



Foothill Transit

**STATEMENT OF PROCEEDINGS FOR THE
ANNUAL MEETING OF THE
FOOTHILL TRANSIT GOVERNING BOARD**

**FOOTHILL TRANSIT ADMINISTRATIVE OFFICE
2ND FLOOR BOARD ROOM
100 S. VINCENT AVENUE
WEST COVINA, CALIFORNIA 91790**

**Friday, June 8, 2018
7:45 a.m.**

1. CALL TO ORDER

The meeting was called to order by Chair Calaycay at 7:50 a.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Governing Board Member Sternquist.

3. FOCUS ON SAFETY

Roberto Estrella, Safety Compliance Coordinator, presented a safety message on Summer Safety Tips.

4. ROLL CALL

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Corey Calaycay, Member Charlie Rosales, Member Robert Torres, Member Emmett Badar, Member Nancy Tragarz, Member Uriel Macias, Member Cruz Baca, Member Michael Allawos, Member Albert Ambriz, Member Roger Chandler, Member Richard Barakat, Member Tzeitel Paras-Caracci, Member Becky Shevlin, Member Terry Tornek, Member Nanette Fish, Member Carol Herrera, Member Juventino Gomez, Member Valerie Munoz, Member Hector Delgado, Member Cynthia Sternquist, Member Sam Pedroza, Member Jimmy Lin

Absent: Member Peggy Delach, Member Corey Warshaw, Member Cory Moss



5. APPROVAL OF AGENDA

After discussion, by Common Consent, and there being no objection, the Governing Board approved the agenda as presented.

6. REVIEW & APPROVAL OF THE MINUTES

Approval of the minutes for the Governing Board Meeting of February 16, 2018.

Motion by Member Chandler, second by Member Badar, the minutes for the Governing Board Meeting of February 16, 2018 were approved. Motion carried 22-0.

7. PUBLIC COMMENT

Mary Griffieth, Transit Advocate, addressed the Governing Board. Ms. Griffieth expressed her concern that the agenda did not reflect her comments regarding streets, buses on Line 492, and exceptional coach operators. Doran Barnes, Executive Director, advised that minutes approved at today's meeting were from the February 16, 2018 Governing Board Meeting and the comments Ms. Griffieth provided would be reflected in the Executive Board Meeting minutes, those minutes will come before the Executive Board at their next meeting for approval. Chair Calaycay assured Ms. Griffieth that her comments would be reflected in the minutes from the last Executive Board meeting.

Kevin Ooms, Vice President, Reporting and Accounting, Transdev addressed the Executive Board. Mr. Ooms stated how proud Transdev is of the APTA maintenance roadeo champions team out of the Arcadia Operations & Maintenance Facility, and he thanked the Executive Board for their partnership with Transdev.

8. PRESENTATIONS

8.1. 2018 APTA International Bus Roadeo

Roland Cordero, Director of Maintenance and Vehicle Technology reported that on May 6, 2018 the American Public Transportation Association (APTA) held its 2018 International Bus Roadeo competition. Every year Foothill Transit sends a coach operator and mechanics team to participate.



The maintenance competition requires skills in the identification of defects in the engine, transmission, brakes, bus doors, and HVAC modules. The Foothill Transit/Transdev mechanic team scored a perfect score of 350 points at the Cummins/Ellison powertrain module. The team that scores the highest overall score wins first place in the overall competition. The Foothill Transit/Transdev team was the overall international maintenance team winner.

Mr. Cordero asked General Manager Bill Jackson, and Fermin Mora Maintenance Manager for Transdev to step to the podium and introduce the maintenance team. Mr. Jackson recognized Stephen Leung, Fernando Murrieta, and Tracy Nicometo the 2018 APTA International Bus Roadeo maintenance competition winners.

Member Delgado departed the meeting at 8:33 a.m.

9. **PROPOSED FISCAL YEAR 2018-2019 BUSINESS PLAN AND BUDGET**

Recommendation: In accordance with the Executive Board's recommendation, adopt Foothill Transit's proposed Business Plan and Budget for Fiscal Year 2018-2019.

Michelle Lopes Caldwell, Director of Finance and Treasurer, presented this item.

Ms. Caldwell reported on the proposed FY2018-2019 Initiatives, proposed service levels and performance targets, and key performance indicators for the next fiscal year. Passenger boardings has been budgeted to remain constant for FY2018-2019. Fare revenue growth is expect in FY2018-2019. Vehicle Service Hours are expected to increase due to the assumption of the Duarte city service. The Transit Operating Budget will increase in FY2018-2019 due to an agreed upon operating contracts increases and increase service cost for the Duarte city service.

Foothill Transit's current year budget is \$161 million, and the proposed total budget for FY2018-2019 is \$174 million. The transit operating expenses of \$101 million is a 3 percent increase over the prior year budget. Fifty-eight percent of the total budget are transit operating expenses and 41 percent represent capital expenditures.

In summary, a \$174 million budget was being proposed, with \$101 million for operating expenses, \$1.9 million non-transit operating, and \$71 million capital investment. Foothill Transit expects to operate almost 890,000 service



hours and have 12.6 million customer boardings.

Motion by Member Shevlin, second by Member Paras-Caracci, to adopt.
Motion carried 21-0.

10. **DUARTE TRANSIT SERVICE - REQUEST TO CONDUCT PUBLIC OUTREACH**

Recommendation: In accordance with the Executive Board's recommendation, authorize the Executive Director to seek public input and conduct a public hearing regarding the assumption of transit services within the City of Duarte.

Vy Phan-Hoang, Transit Planner, presented this item.

Vy Phan-Hoang reported that in October 2017, Foothill Transit and the City of Duarte entered into an agreement in which Foothill Transit will assume operation of the two lines that are currently run by the city's transit division.

The service operates from 5:30 a.m. to 7:00 p.m., Monday through Saturday. The fares that will be charged are Foothill Transit's local fare, which are \$1.50 cash and \$1.25 on TAP. Currently, Duarte Transit does not charge a fare. The transfer of the operation is anticipated to take place in early 2019.

The transfer of service is considered a major service change, and thus as a federal assistance recipient, Foothill Transit is required by law to conduct service and fare equity analysis for the aforementioned assumption of service. The public outreach process is scheduled for summer 2018. After the public outreach period is concluded, staff will prepare the Title VI service and fare equity analysis report. The findings will later be brought to the Executive Board for final approval.

Motion by Member Paras-Caracci, second by Member Badar, to approve.
Motion carried 21-0.

11. **LINE 497 - REQUEST TO CONDUCT PUBLIC OUTREACH**

Recommendation: In accordance with the Executive Board's recommendation, authorize the Executive Director to seek public input and conduct a public hearing regarding the proposed change to Line 497.

Josh Landis, Planning Manager, presented this item.

Mr. Landis reported that Line 497 operates during peak service to take



customers from Chino Park and Ride and Industry City Hall stop into Downtown Los Angeles. The traffic congestion along the 60 Freeway makes this route one of the longest express routes with travel time typically close to two hours one direction. Line 497 is one of the lowest performing express lines due to traffic delays and lack of parking at the Chino Park and Ride.

The proposed change aims to shift the eastern terminus from Chino Park and Ride to the Fairplex Park and Ride adjacent to the 10 Freeway. The change would eliminate the current stop at Industry City Hall. The stop at Fairplex Park and Ride would be the only stop and the scheduled travel time would be about 60 minutes. The change to Line 497 is projected to have an annual cost savings of \$340,000.

The proposal affects more than a 25 percent change in the current routing, and a public hearing must be held. The public outreach will consist of several in person meetings at each of the bus stops in Chino and Industry. Customers will also be able to submit comments via phone, fax, email, and in person at the Transit Stores. A Public Hearing will be scheduled on a Saturday in order to give customers a chance to attend.

Motion by Member Chandler, second by Member Gomez, to approve. Motion carried 21-0.

12. **RECESS BOTH MEETINGS FOR CLUSTERS TO ELECT EXECUTIVE BOARD MEMBERS AND ALTERNATES FOR CLUSTER 1 (CLAREMONT, LA VERNE, POMONA, SAN DIMAS, AND WALNUT), AND CLUSTER 4 (DIAMOND BAR, EL MONTE, INDUSTRY, LA PUENTE, AND SOUTH EL MONTE)**

SPECIAL ELECTION FOR CLUSTER 3 (ARCADIA, BRADBURY, DUARTE, MONROVIA, PASADENA, AND TEMPLE CITY) TO ELECT EXECUTIVE BOARD MEMBER (SHOULD THE ELECTION OF AN EXECUTIVE BOARD ALTERNATE ALSO BE REQUIRED, THAT ELECTION WILL ALSO BE HELD) AND CLUSTER 5 (LOS ANGELES COUNTY) TO ELECT EXECUTIVE BOARD ALTERNATE (GB & EB)

The Foothill Transit Governing Board and Executive Board recessed at 8:59 a.m. to allow Clusters 1, 3, 4, and 5 to elect their representatives.

13. **RECONVENE BOTH MEETINGS AND ANNOUNCE THE EXECUTIVE BOARD MEMBER AND ALTERNATE FOR CLUSTER 1 AND CLUSTER 4 AND ANNOUNCE SPECIAL ELECTION RESULTS FOR CLUSTER 3 AND CLUSTER 5 (GB & EB)**



The Foothill Transit Governing and Executive Board reconvened at 9:09 a.m. to announce the election results for Clusters 1, 3, 4, and 5.

Member Calaycay (Claremont) announced that he was re-elected to serve as Executive Board Member and Member Badar (San Dimas) was elected to serve as Executive Board Alternate for Cluster 1.

Member Barakat (Bradbury) announced that he was elected to serve as Executive Board Member and Member Shevlin (Monrovia) was elected to serve as Executive board Alternate for Cluster 3

Member Herrera (Diamond Bar) announced that she was re-elected to serve as Executive Board Member and Member Muñoz (La Puente) was re-elected to serve as Executive Board Alternate for Cluster 4.

Member Pedroza (LA County) announced that Member Sternquist (LA County) was elected to serve as Executive Board Alternate for Cluster 5.

14. EXECUTIVE BOARD NOMINATIONS FOR Foothill TRANSIT CHAIR AND VICE CHAIR (EB)

On motion of Member Herrera, second by Member Barakat, unanimously carried, Chair Calaycay was re-elected Chair of the Foothill Transit Executive Board.

On motion of Member Pedroza, second by Member Barakat, unanimously carried, Member Herrera was elected Vice Chair of the Foothill Transit Executive Board.

15. GOVERNING BOARD RATIFICATION OF THE EXECUTIVE BOARD NOMINATIONS FOR Foothill TRANSIT CHAIR AND VICE CHAIR (GB)

The Executive Board recommended ratification of the Executive Board Officers to the Governing Board as follows: Member Calaycay, Chair; Member Herrera, Vice Chair.

Motion by Member Baca, second by Member Shevlin, the Governing Board ratified the Executive Board nominations for Foothill Transit Chair and Vice Chair. Motion carried 21-0.

16. EXECUTIVE DIRECTOR COMMENT

Comments by Mr. Doran J. Barnes, Executive Director, Foothill Transit.



Mr. Barnes reported the following:

- Congratulated the newly elected Executive Board and Officers.
- Asked Governing Board Members to let Christina Lopez, Board Secretary, know if they need to be added to the Weekly Report distribution list.
- The fall Governing Board Meeting date will be changed and when a new date is confirmed, proper notification will go out to the Governing Board.

17. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Governing Board.

- Member Sternquist introduced the new Governing Board Member appointee for Temple City, Nanette Fish. Member Sternquist also commented that it was a pleasure to service on the Foothill Transit Executive Board for the past two years.
- Member Badar requested that videos played prior to meetings be shared with member cities.
- Member Torres asked for a status update on a recent meeting held with the City of Pomona.

18. **ADJOURNMENT**

Adjournment for the June 8, 2018 Foothill Transit Annual Governing Board Meeting.

There being no further business, the Foothill Transit Annual Governing Board Meeting adjourned at 9:35 a.m.