

Humboldt Transit Authority

Governing Board of Directors

Meeting Agenda

Wednesday December 15, 2010

HTA Conference Room – 133 V Street Eureka

9:00 a.m.

Please note that HTA board chair, Supervisor Lovelace will be calling in from a remote location, Hilton Garden Inn, 5050 Bechelli Lane, Redding, CA to participate in this board meeting. Upon receipt of the chair's telephone call the board will proceed directly to Discussion Agenda, Item a.

I. Call meeting to order

II. Public Comment Period

Members of the public are invited to comment on items or issues not on the agenda.

Staff has included some written communications received from the public recently. No action is necessary at this time.

III. Approval of Minutes

Minutes from the November 10, 2010 special board meeting,

Minutes from the November 17, 2010 regular board meeting.

IV. Consent Agenda

Year to date financial statements and rider statistics for all systems.

V. Discussion Agenda

- a. Wage range for position of Humboldt Transit Authority General Manager.

The board will discuss the current wage range for the position of HTA general manager in order to determine if an adjustment should be made to that position's salary range.

- b. Award of bid for the 5-Year Transportation Development Plan (TDP) Updates for the regional transit systems.

As the lead agency on this project, appointed by the regional transportation operators, HTA staff sent out a Request for Proposals to seventeen consulting firms for proposals to

conduct the required 5-year TDP updates for the eight regional transit systems. The bids were due on December 3, 2010, staff received three bids. The board will review the

proposals and award the bid to the firm providing the proposal which will best suit the needs of the regional transit systems.

- c. State Transit Assistance Funds

In August 2010 staff put forth a request to the board for the authorization to apply for State Transit Assistance Funds for fiscal years 2009-10 and 2010-11 in the amount of \$225,839.

Staff has been notified by the bus parts manufacturers that some of the bus components HTA was prepared to purchase are not for sale and are only available for warranty repairs.

Staff is recommending an amendment be made to the above State Transit Assistance Fund claim replacing these two projects.

- d. Claim against Humboldt Transit Authority submitted by Pearl Davis c/o Phillip Watson, Attorney at Law.

On November 22, 2010, staff received the attached communication from HTA's insurance adjusters, York Insurance Services Group, Inc. A claim for injury was

submitted by Pearl Davis on September 21, 2010, which occurred on a Eureka Transit Service bus. York is recommending that the board send a Notice of Rejection by Operation of Law. The Notice of Rejection is attached.

VI. Communications

Board:

Staff:

VII. Closed Session

Pursuant to Government Code Section 54957.(b)(1) the board will meet in Closed Session to consider the employment of a general manager by conducting employment interviews with three applicants for the position of general manager, specifically:

Sarah Goodwin, a McKinleyville resident

Laura Shodall, a Willow Creek resident

Jim Wilson, a Eureka resident

Pursuant to Government Code 94957.1 at the conclusion of the

Closed Session a public announcement will be made by the board chair disclosing all formal actions taken by the board during the

Closed Session.

VIII. Adjournment