION OF EMPLOYMENT; SEVERANCE PAY

A. Termination, General. This Agreement shall terminate upon the occurrence of any of the following events:

1. Upon ninety (90) days' notice of voluntary resignation given to the Employer by the Employee; or

2. Upon the death of the Employee; or

3. By motion to terminate Employee carried by at least 5 out of 7 members the HTA Board of Directors, with or without cause.

B. Termination For Cause. At any time, and without prior notice, HTA may terminate Employee for cause. "Termination for cause" includes, without limitation, any of the following:

1. Willful breach of the Agreement, as interpreted pursuant to California Labor Code section 2924.

2. Habitual neglect of the duties required to be performed by this Agreement, as interpreted pursuant to California Labor Code section 2924.

3. Continued incapacity to perform the duties required under this Agreement, as interpreted pursuant to California Labor Code section 2924.

4. Any acts of dishonesty, fraud, misrepresentation or other acts of moral turpitude.

5. Conviction of any act which would constitute a crime, whether misdemeanor or felony, and which would bring disrespect to the Office of Executive Director or the Employer.

6. Willful violations of Employer policies of a serious nature, including for example, Employer's Sexual Harassment or "Drugs in the Work Place" policies.

In compliance with Government Code Section 53243, to the extent HTA provides: (i) paid leave to Employee pending an investigation; (ii) funds for the legal criminal defense of the Employee; and/or (iii) a cash settlement to Employee related to the termination of the Employee pursuant to this Section III.B, Employee shall fully reimburse HTA for any and all amounts paid by HTA which fall within any such categories in the event that the Employee is convicted of a crime involving the abuse of their office or position.

C. Severance.

1. In exchange for the Employee's general release of all claims against Employer (including its present and former officer, officials, employees, agents, volunteers, and insurers), severance shall be paid to the Employee if Employee's employment is terminated without cause. Employer will not be obligated to pay severance unless and until a general release acceptable to Employer has been signed by Employee.

2. In the event Employee is terminated without cause and a signed release as required under Section III.C.1 is received by Employer, Employer agrees to pay Employee a lump sum cash severance payment equal in its entirety to six (6) months prorated of Employee's annual base salary. Notwithstanding any other provision herein, in accordance with Government Code Section 53260, the maximum cash payment that Employee may receive in the event of the termination of

this Agreement, as set forth in this Section, shall not exceed an amount equal to the monthly base salary of Employee multiplied by the number of months left on the unexpired term of this Agreement. If the unexpired term of this Agreement is greater than 18 months, the maximum cash settlement shall be an amount equal to the monthly salary of the employee multiplied by 18.

3. In the event Employee is terminated for cause, Employer shall have no obligation to pay the aggregate severance sum designated in Section III.C.1.

D. **Disability**. In the event Employee is permanently disabled or is otherwise unable to perform their duties because of sickness, accident, injury, mental capacity or health reasons for a period of three (3) consecutive months beyond any accrued sick leave, Employer may terminate this Agreement, and Employee's salary then in effect shall continue until three (3) months have elapsed form the date of the incident or onset of illness giving rise to the disability or incapacity. The amount of salary shall be reduced by an amount equal to any disability insurance proceeds then being received by the Employee. Employer shall have no obligation to pay the aggregate severance sum designated in Section III.C.1 in the event of termination under this Section III.D.

E. **Resignation**. Employee shall give Employer at least ninety (90) days' advance notice of resignation from the position of General Manager, unless reduced or waived by the Board. If Employee voluntarily resigns, Employer shall have no obligation to pay the aggregate severance sum designated in Section III.C.

SECTION IV. COMPENSATION OF EMPLOYEE

A. **Salary.** Employer agrees to pay Employee for their services provided under this Agreement an initial annual base salary equal to the rate of pay at Step E of the General Manager classification, payable in installments at the same time that HTA's other management employees are paid. At each annual performance review, Employee will have an opportunity to receive a merit increase based upon meeting the performance objectives and criteria outlined by the HTA Board of Directors.

B. **Benefits, Vacation, Holiday, Sick Leave, and Compensatory Time.** Employee shall receive such other and further benefits not inconsistent with this Agreement in such amounts and to such extent as accorded other full-time HTA management employees, including, but not limited to retirement, health insurance (including medical, dental, and vision coverage to the Employee and family), vacation, life insurance, workers compensation, short-term disability coverage, holidays, vacation, sick leave, and bereavement.

C. **Dues, Subscriptions and Certifications**. Employer agrees, to the extent it is financially able and with Board approval, to budget for and to pay professional dues and subscriptions of Employee necessary for their continuation and full participation in national, regional, state and local associations pertinent to the position of HTA General Manager.

D. **Professional Development**. Employer agrees, to the extent it is financially able and with Board approval, to budget for and to pay for travel and subsistence expenses of Employee for professional and office travel, meetings, and occasions adequate to continue the professional development of Employee and to adequately pursue necessary official functions for Employer. Employer also agrees, to the extent it is financially able, to budget for and to pay for travel and subsistence expense of Employee for short courses, institutes, and seminars that are necessary for their professional development and for the good of the Employer.

SECTION V. PERFORMANCE EXPECTATIONS

A. <u>Performance Evaluation</u>. The Board shall conduct a review and evaluation of Employee at least once every year on or around the anniversary date of the Appointment Commencement Date. Said review and evaluation shall be in accordance with specific goals and performance objectives developed jointly by Employer and Employee. Said criteria may be added to or deleted from as the Board may from time to time determine, in consultation with the Employee. Within fifteen (15) working days after completion of the evaluation, the Chair of the Board shall provide Employee with a written summary statement of the findings of the Board. The Board shall provide adequate opportunity for the Employee to discuss their evaluation with the Board in closed session.

B. <u>Performance Criteria</u>.

1. In conjunction with the performance evaluation, the Board and Employee shall define such goals and performance objectives that they determine necessary for the proper operation of HTA and attainment of the Board's policy objectives, and shall further establish a relative priority among those various goals and objectives, said goals and objectives to be reduced to writing. They shall generally be attainable within the time limitations as specified and the annual operating and capital budgets and appropriations provided. Based on these outputs and criteria, the Board and Employee shall develop written performance expectations and goals for Employee to achieve, which shall be used in part as guidelines to frame the performance review under this Agreement.

2. During the first six months after the Appointment Commencement Date and no later than November 30, 2026, the Employee and Board shall meet to develop performance goals and expectations including, but not limited to, trainings the Employee may need or desire that will be used in the first-year annual performance evaluation conducted pursuant to Section V.A of this Agreement.

SECTION VI. MISCELLANEOUS PROVISIONS

A. The text herein shall constitute the entire Agreement between the parties.

B. If any provision, or portion thereof, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

C. In the event that either party to this Agreement brings a lawsuit to enforce or interpret any provisions of this Agreement, the prevailing party shall be entitled to recover their reasonable attorneys' fees and related expenses and costs.

D. This Agreement shall be governed by the laws of the State of California.

E. The parties agree that any ambiguity in this Agreement shall not be construed or interpreted against, or in favor of either party.

F. This Agreement contains the full agreement of the parties. Any modification or change in this Agreement shall not be binding on either party unless such change or modification is in writing and signed by both parties.

G. Employer shall defend, hold harmless, and indemnify Employee against any tort, professional liability claim, or demand or other legal action, whether groundless or otherwise, arising out of any alleged act or omission occurring during Employee's employment under this Agreement, including without limitation, claims arising out of personnel actions taken by Employee. Employer shall defend, compromise and settle any such claim or suit, and shall pay the amount of any settlement or judgment rendered hereon.

IN WITNESS WHEREOF, the Employer has caused this Agreement to be signed and executed in its behalf by its Chair of the Board, and Employee has signed and executed this Agreement on the day and year first above written.

EMPLOYEE	**EMPLOYER**
______________________	______________________________
Kathleen Collender	Natalie Arroyo, Chair of the Board
Approved as to form: (At Employee's option)	Approved as to form:
_______________________	___________________________
Name:	Nancy Diamond, General Counsel Humboldt Transit Authority

133 V Street
Eureka, CA 95501

A Public Entity Serving Humboldt County Since 1976

Office: (707) 443-0826
Fax: (707) 443-2032
www.hta.org

TO: Chair Arroyo
All Governing Board Members

FROM: Katie Collender, General Manager

DATE: August 5, 2026

SUBJECT: Amendment to Conflict of Interest Code

Government Code §87306.5 requires local agencies to submit to their code reviewing body, that would be the board, a biennial report identifying changes in its code, or a statement that their code is not in need of amendment. Such reports shall be submitted no later than October 1 of each even-numbered year.

An amendment to the code was required due to the addition of a Project Manager position and a review of job duties performed by the existing Transit Planner. Limited disclosure was determined to be prudent based on this review.

Action Recommended: Approve the Humboldt Transit Authority's Conflict of Interest Code by Adopting Resolution 26-12.

HTA

2026 CONFLICT OF INTEREST CODE BIENNIAL REPORT

Government Code Section 87306.5 requires local agencies to submit to their code reviewing body a biennial report identifying changes in its code, or a statement that their code is not in need of amendment. Such reports shall be submitted no later than October 1 of each even-numbered year.

This agency has reviewed its conflict of interest code and has determined that:

1) ____ Our agency's code accurately designates all positions which make or participate in the making of governmental decisions; that the disclosure assigned those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foreseeably be affected materially by the decisions made by those designated positions; and further that the code includes all other provisions required by Government Code Section 87302; or,

2) _X__ Our agency's code is in need of amendment. We have determined that the following amendments are necessary (check applicable items):

__X-__ Include new positions which must be designated.

_____ Make changes to the reportable sources of income, investments, business positions, or real property.

__X__ Make changes to the positions assigned.

_____ Change or add the provisions required by Government Code Section 87302.

Contact Person:: Consuelo Espinosa

Name of Agency: Humboldt Transit Authority

Mailing Address: 133 V Street, Eureka CA 95501

____

Secretary to the Board

APPENDIX
TO
HUMBOLDT TRANSIT AUTHORITY
CONFLICT OF INTEREST CODE

LIST OF DESIGNATED POSITIONS	DISCLOSURE CATEGORY
GENERAL MANAGER	1 AND 2
DEPUTY GENERAL MANAGER	1 AND 2
FINANCE MANAGER	1 AND 2
DIRECTOR OF MAINTENANCE	1 AND 2
PROJECT MANAGER	2
TRANSIT PLANNER	2
LEGAL COUNSEL	1 AND 2
GOVERNING BOARD[1]	
CONSULTANTS[2]	

LIST OF DISCLOSURE CATEGORIES

CATEGORY 1:	Investments, Business Positions, and Interests in Real Property
CATEGORY 2:	Sources of Income, both Personal and Business Entity

[1] All members and alternative members of the Governing Board of Humboldt Transit Authority are also members of a County Board of Supervisors or a City Council, as specified in Government Code Section 87200, and as such are exempted by Government Code Section 80703 (B) from the requirement of filing statements of economic interests with this agency.

[2] Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitations:

The General Manager may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

RESOLUTION 26-12

RESOLUTION OF THE HUMBOLDT TRANSIT AUTHORITY AMENDING APPENDIX TO CONFLICT OF INTEREST CODE

WHEREAS, on June 17, 1992 Humboldt Transit Authority first adopted Resolution 92-06, adopting the standard conflict of interest code contained in 2 Cal. Code of Regs. Section 18730 together with Appendix designating disclosure positions and categories and has since adopted resolutions updating the conflict of interest code as needed; and

WHEREAS, the Governing Board of Humboldt Transit Authority has reviewed their Conflict of Interest Code pursuant to Government Code Section 87306.5, and has determined that said Appendix is in need of amendment; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of the Humboldt Transit Authority as follows:

1. That the Appendix to the Humboldt Transit Authority Conflict of Interest Code is hereby amended to read as set forth in Exhibit "A" attached hereto and made a part hereof.

2. Except as herein specifically amended, all other provisions of the Conflict of Interest Code shall remain in full force and effect.

PASSED, APPROVED AND ADOPTED this 5th day of August 2026, on the following vote:

AYES:

NOES:

ABSENT:

____

Chair of the HTA Governing Board of Directors

ATTEST:

____

HTA Secretary

133 V Street
Eureka, CA 95501

A Public Entity Serving Humboldt County Since 1976

Office: (707) 443-0826
Fax: (707) 443-2032
www.hta.org

TO: Chair Arroyo
All Governing Board Members

FROM: Seth Beres, Project Manager

DATE: August 5, 2026

SUBJECT: Whitchurch Engineering Contract Project 2504 Amendment No.1

Humboldt Transit Authority (HTA) is under contract with Whitchurch Engineering Inc. (WEI) for engineering and construction management support on HTA's W Street Resurfacing Project, WEI project number 2504. WEI will need to perform additional work outside of the original contracted scope to ensure planned stormwater drainage infrastructure complies with HTA's current Stormwater Pollution and Prevention Plan (SWPPP) and to prepare As-built construction drawings of newly installed and uncovered utilities.

There is grant funding in fiscal year 2026-2027 for this project.

Action Recommended: ***Approve the amended agreement between Whitchurch Engineering and the Humboldt Transit Authority and authorize the General Manager to execute the updated agreement***

AMENDMENT NO. 1 TO
AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN THE HUMBOLDT TRANSIT AUTHORITY AND
WHITCHURCH ENGINEERING
FOR SERVICES RELATED TO W STREET PAVING

This is an amendment (“Amendment”) to that certain agreement by and between the Humboldt Transit Authority (“HTA”) and Whitchurch Engineering (“CONSULTANT”), effective July 8, 2025 entitled *Agreement for Professional Services Related to W Street Paving*, referred to herein as the “Agreement.” This Amendment is effective on ______________.

RECITALS

WHEREAS, HTA engaged CONSULTANT for professional engineering services related to the resurfacing of W Street;

WHEREAS, the Parties seek to amend the Agreement to increase the scope of CONSULTANT’s services to include additional review of stormwater pollution and prevention design and providing as-builts to record the location of new and uncovered utilities.

NOW THEREFORE, in consideration of the mutual covenants, conditions and terms recited herein and made a material part hereof, the parties agree as follows:

1. **<u>Scope of Services</u>**. Exhibit A to the Agreement, Scope of Services, is hereby amended by the addition of Exhibit A-1, Additional Scope of Services, attached hereto and incorporated herein.

2. **<u>Compensation</u>**. Section 3, Compensation, of the Agreement is hereby replaced in its entirety with the following:

“**3. <u>Compensation</u>.** CONSULTANT shall be paid for Services on a time and materials basis, based on the rate and budget attached hereto and incorporated herein as Exhibit B, “Compensation Schedule” for a maximum amount not to exceed **<u>Sixty-One Thousand Six Hundred and Fifty-Seven Dollars and Ninety-Two Cents ($68,857.92)</u>**.

3. **<u>Ratification of Agreement</u>.** The terms and conditions of the Agreement, including all exhibits and attachments, are ratified in their entirety except to the extent inconsistent with the terms and provisions of this Amendment. In the event of such inconsistency, this Amendment No. 1 shall control.

IN WITNESS WHEREOF, the Parties have caused this Amendment No. 1 to be signed and executed to be effective on the day and year first above written.

HUMBOLDT TRANSIT AUTHORITY	**WHITCHURCH ENGINEERING**
________________________	____________________________
Name:	Name:
Title:	Title:
Dated: ____________________	Dated: ____________________

EXHIBIT A-1
ADDITIONAL SCOPE OF SERVICES

Change Order #1 (CO#1) for HTA2504 “W Street Paving Project” covers the following items performed at the request of the client, outside of the original contract scope:

1. Industrial SWPPP review and proposing amendments
2. Stormwater hydrological flowrate and volume calculations
3. Stormwater filtration system evaluation
4. Post Construction As-builts including found subsurface utilities
5. As-built surveying of newly installed utilities (prevailing wage)
6. Additional City Meetings
7. QA/QC for as-builts and calculations

The estimate for the changes listed is an additional $13,657.92 (Thirteen Thousand Six Hundred, Fifty-Seven Dollars, and Ninety-Two Cents) – Not to Exceed, performed on a time and materials basis, in addition to the original contract (effective date July 8, 2025) amount.

This Change Order will use the terms and conditions from the original Consulting Services Agreement executed on July 8th, 2025.

Contract Totals:

Original Agreement	$48,000.00
Chage Order #1	$13,657.92
Total to Date	$61,657.92

133 V Street
Eureka, CA 95501

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Office: (707) 443-0826
Fax: (707) 443-2032
www.hta.org

DATE: August 5, 2026

TO: Chair Arroyo
All Governing Board Members

FROM: Consuelo Espinosa, Human Resources Manager

SUBJECT: Humboldt Transit Authority's Drug & Alcohol Policy

Due to changes in the Federal Transit Administrations published Drug and Alcohol Regulations, The Division of Rail and Mass Transportation (DRMT) determined that all sub-recipient Drug and Alcohol Polices needed to be updated to become compliant with current FTA Drug & Alcohol regulations.

There have been changes to 49 CFR Part 40 that mandate the need for changes to locally adopted Drug and Alcohol Policies. An updated template policy for zero tolerance was developed in May 2026, by CalACT's contractor to reflect those changes. These template policies have been reviewed by the audit team/FTA and were found to be compliance. Staff filled in the template to apply to HTA.

Action Recommended: Approve amendment to Humboldt Transit Authority's Drug and Alcohol policy by adopting Resolution 26-13

RESOLUTION 26-13

RESOLUTION OF THE HUMBOLDT TRANSIT AUTHORITY AMENDING THE DRUG AND ALCOHOL TESTING PROGRAM POLICY

WHEREAS, on January 24, 2018, Humboldt Transit Authority adopted Resolution 18-05 implementing a drug and alcohol testing program in compliance with 49 CFR, part 40 and since adopted resolutions updating this program; and

WHEREAS, the Governing Board of Humboldt Transit Authority has reviewed their policy and has determined that said policy needs amendment because the Code of Federal Regulations has changed; and

WHEREAS, it is convenient to republish the entire Drug and Alcohol Testing Program Policy as one document incorporating the appropriate changes made to the Code of Federal Regulations 49, Part 40, governing drug and alcohol testing for transportation properties; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of the Humboldt Transit Authority that prior resolutions are hereby rescinded and are replaced by this resolution adopting the attached document "Zero Tolerance Drug and Alcohol Testing Policy of the Humboldt Transit Authority."

NOW, THEREFORE, BE IT FURTHER RESOLVED that;

1. Prior resolutions are hereby rescinded.
2. The attached Zero Tolerance Drug and Alcohol Testing Policy of the Humboldt Transit Authority is hereby adopted.
3. The General Manager is directed to accept the changes to the policy.

PASSED, APPROVED AND ADOPTED this fifth day of August 2026, on the following vote:

Ayes:

Noes:

Absent:

______________________________ ________________________

HTA Board Chair Date

______________________________ ________________________

Secretary to the Board Date

133 V Street
Eureka, CA 95501

A Public Entity Serving Humboldt County Since 1975

Office: (707) 443-0826
Fax: (707) 443-2032
www.hta.org

TO: HTA Chair Natalie Arroyo
All Governing Board Members

FROM: Seth Beres, Project Manager

DATE: August 5, 2026

SUBJECT: Humboldt Transit Authority Project Updates

TIRCP Cycle 5 Grant

This project funds the purchase of fuel cell electric buses, construction of a hydrogen fueling station, upgrades to maintenance bays, and construction of an intermodal transit center.

- Hydrogen Fueling Station
  a. Office remodel is nearly complete with a few checklist items remaining.
  b. Cedar House is demolished, Sewer Laterals are capped. Only final cleanup remains.
  c. 90% design nearly complete.
  d. Staff will reach out to the Chair in the next couple of weeks to plan a gold shovel event to kick off the start of construction.
- Eureka Transit Center
  a. Financing closed 7/24.
  b. Golden Shovel Event 8/26 12:00pm to 1:00pm. More details to follow.
- Fuel Cell Electric Production Buses
  a. Nine (9) out of the ten (10) production buses have been delivered. Tenth bus is slated to be delivered mid to late this month.
  b. Performance testing is progressing well. Eight (8) buses have been tested and validated to date.
- Retrofit of Maintenance Bays
  a. IFB scheduled to release by the end of the week.
  b. Work will be phased, installing fire alarm control systems under a first phase, and completing remaining retrofit work under a second phase that will start later in the year.
- Temporary Fueling
  a. Temporary hydrogen fueling is still down with no definitive update on when fuel will become available again. Staff is in talks with Linde representatives about the need for a solution as soon as possible.
- W Street Resurfacing
  a. Work is progressing quickly: Phase 1 Demolition has completed.
  b. Substantial completion is expected by the end of the month.

Next Generation Facility Project

This project seeks to fund the design and construction of a new administration and maintenance facility for HTA that accommodates current needs and anticipated future growth.

- Staff have completed review of the draft final report and will provide comments for incorporation shortly.

No Action Required

133 V Street
Eureka, CA 95501

RIDE THE BUS
HTA
HUMBOLDT TRANSIT AUTHORITY

A Public Entity Serving Humboldt County Since 1976

Office: (707) 443-0826
Fax: (707) 443-2032
www.hta.org

TO: Chair Arroyo
All Governing Board Members

FROM: Katie Collender, General Manager

DATE: August 5, 2026

SUBJECT: Discontinuation of Cal Poly Funded Arcata Services

HTA took over operations and management of the Arcata and Mad River Transit (A&MRTS) as of July 1, 2025. Before this, the City of Arcata ran A&MRTS directly. Cal Poly Humboldt has contracted with the City of Arcata for many years to allow students to use the service with their ID card (or "Jackpass"), as well as directly funding the only late-night service in Arcata from 7:00 pm to 10:00 pm. Cal Poly added an additional route, the Green and Gold, in Fall 2023. The City of Arcata billed Cal Poly for actual costs of running these services. When HTA took over A&MRTS, Cal Poly contracted with HTA directly at a set hourly rate to continue these services and added an additional dormitory shuttle. There were five more options to renew the annual agreement.

Due to the stability of these services, HTA included them in the draft budget for the current fiscal year. On June 16, 2026, representatives from Cal Poly contacted HTA to set up a meeting to discuss their contract. At this meeting, HTA was notified that due to budgetary constraints, they did not plan to continue any of their public transit services.

This has implications for transit riders that use these services in Arcata. Those used to use Arcata Green and Gold can get similar services from Arcata Gold, so its loss is not a major concern. However, anyone who relies on the evening routes will be without fixed route service entirely. A total of 1,028 riders used evening routes in the first quarter of 2026, 72% of which used their Cal Poly student ID. Cal Poly was paying for thirty-four (34) weeks of service, excluding summer and winter breaks.

HTA has not budgeted for these routes outside of the revenue from this contract and does not have additional operational revenue for this purpose. To continue serving the public in Arcata without a supplemental contract from an outside party, HTA would be required to make adjustments elsewhere or pull from limited fiscal cliff funding. The estimated cost of a late-night run would be $2,925 per week.

2025/26 CPH Contract for 34 Weeks	2026/27 Estimated Cost for 34 Weeks	2026/27 Estimated Cost for 52 Weeks
$82,875.00	$99,450.00	$152,100.00

Action Recommended: Discuss and direct staff as necessary.

133 V Street
Eureka, CA 95501

A Public Entity Serving Humboldt County Since 1976

Office: (707) 443-0826
Fax: (707) 443-2032
www.hta.org

TO: Chair Arroyo
All Governing Board Members

FROM: Carolann Aggeler, Finance Manager

DATE: August 5, 2026

SUBJECT: Adoption of the Fiscal Year 2026/27 Final Budget for Humboldt Transit Authority

Included in this agenda packet are Draft Budgets for the Humboldt Transit Authority. The original budget was reviewed by the HTA Finance & Operations Committee by the Board during its special July 1, 2026, meeting. The revised final version reflects last minute changes due to a reduction of funding from Cal Poly Humboldt for service in Arcata.

Staff also placed a notice in the Times-Standard newspaper offering the public an opportunity to comment on the preliminary budget. No comments or suggestions have been received from any members of the public, nor have any changes made by the Board or the Finance & Operations committee or the Board at the prior meeting.

Members of the public may still make comments regarding this budget during the public hearing portion of the August 5, 2026 Board meeting. At that time, the Board may also make changes to the budget as they see fit.

Action Necessary:

1. *Continue the public hearing opportunity for members of the public to comment on the adopted preliminary budget for fiscal year 2026/27.*
2. *After hearing comments, close the public hearing.*
3. *Make changes if necessary & approve the final budget by adopting Resolution 26-14.*

RESOLUTION 26-14
HUMBOLDT TRANSIT AUTHORITY BUDGET ADOPTION
FOR FISCAL YEAR 2026-2027

WHEREAS, on June 10, 2026 the Finance and Operations Committee met to review the fiscal year 2026-2027 draft budget and directed staff to bring the draft to the next Board of Directors meeting; and

WHEREAS, on July 1, 2026 the Board of Directors discussed the draft, directing staff to return for public comment and potential adoption at a regular meeting on August 5, 2026; and

WHEREAS, all legal requirements for the adoption of the budget of the Humboldt Transit Authority for fiscal year 2026-2027 have been complied with;

NOW, THEREFORE, BE IT RESOLVED that the following budget for the fiscal year beginning July 1, 2026, and ending June 30, 2027, be, and the same hereby is, approved and adopted.

BE IT FURTHER RESOLVED that the details of the budget are contained in the complete budget which is on file in the offices of the Humboldt Transit Authority at 133 V Street, Eureka, California. Said complete budget is included herein by reference as though fully set forth.

RESOURCES	
Transit Fares	$1,353,833
JPA Member Assessment	$5,279,996
State Operating Grants	$4,090,163
Federal Operating Grants	$1,863,739
Other	$4,805,822
Total Resources	$17,393,553

REQUIREMENTS	
Payroll & Benefits	$9,680,820
Insurance & General	$1,793,842
Facilities	$811,107
Technology	$254,010
Vehicles	$4,591,124
Equipment	$262,650
Total Requirements	$17,393,553

PASSED, APPROVED AND ADOPTED this fifth day of August, 2026, on the following vote:

AYES:
NOES:
ABSENT:

Chair of the HTA Governing Board of Directors	ATTEST: HTA Secretary to the Board

Introduction

Staff have completed the annual budget for the upcoming fiscal year. Through the budgeting process, HTA closely reviews its transactions, identifies service changes, develops funding estimates, and considers economic forecasts to produce a balanced budget draft that anticipates how the agency will meet its financial obligations in the coming year while advancing its operational goals. The included five-year financial forecast and expanded narrative strengthen HTA's ability to plan for future needs.

HTA is improving transit efficiency through a planned RTS overhaul aligned with the 2023–2028 Humboldt County Transit Development Plan. Changes include removing low use stops that contribute to significant delays and increasing bus frequency at other stops, supplemented with microtransit. Flex, HTA's microtransit service, is now running until 10:00 PM Monday through Saturday to increase options for riders across coverage areas. This approach may serve as a model for other outlying areas with lower ridership that still require service.

Current Services:

Redwood Transit System (RTS)
Eureka Transit Service (ETS)
Arcata & Mad River Transit System (A&MRTS)
Southern Humboldt Intercity (SHI)
North State Express 299 (NSE 299)
North State Express 101 (NSE 101)
Paratransit or Dial-a-Ride (DAR)
Flex Microtransit (Flex)

Key Items:

Funding Updates

Funding Trends

Local Transportation Funds (LTF) are a component of Transportation Development Act (TDA) funding that is derived from a ¼ cent of the general sales tax collected statewide. The Humboldt County Auditor Controller's estimate of LTF funds for Fiscal Year 2025-26 is $5,416,531 which is a decrease of $481,869 from the 2025-26 estimate. The estimate is calculated using a 1% increase to revenues while also factoring in the difference between the estimate and actual revenues from FY 2024-25, which is why the current year projections are lower (despite 1% projected revenue growth).

The California Air Resources Board (CARB) administers the state's Cap-and-Trade program, now renamed Cap-and-Invest. Under the program, major emitters purchase allowances for their greenhouse gas emissions, and auction proceeds are deposited into the Greenhouse Gas Reduction Fund (GGRF), which supports essential programs for HTA, such as LCTOP. On May 29, 2026, CARB voted to adopt amendments to the Cap-and-Invest program. It is projected that quarterly auction revenue for state climate programs will drop from roughly $4 billion a year to about $2 billion under the new overhaul. This would decrease funding for AHSC, TIRCP, and LCTOP. Additionally, LCTOP funding was lowered in priority in its pool, and for that reason LCTOP could be unfunded in future years.

Transit and Intercity Rail Capital Program Cycle 5

HTA has made significant progress under the Transit and Intercity Rail Capital Program (TIRCP) Cycle 5, advancing its commitment to zero-emission transit and regional connectivity. With this $38.7 million grant awarded in 2022, HTA is deploying 11 New Flyer fuel cell electric buses (FCEBs), constructing a hydrogen fueling station, retrofitting service bays to safely work on hydrogen buses, and building an intermodal transit center in downtown Eureka. The station will also offer public fueling options, supporting the broader adoption of hydrogen vehicles on California's North Coast. These initiatives align with HTA's Zero Emission Bus Rollout Plan, targeting a 100% zero emissions fleet by 2040, and reflect a concerted effort to reduce emissions, improve transit accessibility, and foster sustainable transportation solutions in the region. At the time this budget was prepared, HTA received the pilot bus and five production buses. Construction is set to begin on the transit center in August 2026 and the hydrogen station in October 2026.

Transit and Intercity Rail Capital Program Cycle 7

Staff applied for the TIRCP Cycle 7 competitive grant in July of 2024 and were awarded their full request of $18.7 million. This grant will support a range of transformative transit projects across the North State region. It will enable the launch of a new 15-minute headway express service to address an identified Unmet Transit Need and boost ridership. The grant also supports new standardized bus stop designs to improve the passenger experience, safety, and enhance Ride Humboldt brand recognition. At the Eureka Intermodal Transit Center, additional indoor and outdoor infrastructure improvements include interactive lighting, art, and additional sitework. Public art installations at bus stops and the Transit Center will further foster community pride and engagement with transit. The grant will also fund Phase 1 of the North Coast Zero Emission Training Center, which will support regional workforce development, enhance systemwide safety through better operator and mechanic training, and reduce training-related travel and other costs. Lastly, the continued expansion of HTA's hydrogen fleet will increase the number of zero-emission miles operated and hopefully reduce fuel prices by leveraging a greater volume of hydrogen fuel.

Senate Bill (SB) 125

Senate Bill (SB) 125 will distribute $4 billion from the Transit and Intercity Rail Capital Program to regional transportation planning agencies over the next few fiscal years. This money is highly flexible and can be used for operations or capital improvements. It is serving as an essential resource for balancing HTA's budget in the upcoming years, advocates of the transit industry are hoping the State establishes ongoing funding to fill this need. The Humboldt County Association of Governments (HCAOG) is administering these funds for Humboldt County. SB 125 also establishes a Transit Transformation Task Force led by the California State Transportation Agency to develop policy recommendations on how to grow transit ridership, improve the transit experience, and address the long-term operational needs agencies face.

Measure O

The citizens of Humboldt County have memorialized their support for public transportation with a new sales tax. On November 6, 2024, Humboldt County voters passed a 1% sales tax known as "Measure O" to bring local funds to road repair and bus services. This new tax is estimated to bring over $24 million to the county each year to improve road infrastructure and to maintain and enhance local public transit. Encouragingly revenue has been coming in over projections. On April 22, 2025, the Humboldt County Board of Supervisors adopted a resolution that named HTA as the appropriate agency to represent local transit and receive 15% of the total amount collected starting on July 1, 2025, until June 30, 2030. Each year, HTA will bring its Work Plan to the Social Services Transportation Advisory Council for review and input. HTA will then finalize the plan as they deem appropriate and bring it before the HTA Board of Directors for adoption. Staff will then submit quarterly reports to the County Administrative Office to receive payment. An annual report will be submitted to the Humboldt County Audit Committee by the end of December following each fiscal year.

Measure O priorities for the upcoming fiscal year include but are not limited to support for Southern Humboldt Intercity, North State Express 299, and North State Express 101, Eureka Transit System, Dial-a-Ride, and Redwood Transit System. Although HTA is committed to the transition to zero emissions, with no local redundancy for hydrogen fuel, it is essential to retain a diversified fleet. With 76.4% of the RTS fleet past its useful life, as defined by the FTA and Caltrans, HTA plans to purchase one diesel bus to strengthen its ability to provide reliable transportation to the county.

Regional Early Action Planning (REAP) 2.0 Grant

The HCAOG applied for the California Department of Housing and Community Development Regional Early Action Planning (REAP) 2.0 grant on behalf of HTA and "We are Up" in late 2022. The original grant amount for HTA was $2.19 million, but it was reduced to $1.47 million with a delayed start date. Due to changes to the grant term and award, services will now only be available for the first half of this fiscal year ending on December 31, 2026. This initiative aims to provide on-demand transportation options that connect residents to essential services and fixed route transit, serving as a model for other rural communities with similar needs. The REAP 2.0 program supports sustainable, equitable, and climate-friendly infrastructure projects in underserved communities.

Affordable Housing and Sustainable Communities (AHSC)

HTA has been a corecipient of two AHSC grants with the City of Eureka and has applied with them for a third. The first grant, the "Eureka Scattered Site Project," is a three-site development located on city-owned parking lots within the City of Eureka. Collectively, these three communities will provide ninety apartment homes for low-income families throughout the city. Construction is scheduled to begin in 2025 and be completed in 2026. In partnership with the City of Eureka, the secured AHSC funding provides just over $30 million for affordable housing, programmatic support, and substantial investments in public transportation, bicycle and pedestrian improvements, and critical infrastructure throughout the city. Transit-related funding includes ten years of transit vehicle operations for microtransit, resident bus passes, the purchase of microtransit vehicles, and a Transit Signal Priority System. Construction is set to be completed in Q2 of fiscal year 2026-27, and HTA will start receiving operational revenue then.

The second awarded grant, the "Sunset Heights Phase I" project, will develop forty-three units of affordable housing for households earning 30 – 60% AMI in addition to improved pedestrian, bicycle, and transit infrastructure. The infill site is situated on the bluff overlooking Humboldt Bay and the Broadway/Highway 101 Commercial Corridor below. New and improved walkways will make it easier for residents to access transit service that will be doubled in frequency. A new bicycle boulevard will improve east-west connectivity within an existing multimodal network throughout the city that encourages mode shift, improves safe access to bicycle facilities and walkways, and connects bicyclists to transit services. The project will provide residents with bus passes and operational funding for HTA to operate ETS to better serve the area.

Service Changes

Redwood Transit System (RTS)

Staff are working to refine RTS service by eliminating infrequently used stops that require substantial time deviation. In addition, buses will now follow a more streamlined route with higher frequency. This aligns with the 2023–2028 Humboldt County Transit Development Plan, and requirements for bus routes that are classified as commuter lines. The stops will be serviced by microtransit service. These changes, together with the fare simplification implemented in October 2024, represent significant improvements to the rider experience. More frequent RTS service has been an objective of HTA for some time, with 15-minute headways identified as a commitment under the Transit and Intercity Rail Capital Program (TIRCP) Cycle 7 grant. This service concept represents the first step toward scaling operations to achieve even greater frequency. The current RTS schedule requires eighteen employees to operate, whereas this concept requires twenty-five. It is not anticipated that this will start within the 2026-27 fiscal year.

Arcata & Mad River Transit System (A&MRTS)

For many years, Cal Poly Humboldt provided funding to support transit service in Arcata, first through the City of Arcata, when they operated the Arcata & Mad River Transit System (A&MRTS). Then, following the consolidation of A&MRTS operations with Humboldt Transit Authority (HTA), they continued to fund late night and Green and Gold operation. This funding helped extend evening service beyond what other revenues alone could support, providing safe and reliable transportation during late-night hours and on an additional route. However, beginning this year, Cal Poly Humboldt discontinued its funding for these services. As a result, HTA was forced to eliminate the university-funded late-night and Green and Gold service, reducing transit availability for both the campus and the broader Arcata community.

Ride Humboldt Flex Microtransit

Ride Humboldt Flex is an on-demand shared-ride service that operates between bus stops, including both existing stops and newly designated virtual stops. In fiscal year 2024–25, the program transitioned from a soft launch that relied on time available between paratransit trips to dedicated vehicles and assigned shifts. As of May 26, 2026, microtransit hours have been extended in Eureka to 10:00 pm to serve passengers after the conclusion of fixed-route ETS and A&MRTS service hours. AHSC funding from the Eureka Scattered Site project will support the acquisition of additional microtransit vehicles and the expansion of service in the Eureka area. The REAP 2.0 grant has been supporting the expansion of transit options by funding the pilot program and ongoing microtransit service already.

Other Items

Employee Benefits

Employee benefit costs continue to represent a significant area of budget growth for FY 2026–27. AUAL expenditures are projected to increase from $307,542.96 in FY 2025–26 to $349,567.00 in FY 2026–27, reflecting an overall increase of 13.7%. Health insurance costs remain the primary driver of this increase. Employer-covered health insurance plans experienced a 6% increase in the prior year, consistent with national trends in employer-sponsored healthcare coverage. Industry surveys continue to report annual premium growth in the 5%–7% range due to rising healthcare utilization, prescription drug costs, and overall medical inflation.

Staffing and Recruitment

Ongoing challenges with driver recruitment across the transit industry have required HTA to implement additional measures to attract qualified applicants and retain valued employees. In January, HTA adopted a 34-hour work week to support improved work-life balance. Each quarter, refinements are made to driver bid schedules to reduce the number of split shifts and provide as many drivers as possible with multiple consecutive days off. The planned updates to RTS and the expansion of microtransit service will also require a significant increase in driver allocations.

Insurance

HTA is a member of the California Transit Indemnity Pool (CalTIP), a Joint Powers Authority insurance pool. By joining with other agencies to establish a pooled program layer and to purchase reinsurance, members are slightly insulated from the volatile insurance industry. CalTIP provides general liability, and vehicle physical damage. For the next fiscal year, there were changes to the lowest starting amount of what reinsurance partners were willing to offer in the general liability program. This meant that CalTIP was required to fund its self-funded layer at $2.75 million rather than $2.25 million per incident. The cost share between pool members is based on loss history and revenue miles. This year's change equates to an $865,628 contribution to the general liability program. This is 57.33% higher than the prior year.

Grant Funded Projects

Special projects were not included in this operationally focused budget, which is centered on the annual costs related to sustaining transit services and assets. Including large projects in the operating budget would create inconsistencies from year to year, as these one-time or infrequent expenses can significantly skew annual comparisons and planning. While funding for major infrastructure investments falls outside the scope of that budget, HTA remains committed to long-term improvements and upgrades and actively pursues competitive grant funding to achieve these outcomes. A list of large projects both planned and underway is provided below. These funding sources are earmarked for each capital project and cannot be transferred into the operating budget in the event of a shortfall. These projects reflect total project cost, some have project partners contributing.

Projects

Project	Cost	Funding
Hydrogen Fueling Station	$18,179,522	- Transit Intercity Rail Capital Program Cycle 5 - Federal Highway Infrastructure Program - Carbon Reduction Funds - STA - LCTOP
10 Hydrogen Fuel Cell Buses	$15,151,000	- Transit Intercity Rail Capital Program Cycle 5 - Federal Highway Infrastructure Program
Maintenance Bay Hydrogen Retrofit	$1,401,155	- Transit Intercity Rail Capital Program Cycle 5 - STA - LCTOP
Eureka Intermodal Transit Center	$35,669,081	- Transit Intercity Rail Capital Program Cycle 5 - Transit Intercity Rail Capital Program Cycle 7 - Private Funding
5 Hydrogen Fuel Cell Buses	$7,959,000	- Transit Intercity Rail Capital Program Cycle 7 - Federal Highway Infrastructure Program
Real-Time Signage Pilot	$209,000 (Estimated)	- Unfunded, likely STA
Bus Stop Redesign and Branding Pilot	$2,440,000	- Transit Intercity Rail Capital Program Cycle 7 - Federal Highway Infrastructure Program
North Coast Zero Emission Training Center	$846,000	- Transit Intercity Rail Capital Program Cycle 7
Facility Redesign and Replacement	$65,000,000 (Estimated)	- Unfunded
TOTAL PROJECTS	$146,854,758	

DRAFT 2026-27 OPERATING BUDGET AND FORECAST

	FY 24-25 Actual	FY 25-26 Budget	FY 26-27 Budget	FY 27-28 Forecast	FY 28-29 Forecast	FY 29-30 Forecast	FY 30-31 Forecast
Resources							
Service Revenue							
Fares & Passes	$ 1,110,397	$ 1,179,500	$ 1,353,833	$ 1,421,525	$ 1,492,601	$ 1,567,231	$ 1,645,593
Contract Transportation	$ 2,048,445	$ 1,431,906	$ 229,122	$ 235,996	$ 243,076	$ 250,368	$ 257,879
Service Total	$ 3,158,842	$ 2,611,406	$ 1,582,955	$ 1,657,521	$ 1,735,677	$ 1,817,599	$ 1,903,472
Supplementary Resources							
Advertising	$ 134,514	$ 190,000	$ 150,000	$ 154,500	$ 159,135	$ 163,909	$ 168,826
Interest/Miscellaneous	$ 456,104	$ 45,000	$ 50,000	$ 22,000	$ 22,440	$ 22,889	$ 23,347
Federal Formula 5311	$ 2,063,001	$ 1,782,857	$ 1,863,739	$ 1,901,014	$ 1,939,034	$ 1,977,815	$ 2,017,371
JPA Member Assesment	$ 3,311,308	$ 3,639,095	$ 5,279,996	$ 5,438,396	$ 5,601,548	$ 5,769,594	$ 5,942,682
State Transit Assistance	$ 1,508,433	$ 1,581,673	$ 1,422,791	$ 1,451,247	$ 1,480,272	$ 1,509,877	$ 1,540,075
State of Good Repair	$ 240,140	$ 274,308	$ 232,308	$ 236,954	$ 241,693	$ 246,527	$ 251,458
Low Carbon Transit Ops Prgm	$ 385,676	$ 402,198	$ 136,786	$ 69,761	$ -	$ -	$ -
Transit Intercity Rail Capital Prgm	$ 1,310,319	$ 325,000	$ 365,138	$ 383,395	$ 319,333	$ 335,300	$ 352,065
SB125 Formula Transit Intercity	$ -	$ 1,194,413	$ 1,933,140	$ 1,535,993	$ 2,277,777	$ 2,951,846	$ 6,488,946
Measure O	$ -	$ 3,600,000	$ 3,600,000	$ 3,600,000	$ 3,600,000	$ 3,600,000	$ -
Regional Early Action Planning 2.0	$ 208,793	$ 1,190,250	$ 87,551	$ -	$ -	$ -	$ -
Affordable Housing & Sustainable Communities			$ 689,149	$ 403,267	$ 420,820	$ 404,451	$ 406,404
Supplementary Total	$ 9,618,288	$ 14,224,794	$ 15,810,598	$ 15,196,527	$ 16,062,052	$ 16,982,208	$ 17,191,174
TOTAL RESOURCES	$ 12,777,130	$ 16,836,200	$ 17,393,553	$ 16,854,048	$ 17,797,729	$ 18,799,807	$ 19,094,646
Requirements							
Service Requirements							
Payroll	$ 4,222,060	$ 5,967,000	$ 6,405,920	$ 6,726,216	$ 7,062,527	$ 7,415,653	$ 7,786,436
Employee Costs	$ 1,154,698	$ 1,526,000	$ 1,935,518	$ 2,032,294	$ 2,133,909	$ 2,240,604	$ 2,352,634
Retirement	$ 908,283	$ 974,000	$ 1,339,382	$ 1,406,351	$ 1,476,669	$ 1,550,502	$ 1,628,027
Contract Transportation	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Insurance	$ 825,155	$ 1,188,000	$ 1,136,512	$ 1,181,972	$ 1,229,251	$ 1,278,421	$ 1,329,558
General Operating	$ 1,167,055	$ 633,000	$ 657,330	$ 683,623	$ 710,968	$ 739,407	$ 768,983
Facilities	$ 846,969	$ 315,000	$ 337,707	$ 354,592	$ 372,322	$ 390,938	$ 410,485
Technology	$ 351,458	$ 440,000	$ 254,010	$ 266,711	$ 280,047	$ 294,049	$ 308,751
Vehicles	$ 1,695,299	$ 2,050,000	$ 2,175,124	$ 2,392,636	$ 2,631,900	$ 2,895,090	$ 3,184,599
Service Total	$ 11,170,977	$ 13,093,000	$ 14,241,503	$ 15,044,395	$ 15,897,593	$ 16,804,664	$ 17,769,473
Asset Management							
Equipment Purchases	$ 346,191	$ 270,000	$ 262,650	$ 275,783	$ 289,572	$ 304,051	$ 319,254
Facility Maintenance	$ 492,759	$ 583,200	$ 473,400	$ 497,070	$ 521,924	$ 548,020	$ 575,421
Vehicle Replacement	$ 1,573,839	$ 2,890,000	$ 2,416,000	$ 1,036,800	$ 1,088,640	$ 1,143,072	$ 1,200,226
Asset Total	$ 2,412,789	$ 3,743,200	$ 3,152,050	$ 1,809,653	$ 1,900,136	$ 1,995,143	$ 2,094,901
TOTAL REQUIREMENTS	$ 13,583,766	$ 16,836,200	$ 17,393,553	$ 16,854,048	$ 17,797,729	$ 18,799,807	$ 19,864,374
Resources Less Requirements	$ (806,636)	$ -	$ -	$ -	$ -	$ -	$ (769,728)

Note: Special projects and associated funding not eligible for operating use on Grant Funded Projects sheet

DRAFT 2026-27 OPERATING BUDGET BY SERVICE

	Redwood Transit System	Eureka Transit Service	Arcata & Mad River Transit System	Southern Humboldt Intercity	North State Express 299	North State Express 101	Dial a Ride Paratransit	Flex Microtransit	Total
Planned Miles	51%	8%	8%	11%	7%	6%	6%	3%	100%
Planned Hours	42%	15%	12%	5%	4%	3%	13%	6%	100%
Resources									
Service Revenue									
Fares & Passes	$ 689,644	$ 269,622	$ 203,484	$ 46,483	$ 73,822	$ 5,530	$ 45,673	$ 19,575	$ 1,353,833
Contract Transportation	$ 168,338	$ 19,008	$ 5,216	$ 3,348	$ 32,932	$ 80	$ 200	$ -	$ 229,122
Service Total	$ 857,982	$ 288,630	$ 208,700	$ 49,831	$ 106,754	$ 5,610	$ 45,873	$ 19,575	$ 1,582,955
Supplementary Resources									
Advertising	$ 62,322	$ 22,855	$ 17,972	$ 6,853	$ 6,497	$ 4,274	$ 20,073	$ 9,154	$ 150,000
Interest/Miscellaneous	$ 20,774	$ 7,618	$ 5,991	$ 2,284	$ 2,166	$ 1,425	$ 6,691	$ 3,051	$ 50,000
Federal Formula 5311	$ 855,859	$ 124,010	$ 108,509	$ 300,000	$ 255,964	$ 219,397	$ -	$ -	$ 1,863,739
JPA Member Assessment	$ 2,162,955	$ 224,538	$ 656,728	$ 635,702	$ 322,454	$ -	$ 1,277,619	$ -	$ 5,279,996
State Transit Assistance	$ 781,460	$ 169,847	$ 121,289	$ 158,636	$ 97,771	$ 84,596	$ 9,192	$ -	$ 1,422,791
State of Good Repair	$ 125,533	$ 27,423	$ 17,836	$ 16,872	$ 15,964	$ 13,813	$ 14,867	$ -	$ 232,308
Low Carbon Transit Ops Prgm	$ 74,076	$ 24,838	$ 13,445	$ 10,750	$ 7,662	$ 6,015	$ -	$ -	$ 136,786
Transit Intercity Rail Capital Prgm	$ 228,980	$ 55,634	$ 43,747	$ 16,683	$ 9,691	$ 10,403	$ -	$ -	$ 365,138
SB125 Formula Transit Intercity	$ 964,994	$ 892,172	$ 25,254	$ 40,903	$ -	$ 9,817	$ -	$ -	$ 1,933,140
Measure O	$ 2,165,319	$ 234,000	$ -	$ 197,242	$ 189,353	$ 445,536	$ 368,550	$ -	$ 3,600,000
Regional Early Action Planning 2.0	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 87,551	$ 87,551
Affordable Housing & Sustainable Communities	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 689,149	$ 689,149
Supplementary Total	$ 7,442,272	$ 1,782,935	$ 1,010,771	$ 1,385,925	$ 907,522	$ 795,276	$ 1,696,992	$ 788,905	$ 15,810,598
TOTAL RESOURCES	$ 8,300,254	$ 2,071,565	$ 1,219,471	$ 1,435,756	$ 1,014,276	$ 800,886	$ 1,742,865	$ 808,480	$ 17,393,553
Requirements									
Service Requirements									
Payroll	$ 2,901,893	$ 914,331	$ 478,703	$ 400,856	$ 325,797	$ 235,209	$ 789,208	$ 359,923	$ 6,405,920
Employee Costs	$ 876,793	$ 276,261	$ 144,638	$ 121,116	$ 98,438	$ 71,067	$ 238,455	$ 108,750	$ 1,935,518
Retirement	$ 606,741	$ 191,173	$ 100,090	$ 83,813	$ 68,119	$ 49,179	$ 165,012	$ 75,255	$ 1,339,382
Contract Transportation	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Insurance	$ 591,785	$ 97,635	$ 58,383	$ 130,204	$ 80,247	$ 69,434	$ 74,733	$ 34,091	$ 1,136,512
General Operation	$ 285,023	$ 104,522	$ 53,520	$ 31,343	$ 29,712	$ 19,545	$ 91,800	$ 41,865	$ 657,330
Facility Operation	$ 175,844	$ 29,012	$ 17,348	$ 38,689	$ 23,845	$ 20,632	$ 22,207	$ 10,130	$ 337,707
Technology	$ 132,263	$ 21,821	$ 13,049	$ 29,101	$ 17,935	$ 15,519	$ 16,703	$ 7,619	$ 254,010
Vehicle Operation	$ 1,132,591	$ 186,860	$ 111,737	$ 249,192	$ 153,582	$ 132,887	$ 143,029	$ 65,246	$ 2,175,124
Service Total	$ 6,702,933	$ 1,821,615	$ 977,468	$ 1,084,314	$ 797,675	$ 613,472	$ 1,541,147	$ 702,879	$ 14,241,503
Asset Management									
Equipment Purchases	$ 133,099	$ 21,959	$ 20,165	$ 29,285	$ 18,049	$ 15,617	$ 16,808	$ 7,668	$ 262,650
Facility Maintenance	$ 239,898	$ 39,580	$ 36,346	$ 52,782	$ 32,531	$ 28,147	$ 30,296	$ 13,820	$ 473,400
Vehicle Replacement	$ 1,224,324	$ 188,411	$ 185,492	$ 269,375	$ 166,021	$ 143,650	$ 154,614	$ 84,113	$ 2,416,000
Asset Total	$ 1,597,321	$ 249,950	$ 242,003	$ 351,442	$ 216,601	$ 187,414	$ 201,718	$ 105,601	$ 3,152,050
TOTAL REQUIREMENTS	$ 8,300,254	$ 2,071,565	$ 1,219,471	$ 1,435,756	$ 1,014,276	$ 800,886	$ 1,742,865	$ 808,480	$ 17,393,553
Resources Less Requirements	$ -	$ -	$	$	$ -	$ -	$ -	$ -	$ -

Note: Special projects and associated funding not eligible for operating use on Grant Funded Projects sheet

DRAFT 2026-27 OPERATING BUDGET AND FORECAST

	FY 24-25 Actual	FY 25-26 Budget	FY 26-27 Budget	FY 27-28 Forecast	FY 28-29 Forecast	FY 29-30 Forecast	FY 30-31 Forecast
Resources							
Service Revenue							
Fares & Passes	$ 1,110,397	$ 1,179,500	$ 1,353,833	$ 1,421,525	$ 1,492,601	$ 1,567,231	$ 1,645,593
Contract Transportation	$ 2,048,445	$ 1,431,906	$ 752,749	$ 775,331	$ 798,591	$ 822,549	$ 847,225
Service Total	$ 3,158,842	$ 2,611,406	$ 2,106,582	$ 2,196,856	$ 2,291,192	$ 2,389,780	$ 2,492,818
Supplementary Resources							
Advertising	$ 134,514	$ 190,000	$ 150,000	$ 154,500	$ 159,135	$ 163,909	$ 168,826
Interest/Miscellaneous	$ 456,104	$ 45,000	$ 50,000	$ 22,000	$ 22,440	$ 22,889	$ 23,347
Federal Formula 5311	$ 2,063,001	$ 1,782,857	$ 1,863,739	$ 1,901,014	$ 1,939,034	$ 1,977,815	$ 2,017,371
JPA Member Assesment	$ 3,311,308	$ 3,639,095	$ 5,279,996	$ 5,438,396	$ 5,601,548	$ 5,769,594	$ 5,942,682
State Transit Assistance	$ 1,508,433	$ 1,581,673	$ 1,422,791	$ 1,451,247	$ 1,480,272	$ 1,509,877	$ 1,540,075
State of Good Repair	$ 240,140	$ 274,308	$ 232,308	$ 236,954	$ 241,693	$ 246,527	$ 251,458
Low Carbon Transit Ops Prgm	$ 385,676	$ 402,198	$ 136,786	$ 69,761	$ -	$ -	$ -
Transit Intercity Rail Capital Prgm	$ 1,310,319	$ 325,000	$ 365,138	$ 383,395	$ 319,333	$ 335,300	$ 352,065
SB125 Formula Transit Intercity	$ -	$ 1,194,413	$ 1,933,140	$ 1,548,860	$ 2,304,743	$ 2,994,245	$ 6,488,946
Measure O	$ -	$ 3,600,000	$ 3,600,000	$ 3,600,000	$ 3,600,000	$ 3,600,000	$ -
Regional Early Action Planning 2.0	$ 208,793	$ 1,190,250	$ 87,551	$ -	$ -	$ -	$ -
Affordable Housing & Sustainable Communities			$ 689,149	$ 403,267	$ 420,820	$ 404,451	$ 406,404
Supplementary Total	$ 9,618,288	$ 14,224,794	$ 15,810,598	$ 15,209,394	$ 16,089,018	$ 17,024,607	$ 17,191,174
TOTAL RESOURCES	$ 12,777,130	$ 16,836,200	$ 17,917,180	$ 17,406,250	$ 18,380,210	$ 19,414,387	$ 19,683,992
Requirements							
Service Requirements							
Payroll	$ 4,222,060	$ 5,967,000	$ 6,662,360	$ 6,995,478	$ 7,345,252	$ 7,712,515	$ 8,098,141
Employee Costs	$ 1,154,698	$ 1,526,000	$ 2,013,000	$ 2,113,650	$ 2,219,333	$ 2,330,300	$ 2,446,815
Retirement	$ 908,283	$ 974,000	$ 1,393,000	$ 1,462,650	$ 1,535,783	$ 1,612,572	$ 1,693,201
Contract Transportation	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Insurance	$ 825,155	$ 1,188,000	$ 1,167,789	$ 1,214,500	$ 1,263,080	$ 1,313,603	$ 1,366,147
General Operating	$ 1,167,055	$ 633,000	$ 686,000	$ 713,440	$ 741,978	$ 771,657	$ 802,523
Facilities	$ 846,969	$ 315,000	$ 347,000	$ 364,350	$ 382,568	$ 401,696	$ 421,781
Technology	$ 351,458	$ 440,000	$ 261,000	$ 274,050	$ 287,753	$ 302,141	$ 317,248
Vehicles	$ 1,695,299	$ 2,050,000	$ 2,234,981	$ 2,458,479	$ 2,704,327	$ 2,974,760	$ 3,272,236
Service Total	$ 11,170,977	$ 13,093,000	$ 14,765,130	$ 15,596,597	$ 16,480,074	$ 17,419,244	$ 18,418,092
Asset Management							
Equipment Purchases	$ 346,191	$ 270,000	$ 262,650	$ 275,783	$ 289,572	$ 304,051	$ 319,254
Facility Maintenance	$ 492,759	$ 583,200	$ 473,400	$ 497,070	$ 521,924	$ 548,020	$ 575,421
Vehicle Replacement	$ 1,573,839	$ 2,890,000	$ 2,416,000	$ 1,036,800	$ 1,088,640	$ 1,143,072	$ 1,200,226
Asset Total	$ 2,412,789	$ 3,743,200	$ 3,152,050	$ 1,809,653	$ 1,900,136	$ 1,995,143	$ 2,094,901
TOTAL REQUIREMENTS	$ 13,583,766	$ 16,836,200	$ 17,917,180	$ 17,406,250	$ 18,380,210	$ 19,414,387	$ 20,512,993
Resources Less Requirements	$ (806,636)	$ -	$ -	$ -	$ -	$ -	$ (829,001)

Note: Special projects and associated funding not eligible for operating use on Grant Funded Projects sheet

DRAFT 2026-27 OPERATING BUDGET BY SERVICE

	Redwood Transit System	Eureka Transit Service	Arcata & Mad River Transit System	Southern Humboldt Intercity	North State Express 299	North State Express 101	Dial a Ride Paratransit	Flex Microtransit	Total
Planned Miles	51%	8%	8%	11%	7%	6%	6%	3%	100%
Planned Hours	42%	15%	12%	5%	4%	3%	13%	6%	100%
Resources									
Service Revenue									
Fares & Passes	$ 689,644	$ 269,622	$ 203,484	$ 46,483	$ 73,822	$ 5,530	$ 45,673	$ 19,575	$ 1,353,833
Contract Transportation	$ 168,338	$ 19,008	$ 528,843	$ 3,348	$ 32,932	$ 80	$ 200	$ -	$ 752,749
Service Total	$ 857,982	$ 288,630	$ 732,327	$ 49,831	$ 106,754	$ 5,610	$ 45,873	$ 19,575	$ 2,106,582
Supplementary Resources									
Advertising	$ 62,322	$ 22,855	$ 17,972	$ 6,853	$ 6,497	$ 4,274	$ 20,073	$ 9,154	$ 150,000
Interest/Miscellaneous	$ 20,774	$ 7,618	$ 5,991	$ 2,284	$ 2,166	$ 1,425	$ 6,691	$ 3,051	$ 50,000
Federal Formula 5311	$ 855,859	$ 124,010	$ 108,509	$ 300,000	$ 255,964	$ 219,397	$ -	$ -	$ 1,863,739
JPA Member Assessment	$ 2,162,955	$ 224,538	$ 656,728	$ 635,702	$ 322,454	$ -	$ 1,277,619	$ -	$ 5,279,996
State Transit Assistance	$ 781,460	$ 169,847	$ 121,289	$ 158,636	$ 97,771	$ 84,596	$ 9,192	$ -	$ 1,422,791
State of Good Repair	$ 125,533	$ 27,423	$ 17,836	$ 16,872	$ 15,964	$ 13,813	$ 14,867	$ -	$ 232,308
Low Carbon Transit Ops Prgm	$ 74,076	$ 24,838	$ 13,445	$ 10,750	$ 7,662	$ 6,015	$ -	$ -	$ 136,786
Transit Intercity Rail Capital Prgm	$ 228,980	$ 55,634	$ 43,747	$ 16,683	$ 9,691	$ 10,403	$ -	$ -	$ 365,138
SB125 Formula Transit Intercity	$ 964,995	$ 892,172	$ 25,254	$ 40,902	$ -	$ 9,817	$ -	$ -	$ 1,933,140
Measure O	$ 2,165,319	$ 234,000	$ -	$ 197,242	$ 189,353	$ 445,536	$ 368,550	$ -	$ 3,600,000
Regional Early Action Planning 2.0	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 87,551	$ 87,551
Affordable Housing & Sustainable Communities	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 689,149	$ 689,149
Supplementary Total	$ 7,442,273	$ 1,782,935	$ 1,010,771	$ 1,385,924	$ 907,522	$ 795,276	$ 1,696,992	$ 788,905	$ 15,810,598
TOTAL RESOURCES	$ 8,300,255	$ 2,071,565	$ 1,743,098	$ 1,435,755	$ 1,014,276	$ 800,886	$ 1,742,865	$ 808,480	$ 17,917,180
Requirements									
Service Requirements									
Payroll	$ 2,901,893	$ 914,331	$ 735,144	$ 400,855	$ 325,797	$ 235,209	$ 789,208	$ 359,923	$ 6,662,360
Employee Costs	$ 876,793	$ 276,261	$ 222,120	$ 121,116	$ 98,438	$ 71,067	$ 238,455	$ 108,750	$ 2,013,000
Retirement	$ 606,741	$ 191,173	$ 153,708	$ 83,813	$ 68,119	$ 49,179	$ 165,012	$ 75,255	$ 1,393,000
Contract Transportation	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Insurance	$ 591,786	$ 97,635	$ 89,659	$ 130,204	$ 80,247	$ 69,434	$ 74,733	$ 34,091	$ 1,167,789
General Operation	$ 285,023	$ 104,522	$ 82,190	$ 31,343	$ 29,712	$ 19,545	$ 91,800	$ 41,865	$ 686,000
Facility Operation	$ 175,844	$ 29,012	$ 26,641	$ 38,689	$ 23,845	$ 20,632	$ 22,207	$ 10,130	$ 347,000
Technology	$ 132,263	$ 21,821	$ 20,039	$ 29,101	$ 17,935	$ 15,519	$ 16,703	$ 7,619	$ 261,000
Vehicle Operation	$ 1,132,591	$ 186,860	$ 171,594	$ 249,192	$ 153,582	$ 132,887	$ 143,029	$ 65,246	$ 2,234,981
Service Total	$ 6,702,934	$ 1,821,615	$ 1,501,095	$ 1,084,313	$ 797,675	$ 613,472	$ 1,541,147	$ 702,879	$ 14,765,130
Asset Management									
Equipment Purchases	$ 133,099	$ 21,959	$ 20,165	$ 29,285	$ 18,049	$ 15,617	$ 16,808	$ 7,668	$ 262,650
Facility Maintenance	$ 239,898	$ 39,580	$ 36,346	$ 52,782	$ 32,531	$ 28,147	$ 30,296	$ 13,820	$ 473,400
Vehicle Replacement	$ 1,224,324	$ 188,411	$ 185,492	$ 269,375	$ 166,021	$ 143,650	$ 154,614	$ 84,113	$ 2,416,000
Asset Total	$ 1,597,321	$ 249,950	$ 242,003	$ 351,442	$ 216,601	$ 187,414	$ 201,718	$ 105,601	$ 3,152,050
TOTAL REQUIREMENTS	$ 8,300,255	$ 2,071,565	$ 1,743,098	$ 1,435,755	$ 1,014,276	$ 800,886	$ 1,742,865	$ 808,480	$ 17,917,180
Resources Less Requirements	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

Note: Special projects and associated funding not eligible for operating use on Grant Funded Projects sheet