

Board of Directors
NATALIE ARROYO
County of Humboldt
LESLIE CASTELLANO
City of Eureka
DEBRA GARNES
City of Rio Dell
ALEX STILLMAN
City of Arcata
TAMI TRENT
City of Fortuna
JACK TUTTLE
City of Trinidad
MIKE WILSON
County of Humboldt

HTA Board Staff
GREG PRATT
General Manager
CONSUELO ESPINOSA
Secretary to the Board



**Humboldt Transit Authority
Governing Board of Directors
HTA Conference Room - 133 V Street Eureka
AGENDA**

Public Participation In-person or Teleconference

Microsoft Teams

Join on your computer, mobile app or room device

[Join the meeting now](#)

Meeting ID: 258 851 465 789

Passcode: QT26zy2B

November 5, 2025

9:00 AM

Regular Board 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 Presentation

None

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 October 1, 2025, Regular Board Meetings.

Page 03

[Staff: Consuelo Espinosa](#)

Action Recommended: Approve Minutes

2. HTA's Representative for California Transportation Indemnity Pool (CalTIP)

Page 07

[Staff: Katie Collender](#)

Board resolution is required for any changes to Humboldt Transit Authority representatives for the CalTIP insurance pool.

Approve changes to HTA representation for CalTIP's board of directors by approving Resolution 25-15.

F. Item Removed from Consent Calendar

G. Reports

1. Caltrans District 1 Report

Caltrans Staff: Saskia Rymer-Burnett & Tasha Ahlstrand

No Action Required

2. HTA Projects Update

Staff: Jerome Qiriazzi

Staff will update the Board on current and future projects.

No Action Required

Page 09

.3. Draft August 2025 statistics and financial statements for all systems operated by HTA.

Staff: Carolann Aggeler

No Action Required

Handout

H. New Business

None

I. Board Communications

J. Staff Communications

K. Closed Session

1. Public Comment
2. The Board will meet in closed session pursuant to the following:
 - A. Government Code Section 54957(b)(1) (employee performance evaluation): General Manager.
 - B. Government Code Section 54957.6 (meeting with designated representative, unrepresented employee): Unrepresented Employee, General Manager, Designated representative, Board Chair.
3. Report out of closed session.

L. Adjournment

Humboldt Transit Authority (HTA) is committed to a policy of non-discrimination pursuant to the requirements of Title VI of the Civil Rights Act of 1964. Persons who require special accommodations, accessible seating, or documentation in alternative formats under the American with Disabilities Act or persons who require translation services (free of charge) should contact HTA at least two days prior to the meeting.

Humboldt Transit Authority (HTA) se compromete a una norma de no discriminación de acuerdo a los requisitos del Artículo VI del Acto Derechos Civiles de 1964. Las personas que requieren alojamiento especial de acuerdo con el American with Disabilities Act, o personas que requieren servicios de traducción (libre de cargo) deben comunicarse con HTA al menos dos días antes de la reunión.

**HUMBOLDT TRANSIT AUTHORITY
REGULAR BOARD MEETING MINUTES
October 1, 2025 – 9:00 AM**

Present

Tami Trent – City of Fortuna
Debra Garnes – City of Rio Dell
Alex Stillman – City of Arcata
Mike Wilson – County of Humboldt
Jack Tuttle – City of Trinidad

Absent

Leslie Castellano – City of Eureka

Attended via Teams

Natalie Arroyo – County of Humboldt
Charlotte Merkel – County of Humboldt
Colin Fiske – CRTP
Nancy Diamond – HTA Legal Counsel

Staff

Greg Pratt – HTA General Manager
Katie Collender – HTA Deputy General Manager
Andi Evans – HTA Finance and Administration Assistant
Carolann Aggeler – HTA Finance Manager
Jim Wilson – HTA Director of Maintenance
Cody Ferreira – HTA ADA & Safety Coordinator
Stephanie Groves – HTA Interim Operations Manager

Also Present

Joanna McGerry – Community Member

CALL TO ORDER

Chairperson Natalie Arroyo called the meeting to order at 9:00 AM.

Chairperson Arroyo requested a vote to allow herself to attend and lead the Board Meeting via Teams due to Just Cause.

Motion: Councilmember Tami Trent

Second: Councilmember Alex Stillman

Action: Motion carried unanimously.

ROLL CALL AND INTRODUCTIONS

Introductions were made at 9:01 AM.

COMMUNITY MEMBERS COMMUNICATIONS

In Room:

- Item 1: Ms. McGerry expressed how great it was to have Humboldt Transit Authority at the North Country Fair this year, stating it was very valuable and congratulated HTA on their participation.
- Item 2: Ms. McGerry expressed hope that in future transit planning for Arcata, South G Street and Samoa Blvd will be included in routes so people will be able to ride the bus from there instead of having to backtrack into town.
- Item 3: Ms. McGerry suggested some sort of signage on the back of the bus to indicate which bus it is when approaching from the rear.

No online public comments.

CONSENT CALENDAR

By motion, the Board recommended 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 September 3, 2025 Regular Meeting

Staff: Consuelo Espinosa

Action Recommended: Approve Minutes

Motion: Councilmember Tami Trent

Second: Supervisor Mike Wilson

Action: Motion carried unanimously.

ITEMS REMOVED FROM CONSENT CALENDAR

Item E-2: Amendment to Humboldt Transit Authority’s Classification Plan, Job Description, and Salary Schedule – Removed for further clarification by General Manager, Greg Pratt.

Staff referenced the allocation request for 4 Mechanics, 4 Vehicle Service Workers, 34 Class B Drivers to cover bids, and 8 Class C Drivers assigned to Dial-A-Ride service. Mr. Pratt advised that he had inadvertently omitted the additional Equipment Mechanic and Vehicle Service Worker positions in the recitals. The Classification Plan has been updated to reflect the correct numbers.

The additional Mechanic and Vehicle Service Worker positions are being added in preparation for the arrival of 10 new Hydrogen Fuel Cell buses and 3 International buses.

In the staff report (page 9), Mr. Pratt also requested authorization to open the position of Project Manager. This position is currently being covered by HTA’s Transit Planner, Jerome Qiriazzi; however, the workload has increased to the point where it is no longer feasible for him to continue performing both roles.

The Project Manager position will be fully funded through the Transit Intercity Rail Capital Program Grant (TIRCP). HTA currently has six major projects underway and several smaller projects in progress, working with the Cities of Eureka and Arcata.

The Mechanic and Vehicle Service Worker positions have already been accounted for in the current budget.

Action Recommended: Approve the Amendment to Humboldt Transit Authority’s Salary Schedule, Classification Plan, and Job Description by adopting Resolution 25-15.

Public Comment: None (in person or online).

Motion: Councilmember Debra Garnes

Second: Supervisor Mike Wilson

Action: Motion carried unanimously.

REPORTS

No Caltrans Report

HTA Project Updates

Staff: Katie Collender

HTA Deputy General Manager, Katie Collender, provided a brief overview of current projects:

- Under the TIRCP Cycle 5 Grant, HTA is working with Linde on design plans and permits for the Hydrogen Fueling Station.
 - HTA is currently working on RFQs for the Maintenance Bay Retrofit Project.
 - HTA is collaborating with CTC on the first funding allocations for Cycle 7 approval.
 - The PACT Grant is being managed through HCAOG, which is reviewing proposals and awarding a consultant contract soon.
 - The Next-Gen Facility design is progressing, with an intermediate design planned for Cycle 7 submission in hopes of securing funding.
-

Draft July 2025 Statistics and Financial Statements

Staff: Carolann Aggeler

Finance Manager Carolann Aggeler reported that there were limited statistics available due to July being “**Everyone Rides Free**” month in celebration of HTA’s 50th Anniversary. Some fare revenue was still reported from passengers who were unaware of the free month or who used pre-paid monthly passes.

The **Southern Humboldt route** continues to show the largest increase in ridership. The **North State Express 101** Saturday schedule is averaging about 10 riders per day, showing steady growth.

Board Comments:

- Councilmember Stillman reported that the **Economic Development Conference** will be held in Ukiah next year, and there is discussion of using the NSE 101 service to travel to the meeting.
- Supervisor Wilson asked where the **County Employee Passes** are reflected in the report. Ms. Aggeler stated they are included under monthly passes.

No public comment in the room or online.

NEW BUSINESS

No new business to report.

ADJOURNMENT

The Board adjourned to **Closed Session** at 9:20 AM.

Closed Session adjourned at 10:25 AM.

No report out.



133 V Street
Eureka, CA 95501

A Public Entity Serving Humboldt County Since 1976

Office: (707) 443-0826
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TO: Chair Arroyo
All Governing Board Members

FROM: Greg Pratt, General Manager

DATE: November 5, 2025

SUBJECT: HTA's Representative for California Transportation Indemnity Pool

Humboldt Transit Authority is a member of The California Transit Indemnity Pool (CalTIP). It is a joint powers insurance authority organized under California law in 1987. CalTIP is a self-insurance program for public transit operators where members pool funds to obtain insurance coverage, claims administration, and safety and loss control programs. CalTIP is governed by representatives of member transit operators.

All CalTIP participants are required to have designated representatives. Currently, the Finance Manager is the designated representative and General Manager and Human Resource Manager are the alternates. Staff is requesting that the board move the Deputy General Manager to the designated representative and the position of General Manager and Finance Manager as the alternates for the CalTIP board.

Action Recommended: Authorize the appointment of the Deputy General Manager as Humboldt Transit Authority's representative and the General Manager and Finance Manager as alternates for the California Transportation Indemnity Pool by adopting Resolution 25-15.

RESOLUTION 25-15

**AUTHORIZATION FOR APPOINTMENT OF REPRESENTATION TO THE CALIFORNIA TRANSPORTATION
INDEMNITY POOL (CalTIP) JOINT POWERS AUTHORITY**

WHEREAS, the Humboldt Transit Authority (HTA) is an active participant in the California Transportation Indemnity Pool (CalTIP) and receives services and benefits from participation in the pool; and,

WHEREAS, all CalTIP participants are required to have a designated representative; and alternates and,

WHEREAS, the HTA Governing Board recognizes the need for the Authority to maintain voting members on the CalTIP Board of Directors

WHEREAS, HTA's Finance Manager serves as the designated representative and General Manager and Human Resource Manager serve as the designated alternate representatives on the CalTIP Board of Directors and,

WHEREAS, the Deputy General Manager will be the designated representative and the General Manager and Finance Manager will be the designated alternative representatives.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Humboldt Transit Authority that the Deputy General Manager will serve as HTA's designated representative, the General Manager and Finance Manager will be the designated alternates to the California Transportation Indemnity Pool.

PASSED, APPROVED AND ADOPTED this fifth day of November 2025 on the following vote:

AYES:

NOES:

ABSENT:

Chair of the Humboldt Transit Authority Board of Directors

ATTEST:

Secretary to the Board



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TO: HTA Chair Natalie Arroyo
All Governing Board Members
FROM: Jerome Qiriaz, Transit Planner
DATE: November 5, 2025
SUBJECT: Humboldt Transit Authority Project Updates

TIRCP Cycle 5 Grant

This project funds the purchase of fuel cell electric buses, construction of a hydrogen fueling station, upgrades to maintenance bays, and construction of an intermodal transit center.

- Hydrogen Fueling Infrastructure
 - a. Coastal Development Permit was awarded last month
 - b. 30% design is nearing completion
 - c. Linde just had first on-site visit this earlier week
 - d. Hazard and Operability Study (HazOpS) scheduled for next week
 - e. The Hydrogen Safety Panel is under contract and has begun reviewing the project
- Eureka Transit Center
 - a. Danco received notice of award of tax credits.
 - b. Staff will begin regular meetings again to advance the design forward
- Pilot FCEB
 - a. Our first hydrogen bus is now in service!
 - b. We are seeing 9.7 mi/kg efficiency, in-line with our performance testing
 - c. Greeted the first passengers at CalPoly with swag
- Production Buses
 - a. Two of the 10 buses have entered the production line, with two every two weeks.
 - b. Deliveries are expected to start late winter – early spring

TIRCP Cycle 7 Grant

This project funds the planning and capital infrastructure for 15-minute service, adds additional budget to the intermodal transit station, installs art installations at transit infrastructure, and procures additional fuel cell electric buses.

- Staff are planning to request the first funding allocation from CTC in January

Partnering Assets and Authorities for Comprehensive Transit (PAACT) Project

This is a planning project lead by HCAOG to support active transportation and land use planning needs at the regional level for achieving the Safe and Sustainable Transportation (SST) Targets in the Regional Transportation Plan (RTP).

- HCAOG recommended award to DKS Associates with GHD and Jarrett Walker + Associates
- Project kickoff is expected this month.

Next Generation Facility Project

This project seeks to fund the design and construction of a new administration and maintenance facility for HTA that accommodates current needs and anticipated future growth.

- Work has started on the planning and programming phase, and takes into account projected staff and fleet growth over the next 50 years



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Marketing

This covers various marketing efforts staff are pursuing.

- Staff are working with our marketing consultant to develop a How To Ride video reflecting the new Ride Humboldt brand and Busquatch

Miscellaneous Notes on Other Projects

- Staff have made a lot of progress taking both website development and GTFS data in-house. This will allow changes to roll out more quickly to ensure accurate information is being communicated to passengers across all different platforms.
- The Siting Analysis for North State Hydrogen Fueling Station Network project through HCAOG is progressing and is in the data collection stage. HTA staff have assisted the consultant in reviewing transit data collection process and providing information they need for their modeling.

No Action Required