Wednesday, August 28, 2019
9:00 AM
Regular 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 Presentations

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 the July 24, 2019 Regular Board Meeting
      Action Recommended: Approve minutes

   2. June statistics and financial statements for all systems operated by HTA
      Handout
      Action Recommended: Receive and file

   3. Federal Transit Administration Section 5310 Grant Funds
      Board authorization is required to submit an application for Section 5310 Enhanced
      Mobility of Seniors & Individuals with Disabilities Traditional Grant Program to
      purchase capital equipment for the Regions DAR program.
      Action Recommended: Adopt Resolution 19-07 Authorizing Application for FTA Section
      5311 Grant Funds and the General Manager to Sign the Grant Agreement.

F. Items Removed from Consent Calendar
G. New Business

H. Closed Session
   1. Public Comment
   2. Pursuant to Government Code Section 54957(b)(1) the Board will meet in closed
   session: General Manager performance evaluation.

I. Board Communications

J. Staff Communications

K. Adjournment
PRESENT
Board Members
Paul Pitino, City of Arcata
Mike Wilson, County of Humboldt
Rex Bohn, County of Humboldt
Tami Trent, City of Fortuna
Steve Ladwig, City of Trinidad
Julie Woodall, City of Rio Dell
Natalie Arroyo, City of Eureka

Staff
Jim Wilson, Director of Maintenance
Brian Connors, Operations Manager
Brenda Fregoso, Secretary to the Board
Alene Webb, Finance Manager
Consuelo Espinosa, ADA & Safety Coordinator

Also, in attendance were: Nany Diamond, HTA Legal Counsel; Phillip Johnson, HCAOG.

CALL TO ORDER
Chairperson Pitino called the meeting to order at 9:00 a.m. Introductions were made. Finance Manager Alene Webb introduced Shelly Zapata, HTA’s new bookkeeper.

COMMUNITY MEMBERS COMMUNICATION
None

SPECIAL PRESENTATIONS
None

CONSENT CALENDAR
By motion, recommended 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.

Motion by Supervisor Wilson, second by Supervisor Ladwig to approve the Consent Calendar. Motion carries unanimously.

1. Minutes from the June 26, 2019 Regular Board Meeting
   Action Recommended: Approve minutes

2. May 2019 statistics and financial statements for all systems
   Action Recommended: Receive and File

3. Agreement between Humboldt State University and Humboldt Transit Authority
   The contracts states that between Humboldt State University
   Action recommended: Approve the Operating Contracts between Humboldt Transit Authority and Humboldt State University for bus service for Willow Creek, Eureka Transit, and Redwood Transit.
Items removed from the Consent Calendar
None

NEW BUSINESS
1. Adoption of the Fiscal Year 2019/20 Final Budget for Humboldt Transit Authority
   The preliminary budget was adopted on June 26, 2019. All requirements have been met in preparation for
   the adoption of the final budget.
   Finance Manager Alene Webb went over some highlights and announced an error and indicated that it had
   been corrected. Supervisor Bohn thanked Alene for her hard work on the budget.

   Public Hearing
   None

   Public Comments
   None

   Motioned by Supervisor Wilson, second by Councilmember Arroyo to adopt the 2019/20 Final Budget for
   Humboldt Transit Authority and adopt Resolution 19-06
   Motion carries unanimously.

BOARD COMMUNICATIONS
Councilmember Arroyo addressed the board regarding a community member brought concern with the
FPPC regarding voting on items that were related to her employment, RCAA. All board members agreed
that Councilmember Arroyo is not involved with any decision making between this board and RCAA.

Supervisor Wilson addressed with Chairperson Pitino regarding the “Ride for Free on AMRTS for the Month
of July” and asked to give the board an update. Chairperson Pitino indicated he would check into getting
stats for the ridership for that period.

STAFF COMMUNICATIONS
Operations Manager Brian Connors gave the board an update on the Electric bus and driver training and
Director of Maintenance Jim Wilson gave them an update on the miles and how the bus is operating.

Finance Manager Alene Webb gave a brief overview of the HSU contracts and indicated that Staff was able
to get an increase from last year’s fare. She also distributed postcards that HTA will be handing out to new
Students at the HSU Alternative Transportation Fair on August 20 & August 22.

ADJOURNMENT
Meeting adjourned at 9:26 a.m.
TO:   Chair Pitino  
      All Governing Board Members  

FROM:   Greg Pratt, General Manager  

DATE:   August 28, 2019  

SUBJECT:  Federal Transit Administration (FTA) Section 5310 Grant Funds  

The California Department of Transportation has notified its sub-recipients that there are Federal Transit Administration Section 5310 grant funds available for Dial-A-Ride (DAR) services.

Staff is requesting approval from the HTA board to apply for three (3) Class A W/C equipped transit vehicles in the amount of $213,600, of which $170,880 is to be paid with 5310 Grant Funds and $47,720 is to be paid with matching funds or if approved, Toll Credits.

The vehicles would replace three older cutaways that were transferred from the City of Eureka and the Humboldt Community Access & Resource Center. Based on FTA standards, these vehicles have surpassed their useful life for service. Having newer equipment will for the regions DAR service will reduce maintenance costs, reduce road calls, and improve on-time performance of the overall system.

Action Recommended: Adopt Resolution 19-07 Authorizing Application for FTA Section 5310 Grant Funds and the General Manager to Sign the Grant Agreement.
RESOLUTION AUTHORIZING THE FEDERAL FUNDING UNDER FTA SECTION 5310  
(49 U.S.C. SECTION 5310) WITH CALIFORNIA DEPARTMENT OF TRANSPORTATION

WHEREAS, the U. S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital projects for non-urbanized public transportation systems under Section 5310 of the Federal Transit Act (FTA C 9070.1G); and

WHEREAS, the California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5310 grants for transportation projects for seniors and individuals with disabilities; and

WHEREAS, The Humboldt Transit Authority (HTA) desires to apply for said financial assistance to permit operation of paratransit service in Humboldt County; and

WHEREAS, the Humboldt Transit Authority has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies).

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Humboldt Transit Authority does hereby authorize Greg Pratt, HTA General Manager, to file and execute applications on behalf of Humboldt Transit Authority with the Department to aid in the financing of capital projects pursuant to Section 5310 of the Federal Transit Act (FTA C 9070.1G), as amended.

That Greg Pratt, HTA General Manager, is authorized to execute and file all certification of assurances, contracts or agreements or any other document required by the Department.

That Greg Pratt, HTA General Manager, is authorized to provide additional information as the Department may require in connection with the application for the Section 5310 projects.

That Greg Pratt, HTA General Manager, is authorized to submit and approve request for reimbursement of funds from the Department for the Section 5310 project/s.

PASSED AND ADOPTED by the Humboldt Transit Authority Governing Board of Directors of Humboldt County, State of California, at a regular meeting of said Commission or Board Meeting held on the twenty-eight of August, 2019 by the following vote:

AYES:  
NOES:  
ABSENT:

Chair of the HTA Governing Board of Directors

ATTEST:

Secretary to the Board