

Humboldt Transit Authority  
Governing Board of Directors  
AGENDA  
Regular Meeting October 15, 2014  
HTA Conference Room - 133 V Street Eureka  
9:00 a.m.

- I. Call meeting to Order
- II. Roll Call & Introductions
- III. Closed Session, Two Items.
  - a. Public Comment
  - b. The Board will go into Closed Session pursuant to Government Code Section 54957.6. Agency designated representative: General Manager; Employee organization: Local 1684, American Federation of State, County and Municipal Employees, AFL-CIO.
  - c. Pursuant to Government Code Section 54957(b)(1) the Board will meet in closed session to conduct an evaluation of performance for the employee currently holding the position of General Manager, Greg Pratt.
  - d. Pursuant to Government Code Section 54957.6 the Board will meet in closed session to give direction to its appointed representative concerning negotiations over salary for the unrepresented General Manager, Greg Pratt.
  - e. Pursuant to Government Code Section 54957.1 at the conclusion of the closed sessions a public report will be made by the Board Chair disclosing action taken as required.
  - f. The Board will Reconvene in Open Session
- IV. Citizen's Communications  
Members of the community are invited to comment on items or issues not on the agenda.
- V. Approval of Minutes  
Minutes from the September 17, 2014 regular board meeting  
**Action Recommended: Make corrections, if necessary.**  
**Approve minutes.**

- VI. 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.*
- a. Sixth Amendment to Agreement for Operation of Bus Transit System Page 04  
 The contract between Humboldt Transit Authority and the City of Eureka is up for renewal. It is necessary at this time to extend the agreement with the City of Eureka.  
**Action Recommended: Adopt the Sixth Amendment to Agreement for Operation of Bus Transit System.**
- VII. Items Removed from the Consent Calendar
- VIII. Action Items Page 07
- a. Donation Request  
 The Arcata House Partnership is requesting the Redwood Transit System provide 200 one-way fare tickets to assist with their Regional Extreme Winter Shelter.  
**Action Recommended: Review, discuss, and direct staff**
- IX. Discussion Agenda Handout
- a. New Transportation Services  
 Staff will discuss the possibilities of operating public transportation on Old Arcata Road and to the Bear River Band of Rohnerville Rancheria.
- X. Information Items Page 08
- a. August 2014 statistics for all systems operated by HTA  
August 2014 statements for all systems operated by HTA
- XI. Communications
- a. Board  
 b. Staff
- XII. 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.*

**MINUTES FOR THE HUMBOLDT TRANSIT AUTHORITY**

**REGULAR BOARD MEETING**

**September 17, 2014**

**ROLL CALL**

**PRESENT**

**ABSENT**

**Board Members**

Linda Atkins, City of Eureka  
Michael Winkler, City of Arcata  
Rex Bohn, County of Humboldt (Alt)  
Julie Woodall, City of Rio Dell  
Dean Glaser, City of Fortuna

Estelle Fennell, County of Humboldt  
Julie Fulkerson, City of Trinidad  
Mark Lovelace, County of Humboldt

**Staff**

Greg Pratt, General Manager  
Karen Wilson, Manager of Operations  
Brenda Fregoso, Secretary to the Board  
Jim Wilson, Equipment and Facilities Manager  
Barbara Zoellner, Administration and Finance Manager

Others in attendance were Nancy Diamond, HTA Council and Paul Patino, Arcata resident.

**CALL TO ORDER**

Chairperson Atkins called the meeting to order at 9:00 a.m.

At 9:04 a.m. the board went into closed session for two items;

- a. Pursuant to Government Code Section 54957.6. Agency designated representative: Jack Hughes; Employee Organization: American Federation of State, County and Municipal Employees Local 1684, AFL-CIO.
- b. Pursuant to Government Code section 54956.8. Property owned by HTA: 104 W Street, Eureka, CA; Negotiator for Agency: General Manager, Negotiator for prospective tenant: Scott Pesch, Coldwell Banker: Under negotiation: lease price and terms.

The board resumed open session at 9:33 a.m. Chairperson Atkins announced that there was nothing to report.

## CITIZENS COMMUNICATIONS

None

## MINUTES

Motion by Councilmember Glaser, second by Councilmember Winkler to approve the minutes from the August 20, 2014 regular board meeting.

*Motion carries unanimously*

## CONSENT CALENDAR

Motion by Councilmember Winkler, second by Councilmember Glaser to approve the Consent Calendar.

*Motion carries unanimously*

a. Humboldt State University Jack Pass Contract

The contracts between Humboldt State University and Humboldt Transit Authority for the Jack Pass are up for renewal.

***Action Recommended: Approve the contracts between Humboldt State University and the Humboldt Transit Authority.***

b. County of Humboldt Authorized Signatures

In order for individuals to be able to sign claims, the County of Humboldt Auditor-Controller requires Board authorization for HTA staff and selected Board Members.

***Action Recommended: Authorize Barbara Zoellner, Brenda Fregoso, Alene Webb, Chair Atkins, and Vice Chair Winkler to sign claims on behalf of Humboldt Transit Authority.***

c. HTA Designated Representative Jack Hughes' Contract

Planning for the successor Memorandum of Understanding between Humboldt Transit Authority and America Federation of State County Municipal Employees is approaching. Staff is recommending using the law firm of Liebert Cassidy Whitmore.

***Action Recommended: Approve the Agreement for Special Services between Liebert Cassidy Whitmore and the Humboldt Transit Authority.***

## **COMMUNICATIONS**

### **Board:**

Councilmember Atkins advised the board that on the agenda for her City Council Meeting, under consent calendar was the City of Eureka and HTA's contract renewal. Councilmember Atkins advised that she was not certain why the City Manager authorized the renewal for one (1) year and not three (3) as in the past.

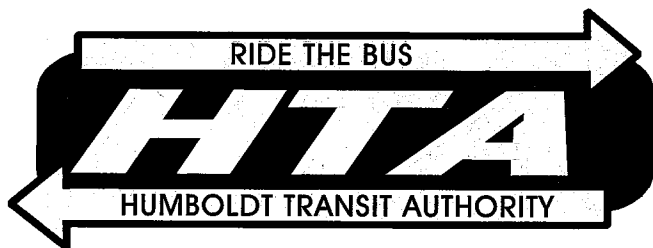
Rex Bohn asked staff how Teen Challenge was doing cleaning the bus shelters. Jim Wilson, Equipment and Facilities Manager indicated that they did have issues with the bus stops not being cleaned properly, however, after a phone call the bus shelters are now being cleaned properly.

Councilmember Glaser announced that the shuttle he previous requested for the Veterans Wall at Bear River Community Center in November has been canceled for November. Three new dates were submitted for March 2015. Councilmember Glaser will return in January to HTA's board meeting, as a Fortuna Resident, to request a new date for the shuttle.

### **Staff:**

General Manager Greg Pratt advised the board that HCOAG determined that service to Old Arcata Road and Bear River Band Rohnerville Rancheria was an unmet need that was not able to meet at this time due to lack of equipment and drivers. The routes and services will be a future agenda item.

Meeting adjourned at 9:41 a.m.



*A Public Entity Serving  
Humboldt County Since 1976*

133 "V" Street, Eureka, CA 95501-0844

(707) 443-0826

TO: Chairperson Atkins  
All Governing Board Members

FROM: Greg Pratt, General Manager

DATE: October 15, 2014

SUBJECT: Sixth Amendment to Agreement for Operation of Bus Transit System

The contract between the City of Eureka and Humboldt Transit Authority for the operation of the Eureka Transit Service is up for renewal. I have enclosed the contract signed by the Eureka City Council on September 16, 2014.

It is for a one-year term beginning on July 1, 2014 with a 2-1/2 percent increase from 2013. The Eureka City Manager requested a year contract to have City staff research funding, costs, and performance before entering into a long-term contract.

***Action Recommended: Adopt the Sixth Amendment to Agreement for Operation of Bus Transit System.***

**SIXTH AMENDMENT TO AGREEMENT  
FOR OPERATION OF BUS TRANSIT SYSTEM**

**WHEREAS**, on or about June 20, 2001 the City of Eureka, a municipal corporation of the State of California (“City”), and the Humboldt Transit Authority, a joint powers public entity of the State of California (“Contractor”), entered into an Agreement for Operation of Bus Transit System (“Agreement”); and,

**WHEREAS**, on April 23, 2003, said Agreement was extended and amended through June 30, 2006, and again amended and extended for the period of July 1, 2006 through June 30, 2009, and again amended and extended for the period of July 1, 2009 through June 30, 2012; and, again amended and extended for the period of July 1, 2012 through June 30, 2014 and,

**WHEREAS**, the parties desire to amend the Agreement.

**NOW, THEREFORE, IT IS AGREED** that the Agreement is amended as follows:

1. Paragraph 2, Term of Agreement:

“2. Term of Agreement: The term of this Agreement shall be for one year commencing July 1, 2014 and ending June 30, 2015.”

2. Section 20, Compensation, is amended and restated in its entirety:

“a. For fiscal year 2014, City shall pay Contractor for the performance of the service set forth in this Agreement as follows: the full contract amount less anticipated fare revenues, which HTA will not remit to the City, but retain and therefore receive a smaller monthly payment:

1. Total contract amount of \$899,309, less anticipated fare revenues of \$255,000 (Note: Fares are based on projections for the fiscal year 2013/2014), for a monthly fixed rate payment of \$53,692.

2. In addition to such fixed and variable amounts as are paid Contractor, City will pay Contractor the actual cost of vehicle liability insurance, exclusive of collision coverage, obtained by the Contractor under this Agreement. Upon cancellation of this Agreement, Contractor shall delete City vehicles from Contractor’s insurance policy and direct the insurer to pay the refund to the City.”

Any carryover from the Eureka Transit Service operation at the end of each year will be rolled over to assist with operating expenses for the following year. Any carryover from the Eureka Transit Service operation at the end of the contract term will be returned to the City of Eureka once that number has been confirmed by the annual financial audit. Unanticipated increases in the cost or decreases in

the revenue of operating Eureka Transit Service will be compensated only after action by the Eureka City Council.

Should the Eureka City Council not approve of additional compensation to Contractor for an increase in costs over amount bid, Contractor shall have the option of terminating this Agreement as provided in Section 21. Following notice of termination, Contractor shall continue operation of bus transit system until City finds a replacement contractor, provided City agrees to compensate Contractor for additional costs in the interim.”

3. Section 19, Accounting for Fares, is amended and restated in its entirety:

Contractor will remove locked cash vaults from Eureka Transit Service buses on a daily basis and count and record the contents of each vault. The fares collected in said vaults will be retained by Contractor. A report will be made available to the City by the tenth (10<sup>th</sup>) of each month or upon request by City, and will contain the following information for each operating day of each month: route, cash fares collected, ticket sales, pass sales, as well as any other type of fare collected.

4. This Amendment to Agreement for Operation of Bus Transit System shall become effective July 1, 2014. Except as amended, the Agreement remains in full force and effect.

CITY OF EUREKA:

APPROVED AS TO CONTENT:

BY: Frank Jäger  
Frank Jäger, Mayor

BY: Greg Spark  
Greg Spark, City Manager

ATTEST:

APPROVED AS TO FORM:

BY: Pamela J. Powell  
Pamela J. Powell, City Clerk

BY: Cyndy Day-Wilson  
Cyndy Day-Wilson, City Attorney

HUMBOLDT TRANSIT AUTHORITY:

CONTRACTING PARTY:

APPROVED AS TO FORM:

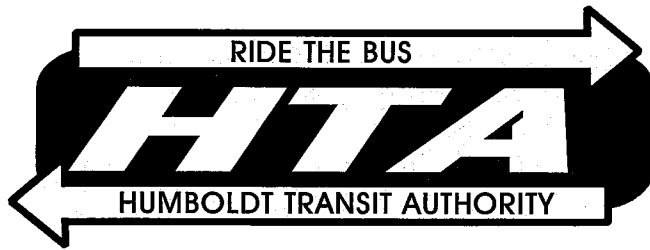
BY: \_\_\_\_\_  
Chair of the HTA Board

BY: \_\_\_\_\_  
Legal Counsel

ATTEST:

BY: \_\_\_\_\_  
Secretary to the Board





*A Public Entity Serving  
Humboldt County Since 1976*

133 "V" Street, Eureka, CA 95501-0844

(707) 443-0826

TO: Chairperson Atkins  
All Governing Board Members

FROM: Greg Pratt, General Manager

DATE: October 15, 2014

SUBJECT: Donation Request

The Arcata House Partnership (AHP) is working with the faith community in Arcata and McKinleyville to operate a regional extreme winter shelter. The weather shelter would provide a safe, warm, and dry space for homeless persons to sleep on winter nights when the weather is particularly cold or wet, and when being outside could be life-threatening.

As a part of this effort, people that get identified in McKinleyville can ride the Redwood Transit System to the Arcata Transit Center and walk across the street to get prepared to spend the night at the Extreme Winter shelter. AHP is requesting 200 one-way fare tickets to assist with this effort.

***Action Recommended: Review, discuss, and direct staff.***

Humboldt Transit Authority  
Redwood Transit System  
Comparative Performance Activity Report

**RTS**

	Month			YTD 2014-2015	YTD 2013-2014	% Change	
	August 2014	August 2013	% Change				
1	Passengers - Weekdays	41,265	40,176	2.71	77,432	72,682	6.54
2	Passengers - Saturdays/Holidays	4,991	4,412	13.12	7,414	6,792	9.16
3	Passengers - Sunday	2,112	1,435	47.18	3,528	2,668	32.23
4	<b>Total Passengers</b>	<b>48,368</b>	<b>46,023</b>	<b>5.10</b>	<b>88,374</b>	<b>82,142</b>	<b>7.59</b>
5	Miles - Weekdays	46,875	51,281	-8.59	93,750	102,057	-8.14
6	Miles - Saturdays/Holidays	4,070	4,515	-9.86	7,326	8,127	-9.86
7	Miles - Sundays	2,945	2,390	23.22	5,301	4,780	10.90
8	<b>Total Miles</b>	<b>53,890</b>	<b>58,186</b>	<b>-7.38</b>	<b>106,377</b>	<b>110,184</b>	<b>-3.46</b>
9	Hours - Weekdays	2,534	2,025	25.12	5,067	4,050	25.12
10	Hours - Saturdays/Holidays	185	203	-8.84	332	365	-8.84
11	Hours - Sundays	124	101	22.77	223	202	10.50
12	<b>Total Hours</b>	<b>2,842</b>	<b>2,329</b>	<b>22.07</b>	<b>5,623</b>	<b>4,415</b>	<b>27.37</b>
13	Days - Weekdays	21	22	-4.55	43	44	-2.27
14	Days - Saturdays/Holidays	5	5	0.00	9	9	0.00
15	Days - Sundays	5	4	25.00	9	8	12.50
16	<b>Total Days</b>	<b>31</b>	<b>31</b>	<b>0.00</b>	<b>61</b>	<b>61</b>	<b>0.00</b>
17	Cash Fares	5,857	6,278	-6.71	10,738	11,719	-8.37
18	Stored Value Fares	19,602	19,569	0.17	37,553	37,359	0.52
19	Day Pass	3,380	3,244	4.19	6,428	6,387	0.64
20	Jack Pass	10,068	7,790	29.24	15,705	9,507	65.19
21	Month Pass	8,071	7,893	2.26	15,275	14,813	3.12
22	In-Town Fare	858	673	27.49	1,615	1,279	26.27
23	Free/Attendants	532	576	-7.64	1,060	1,078	-1.67
24	Wheelchair Passengers	227	226	0.44	426	433	-1.62
25	Bicycles	1,997	2,155	-7.33	3,874	4,244	-8.72
26	<b>FARE REVENUES</b>	<b>\$ 103,608.08</b>	<b>\$ 89,791.40</b>	<b>15.39</b>	<b>\$ 177,906.16</b>	<b>\$162,648.98</b>	<b>9.38</b>
27	Charter Service	\$ -	0	0.00	\$ -	\$0.00	0.00
28	<b>OPERATING COSTS</b>	<b>\$ 247,441.26</b>	<b>\$ 160,603.00</b>	<b>54.07</b>	<b>\$ 407,852.35</b>	<b>\$371,988.70</b>	<b>9.64</b>
29	<b>FAREBOX REV. AS % OF OP. COSTS</b>	<b>41.87%</b>	<b>55.91%</b>	<b>-25.11</b>	<b>43.62%</b>	<b>43.72%</b>	<b>-0.24</b>
30	OPERATING COST PER PASSENGER	\$ 5.12	\$ 3.49	46.60	\$ 4.62	\$ 4.53	1.91
31	OPERATING COST PER VEHICLE MILE	\$ 4.59	\$ 2.76	66.35	\$ 3.83	\$ 3.38	13.56
32	FAREBOX REV. PER VEHICLE MILE	\$ 1.92	\$ 1.54	24.59	\$ 1.67	\$ 1.48	13.29
33	OPERATING COST PER VEHICLE HOUR	\$ 87.06	\$ 68.97	26.22	\$ 72.53	\$ 84.27	-13.92
34	PASSENGERS PER VEHICLE HOUR	17.02	19.77	-13.90	15.72	18.61	-15.54
35	AVE. DAILY RIDERSHIP-WEEKDAYS	1,965.00	1,826.18	7.60	1,800.74	1,651.86	9.01
36	AVE. DAILY RIDERSHIP-SATURDAY	998.20	882.40	13.12	823.78	754.67	9.16
37	AVE. DAILY RIDERSHIP-SUNDAY	422.40	358.75	17.74	392.00	333.50	17.54

**NOTES FOR August 2014-2015**

- A. TOTAL PASSENGERS = #17-23.
- B. CALCULATION OF #29 FAREBOX % = FARE REVENUES DIVIDED BY OPERATING COSTS.
- C. FARE/TICKET CHANGES 2/08. FARE INCREASE 1/2014
- D. MINIMUM FAREBOX RETURN AT ROW 29 SHOULD BE 26.4%

3:58 PM  
10/08/14  
Accrual Basis

**Humboldt Transit Authority**  
**RTS P & L Budget Performance**  
August 2014

	<u>Aug 14</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Jul - Aug 14</u>	<u>YTD Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>							
Income							
Operating Revenue	103,608.08	96,234.02	108.79%	177,906.16	175,834.85	101.18%	1,201,341.00
Non-operating Revenue	127,388.15	138,756.16	91.81%	255,007.67	277,512.36	91.89%	1,665,073.92
<b>Total Income</b>	<b>230,996.23</b>	<b>233,990.18</b>	<b>98.72%</b>	<b>432,913.83</b>	<b>453,347.21</b>	<b>95.49%</b>	<b>2,866,414.92</b>
<b>Gross Profit</b>	<b>230,996.23</b>	<b>233,990.18</b>		<b>432,913.83</b>	<b>453,347.21</b>		<b>2,866,414.92</b>
Expense							
Administration & General	52,592.08	38,582.08	136.31%	89,218.65	77,164.20	115.62%	462,985.00
Maintenance	73,586.33	103,935.08	70.8%	160,593.46	207,870.20	77.26%	1,247,221.00
Operations	38,929.98	8,600.64	452.64%	51,064.72	17,201.52	296.86%	103,207.92
Payroll Expenses	82,342.85	87,750.07	93.84%	165,415.72	175,500.30	94.25%	1,053,001.00
<b>Total Expense</b>	<b>247,451.24</b>	<b>238,867.87</b>	<b>103.59%</b>	<b>466,292.55</b>	<b>477,736.22</b>	<b>97.61%</b>	<b>2,866,414.92</b>
<b>Net Ordinary Income</b>	<b>-16,455.01</b>	<b>-4,877.69</b>		<b>-33,378.72</b>	<b>-24,389.01</b>		<b>0.00</b>

Humboldt Transit Authority  
Eureka Transit System  
Comparative Performance Activity Report

**ETS**

	Month			YTD 2014-2015	YTD 2013-2014	% Change	
	August 2014	August 2013	% Change				
1	Passengers - Weekdays	17,418	18,084	-3.68	35,006	35,636	-1.77
2	Passengers - Saturdays/Holidays	1,737	1,725	0.70	2,879	2,828	1.88
3	<b>Total Passengers</b>	<b>19,155</b>	<b>19,809</b>	<b>-3.30</b>	<b>37,885</b>	<b>38,462</b>	<b>-1.50</b>
4	Miles - Weekdays	12222	12,804	-4.55	25026	25608	-2.27
5	Miles - Saturdays/Holidays	1430	1,430	0.00	2574	2574	0.00
6	<b>Total Miles</b>	<b>13652</b>	<b>14,234</b>	<b>-4.09</b>	<b>27600</b>	<b>28182</b>	<b>-2.07</b>
10	Hours - Weekdays	1108	1,161	-4.55	2268	2321	-2.27
11	Hours - Saturdays/Holidays	113	113	0.00	203	203	0.00
12	<b>Total Hours</b>	<b>1220</b>	<b>1,273</b>	<b>-4.14</b>	<b>2471</b>	<b>2524</b>	<b>-2.09</b>
13	Days - Weekdays	21	22	-4.55	43	44	-2.27
14	Days - Saturdays/Holidays	5	5	0.00	9	9	0.00
15	<b>Total Days</b>	<b>26</b>	<b>27</b>	<b>-3.70</b>	<b>52</b>	<b>53</b>	<b>-1.89</b>
16	Cash Fares	3,195	3,475	-8.06	6,273	6,638	-5.50
17	Stored Value Fares	10,493	10,572	-0.75	20,662	20,432	1.13
18	Day Pass	1,214	805	50.81	2,348	1,671	40.51
19	Jack Pass	605	498	21.49	1,218	679	79.38
20	Month Pass	2,987	3,443	-13.24	6,088	7,068	-13.87
21	Free/Attendants	661	1,016	-34.94	1,296	1,974	-34.35
22	Wheelchair Passengers	153	242	-36.78	372	569	-34.62
23	<b>FARE REVENUES</b>	<b>\$ 24,880.58</b>	<b>25,055</b>	<b>-0.69</b>	<b>\$ 47,899.99</b>	<b>\$ 44,006.42</b>	<b>8.85</b>
24	Charter Service	\$ -	0	0.00	\$ -	\$ -	0.00
25	<b>OPERATING COSTS</b>	<b>\$ 69,064.91</b>	<b>58,629</b>	<b>17.80</b>	<b>\$ 139,576.56</b>	<b>\$ 133,701.91</b>	<b>4.39</b>
26	<b>FAREBOX REV. AS % OF OP. COSTS</b>	<b>36.02%</b>	<b>42.73%</b>	<b>-15.70</b>	<b>34.32%</b>	<b>32.91%</b>	<b>4.27</b>
27	OPERATING COST PER PASSENGER	\$ 3.01	\$ 2.90	21.02	\$ 3.00	\$ 3.40	5.90
28	OPERATING COST PER VEHICLE MILE	\$ 5.06	\$ 4.12	22.82	\$ 5.06	\$ 4.74	6.60
29	FAREBOX REV. PER VEHICLE MILE	\$ 1.82	\$ 1.76	3.54	\$ 1.74	\$ 1.56	11.14
30	OPERATING COST PER VEHICLE HOUR	\$ 56.60	\$ 46.06	22.89	\$ 56.49	\$ 52.98	22.89
31	PASSENGERS PER VEHICLE HOUR	15.70	15.56	0.88	15.33	15.24	0.60
32	AVE. DAILY RIDERSHIP-WEEKDAYS	829.43	822.00	0.90	814.09	843.99	-3.54
33	AVE. DAILY RIDERSHIP-SATURDAY	347.40	345.00	0.70	319.89	319.68	0.06

**NOTES FOR AUGUST 2014-2015**

- A. TOTAL PASSENGERS = #16-21.
- B. CALCULATION OF #26 FAREBOX % = FARE REVENUES DIVIDED BY OPERATING COSTS.
- C. FARE/TICKET CHANGES 2/08. FARE INCREASE 1/14.
- D. MINIMUM FAREBOX RETURN AT ROW 28 SHOULD BE 22.4%

4:34 PM  
10/08/14  
Accrual Basis

## Humboldt Transit Authority ETS P&L Budget Performance August 2014

	Aug 14	Budget	% of Budget	Jul - Aug 14	YTD Budget	% of Budget	Annual Budget
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
Operating Revenue	24,880.58	21,250.00	117.09%	47,899.99	42,500.00	112.71%	255,000.00
Non-operating Revenue	54,228.61	53,692.42	101.0%	108,277.66	107,384.80	100.83%	686,345.00
<b>Total Income</b>	<u>79,109.19</u>	<u>74,942.42</u>	<u>105.56%</u>	<u>156,177.65</u>	<u>149,884.80</u>	<u>104.2%</u>	<u>941,345.00</u>
<b>Gross Profit</b>	79,109.19	74,942.42		156,177.65	149,884.80		941,345.00
<b>Expense</b>							
Administration & General	9,881.02	7,248.83	136.31%	16,762.43	14,497.70	115.62%	86,986.00
Maintenance	19,907.73	25,527.91	77.98%	39,258.71	51,055.90	76.89%	306,335.00
Operations	558.58	1,438.59	38.83%	2,768.17	2,877.10	96.21%	17,263.00
Payroll Expenses	38,727.55	44,230.09	87.56%	80,797.22	88,460.10	91.34%	530,761.00
<b>Total Expense</b>	<u>69,074.88</u>	<u>78,445.42</u>	<u>88.06%</u>	<u>139,586.53</u>	<u>156,890.80</u>	<u>88.97%</u>	<u>941,345.00</u>
<b>Net Ordinary Income</b>	10,034.31	-3,503.00		16,591.12	-7,006.00		0.00

Humboldt Transit Authority  
Willow Creek  
Comparative Performance Activity Report

**WC**

	Month			YTD 2014-2015	YTD 2013-2014	% Change	
	August 2014	August 2013	% Change				
1	Passengers - Weekdays	1,077	1,128	-4.52	2,001	2,220	-9.86
2	Passengers - Saturday	108	101	6.93	163	176	-7.39
3	<b>Total Passengers</b>	<b>1,185</b>	<b>1,229</b>	<b>-3.58</b>	<b>2,137</b>	<b>2,396.00</b>	<b>-10.81</b>
4	Miles - Weekdays	8,022.00	8,690	-7.69	16,426.00	17,380.00	-5.49
5	Miles - Saturdays	1,350.00	1,440	-6.25	2,430.00	2,592.00	-6.25
6	<b>Total Miles</b>	<b>9,372.00</b>	<b>10,130</b>	<b>-7.48</b>	<b>18,856.00</b>	<b>19,972.00</b>	<b>-5.59</b>
7	Hours - Weekdays	217.98	228	-4.55	446.34	448.36	-0.45
8	Hours - Saturdays/Holidays	37.40	37	0.00	67.32	68.40	-1.58
9	<b>Total Hours</b>	<b>255.38</b>	<b>266</b>	<b>-3.91</b>	<b>513.66</b>	<b>516.76</b>	<b>-0.60</b>
10	Days - Weekdays	21	22	-4.55	43	44	-2.27
11	Days - Saturdays/Holidays	5	5	0.00	9	9	0.00
12	<b>Total Days</b>	<b>26</b>	<b>27</b>	<b>-3.70</b>	<b>52</b>	<b>53</b>	<b>-1.89</b>
13	Cash Fares	341	334	2.10	679	743	-8.61
14	Stored Value Fares	748	711	5.20	1,332	1,349	-1.26
15	Day Pass	9	12	-25.00	19	27	-29.63
16	Jack Pass	74	118	-37.29	107	171	-37.43
17	Month Pass	0	43	-100.00	0	73	-100.00
18	Free/Attendants	13	11	18.18	27	33	-18.18
19	Wheelchair Passengers	13	5	160.00	16	9	77.78
20	Bicycles	26	33	-21.21	40	67	-40.30
21	<b>FARE REVENUES</b>	<b>\$ 3,981.71</b>	<b>\$ 3,718.07</b>	<b>7.09</b>	<b>\$ 7,105.52</b>	<b>\$ 7,248.69</b>	<b>-1.98</b>
22	Charter Service	\$ -	\$ -	0.00	\$ -	\$ -	0.00
23	<b>OPERATING COSTS</b>	<b>\$ 24,259.73</b>	<b>\$ 19,333.60</b>	<b>25.48</b>	<b>\$ 47,575.24</b>	<b>\$ 40,524.07</b>	<b>17.40</b>
24	<b>FAREBOX REV. AS % OF OP. COSTS</b>	<b>16.41%</b>	<b>19.23%</b>	<b>-14.65</b>	<b>14.94%</b>	<b>17.89%</b>	<b>-16.50</b>
25	OPERATING COST PER PASSENGER	\$ 20.47	\$ 15.73	30.14	\$ 22.26	\$ 16.91	31.63
26	OPERATING COST PER VEHICLE MILE	\$ 2.59	\$ 1.91	35.63	\$ 2.52	\$ 2.03	24.35
27	FAREBOX REV. PER VEHICLE MILE	\$ 0.42	\$ 0.37	15.75	\$ 0.38	\$ 0.36	3.83
28	OPERATING COST PER VEHICLE HOUR	\$ 94.99	\$ 72.75	30.58	\$ 92.62	\$ 78.42	18.11
29	PASSENGERS PER VEHICLE HOUR	4.64	4.62	0.34	4.16	4.64	-10.27
30	AVE. DAILY RIDERSHIP-WEEKDAYS	51.29	51.27	0.03	46.53	50.45	-7.77
31	AVE. DAILY RIDERSHIP-SATURDAY	21.60	20.20	6.93	18.11	19.56	-7.39

**NOTES FOR August 2014-2015**

- A. TOTAL PASSENGERS = #13-18.
- B. CALCULATION OF #24 FAREBOX % = FARE REVENUES DIVIDED BY OPERATING COSTS.
- C. FARE/TICKET CHANGES 2/08. FARE INCREASE 7/11
- D. MINIMUM FAREBOX RETURN AT ROW 24 SHOULD BE 10%

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10/08/14  
Accrual Basis

**Humboldt Transit Authority**  
**Willow Creek P & L Budget Performance**  
August 2014

	<u>Aug 14</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Jul - Aug 14</u>	<u>YTD Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
Operating Revenue	3,981.71	3,583.50	111.11%	7,105.52	6,958.50	102.11%	43,836.00
Non-operating Revenue	26,811.23	22,020.50	121.76%	53,634.27	44,041.04	121.78%	264,246.00
<b>Total Income</b>	<u>30,792.94</u>	<u>25,604.00</u>	<u>120.27%</u>	<u>60,739.79</u>	<u>50,999.54</u>	<u>119.1%</u>	<u>308,082.00</u>
<b>Expense</b>							
Administration & General	5,653.57	4,147.50	136.31%	9,590.87	8,295.00	115.62%	49,770.00
Maintenance	9,099.24	11,029.58	82.5%	19,719.35	22,059.20	89.39%	132,355.00
Operations	867.05	1,344.66	64.48%	1,850.82	2,689.40	68.82%	16,136.00
Payroll Expenses	8,639.87	9,151.76	94.41%	16,414.20	18,303.40	89.68%	109,821.00
<b>Total Expense</b>	<u>24,259.73</u>	<u>25,673.50</u>	<u>94.49%</u>	<u>47,575.24</u>	<u>51,347.00</u>	<u>92.65%</u>	<u>308,082.00</u>
<b>Net Ordinary Income</b>	6,533.21	-69.50	0.26	13,164.55	-347.46	0.26	0.00

Humboldt Transit Authority  
 Southern Humboldt - Intercity  
 Comparative Performance Activity Report

**SHI**

	Month			YTD 2014-2015	YTD 2013-2014	% Change	
	August 2014	August 2013	% Change				
1	Passengers - Weekdays	2,068	2,099	-1.48	3,755	3,771	-0.42
2	Passengers - Saturday	0	0	0.00	0	0	0.00
3	<b>Total Passengers</b>	<b>2,068</b>	<b>2,099</b>	<b>-1.48</b>	<b>3,755</b>	<b>3,771</b>	<b>-0.42</b>
4	Miles - Weekdays	18,900	19,800	-4.55	38,700.00	39,600.00	-2.27
5	Miles - Saturdays	0	0	0.00	0.00	0.00	0.00
6	<b>Total Miles</b>	<b>18,900</b>	<b>19,800</b>	<b>-4.55</b>	<b>38,700.00</b>	<b>39,600.00</b>	<b>-2.27</b>
7	Hours - Weekdays	511.35	536	-4.55	1,047.05	1,058.86	-1.12
8	Hours - Saturdays	0.00	0	0.00	0.00	0.00	0.00
9	<b>Total Hours</b>	<b>511.35</b>	<b>536</b>	<b>-4.55</b>	<b>1,047.05</b>	<b>1,058.86</b>	<b>-1.12</b>
10	Days - Weekdays	21	22	-4.55	43	44	-2.27
11	Days - Saturdays	0	0	0.00	0	0	0.00
12	<b>Total Days</b>	<b>21</b>	<b>22</b>	<b>-4.55</b>	<b>43</b>	<b>44</b>	<b>-2.27</b>
13	Cash Fares	327	433	-24.48	629	792	-20.58
14	Stored Value Fares	1,351	1,407	-3.98	2,675	2,615	2.29
15	Month Pass	365	218	67.43	393	277	41.88
16	Free/Attendants	25	41	-39.02	58	87	-33.33
17	Wheelchair Passengers	3	2	50.00	5	5	0.00
18	Bicycles	67	80	-16.25	141	126	11.90
19	<b>FARE REVENUES</b>	<b>\$ 9,394.39</b>	<b>\$ 7,745.01</b>	<b>21.30</b>	<b>\$ 15,918.60</b>	<b>\$ 13,836.69</b>	<b>15.05</b>
20	Charter Service	\$ -	0	0.00	\$ -	\$ -	0.00
21	<b>OPERATING COSTS</b>	<b>\$ 42,381.49</b>	<b>\$ 28,363.28</b>	<b>49.42</b>	<b>\$ 75,438.91</b>	<b>\$ 62,290.35</b>	<b>21.11</b>
22	<b>FAREBOX REV. AS % OF OP. COSTS</b>	<b>22.17%</b>	<b>27.31%</b>	<b>-18.82</b>	<b>21.10%</b>	<b>22.21%</b>	<b>-5.01</b>
23	OPERATING COST PER PASSENGER	\$ 20.49	\$ 13.51	51.66	\$ 20.09	\$ 16.52	21.62
24	OPERATING COST PER VEHICLE MILE	\$ 2.24	\$ 1.43	56.54	\$ 1.95	\$ 1.57	23.92
25	FAREBOX REV. PER VEHICLE MILE	\$ 0.50	\$ 0.39	27.07	\$ 0.41	\$ 0.35	17.72
26	OPERATING COST PER VEHICLE HOUR	\$ 82.88	\$ 52.95	56.54	\$ 72.05	\$ 58.83	22.47
27	PASSENGERS PER VEHICLE HOUR	4.04	3.92	3.21	3.59	3.56	0.70
28	AVE. DAILY RIDERSHIP-WEEKDAYS	98.48	95.41	3.21	87.33	85.70	1.89
29	AVE. DAILY RIDERSHIP-SATURDAY	0.00	0.00	0.00	0.00	0.00	0.00

**NOTES FOR August 2014-2015**

- A. TOTAL PASSENGERS = #13-16.
- B. CALCULATION OF #22 FAREBOX % = FARE REVENUES DIVIDED BY OPERATING COSTS.
- C. FARE/TICKET CHANGES 2/08. FARE INCREASE 7/11
- D. MINIMUM FAREBOX RETURN AT ROW 22 SHOULD BE 10%



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Accrual Basis

## Humboldt Transit Authority S H Intercity Budget Performance August 2014

	<u>Aug 14</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Jul - Aug 14</u>	<u>YTD Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
Operating Revenue	9,394.39	5,833.33	161.05%	15,918.60	11,666.70	136.45%	70,000.00
Non-operating Revenue	41,998.73	29,288.59	143.4%	84,153.56	58,577.18	143.66%	351,463.00
<b>Total Income</b>	<u>51,393.12</u>	<u>35,121.92</u>	<u>146.33%</u>	<u>100,072.16</u>	<u>70,243.88</u>	<u>142.46%</u>	<u>421,463.00</u>
<b>Expense</b>							
<b>Administration &amp; General</b>							
Maintenance	3,747.22	2,749.00	136.31%	6,356.89	5,498.00	115.62%	32,988.00
Operations	13,696.59	14,900.91	91.92%	28,600.46	29,801.90	95.97%	178,811.00
Payroll Expenses	8,569.78	1,682.67	509.3%	10,192.69	3,365.30	302.88%	20,192.00
<b>Total Expense</b>	<u>42,381.49</u>	<u>35,121.91</u>	<u>103.66%</u>	<u>30,288.87</u>	<u>31,578.70</u>	<u>95.92%</u>	<u>189,472.00</u>
<b>Net Ordinary Income</b>	9,011.63	0.01	1.46	24,633.25	-0.02	1.42	0.00

Humboldt Transit Authority  
 Southern Humboldt - Local  
 Comparative Performance Activity Report

**SHL**

		Month						
		August 2014	August 2013	% Change	YTD 2014-2015	YTD 2013-2014	% Change	
1	Passengers - Weekdays	857	1,058	-19.00	1,956	2,047	-4.45	
2	Passengers - Saturday	0	0	0.00	0	0	0.00	
3	<b>Total Passengers</b>	<b>857</b>	<b>1,058</b>	<b>-19.00</b>	<b>1,956</b>	<b>2,047</b>	<b>-4.45</b>	
4	Miles - Weekdays	3,181.50	3,333	-4.55	6,514.50	6,666	-2.27	
5	Miles - Saturdays	0.00	0	0.00	0	0	0.00	
6	<b>Total Miles</b>	<b>3,181.50</b>	<b>3,333</b>	<b>-4.55</b>	<b>6,514.50</b>	<b>6,666</b>	<b>-2.27</b>	
7	Hours - Weekdays	127.68	134	-4.55	261.44	260	0.62	
8	Hours - Saturdays	0.00	0	0.00	0	0	0.00	
9	<b>Total Hours</b>	<b>127.68</b>	<b>134</b>	<b>-4.55</b>	<b>261.44</b>	<b>260</b>	<b>0.62</b>	
10	Days - Weekdays	21	22	-4.55	43	44	-2.27	
11	Days - Saturdays	0	0	0.00	0	0	0.00	
12	<b>Total Days</b>	<b>21</b>	<b>22</b>	<b>-4.55</b>	<b>43</b>	<b>44</b>	<b>-2.27</b>	
13	Cash Fares	241	374	-35.56	524	759	-30.96	
14	Stored Value Fares	611	672	-9.08	1,415	1,262	12.12	
15	Free/Attendants	5	12	-58.33	17	26	-34.62	
16	Wheelchair Passengers	2	2	0.00	4	4	0.00	
17	Bicycles	47	22	113.64	77	41	87.80	
18	<b>FARE REVENUES</b>	<b>\$ 1,026.90</b>	<b>\$ 1,164.10</b>	<b>-11.79</b>	<b>\$ 2,327.05</b>	<b>\$2,252.10</b>	<b>3.33</b>	
19	Charter Service	\$ -	\$ -	0.00	\$ -	\$0.00	0.00	
20	<b>OPERATING COSTS</b>	<b>\$ 9,420.04</b>	<b>\$ 7,700.21</b>	<b>22.33</b>	<b>\$ 17,749.01</b>	<b>\$18,966.26</b>	<b>-6.42</b>	
21	<b>FAREBOX REV. AS % OF OP. COSTS</b>	<b>10.90%</b>	<b>15.12%</b>	<b>-27.89</b>	<b>13.11%</b>	<b>11.87%</b>	<b>10.41</b>	
22	OPERATING COST PER PASSENGER	\$ 10.99	\$ 7.28	51.03	\$ 9.07	\$ 12.85	-29.36	
23	OPERATING COST PER VEHICLE MILE	\$ 2.90	\$ 2.31	28.16	\$ 2.72	\$ 2.08	1.52	
24	FAREBOX REV. PER VEHICLE MILE	\$ 0.32	\$ 0.35	-7.59	\$ 0.36	\$ 0.23	53.91	
25	OPERATING COST PER VEHICLE HOUR	\$ 73.78	\$ 57.57	28.16	\$ 67.89	\$ 61.50	10.38	
26	PASSENGERS PER VEHICLE HOUR	6.71	7.91	-15.14	7.48	4.79	56.26	
27	AVE. DAILY RIDERSHIP-WEEKDAYS	40.81	48.09	(15.14)	45.49	44.50	2.22	
28	AVE. DAILY RIDERSHIP-SATURDAY	0.00	0.00	0.00	0.00	0	0.00	

**NOTES FOR August 2014-2015**

- A. TOTAL PASSENGERS = #13-15.
- B. CALCULATION OF #21 FAREBOX % = FARE REVENUES DIVIDED BY OPERATING COSTS.
- C. FARE/TICKET CHANGES 2/08. FARE INCREASE 7/11
- D. MINIMUM FAREBOX RETURN AT ROW 21 SHOULD BE 10%

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Accrual Basis

**Humboldt Transit Authority**  
**S H Local P&L Budget Performance**  
August 2014

	<u>Aug 14</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Jul - Aug 14</u>	<u>YTD Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
Operating Revenue	1,026.90	1,083.33	94.79%	2,327.05	2,166.70	107.4%	13,006.00
Non-operating Revenue	9,655.28	9,536.08	101.25%	19,784.63	19,072.20	103.74%	114,433.00
<b>Total Income</b>	<u>10,682.18</u>	<u>10,619.41</u>	<u>100.59%</u>	<u>22,111.68</u>	<u>21,238.90</u>	<u>104.11%</u>	<u>127,433.00</u>
<b>Expense</b>							
Administration & General	887.69	651.25	136.31%	1,505.90	1,302.50	115.62%	7,815.00
Maintenance	3,186.55	4,567.33	69.77%	6,880.91	9,134.70	75.33%	54,808.00
Operations	1,542.20	1,313.41	117.42%	2,417.96	2,626.90	92.05%	15,761.00
Payroll Expenses	3,803.60	4,087.41	93.06%	6,986.24	8,174.92	85.46%	49,049.00
<b>Total Expense</b>	<u>9,420.04</u>	<u>10,619.40</u>	<u>88.71%</u>	<u>17,791.01</u>	<u>21,239.02</u>	<u>83.77%</u>	<u>127,433.00</u>
<b>Net Ordinary Income</b>	1,262.14	0.01		4,320.67	-0.12		0.00