



**STATEMENT OF PROCEEDINGS FOR THE
JOINT MEETINGS OF THE
FOOTHILL TRANSIT GOVERNING BOARD
AND SPECIAL EXECUTIVE BOARD
FOOTHILL TRANSIT ADMINISTRATIVE OFFICE
2ND FLOOR BOARD ROOM
100 SOUTH VINCENT AVENUE
WEST COVINA, CALIFORNIA 91790**

Wednesday, May 15, 2013

7:45 AM

CALL TO ORDER

1. Call to order (Governing Board and Executive Board). (13-2221)

The Foothill Transit Governing and Executive Board meetings were called to order by Chair Pat Wallach at 7:56 a.m.

PLEDGE OF ALLEGIANCE

2. Pledge of Allegiance (Governing Board and Executive Board). (13-2222)

Pledge of Allegiance was led by Vice Chair Doug Tessitor.

ROLL CALL

3. Roll call (Governing Board and Executive Board). (13-2223)

Roll call for Foothill Transit Governing and Executive Board meetings was taken by Ms. Martha Arana, Staff, Board of Supervisors Executive Office, Commission Services Division.

**Present: 5 - Chair Pat Wallach, Vice Chair Doug Tessitor,
Treasurer Paula Lantz, Member Becky A. Shevlin
and Member Carol Herrera.**

Present: 19 - Member Corey Calaycay, Member Paula Lantz, Member Emmett Bader, Member Antonio Cartagena, Member Marlen Garcia, Member Peggy A. Delach, Member Doug Tessitor, Member Robert Harbicht, Member Richard G. Barakat, Member Tzeitel Paras-Caracci, Member Becky A. Shevlin, Member Jeff Parriott, Member Cynthia Sternquist, Member Jack Tanaka, Member Hector Delgado, Member Michael De La Torre, Member Pat Wallach, Member David C. Rodriguez and Member Andrew McIntyre

Excused: 6 - Member Robert F. Rodriguez, Member Uriel Macias, Member Margaret McAustin, Member Julian A. Miranda, Member Violeta Lewis and Member Juventino "J" Gomez

I. PUBLIC COMMENT

4. Public comment (Governing Board and Executive Board). (13-2224)

No members of the public addressed the Foothill Transit Governing/ Executive Board.

II. ADMINISTRATIVE MATTERS

5. Approval of minutes for the Governing Board Meeting of March 1, 2013. (13-2225)

On motion of Member Corey Calaycay, seconded by Member David C. Rodriguez, unanimously carried, this item was approved. Members Marlen Garcia (Councilmember, City of Baldwin Park), Cynthia Sternquist (Mayor, Temple City), and Tzeitel Paras-Caracci (Councilmember, City of Duarte) were not present during vote taken for this item.

III. PRESENTATIONS

6. PROPOSED SERVICE ENHANCEMENTS - FALL 2013 (Governing Board)

Recommendation: Receive and file the Proposed Fall 2013 Service Enhancements. (13-2226)

Joe Raquel, Director of Planning, presented this item and reported the following:

- **Foothill Transit has \$2.3 million in funds derived from Measure R to enhance services. Several local lines have been identified that could benefit from service enhancements.**

The methods for improving service include the following:

- **Filling the gaps in local service**
- **Extending operating hours**
- **Increasing frequency of trips**
- **Limited Stop service**

In response to questions posed by the Governing Board Mr. Raquel responded with the following:

- **“Skip Stop Plan” means buses will not stop at all the designated stops eliminating stops with low ridership in order to reach their destination sooner.**
- **Once the decision is made to move forward with the “Skip Stop Plan,” information about the Plan and the regular time schedule for the buses will be disseminated and made available to the public.**

Member Cartagena stated the dissemination of information is very critical and important, and Member Harbicht added that members of the public should be able to distinguish between buses with regular schedules and buses participating in the “Skip Stop Plan.”

Mr. Barnes stated additional procured buses will cover the service enhancements. The employees of the malls benefiting from the service enhancements are being informed of enhancements and feedback is being collected from them. Three public outreach meetings were scheduled in May 2013 at the Pomona City Council, El Monte Station (San Gabriel Valley Office), and Foothill Transit Administrative Offices.

Ms. LaShawn Gillespie, Director of Customer Service and Operations, indicated that when there is a breakdown of a bus another bus is deployed immediately within an hour depending on the dynamics of the day; a contingency plan is always in place. Mr. Barnes reported proper prevention maintenance has reduced the down time of the buses.

Member Sam Pedroza, inquired when the information regarding the arrival of a bus to a station will be available via smart phone technology. Mr. Doran Barnes reported a pilot program is underway with implementation targeted for summer of 2013.

Member Marlin Garcia noted the construction work being done at the Baldwin Park off ramp by the Kaiser Permanente buildings and suggested Foothill Transit be in contact with Cal Trans on its progress. Mr. Raquel reported that Foothill is in contact with Cal Trans.

After discussion, on motion of Member Corey Calaycay, seconded by Member Antonio Cartagena, unanimously carried, this item was approved. Member Tzeitel Paras-Caracci was not present during vote taken on this item.

Attachments: [SUPPORTING DOCUMENT](#)

7. PROPOSED FISCAL YEAR 2014 BUSINESS PLAN AND BUDGET (Governing Board)

Recommendation: In accordance with the Executive Board's recommendation, approve Foothill Transit's Fiscal Year 2014 Business Plan and Budget. (13-2228)

Kevin McDonald, Deputy Executive Director, Foothill Transit, presented this item and reported the following:

The mission of Foothill Transit is to be the premier public transit provider committed to safety, courtesy, quality, responsiveness, efficiency and innovation.

Foothill Transit's primary goals are:

- **Operating a Safe Transit System**
- **Providing Outstanding Customer Service**
- **Operating an Effective Transit System**
- **Operating an Efficient Transit System**

The indicators for achieving these goals are:

- **Preventable Accidents per 100,000 Miles**
- **Complaints per 100,000 Boardings**
- **Schedule Adherence**
- **Average Hold time of callers**
- **Average Miles Between Service Interruptions**
- **Boardings per Service Hour**
- **Average Weekday Boardings**
- **Average Cost per Vehicle Service hour**
- **Farebox Recovery Ratio**

Fiscal Year 2013 Accomplishments include:

- Real time Customer Information
- International Organization for Standardization (ISO) 14001 Certification
- Website Update
- San Gabriel Valley Park & Rides
- Zero Emissions Bus Project
- 30/365 Bus Replacement

Fiscal Year 2014 Initiatives include:

- Bus Replacement Project
- System Performance
- Electric Bus Program
- Environmental Sustainability Management System (ESMS) at Pomona
- College Pass Program
- San Gabriel Valley Park & Rides
- Legislative Advocacy
- Website Redesign
- 25th Anniversary Campaign

In response questions posed by the Governing Board, Mr. Barnes responded with the following:

Current operating cost for the electrical buses is lower than Compressed Natural Gas (CNG) operated buses because the electric buses are more efficient.

The Federal Transit Funds include two components, 1) Operating Costs; funds used for running the buses; and 2) Capital Cost, funds are used for purchasing buses. The operating cost component includes; fuel, maintenance, coach operation, dispatch and supervision. Capital costs are those costs not factored into the operating cost.

Special Grant funds are used for purchasing electric buses, and the prices of electric buses are decreasing. Currently the price for a CNG bus is \$600,000 and an electric bus is approximately \$900,000.

After discussion, on motion of Vice Chair Doug Tessitor, seconded by Member Corey Calaycay, unanimously carried, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

8. Recess both meetings and conduct regular cluster election for Executive Board Member and Alternates for Cluster 5 (Governing Board and Executive Board) (13-2229)

The Foothill Transit Governing business document requires that Executive Board Members as well as their Alternates are elected for a three-year term, and the representatives selected for Cluster 5 were due for elections this year. The Foothill Transit Governing and Executive Board meetings recessed at 8:44 a.m. to allow Cluster 5 to elect its representatives.

9. Reconvene both meetings and announce the election results for Executive Board Member and Alternate for Cluster 5 (Governing Board and Executive Board) (13-2230)

The Foothill Transit Governing and Executive Board meetings were reconvened at 8:54 a.m.

Chair Pat Wallach announced that the Executive Board Member selected to represent Cluster 5 is Member Michael De La Torre and the Alternate is Member Pat Wallach.

10. Executive Board Nominations for Foothill Transit Chair, Vice Chair and Treasurer/Auditor-Controller (13-2231)

On motion of Member Carol Herrera, seconded by Member Michael De La Torre, unanimously carried, Member Doug Tessitor was elected Chair of the Foothill Transit Executive Board.

On motion of Member Carol Herrera, seconded by Member Michael De La Torre, unanimously carried, Paula Lantz was elected Vice Chair of the Foothill Transit Executive Board.

On motion of Member Doug Tessitor, seconded by Member Michael De La Torre, unanimously carried, Carol Herrera, was elected Treasurer/Auditor-Controller of the Foothill Transit Executive Board.

11. Governing Board ratification of the Executive Board nominations for Foothill Transit Chair, Vice Chair and Treasurer/Auditor-Controller, and ratifying and directing staff to post all Executive Board position changes on the Foothill Transit web site using FPPC form 806 in compliance with FPPC regulation 18705.5 (Governing Board) (13-2232)

The Executive Board recommended ratification of the Executive Board

Officers to the Governing Board as follows: Doug Tessitor, Chair; Paula Lantz, Vice Chair and Carol Herrera, Treasurer/Auditor-Controller.

Mr. Barnes, reported the Executive Board Members are elected for a three year term. The Representatives selected for Cluster 1 and Cluster 4 are due for election in 2015. Cluster 1 is comprised of the Cities of Claremont, La Verne, Pomona, San Dimas, and Walnut. Cluster 4 is comprised of the Cities of Diamond Bar, El Monte, Industry, La Puente and S. El Monte. The Representatives selected for Clusters 2 and 3 are due for election in 2014. Cluster 2 is comprised of the cities of Azusa, Baldwin Park, Covina, Glendora, Irwindale and West Covina. Cluster 3 is comprised of the Cities of Arcadia, Bradbury, Duarte, Monrovia, Pasadena, and Temple City.

On motion of Member Corey Calaycay, seconded by Member Tzeitel Paras-Caracci, unanimously carried, the aforementioned recommendation was unanimously carried.

Ayes: 19 - Member Corey Calaycay, Member Paula Lantz, Member Emmett Bader, Member Antonio Cartagena, Member Marlen Garcia, Member Peggy A. Delach, Member Doug Tessitor, Member Robert Harbicht, Member Richard G. Barakat, Member Tzeitel Paras-Caracci, Member Becky A. Shevlin, Member Jeff Parriott, Member Cynthia Sternquist, Member Jack Tanaka, Member Hector Delgado, Member Michael De La Torre, Member Pat Wallach, Member David C. Rodriguez and Member Andrew McIntyre

Excused: 6 - Member Robert F. Rodriguez, Member Uriel Macias, Member Margaret McAustin, Member Julian A. Miranda, Member Violeta Lewis and Member Juventino "J" Gomez

IV. EXECUTIVE DIRECTOR COMMENT

- 12.** Comment by Mr. Doran Barnes Executive Director, Foothill Transit Governing Board and Executive Board. (13-2233)

Mr. Doran Barnes, Executive Director, Foothill Transit, reported the following:

- **The winners of Foothill Transit's Annual Bus Roadeo competed**

in the International Bus Rodeo Competition held in Indianapolis, Indiana. The Maintenance team from Foothill earned 14th place. Bus Operator Van Vaug earned the highest score in the pre-trip safety category. Mr. Barnes congratulated the team.

- The replacement of the existing exterior travertine cladding system with the "Louvers" design for the Foothill Transit Administrative Office is moving forward. The completed facade improvements can be viewed on the north side of the building. The electrical lighting system is completed and a lighting ceremony is scheduled for June 2013.
- The ribbon cutting ceremony for the Industry Park and Ride facility is scheduled for September 2013.
- The Bus Replacement Project, retiring the last remaining diesel fueled coaches of the Foothill Transit fleet is scheduled for late this year.
- Foothill Transit's 25th Anniversary is in December 2013.

Mr. Barnes reminded the Governing Board Members that pictures of the full Governing Board would be taken after the meeting in the 2nd floor lobby area of Foothill Transit.

After discussion, by common consent and there being no objection, this item was received and filed.

V. GOVERNING BOARD MEMBER COMMENT

13. Comments by Members of the Foothill Transit Governing Board and Executive Board. (13-2235)
- The Executive Board thanked Ms. Pat Wallach for her leadership provided to the Foothill Transit Board during her tenure as Chair.
 - Member Becky A. Shevlin stated she is filling in for Member Margaret McAustin at today's Governing and Executive Board meeting. She added if Member Margaret McAustin relinquishes her position, she is interested in assuming her position.
 - Member Marlen Garcia (Councilmember, City of Baldwin Park), invited Foothill Transit to join the ground breaking ceremony for the Baldwin Park Park and Ride facility scheduled to take place on June 22, 2013.

After discussion, by common consent and there being no objection, this item was received and filed.

VI. ADJOURNMENT

- 14.** Adjournment of the May 15, 2013 Foothill Transit Governing Board and Executive Board Meeting. (13-2236)

There being no further business, the Foothill Transit Governing and Executive Board meeting was adjourned at 9:18 a.m.