

**MINUTES FOR THE HUMBOLDT TRANSIT AUTHORITY**

**REGULAR BOARD MEETING**

**October 5, 2022**

**PRESENT**

Board Members

Rex Bohn, County of Humboldt  
Natalie, Arroyo, City of Eureka  
Alex Stillman, City of Arcata  
Steve Ladwig, City of Trinidad  
Julie Woodall, City of Rio Dell  
Tami Trent, City of Fortuna

**ABSENT**

Mike Wilson, County of Humboldt

Staff

Greg Pratt, General Manager  
Consuelo Espinosa, Transit Planner  
Jerome Qiriazzi, Transit Planner (Part Time)  
Brian Connors, Operations Manager  
Katie Collender, Finance Manager  
Sherry Dunlap, Safety & ADA Coordinator  
Carolann Aggeler, Administration and Finance Assistant  
Andi Evans, Bookkeeper

Jim Wilson, Director of Maintenance

Also, in attendance was Nancy Diamond; HTA Legal Counsel; Oona Smith, HCAOG; Stevie Luther, HCAOG; Charolette Merkel, Public Works; Melissa Miguelena, Yurok Tribe.

**CALL TO ORDER**

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

**ROLL CALL & Introductions**

Introductions were made.

**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 Councilmember Woodall, second by Councilmember Arroyo to approve the Consent Calendar. Motion carried unanimously**

1. Minutes from the September 7, 2022, Regular Board Meeting  
**Action Recommended: Approve minutes**
  
  2. Remote Teleconference Meetings  
Resolution to implement teleconferencing requirements during a proclaimed State of Emergency Pursuant to Assembly Bill 361.  
**Action Recommended: Adopt Resolution 22-19 Implementing Teleconferencing Requirements during a Proclaimed State of Emergency.**
  
  3. Biennial Report of Conflict-of-Interest Code  
Government Code §87306.5 requires local agencies to submit to their code reviewing body a biennial report identifying changes in its code, or a statement that their code is not in need of amendment.  
**Motion by Councilmember Woodall, second by Councilmember Arroyo to adopt Resolution 22-20 Approving HTA's Conflict of Interest Code and Authorize the General Manager to Submit the Biennial Report to the Fair Political Practices Commission.**
- F **Items removed from the Consent Calendar**  
None

#### REPORTS

1. Draft July statistics and financial statements for all systems operated by HTA  
General Manager Greg Pratt informed the board that July financial statements would be emailed the following week.

#### NEW BUSINESS

1. Yurok Transportation Bus Service  
General Manager Greg Pratt introduced Melissa Miguelena with the Yurok Tribe and announced that transportation service between Orleans and Willow Creek will be starting with a target date of October 31, 2022. A one-year pilot program will promote free transfers between their service and HTA's Willow Creek Intercity Service.  
  
**Motion by Supervisor Bohn, second by Councilmember Arroyo to approve a Pilot Program issuing free transfers between Yurok Transportation and the Willow Creek Intercity Bus System to promote the service and increase ridership. Motion carried unanimously**
  
2. Unmet Transportation Needs Public Hearing for FY 023/24  
As a requirement of the Transportation Development Act, every year HCAOG partners with transit agencies to complete the Unmet Transportation needs and the process. General Manager Greg Pratt opened a public hearing to allow citizens to comment on transit needs in Humboldt.  
  
**No comments were received. The public hearing closed at 9:10 am.**

3. Caltrans Master Agreement with Humboldt Transit Authority

Staff requested authorization to sign the Master Agreement pending Legal counsel final review to meet the deadline with a target date of October 7, 2022.

***Motion by Supervisor Bohn, second by Councilmember Arroyo to Execute the Caltrans Master Agreement and all Program Supplements by adopting Resolution 22-21. Motion carried unanimously***

4. Transit Intercity Rail Capital Program (TIRCP) and Facility Plan Update

Staff gave the board update that everything was moving forward with the TIRCP grant projects. Staff also made mention that the focus for this meeting was the Caltrans Master Agreement with Humboldt Transit Authority.

***Action Recommended: None***

5. Humboldt Transit Authority Ad Hoc Committee

Staff requested establishing a three-person Ad Hoc Committee to provide advise and direction when it comes to changes to the cost allocation plan and to approve expenses over the amount of \$150,000. Additionally, that weekly meetings will be scheduled, and that the Ad Hoc committee will disband after the term of the TIRCP grant.

***Motion by Councilmember Arroyo, second by Councilmember Ladwig that Councilmember Arroyo, Supervisor Bohn, and Councilmember Ladwig conform of a three-person Ad Hoc Committee of the HTA board to serve until the TIRCP Grant projects have been completed. Motion carried unanimously.***

**BOARD COMMUNICATIONS**

Councilmember Arroyo announced that the Cal Poly Sustainable Transportation Fair went well however, that student attendance this year was low.

**STAFF COMMUNICATIONS**

None

**CLOSED SESSION**

Board went into closed session at 9:36 am pursuant to Government Code Section 54956.9 (d)(2), to consider potential litigation against the Humboldt Transit Authority. No public comment or suggestions were received from members of the public on the item.

**ADJOURNMENT**

Meeting adjourned at 10:09 a.m.