

Humboldt Transit Authority
Governing Board of Directors
AGENDA
Regular Meeting – December 19, 2012
HTA Conference Room - 133 V Street Eureka
9:00 a.m.

I. Call meeting to Order

II. Introductions

III. Approval of minutes

a. Minutes from the November 28, 2012 regular board meeting

Action Recommended: Make corrections, if necessary.

Approve minutes.

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IV. Citizens Communications

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

V. Action Items

a. October 2012 statements for all systems operated by HTA

October 2012 statistics for all systems operated by HTA

~Handout

Action Recommended: Receive, review, and file

b. Northern California Consortium

The Regional Sales Manager from Gillig notified staff that the Central Contra Costa Transit Authority is accepting requests to become a member of the Northern California Consortium to purchase buses. Becoming a member does not obligate HTA to purchase vehicles off of the contract.

Action Recommended: Authorize the General Manger to send a letter of request to become a member of the Northern California Consortium.

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c. Lease Agreement with Humboldt Redwood Company

Humboldt Transit Authority's lease of space in Humboldt Redwood Company's telecommunications vault and on the tower on Mt. Peirce expires 12/31/2012 and is up for renewal.

~Lease Agreement Enclosed

Action Recommended: Approve the Lease Site Agreement and Entry Agreement between Humboldt Transit Authority and Humboldt Redwood Company

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d. Conference with Labor Negotiators

i. Public Comment

ii. The Board will go into Closed Session pursuant to Government Code Section 54957.6. Agency designated representative: Greg Pratt
Employee organization: Local 1684, American Federation of State, County and Municipal Employees, AFL-CIO

iii. The Board will Reopen Session

- e. Memorandum of Understanding between Humboldt Transit Authority (HTA) and American Federation of State, County, and Municipal Employees (AFSMCE).

The employee's contract between HTA and the union expired on June 30, 2012. Staff and AFSCME have agreed upon the language of a successor *Memorandum of Understanding* and an *Agreement between AFSCME Regarding Issues Not Covered by Successor MOU*, which would implement the Tentative Agreement and a new proposal to be discussed at the Government Code Section 54957.6 closed session.

~ The successor *Memorandum of Understanding* and an *Agreement between AFSCME Regarding Issues Not Covered by Successor MOU* will be handed out at the meeting for Board consideration and approval depending on the direction of the Board from its closed session.

Action Recommended:

- 1. Approve the Agreement Between the Humboldt Transit Authority and American Federation of State, County, and Municipal Employees regarding issues not covered by the Successor MOU**
- 2. Adopt the December 19, 2012-June 30, 2015 Memorandum of Understanding between Humboldt Transit Authority and the American Federation of State, Municipal and County Employees**

- VI. Communications
- a. Board:
 - b. Staff
- VII. Adjournment

MINUTES FOR THE HUMBOLDT TRANSIT AUTHORITY

SPECIAL BOARD MEETING

November 28, 2012

ROLL CALL

PRESENT

ABSENT

Board Members

Linda Atkins, City of Eureka
Julie Woodall, City of Rio Dell
Julie Fulkerson, City of Trinidad
Michael Winkler, City of Arcata
Dean Glaser, City of Fortuna
Ryan Sundberg, Humboldt County (Alt)

Jimmy Smith, Humboldt County
Mark Lovelace, Humboldt County

Staff

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

CALL TO ORDER

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

INTRODUCTIONS & RECOGNITIONS

The board members introduced themselves. Others in attendance were: Harriet Lawlor, AFSCME Business Agent; Jeff Willis, Dave Carter and Brian Connors, HTA Coach Operators; Sherry Dunlap and Dan Gerber, HTA Coach Operators and members of the AFSCME negotiations team; Neleen Fregoso, Fortuna resident; Dave Carstenson, Caltrans Regional Planning; Marcella Clem, HCAOG.

MINUTES

Neleen Fregoso requested that Action Item f. Bus Service from Eureka to San Francisco Airport be revised to read: "At the September meeting, Councilmember Fulkerson requested that staff put bus service between Eureka and San Francisco Airport on the agenda to discuss what options are available. General Manager Pratt advised the board that he contracted with Neleen Fregoso to conduct a study as to this subject. The board suggested keeping this item on the agenda for further discussion and the possibility of creating a sub-committee." The reference to a relation between her study and the information found on October's agenda page 14 was stricken from the record.

Motion by Councilmember Fulkerson, second by Councilman Glaser to approve the revision and to adopt the minutes from the October 17, 2012 board meeting as revised.

Motion carried unanimously

CITIZENS COMMUNICATIONS

Prior to opening up the floor to Citizens Communications, Chairperson Atkins announced that item F on the November 28, 2012 agenda, "Memorandum of Understanding Between Humboldt Transit Authority (HTA) and the American Federation of State, County and Municipal Employees (AFSCME) and Agreement Between HTA and AFSCME Regarding Issues not Covered by the Successor MOU for November 28, 2012 – June 30, 2015." was being removed from the agenda inasmuch as the board was not ready to address it at that time.

Citizens Communications: Harriett Lawlor, Business Agent for AFSCME, address the board. She said that since the negotiating teams had reached agreement HTA was presenting the employees with an additional requirement to include an issue that was outside the scope of the contract. She reminded the board that the employees had already agreed to waive their right to back payment for certain infringements to their work schedules in order to come to an agreement over the contract. She also reminded them that to sign off their rights relating to said infringements was beyond the union's authority to do and that the employees could not and would not sign a waiver of those rights.

CONSENT AGENDA

Motion by Councilmember Fulkerson, second by Councilmember Glaser to approve the consent agenda.
Motion carried unanimously.

- a. Humboldt State University Jack Pass
Contracts for the Redwood Transit System (\$210,000) and the Willow Creek Extension (\$7,092.25) were due for amendment and extension for the period of July 1, 2012 to June 30, 2013.
- b. Resolution 12-08 A Resolution from the Humboldt Transit Authority Governing Board of Directors Thanking and Commending Laura Shodall.

Items Removed from the Consent Agenda. None

ACTION ITEMS

- a. Funding Agreement between the Humboldt County Association of Governments, HCAOG and Humboldt Transit Authority, HTA.
HCAOG was awarded funding from the California Emergency Management Agency (Cal EMA) in the amount of \$322,885. HCAOG is requesting HTA perform ADA improvements to the bus stops in the region.
Motion by Supervisor Sundberg, second by Councilmember Winkler to approve the funding agreement between Humboldt Transit Authority and Humboldt County Association of Governments for the Bus Stop Americans with Disabilities Act Compliance Project I, II and III.
Motion carried unanimously
- b. Year to date financial statements for all systems operated by HTA
Year to date ridership statistics for all systems operated by HTA
Administration and Finance Manager Barbara Zoellner gave a report on the financial statements and ridership statistics for the month of September 2012 and YTD.

c. Southern Humboldt Bus System

General Manager Greg Pratt gave the board an update on the Southern Humboldt service. He informed the board that Benbow Inn has been added to the scheduled stops. Some discussion took place regarding the history of the Southern Humboldt Local Service for the benefit of newly appointed board members. Currently the service needs about 3 to 4 additional daily riders in order to meet it's required performance goals.

d. Bus Service from Eureka to San Francisco Airport (SFO)

Neither the board nor staff had any new information to discuss regarding this item, therefore, Councilmember Fulkerson requested that this agenda item be place on the agenda quarterly. A new date for this item was not discussed.

e. Conference with Labor Negotiators

Public Comment

None

At 9:08 a.m. the board went into closed session pursuant to Government Code Section 54957.6. Agency designated representative: Greg Pratt. Employee Organization: American Federation of State, County and Municipal Employees Local 1684, AFL-CIO.

The board resumed open session at 10:24 a.m. Chairperson Atkins announced that there was nothing to report.

f. Memorandum of Understanding between Humboldt Transit Authority (HTA) and the American Federation of State, County and Municipal Employees (AFSCME) and Agreement Between HTA and AFSCME Regarding Issues not Covered by the Successor MOU for November 28, 2012 – June 30, 2015.

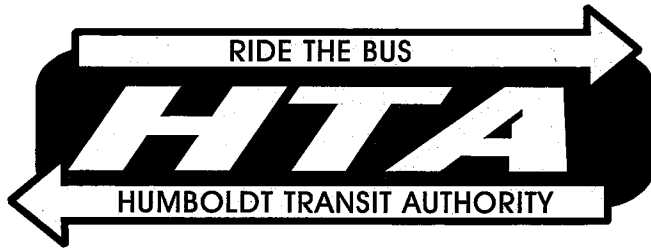
This item was removed from the agenda.

Communications

a. Board - none

b. Staff - none

Meeting adjourned at 10:25 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

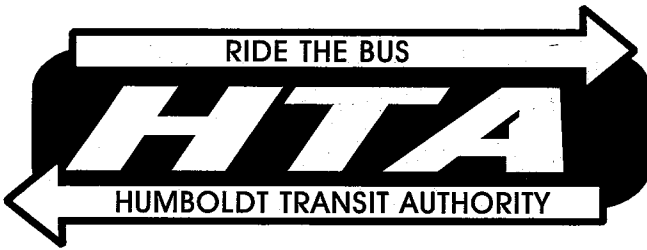
FROM: Greg Pratt, General Manager

DATE: December 19, 2012

SUBJECT: Northern California Consortium

The Central Contra Costa Transit Authority (CCCTA) is putting together a Request for Proposal (RFP) and will be the lead agency for a Northern California Consortium bus procurement contract. If HTA would like to be a named consortium member on the RFP, a letter (see attached) would need to be sent to CCCTA. By doing so, HTA can reserve options for our agency to purchase buses for the 5 year period of the contract. Requesting to be a consortium member does not obligate HTA to purchase any vehicles off the contract. It only reserves options for HTA should we elect to do so. Being a consortium member streamlines HTA's bus purchase process by eliminating the need to prepare our own "piggyback" or bus procurement RFP, which can be a very time consuming process. The consortium will have an extensive price list of bus features that include selections for 30', 35' and 40' buses. Also, there will be choices for diesel, diesel/electric hybrid and CNG propulsion systems.

Action Recommended: Authorize the General Manger to send a letter of request to become a member of the Northern California Consortium.



*A Public Entity Serving
Humboldt County Since 1976*

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

(707) 443-0826

December 19, 2012

Mr. Scott Mitchell
Director of Maintenance
The County Connection (CCCTA)
2477 Arnold Industrial Way
Concord, CA 94520

RE: Request to be named as a consortium member on the The Central Contra Costa Transit Authority (CCCTA) Northern California Consortium 2012 Bus Procurement RFP

Dear Mr. Mitchell,

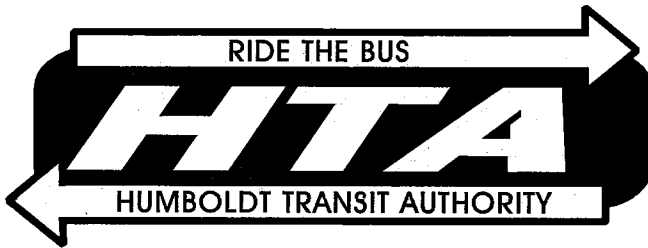
We hereby request to be added to the list of consortium members to be named as participants on the CCCTA Northern California Consortium RFP that you will soon be releasing to prospective bidders. We currently have projections to purchase eight (8) buses over the next five years. We therefore request CCCTA to include our requirement for a maximum of twelve (12) buses on this RFP.

Thank you for allowing us to be part of this RFP.

Sincerely,

Humboldt Transit Authority

Greg Pratt
General Manager



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

(707) 443-0826

TO: Chairperson Atkins
All Governing Board Members

FROM: Greg Pratt, General Manager

DATE: December 19, 2012

SUBJECT: Lease Agreement with Humboldt Redwood Company

Since 1996 Humboldt Transit Authority has leased a space at the telecommunications vault and on the tower located on Mount Pierce also known as Monument. The tower is used so for communication with our drivers south of College of the Redwoods.

The proposed lease has a four (4) year agreement with an annual rent of \$3000 per year, which is a significant increase from the 2011 contract of \$1700 per year

A justification letter from Humboldt Redwood for the increase is included in your packet on page 08

Action Recommended: Approve the Lease Site Agreement and Entry Agreement between Humboldt Transit Authority and Humboldt Redwood



Humboldt Redwood
COMPANY, LLC

FOREST
OPERATIONS
P.O. Box 712
125 Main Street
Scotia, CA 95565
(707) 764-4472
www.hrcllc.com

December 7, 2012

Humboldt Transit Authority
133 V Street
Eureka, CA 95501

Re: Mt. Pierce Communication Site Lease Agreement

To Whom It May Concern:

Humboldt Transit Authority's lease of space in Humboldt Redwood Company's (HRC) telecommunications vault and on the tower expires 12/31/2012, and HRC is extending an offer to enter into a new lease agreement beginning January 1, 2013. The terms of the new lease are included in the attached document for your review and approval.

Two copies of the proposed Communications Site Lease Agreement and Entry Agreement are attached. HRC has a Reciprocal Easement Agreement with Russ Ranch and Timber Company that provides for mutual access through their respective ownerships and also includes requirements for insurance coverage by third parties to protect each landowner. If everything looks good to you, please sign both copies of each document and send them back in the self addressed envelope. We will then sign and return one original to you for your records.

Please review the attachments and contact me if you have any questions or need further clarification. Thank you.

Sincerely,

John H. Sneed
Asset Manager
707-764-4217
jsneed@hrcllc.com

Attachments: 4 documents: 2 copies each



**Humboldt
Redwood™**

NATURALLY STRONG, NATURALLY BEAUTIFUL

December 12, 2012

Humboldt Transit Authority
133 V Street
Eureka, CA 95501

Re: Mt. Pierce Communication Site Lease Agreement Terms

To Whom It May Concern:

Humboldt Transit Authority's (HTA) lease of space in Humboldt Redwood Company's (HRC) telecommunications vault and on the tower located on Mt. Pierce expires 12/31/2012, and HRC is extending an offer to enter into a new lease agreement beginning January 1, 2013. The terms of the new lease are a result of market driven conditions and terms derived from a competitive market and comparable equipment and services provided.

HTA previously had a lease with The Pacific Lumber Company for the same equipment and services as now that began December 1, 1996 for a term of five years for a rent of \$50.00 per month. At the end of the original term, an optional extension was available to extend the term an additional five years through 2006, during which term the rent would be adjusted annually based on increases in the Consumer Price Index. The Lease expired 12/1/2006, but was allowed to continue on a "month to month" basis. HRC assumed ownership of the company after bankruptcy in 2008. HRC notified HTA of the need to enter into a new lease agreement in 2011 and HTA agreed to a new lease with new terms beginning 7/1/2011. The new terms included an increase in rent to \$1,700.04 per year, payable in monthly installments of \$141.67, but due to an oversight in both accounting organizations the rent payments were never implemented. The 2013 lease annual rent of \$3,000.00 is based on current market values for telecommunications space and is comparable to that paid by other leaseholders in a similar use, service and market category.

Please contact me if you have any questions or need further clarification. Thank you.

Sincerely,

John H. Sneed
Asset Manager
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jsneed@hrcvllc.com