

Humboldt Transit Authority  
Governing Board of Directors  
AGENDA  
Special Meeting April 23, 2014  
HTA Conference Room - 133 V Street Eureka  
9:00 a.m.

- I. Call meeting to Order
- II. Roll Call & Introductions
- III. 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: Jack Hughes; Employee organization: Local 1684, American Federation of State, County and Municipal Employees, AFL-CIO
  - iii. The Board will Reconvene in Open Session
- IV. Citizens Communications

Members of the community are invited to comment on items or issues not on the agenda.
- V. Approval of Minutes

Minutes from the March 19, 2014 regular board meeting Page 01  
***Action Recommended: Make corrections, if necessary. Approve minutes.***
- VI. Action Items
  - a. HTA Fuel Island Page 04

Proposed changes to the entrance of the fuel island will increase in cost for permitting, sampling, surveying and bidding assistance.
  - b. Nixon House Page 06

Staff received a revised cost estimate to rehabilitate the house at 2237 Second Street that is located on HTA property.
  - c. Amendment to HTA Classification Plan Page 11

Ongoing changes to ADA regulations, Title VI reporting, growth to the organization and increased operating hours require changes to the staff at HTA.
  - d. State Transit Assistance Funds Projects (STA) for 2014-2015 Page 17

Per the Transportation Development Act, Sections 99313 and 99314, STA funds are available to the regional operators for small capital projects. STA funds do not require a local funding match.

e. Personal Care Attendants (PCA's)

Page 18

The ADA requires attendants for people with disabilities to ride for free on paratransit systems. There is no requirement for PCA's on fixed route/commuter transit such as RTS, ETS, and the Intercity systems.

VII. Discussion Agenda

- a. February 2014 statements for all systems operated by HTA  
February 2014 statistics for all systems operated by HTA

Enclosed

VIII. Communications

- a. Board  
b. Staff

IX. Adjournment

**MINUTES FOR THE HUMBOLDT TRANSIT AUTHORITY**

**REGULAR BOARD MEETING**

**March 19, 2014**

**ROLL CALL**

**PRESENT**

**ABSENT**

**Board Members**

Linda Atkins, City of Eureka

Estelle Fennell, Humboldt County

Michael Winkler, City of Arcata

Julie Fulkerson, City of Trinidad

Julie Woodall, City of Rio Dell

Dean Glaser, City of Fortuna

Mark Lovelace, County of Humboldt

Rex Bohn, County of Humboldt (Alt)

**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

**CALL TO ORDER**

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

**INTRODUCTIONS**

The board members introduced themselves. Others in attendance were: Nancy Diamond, HTA Legal Council and Paul Pitino, City of Arcata resident.

At 9:00 a.m. the board went into closed session 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.

The board resumed open session at 9:29 a.m. Chairperson Atkins announced that there was nothing to report.

**CITIZENS COMMUNICATIONS**

Paul Pitino, Arcata city resident, attended today's board meeting for the presentation from CR as to the possibility of HTA providing CR with a Corsairs pass. General Manager Greg Pratt indicated that this presentation is on next month's agenda. Mr. Pitino further expressed his support in the pass and believes it would not be a large cost to provide this service.

## MINUTES

Motion by Supervisor Lovelace, second by Councilmember Glaser to approve the minutes from the February 19, 2014 board meeting.

*Motion carries unanimously*

## ACTION ITEMS

a. Responses 2012/2013 Fiscal & Compliance Audit

During the board's regular February 2014 meeting the 202/13 Fiscal and Compliance Audit was presented. The board directed staff to prepare the necessary responses to the entity affected by the audit findings. Those responses were included in the board packet for the board's final review.

General Manager Greg Pratt went over all changes staff has made and discussed actions that staff is currently taking for future changes in the finance department.

Motion by Supervisor Lovelace, second by Councilmember Winkler to direct staff to send those responses to the entity affected by the findings.

*Motion carries unanimously*

b. Amendment to Agreement for the Southern Humboldt Local Deviated Fixed Route

Humboldt Transit Authority was notified that the Southern Humboldt Deviated Fixed Route must open deviations to the general public to come into compliance with ADA requirements.

General Manager Greg Pratt gave the board a description of the fixed versus deviated routes.

Motion by Supervisor Lovelace, second by Councilmember Winkler to approve Amendment No. 3 to Agreement for Operation of Bus Transit System Deviated Fixed Route Service in the Southern Humboldt Area.

*Motion carries unanimously*

c. Information Technology Service and Repair for Humboldt Transit Authority Office

Staff has received quotes for I.T. service and repair for HTA office and maintenance department. The board will review the quotes and award the contract.

General Manager Greg Pratt explained to the board why HTA is in need of dedicated I.T. repair.

Motion by Councilmember Fulkerson, second by Councilmember Woodall to award the contract to Network Management Services with a one (1) year contract.

*Motion carries unanimously*

## DISCUSSION ITEMS

a. January 2014 statements for all systems operated by HTA

January 2014 statistics for all systems operated by HTA

Administration and Finance Manager Barbara Zoellner gave the Board statement and statistics information for January 2014.

## COMMUNICATIONS

### **Board:**

Supervisor Lovelace announced that he and General Manager Greg Pratt have discussed the recent news regarding inmates being released from jail in the evenings. Supervisor Lovelace expressed if there were any programs in place to allow inmates' bus passes if released while buses were in operations. No programs were available at this time.

Chairperson Atkins announced that she and Vice Chair Winkler will not be able to attend next month's board meeting.

Motion by Councilmember Winkler, second by Councilmember Glaser to move next month's board meeting to the following Wednesday, April 23, 2014.

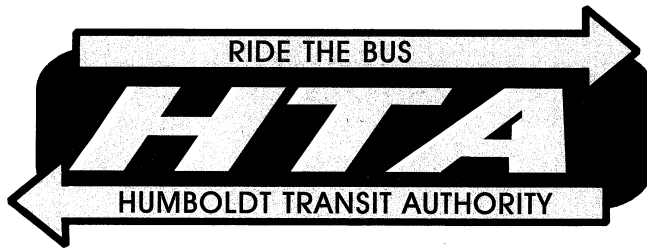
*Motion carries unanimously*

### **Staff:**

None

General Manager Greg Pratt announced that at next month's board meeting, Danielle Carmesin, with the Academy of the Redwoods at CR will be present to give a presentation from a survey done by the students.

Meeting adjourned at 10:24 a.m.



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

(707) 443-0826

TO: Linda Atkins, Chair  
All Governing Board Members

FROM: Greg Pratt, General Manager

DATE: April 23, 2014

SUBJECT: Humboldt Transit Authority Fuel Island

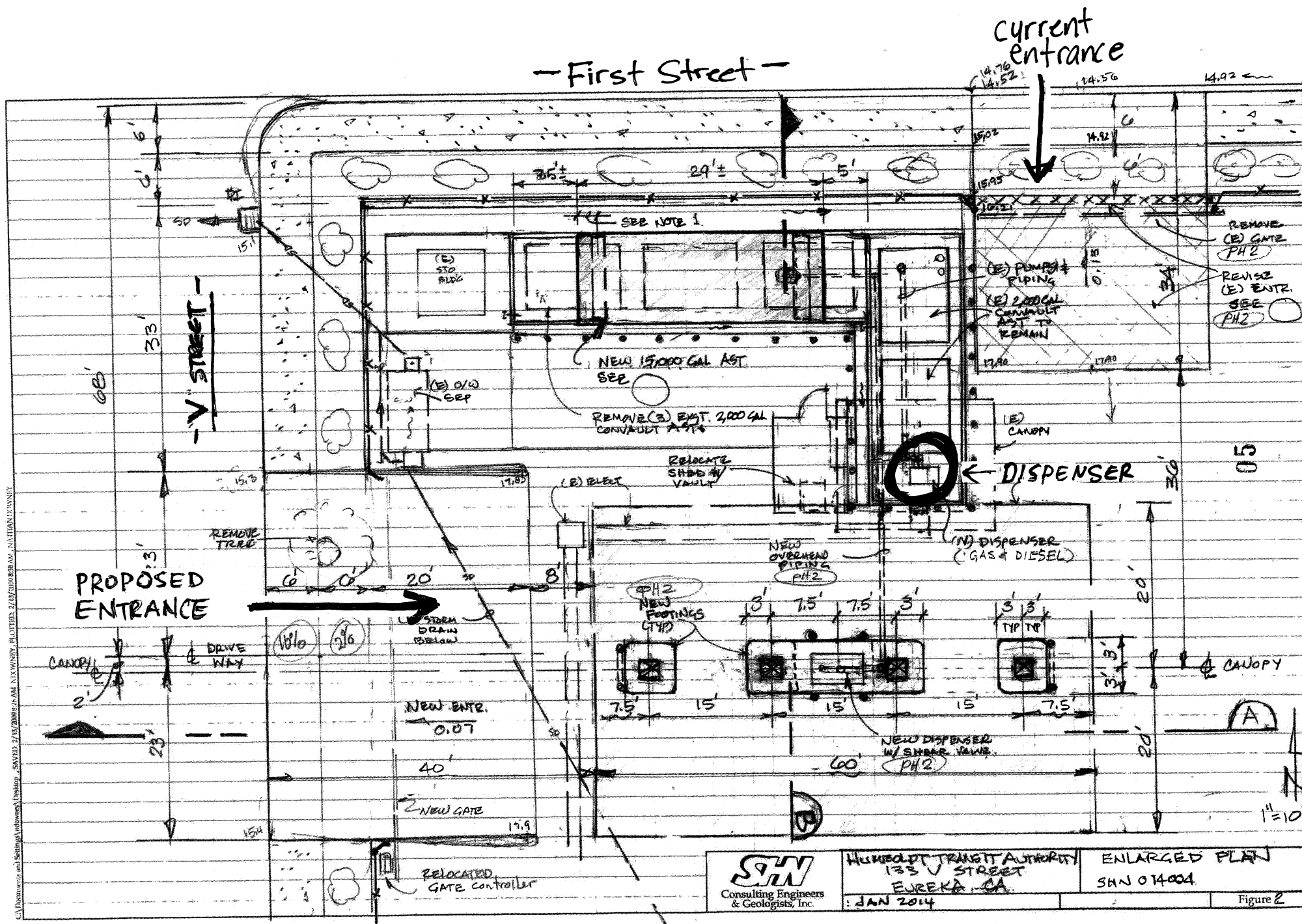
In November 2013 SHN Consulting Engineers & Geologists were awarded the contract to assist HTA in the development and design of the Fuel Island Project. At that time the project was to purchase and install a 15,000 gallon tank, replace the existing 3 diesel ConVault tanks, and prepare the 2 remaining tanks for gasoline.

HTA has 11 low floor buses in its fleet and 9 more coming this May. Low floor buses are not able to come in through the current fuel gate entryway due to the steep incline. Maintenance staff has to back the buses into position to be fueled. This has become a serious safety issue for vehicles and people in the bus yard. The low floor buses will increase to a total of 20 in May and will make the current situation worse.

Staff worked with SHN and found a solution to the problem that will improve the overall working conditions and allow for expansion. Moving the fuel island entrance from 1st Street to V Street will eliminate the buses backing up to the dispenser and will allow for possible fleet expansion in the future.  
~sketch enclosed

This change to the original scope of work will need to be expanded to include surveying, soils investigation and reporting, permitting, redesign, and assistance with the bid process at a cost of \$38,190.

***Action Recommended: Approve the Contract Between Humboldt Transit Authority and SHN Consulting Engineers & Geologists for Development, Design, and Project Management for the Fuel Island Project.***





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TO: Linda Atkins, Chair  
All Governing Board Members

FROM: Greg Pratt, General Manager

DATE: April 23, 2014

SUBJECT: Nixon House

Over three years ago, staff received a cost estimate to repair the 1899 Victorian house that sits on HTA's property at the corner of Second and X. At that time, the estimated cost to rehabilitate the house was \$330,000. To determine today's cost, staff researched the total inflated estimated cost to be at 15%, or a total of \$380,000. At the October 2013 regular HTA meeting, the board directed staff to restore the house, retain architect Kash Boodjeh to complete the plans, and to begin the process of recruiting a project manager who would also oversee the construction contract competitive bid process.

Last week, Kash provided staff with a construction estimate that included prevailing wage with a high and low range contingency ranging from \$539,731 to \$588,797. Presently, HTA has 2.4 million dollars in restricted reserves that can only be used for capital expenditures.

If the Board remains interested in the rehabilitation project, staff will return to the Board at a future date to award the construction contract. At this time, staff needs budget and architect approval, and would like the Board to create a sub-committee to work with the General Manager in issuing design plan approvals.

***Action recommended: Continue with the remodel project by 1) establishing a budget of \$600,000, 2) directing HTA Legal Counsel to draw up Kash Boodjeh's contract and authorize the General Manager to sign it, 3) forming a building sub-committee with approval over full design, and 4) initiating a competitive process for construction bids.***

***Alternative actions:***

- 1) Investigate whether any parties may be interested in the house if it were relocated offsite, and return to the Board for further direction.**
- 2) Investigate the cost of and funding sources for demolition of the house, and return to the Board for further direction.**

# NIXSON HOUSE REHABILITATION

## STATEMENT OF PROBABLE COST

CONDITIONED FLOOR AREA = 1566 SF

#	ITEM	DESCRIPTION	QNTY	UNIT	\$/UNIT	TOTAL \$
<b>DIVISION 1 - GENERAL REQUIREMENTS</b>						<b>3,500</b>
1	Building Permit	Allowance				3,500
<b>DIVISION 2 - SITE CONSTRUCTION</b>						<b>9,710</b>
1	Site Clearing	remove trees prep site				5,000
2	Site Utilities	temporary power				500
3	Sanitary	temporary chemical toilet				690
4	Security Fencing					400
5	Foundation drainage	pipng, backfill	100.00	LF	12.00	1,200
6	Water / Sewer (no City fees)	trenching/piping/backfill	60.00	LF	32.00	1,920
<b>DIVISION 3 - DEMOLITION, EARTHWORK &amp; CONCRETE</b>						<b>104,995</b>
1	Concrete Foundation	new premeter conc. Footing				23,555
2	Lowering of Building	36"				17,500
3	Exterior Demo.	footing				10,080
4	Interior Demo.	interior walls and fixtures				12,880
5	Disposal					1,500
6	Conc. Walkway / Ramp / Stair					19,800
7	Asphalt Paving					2,100
8	Decks, Railing, and Stairs					15,400
9	Site Clean-up					2,180
<b>DIVISION 4 - MASONRY (NOT USED)</b>						
<b>DIVISION 5 - METALS (NOT USED)</b>						

cost reference

Notes

\* All city index multipliers

construction focus

Very rough estimate on amount

construction focus

Very rough estimate on amount

prevailing wage

prevailing wage

prevailing wage

prevailing wage

prevailing wage

prevailing wage

prevailing wage

prevailing wage

20

DIVISION 6 - WOOD & PLASTICS						45,450	
1	Trim / Interior Finish	Interior Doors, Windows ,Base				1,900	prevailing wage
2	Rough Lumber	Allowance				6,000	
3	Rough Carpentry					24,950	prevailing wage
4	Finish Carpentry					12,600	prevailing wage
DIVISION 7 - THERMAL & MOISTURE PROTECTION						46,929	
1	Insulation	Allowance				4,200	prevailing wage
2	Flashings/Gutters and Downspouts	Allowance				9,500	prevailing wage
3	Roofing	40 yr.				33,000	prevailing wage
4	Sealants	Caulking	1,270	SF	0.18	229	
DIVISION 8 - DOORS & WINDOWS						25,945	
1	Doors and Jambs					4,450	
2	Door Hardware					2,520	prevailing wage
3	Windowes, Sash					16,000	
4	Skylights	21"x27"electric venting Velux skylight	2	EA	1487.44	2,975	Estimate from website:velux pricing & RS Means

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DIVISION 9 - FINISHES						61,550
1 Vinyl Tile flooring						1,500 prevailing wage
2 Gypsum board	1/2" on walls, taped & finished					
	5/8" on ceiling, taped & finished					14,800 prevailing wage
3 Wall covering	FRP					650 prevailing wage
4 Painting	Exterior and Interior					27,800 prevailing wage
5 Carpet Tile flooring						16,800 prevailing wage
DIVISION 10 - SPECIALTIES						2,809
1 Built-in bookcase	clear grade pine, 12" deep		200 SF	14.04		2,809
DIVISION 11 - EQUIPMENT (NOT USED)						

DIVISION 12 - FURNISHINGS						15,920
1 Cabinetry	all built-in					12,900 prevailing wage
2 Counter Tops						2,520 prevailing wage
3 Finish Bath Hardware						350
4 Mirrors						150
DIVISION 13 - SPECIAL CONSTRUCTION (NOT USED)						

**DIVISION 14 - CONVEYING SYSTEMS (NOT USED)**

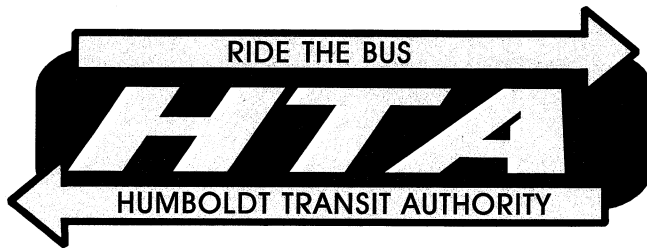
DIVISION 15 - MECHANICAL & PLUMBING							27,510
1	Heating System	Furnace in attic				16,050	prevailing wage
2	Plumbing	fixtures, piping: supply/waste				11,460	prevailing wage
DIVISION 16 - ELECTRICAL							42,680
1	Rough Electrical	power and wiring				35,280	prevailing wage
2	Finish Electrical	lighting and fixtures				7,400	
HARDCOST TOTAL							386,997

The above Hardcost Total does not include typical general contractor markups. Those plus contingencies are listed below as part of a low to high range.

Low Range		Markups:	High Range	
@10%	38,700	Contingency	@ 20%	77,399
	21,285	Insurance and Bonding @ 5% (from previous total)		23,220
	22,349	Gen Conditions @ 5% (from previous total)		24,381
	70,400	Profit & Overhead @ 15% (from previous totalS)		76,800
	152,733			201,800
\$539,731		BASE BID TOTAL	\$588,797	

#### Exclusions:

Consultant fees, permit fees, development fees, city and PG&E utility hookup charges, signage, security, soundand data systems, appliances, city sidewalk improvements, landscape.



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

(707) 443-0826

TO: Linda Atkins, Chair  
All Governing Board Members

FROM: Greg Pratt, General Manager

DATE: April 23, 2014

SUBJECT: Amendment to the HTA Classification Plan

Staff is requesting changes to the HTA Classification Plan that was adopted on February 15, 2012 and amended on February 20, 2013. Currently the Maintenance Department has one full time and one part time Vehicle Service Worker (fueler). Since the last addition of a part time fueler, the operations have increased to seven days a week and the driving hours have increased by 100 hours/week. Staff recommends transitioning the part time position of fueler to full time to help keep the operation running smoothly.

The current Receptionist/ADA Specialist is spending the majority of time implementing policies and training personnel on the new Title VI regulations. She also assists the Operations Manager with ADA complaints, researches new regulations, and trains staff and drivers. Staff recommends changing the Receptionist/ADA Specialist job title and functions to ADA Specialist/Title VI Coordinator and hiring a second part time Receptionist.

Anderson, Lucas, Summerville & Borges' highest priority for HTA from the 2012/13 Fiscal and Compliance Audit was to add accounting personnel to the Finance Department. The position of Bookkeeper has been added.

Wages for the unfilled positions of Operations Supervisor and Shop Supervisor/Mechanic II have been updated to reflect comparable transit agencies.

~Job descriptions and proposed changes to the Classification Plan Salary Schedule are enclosed

***Action Recommended: Review, discuss and direct staff. If approved, amend the HTA Classification Plan to change staff positions by adopting Resolution 14-05.***

RESOLUTION 14-05  
RESOLUTION AMENDING THE HUMBOLDT TRANSIT SALARY MANUAL

WHEREAS, the Governing Board of Directors of the Humboldt Transit Authority desires to amend its personnel policies and publications;

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Humboldt Transit Authority Classification Plan and Salary Schedule be amended as follows:

Allocated Positions

One	General Manager
One	Administrative and Finance Manager
<b>One</b>	<b>ADA Specialist/Title VI Coordinator</b>
One	Administrative Assistant II
One	Administrative Assistant I (part-time)
<b>Two</b>	<b>Receptionists (part time)</b>
One	Operations Manager
One	Operations Supervisor (part-time)
Twelve	Extraboard Drivers
Thirty	Drivers
One	Equipment and Facilities Manager
One	Shop Supervisor/Mechanic II
Two	Mechanic II
One	Mechanic I
Three	Technician II
One	Technician I
<b>Two</b>	<b>Vehicle Service Worker</b>
One	Cleaner/Janitor
One	Cleaner/Janitor (part-time)

PASSED, APPROVED AND ADOPTED this twenty-third day of April 2014, on the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

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Chair of the HTA Governing  
Board of Directors

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HTA Secretary to the Board

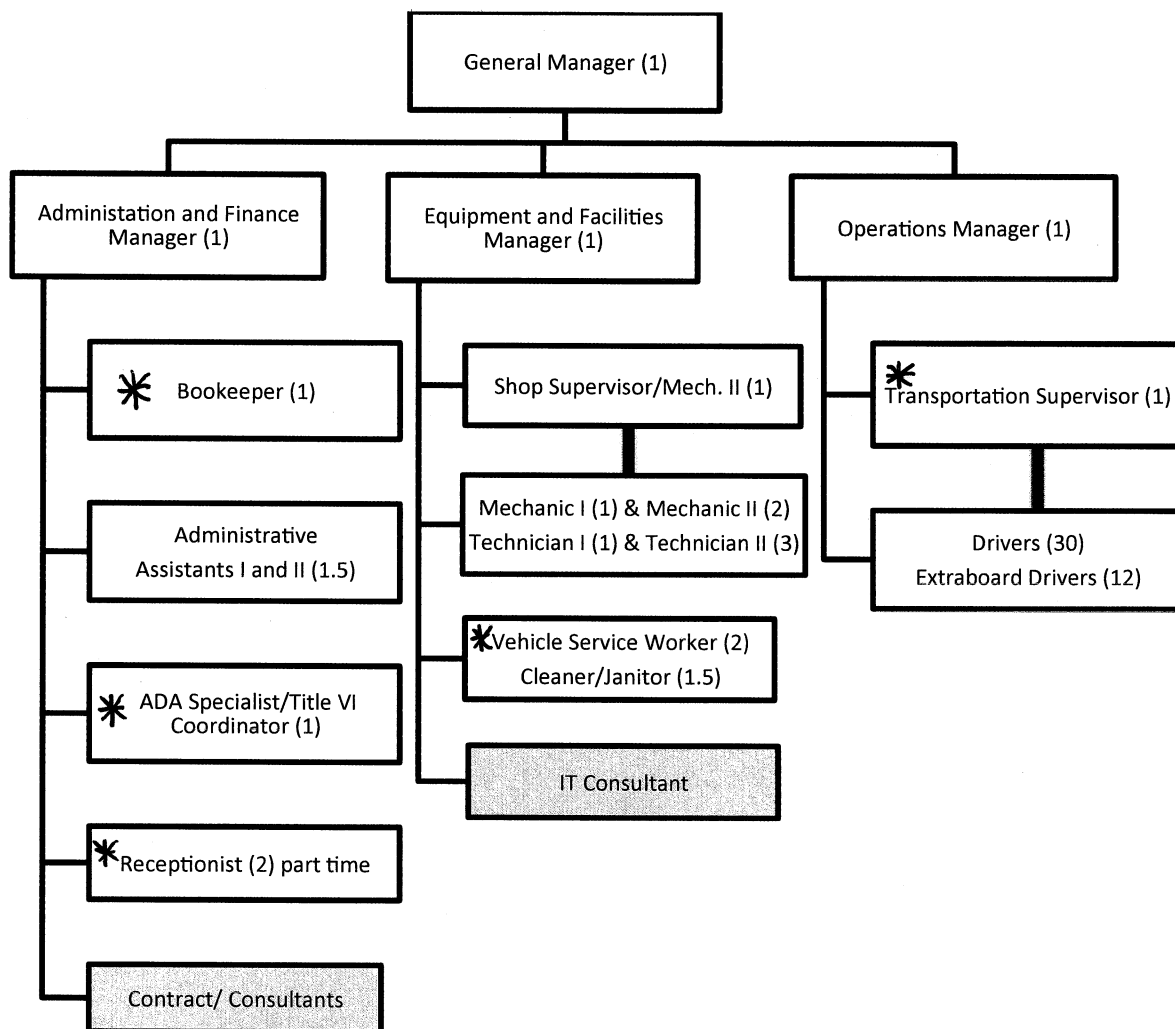
# Humboldt Transit Authority

## Organizational Chart

### Classification Plan

FY 2014/15

*Number of Allocated Positions indicated in ( )*



## HTA Classification Plan

APRIL 23, 2014

## Salary Schedule

		Allocation			Range							
Position		Cur.	Filled	Prop.	Hourly	A	B	C	D	D	F	
Non-union positions						No steps for non-union and salaried staff						
General Manager		1	1		\$37.02 - \$47.12							
Operations Manager		1	1		\$24.04 - \$33.65							
Equipment and Facilities Manager		1	1		\$24.04 - \$33.65							
Administration and Finance Mgr		1	1		\$24.04 - \$33.65							
Bookkeeper		0	0	<u>1</u>	<b><u>\$22.84 - \$28.13</u></b>							
Administrative Assistant II		1	1		\$21.63 - \$26.44							
Administrative Assistant I (part time)		1	0		\$17.07 - \$21.87							
ADA Specialist/Title VI Coordinator		0	0	<u>1</u>	<b><u>\$19.23 - \$23.55</u></b>							
Receptionist		1	1	<u>0</u>	\$13.94 - \$18.75							
Receptionist (part time)		1	1	<u>2</u>	\$13.94 - \$18.75							
Transportation Supervisor		1	0		<b><u>\$16.83 - \$21.63</u></b>							
Shop Supervisor/ Mechanic II		1	0		<b><u>\$23.15 - \$27.88</u></b>							
Union positions						Steps for union staff are negotiated and part of the MOU						
Mechanic II		2	2		\$21.15 - \$24.60	\$21.15	\$21.84	\$22.55	\$23.29	\$24.06	\$24.60	
Mechanic I		1	0		\$19.46 - \$22.90	\$19.46	\$20.14	\$20.73	\$21.60	\$22.36	\$22.90	
Technician II		3	2		\$17.78 - \$20.65	\$17.78	\$18.33	\$18.88	\$19.48	\$20.11	\$20.65	
Technician I		1	1		\$16.71 - \$19.58	\$16.71	\$17.26	\$17.81	\$18.41	\$19.04	\$19.58	
Vehicle Service Worker		1	1	<u>2</u>	\$15.19 - \$17.74	\$15.19	\$15.66	\$16.15	\$16.66	\$17.20	\$17.74	
Vehicle Service Worker (part-time)		1	1	<u>0</u>	\$14.22 - \$16.60	\$14.22	\$14.66	\$15.12	\$15.59	\$16.10	\$16.60	
Cleaner/Janitor		1	1		\$14.47 - \$16.82	\$14.47	\$14.90	\$15.35	\$15.81	\$16.28	\$16.82	
Cleaner/Janitor (part-time)		1	1		\$13.55 - \$15.74	\$13.55	\$13.95	\$14.37	\$14.80	\$15.24	\$15.74	
Driver		30	26		\$15.19 - \$17.74	\$15.19	\$15.66	\$16.15	\$16.66	\$17.20	\$17.74	
Extraboard Driver		12	7		\$15.19 - \$17.74	\$15.19	\$15.66	\$16.15	\$16.66	\$17.20	\$17.74	
Extraboard Driver (part-time)					\$14.22 - \$16.60	\$14.22	\$14.66	\$15.12	\$15.59	\$16.10	\$16.60	

## **Receptionist**

Under the direction of the Administration and Finance Manager, the Receptionist oversees all activities at the front desk and completes other tasks in support of administration and operations. Duties include but are not limited to:

- Answer phones, distributing calls and/or managing customer inquiries
- Provide schedule and route information to the general public as necessary
- Greet the public and fulfill all general reception duties
- Provide secretarial services to management staff as needed, including typing, filing, invoicing, record keeping, phone management, etc.
- Sell tickets and passes to the public
- Calculate ridership statistics monthly
- Receive and process applications for reduced fares, and prepare ID cards
- Count cash and complete daily logs of money taken at the front desk
- Oversee front desk cash box and cash reconciliation
- Open and date all incoming mail
- Perform all administrative duties related to the Eureka Dial-a-Ride program, including ticket count reconciliation, client certification, complaints, and reports

## **ADA Specialist/TITLE VI Coordinator**

Under the direction of the Administration and Finance Manager, the ADA Specialist/TITLE VI Coordinator shall oversee the policies and procedures related to all DAR and Title VI programs for HTA area ridership. In addition, the ADA Specialist/TITLE VI Coordinator will assist in general administrative office functions.

### **Americans with Disabilities Act (ADA)**

- The ADA Specialist assures the efficient operation of ADA requirements and policies.
- Process client assessments, eligibility requirements and application procedures.
- Respond to applicants regarding the phases of their application process and status and all facets of paratransit service, bearing strict adherence to ADA regulations.
- Evaluates daily bus schedules and recommends paratransit service modifications to increase efficiency in grouping customers on route services.

### **TITLE VI**

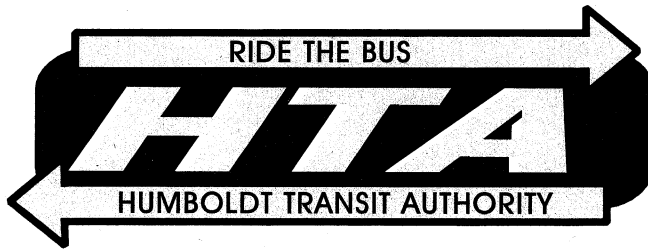
- Prepare and deliver interdepartmental and outside agency presentations as needed.
- Gather and prepare information necessary, including yearly reports, as required by Caltrans/FTA, and other agencies as needed.
- Process, record and disseminate Title VI complaints received by HTA.
- Develop, monitor and dispense information regarding HTA's Title VI policy to the general public.
- Conduct training programs on ADA and Title VI for HTA employees and recipients of general funds.
- Review program directives, when applicable.
- Identify and propose ways to eliminate discrimination when found to exist.
- Perform all administrative duties related to the Dial-A-Ride program, including ticket reconciliation, client certification, complaints and reports.

### **OTHER DUTIES**

- Assist in all administrative functions, including but not limited to: preparation of reports, clerical activities, answering of telephones, customer complaints, and routine banking functions.

### **REQUIRED ABILITIES & TRAINING**

- Periodic travel to trainings, meetings and conferences
- Working knowledge of basic software (e.g. Microsoft Office)
- Clear oral and written communication skills



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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: April 23, 2014

SUBJECT: State Transit Assistance Funds (STAF) Projects for 2014/2015

There is a total of \$531,147 available to transit operators in Humboldt County for both small capital projects and some operating subsidies. The projects listed below were approved at the April 17, 2014 Humboldt County Association of Governments Meeting.

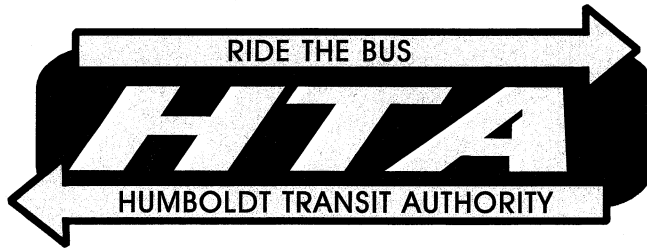
Redwood Transit Projects and Funding Sections in the amount of \$177,125:

1. (99313) \$30,000 Parts and Tires
2. (99313) \$50,000 Hybrid Maintenance
3. (99313) \$30,000 (2) ISL Engines. (1) New / (1) Spare
4. (99314) \$64,125 Finance Department Staffing

Staff also proposes the act as lead agency on a number of projects in the amount of \$192,500 considered to be "regional" as they will include and benefit all the local transit agencies.

1. (99313) \$13,500 Trapeze License / Dial-A-Ride
2. (99313) \$ 7,500 Trapeze License / GPS
3. (99313) \$10,000 Trapeze License / Passenger Information System
4. (99313) \$ 7,500 Maintenance Software Licenses
5. (99313) \$24,000 Corridor Dial-A-Ride
6. (99313) \$115,000 Facility Maintenance & Shop Equipment
7. (99313) \$15,000 Staff Training & Development

***Action Recommended: Authorize staff to submit applications for State Transit Assistance Funds to the Humboldt County Association of Governments for \$177,125 for the Redwood Transit System and \$192,500 for the Regional Transit Operators.***



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(707) 443-0826

DATE: April 23, 2014  
TO: Chair Atkins  
All Governing Board Members  
FROM: Consuelo Espinosa, ADA Specialist  
SUBJECT: Personal Care Attendants (PCA's) on Public Transportation

The Americans with Disabilities Act (ADA) regulations require that *paratransit* providers allow PCA's to ride for free. There are no requirements that mandate PCA's to ride for free on fixed route/public transit as they are to be charged a regular fare.

Humboldt Transit Authority reviewed the amount of PCA's that use public transportation and found that the number in 2012 was roughly 10,000. This last calendar year the number of PCA's rose to 13,000 free rides.

***Action Recommended: Direct staff to notify the public and participating agencies that beginning July 1, 2014, Personal Care Attendants will pay regular fare on Redwood Transit, Willow Creek, Southern Humboldt Intercity, and Southern Humboldt Local System.***