



Foothill Transit

Going Good Places

GOVERNING BOARD MEETING

West Covina, CA
Friday, October 25, 2019



Foothill Transit

Foothill Transit MISSION

To be the premier public transit provider committed to:

SAFETY

COURTESY

QUALITY

RESPONSIVENESS

EFFICIENCY

INNOVATION



Foothill Transit VALUES

SAFETY

We educate, encourage, and endorse a strong culture of safety at all levels of the organization, valuing the responsibility entrusted in us by the communities that we serve.

RESULTS

We value the achievement of organizational goals and initiatives as defined in our business plan and involving all levels of the organization.

INTEGRITY

We are committed to high ethical standards based on accountability, honesty, respect, transparency, and a high level of fiscal responsibility.

GRATITUDE

We are a team united in thankfulness for each other; we express gratitude for our many opportunities by investing our time and energy in our community and industry, and through the open expression of appreciation.

DIVERSITY

We create an environment rich with talented people and differing viewpoints, valuing the unique perspectives that everyone brings.

TEAM MEMBERS

Our team members are the key to Foothill Transit's success and we are committed to supporting them through education, development, and recognition.

COMMUNICATION

We value and are committed to open honest respectful discussion which is responsive, informative, and constructive.

SUSTAINABILITY

We embrace sustainability because it benefits all aspects of our business while helping our communities by protecting the environment through measured and responsible stewardship of resources.



Foothill Transit

Governing Board Meeting AGENDA

GOVERNING BOARD MEETING
7:45 AM, OCTOBER 25, 2019
Foothill Transit Administrative Office
2nd Floor Board Room
100 South Vincent Avenue
West Covina, CA 91790

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. FOCUS ON SAFETY
4. ROLL CALL
5. APPROVAL OF MINUTES FOR THE GOVERNING BOARD MEETING OF AUGUST 23, 2019
6. APPROVAL OF AGENDA
7. PRESENTATIONS
 - 7.1. Contractors' Employee Recognition
8. PUBLIC COMMENT
 - 8.1. Executive Director Response to Public Comment

Public Comment: Members of the public shall have the right to address the Board on any item of interest which is within the jurisdiction of the Board before or during the Board's consideration of the item. Presentation shall not exceed two minutes in length. Action may be taken on any item identified on the agenda. Persons wishing to comment should submit a "Request to Speak" form to the Secretary. Note: ACTION MAY BE TAKEN ON ANY ITEM IDENTIFIED ON THE AGENDA.

The public may view and obtain all written information supporting this agenda provided to the board both initially and supplementary prior to the meeting by calling (626) 967-3147 extension 7204 or at the agency's offices located at 100 S. Vincent Ave., Suite 200, West Covina, CA 91790. Documents, including PowerPoint handouts, distributed to Board Members by staff or Board Members at the meeting will simultaneously be made available to the public upon request.



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CONSENT CALENDAR: Items 9 through 12 are consent items which may be received and filed and/or approved by the board in a single motion. If any member of the Governing Board wishes to discuss a consent item, please request that the item be pulled for further discussion and potential action.

9. AUGUST 2019 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY

Recommended Action: Receive and file the Financial Statements and Investment Summary year-to-date report through August 31, 2019. The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of August 31, 2019, for the fiscal year ending June 30, 2020.

10. SEPTEMBER 2019 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY

Recommended Action: Receive and file the Financial Statements and Investment Summary year-to-date report through September 30, 2019. The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of September 30, 2019, for the fiscal year ending June 30, 2020.

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please contact the Executive Director's office at (626) 931-7300 extension 7204, at least 48 hours prior to the meeting.

If you require translation services, please contact the Executive Director's office at (626) 931-7300 extension 7204, at least 48 hours prior to the meeting.

Si necesita servicios de traducción, por favor póngase en contacto con la oficina del Director Ejecutivo en el (626) 931-7300, extensión 7204, al menos 48 horas antes de la reunión.

如果需要翻译服务, 请至少于会议前48小时致电高级主任办公室: (626) 931-7300 分机 7204。

Nếu Quý vị có yêu cầu dịch vụ dịch thuật, xin vui lòng liên hệ với văn phòng Giám đốc Điều hành tại (626) 931-7300 số lẻ 7204, ít nhất 48 giờ trước khi cuộc họp.

Kung nangangailangan ka ng mga serbisyo sa pagsasalin, pakisuyong makipag-ugnayan sa opisina ng Executive Director sa (626) 931-7300 extension 7204, ng hindi bababa sa 48 oras bago ang pulong.

번역 서비스가 필요하시면 미팅 최소 48시간 이전에 임원 사무실로 (626-931-7300, 내선 번호 7204) 전화주시기 바랍니다.

翻訳サービスが必要な方は、会議の48時間前までに(626) 931-7300 内線 7204のエグゼクティブディレクター事務所にご連絡ください。

إن كنت بحاجة إلى خدمات ترجمة، برجاء الاتصال بالمدير التنفيذي للمكتب على رقم (626)931-7300 (الرقم الداخلي 7204) قبل الاجتماع بـ 48 ساعة على الأقل.

Եթե Ձեզ թարգմանչական ծառայությունների են հարկավոր, հանդիպումից առնվազն 48 ժամ առաջ խնդրում ենք զանգահարել Գործադիր տնօրենի գրասենյակ՝ (626) 931-7300 լրացուցիչ՝ 7204 հեռախոսահամարով:

ប្រសិនបើលោកអ្នកស្នើសុំសេវាកម្មបកប្រែភាសា សូមទាក់ទងមកការិយាល័យនាយកប្រតិបត្តិ តាមលេខទូរស័ព្ទ៖ (626) 931-7300 លេខបញ្ជូនបន្ត 7204 ដែលមានរយៈពេលយ៉ាងតិច 48 ម៉ោង មុនពេលកិច្ចប្រជុំ។

در صورت نیاز به خدمات ترجمه، لطفاً حداقل 48 ساعت قبل از جلسه ملاقات با مدیر اجرایی دفتر به شماره (626)931-7300 داخلی 7204 تماس حاصل فرمایید.

หากคุณต้องการบริการการแปลภาษากรุณาติดต่อสำนักงานผู้อำนวยการบริหารที่ (626) 931-7300 ต่อ 7204, อย่างน้อย 48 ชั่วโมงก่อนที่จะมีการประชุม



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11. OCTOBER 2019 LEGISLATIVE SUMMARY

Recommended Action: Receive and file the October 2019 Legislative Summary.

12. LINE 497 UPDATE

Recommended Action: Receive and file an update on Line 497.

REGULAR AGENDA:

13. 2019 L.A. COUNTY FAIR SERVICE

Recommended Action: Receive and file the 2019 L.A. County Fair Service Report.

14. FISCAL YEAR 2018-2019 COMPREHENSIVE ANNUAL FINANCIAL AUDIT
REPORT RESULTS

Recommended Action: Receive and file the Fiscal Year 2018-2019 financial and compliance audit results. The Comprehensive Annual Financial Report (CAFR) including the auditor's opinions, has been provided for you as a separate attachment.

15. GOVERNING BOARD STIPEND POLICY

Recommended Action: Adopt the attached revised Foothill Transit Executive Board and Governing Board Members Stipend Policy (Attachment A), which amends the current policy so that Foothill Transit Governing Board Members are not limited to the number of eligible meetings per year.

16. CLASS PASS PROGRAM - CAL POLY POMONA

Recommended Action: Receive and file the Class Pass Program Report.

17. INSURANCE PROGRAM UPDATE

Recommended Action: Receive and file this update to the Foothill Transit insurance program.

18. ZERO EMISSIONS BUS UPDATE

Recommended Action: Receive and file the Zero Emissions Bus update.



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19. PERFORMANCE INDICATORS QUARTER REPORT- FY2019-2020 FIRST QUARTER

Recommended Action: Receive and file the FY2019-2020 First Quarter Performance Indicators Report.

20. EXECUTIVE DIRECTOR COMMENT

21. GOVERNING BOARD MEMBER COMMENT

22. ADJOURNMENT

**The next meeting of the Governing Board
is scheduled for
Friday, December 20, 2019 at 7:45 a.m.**



Foothill Transit

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

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

**Friday, August 23, 2019
7:45 a.m.**

1. CALL TO ORDER

The meeting was called to order by Chair Herrera at 7:51 a.m.

Chair Herrera welcomed newly appointed Governing Board Member for the City of Walnut, Mayor Andrew Rodriguez.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chair Herrera.

3. FOCUS ON SAFETY

Roberto Estrella, Safety Compliance Coordinator, presented a message on back to school safety.

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 Andrew Rodriguez, Member Uriel Macias, Member Jorge Marquez, Member Gary Boyer, Member Albert Ambriz, Member Tony Wu, Member Roger Chandler, Member Richard Barakat, Member Becky Shevlin, Member Margaret McAustin, Member Nanette Fish, Member Carol Herrera, Member Cory Moss, Member Hector Delgado, Member Sam Pedroza, Member Jimmy Lin, Member Cynthia Sternquist

Absent: Member Ricardo Pacheco, Member Tzeitel Paras-Caracci, Member Jessica Ancona, Member Valerie Munoz



5. Approval of the minutes for the Joint Meeting of the Annual Governing Board Meeting and Executive board Meeting of May 31, 2019.

Motion by Member Calaycay, second by Member Chandler, the minutes for the Joint Meeting of May 31, 2019, were approved. Motion carried 21-0.

6. **APPROVAL OF AGENDA**

Doran Barnes, Executive Director, requested that Item 17, Express Routing Proposed Changes and Cancellation of Line 497 be presented after Item 15, 2019 L.A. County Fair Service.

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

7. **PRESENTATIONS**

- 7.1 Contractors' Employee Recognition

Araceli Lopez, Transit Stores General Manager, introduced the Transdev employee of the quarter.

Cynthia Acuna - Employee of the Quarter

Denise Murphy, Assistant General Manager, introduced the Arcadia location Transdev employees of the month.

Amber Webb - Employee of the Month
Albert Rodriguez - Operator of the Month

Jeffrey Moore, Interim General Manager, introduced the Pomona location Keolis employees of the month.

Ricardo Montes - Employee of the Month
Harvey Nix - Operator of the Month

Tanya Pina, Operations Contract and Customer Service Manager, introduced the 2019 APTA Rodeo participants and thanked them for representing Foothill Transit at the rodeo.

Daniel Hernandez, Coach Operator, Transdev
Fernando Murrieta, Maintenance, Transdev
Tracy Nicometo, Maintenance, Transdev

Stephen Leung, Maintenance, Transdev

After discussion, by Common Consent, and there being no objection, the Board recognized the operators and employees of the month and the 2019 APTA Roadeo participants.

8. PUBLIC COMMENT

Erin Mayheld addressed the Governing Board about her mobility aid she uses on several transit systems. She has been told by Foothill Transit bus drivers that she must empty it before boarding, it can't be used with the ramp, and that it's been banned by Foothill Transit.

Denise Howell, addressed the Governing Board and stated that Foothill Transit buses are infested with cockroaches and bed bugs. She requested to know when Foothill Transit plans to address the matter. She also requested to know how often Foothill Transit fumigates its buses.

Stanley Small, Amalgamated Transit Union, addressed the Governing Board. He stated that there is an infestation of roaches on Foothill Transit buses and that Transdev is taking the matter very lightly. He stated that the news media would be contacted next, and that an OSHA complaint will be filed. Mr. Small also stated that if Foothill Transit puts the services out of the Arcadia facility out for bid, that a provision be made to provide a plan on how to handle driver assaults.

Chair Herrera requested that Executive Director Doran Barnes respond to Public Comment. Mr. Barnes stated that staff would respond to the public comment speakers that provided contact information. He indicated that staff is aware of the issues and that both contractors have programs in place for fumigation and best practices.

CONSENT CALENDAR:

9. JUNE 2019 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY

Recommendation: Receive and file the Financial Statements and Investment Summary year-to-date report through June 30, 2019. The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of June 30, 2019, for the fiscal year ending June 30, 2019.

Motion by Member Chandler, second by Member Calaycay, to receive and



file. Motion carried 21-0.

10. **JULY 2019 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY**

Recommendation: Receive and file the Financial Statements and Investment Summary year-to-date report through July 31, 2019. The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of July 31, 2019, for the fiscal year ending June 30, 2020.

Motion by Member Chandler, second by Member Calaycay, to receive and file. Motion carried 21-0.

11. **FISCAL YEAR 2018-2019 FOURTH QUARTER BUDGET UPDATE**

Recommendation: Receive and file the Fourth Quarter Budget Update for the fiscal year ending on June 30, 2019.

Motion by Member Chandler, second by Member Calaycay, to receive and file. Motion carried 21-0.

12. **FISCAL YEAR 2018-2019 PERFORMANCE INDICATORS REPORT**

Recommendation: Receive and file the FY2018-2019 Performance Indicators Report.

Motion by Member Chandler, second by Member Calaycay, to receive and file. Motion carried 21-0.

13. **AUGUST 2019 LEGISLATIVE SUMMARY**

Recommendation: Receive and file the August 2019 Legislative Summary and adopt an oppose position on AB 315.

Motion by Member Chandler, second by Member Calaycay, to receive and file and adopt. Motion carried 21-0.

14. **COACH OPERATOR AUDIT RESULTS**

Recommendation: Receive and file the results of the FY2018-2019 Fourth Quarter Coach Operator Audits.

Motion by Member Chandler, second by Member Calaycay, to receive and file. Motion carried 21-0.

REGULAR AGENDA

15. 2019 L.A. COUNTY FAIR SERVICE

Recommendation: Receive and file the 2019 L.A. County Fair Service Report.

Joe Raquel, Director of Planning, presented this item.

Mr. Raquel reported that Line 196 was created to connect customers from Azusa Intermodal Transit Center to the L.A. County Fair, and only provided service on the weekends. Line 197, which runs from the Pomona Transit Center to Montclair, had extra trips added to provide service to the fair. In 2018, Line 197 saw an increase in ridership, while Line 196 ridership continued to drop from previous years.

Staff met with the Fairplex marketing and operations staff to see what improvements could be made to the service. For 2019, Line 196 was eliminated, and Line 22 was created and would operate like a circulator in Pomona and would drop off customers at the Fair's Blue Gate. Line 22 would provide weekend service and will provide service on Labor Day. Line 22 would provide a connection to the fair for seven Foothill Transit bus lines that go to the Pomona Transit Center and also connect with Metrolink at the northern and southern Pomona stations, and also connect with Omnitrans.

Received and filed.

16. AUTONOMOUS BUS CONSORTIUM UPDATE

Recommendation: Receive and file the update on the Autonomous Bus Consortium project.

Roland Cordero, Director of Maintenance and Vehicle Technology, presented this item.

Mr. Cordero reported that in April 2019, Foothill Transit joined the Autonomous Bus Consortium to investigate the feasibility of a joint purchase of autonomous buses. The consortium is comprised of 13 selected transit agencies. The goal is to deploy a full-sized bus. AECOM has been assigned to lead and manage the consortium. Mr. Cordero introduced Richard Wolsfeld, AECOM Executive Vice President North America, who provided a brief



update.

Received and filed.

17. **EXPRESS ROUTING PROPOSED CHANGES AND CANCELLATION OF LINE 497**

Recommendation:

Line 490

Establish Line 490, serving the new Covina Transit Center and including five trips in the morning and five trips in the afternoon that will serve Grand Avenue north of Covina Boulevard to serve the stops that are currently served by Line 498.

Line 498

Have the routing begin and end at the Industry City Hall Park & Ride before traveling to West Covina and then into Downtown L.A.

Line 493

Shift the eastern start and end point from the Industry Park & Ride to Colima and Fairway based on customer feedback obtained during the public comment process.

Line 497

Cancel the line and reinvest the savings into other Foothill Transit bus lines to enhance service within our region.

Josh Landis, Planning Manager, presented this item.

Mr. Landis reported on the public outreach conducted after Governing Board approval to seek public input in May 2019. Information was posted in newspapers, social media, Foothill Transit's website, and on rider alerts. A total of eight meetings were held at bus stops, and a Public Hearing was held on a Saturday at the Foothill Transit Administrative Offices. A total of 203 comments were received.

A review was presented of the proposed changes to three express routes, and proposed Pilot Line 490. Two of the proposals have changed due to feedback received from customers. Ultimately, staff was unable to find a way to coordinate additional funding of Line 497, therefore the proposal to cancel the bus line was moving forward.

The budget impact from the proposals has an annual budget savings of \$194,000. Savings would be reinvested into other express lines. Changes



would go into effect in January or February 2020.

The Governing Board engaged in a question and answer period with staff regarding the cancellation of Line 497. Maria Lopez, addressed the Governing Board, and stated that she was against the proposed changes. She stated she was present at the Public Hearing and that there was no support for the proposed changes at the hearing. Monica Gonzalez, addressed the Governing Board, she stated she is opposed to the cancellation of Line 497. She also informed the Governing Board that there were 139 not 109 signatures submitted opposing the cancellation. She also stated that some customers are willing to pay higher fares.

Doran Barnes, Executive Director, commented that it could be possible to operate a further reduced level of service and see how that goes, if that should be the direction of the Governing Board. Member Pedroza stated that he appreciates that staff approached the San Bernardino County Transportation Authority, which would have to assist in subsidizing the bus line. He encouraged Line 497 riders to approach San Bernardino County officials for assistance. Member Calaycay, as well, stated that the riders should approach San Bernardino County officials and that improvements need to be made to the park and ride to address safety concerns.

Member Pedroza amended the recommendation to continue with staff's recommendations, and to allow for some time to identify potential funding for Line 497 and improvements to the Chino Park and Ride. If such funding is identified prior to cancellation or in the future, Foothill Transit may reconsider providing bus service.

Motion by Member Pedroza, second by Member Calaycay, to approve the revised recommendation. Motion carried 18-0.

18. **ELECTRIC BUS INFRASTRUCTURE STUDY**

Recommendation: Receive and file the Electric Bus Infrastructure Study update.

Roland Cordero, Director of Maintenance and Vehicle Technology, presented this item.

Mr. Cordero reported on expanding the in-depot charging capabilities at the Arcadia and Pomona yards. The development of a plan on transitioning to 100 percent electric requires a team of engineers to layout the detailed plan and cost estimates. Foothill Transit contracted with Burns and McDonnell to



assist in developing solutions. Adam Young, Project Manager, Burns and McDonnell provided a brief update on the project.

Received and filed.

19. **DOUBLE-DECK ELECTRIC BUS UPDATE**

Recommendation: Receive and file the update on the double-deck electric bus project.

Roland Cordero, Director of Maintenance and Vehicle Technology, presented this item.

Mr. Cordero reported on the double-deck electric bus project. Foothill Transit entered into contract with Alexander Dennis to develop an electric battery version to serve on commuter express routes. Mr. Cordero introduced Steven Walsh, Vice President of Alexander Dennis, who provided an update on the project.

Received and filed.

20. **FARE RESTRUCTURING PHASE II**

Recommendation: Receive and file the update to implementation of the Phase II of the fare restructuring.

Doran Barnes, Executive Director, stated that the report served as a reminder that the Governing Board did approve an increase in fares. The fare increase will be effective September 29, 2019. Staff wanted to remind the Governing Board of the upcoming implementation. He also reported that even with the fare increase, farebox recovery is budgeted at 16.8 percent.

Received and filed.

21. **EXECUTIVE DIRECTOR COMMENT**

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

Mr. Barnes reported the following:

- Invites to Foothill Transit's Team Picnic have been placed at each Governing Board Member's seat. The picnic is scheduled for

September 15 and he asked members to RSVP with Christina Lopez if they planned on attending.

22. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Governing Board.

- Member Pedroza recommended the Moovit app for transit information. Member Pedroza said it was very convenient and user friendly.

23. **ADJOURNMENT**

Adjournment for the August 23, 2019 Foothill Transit Governing Board Meeting.

There being no further business, the Foothill Transit Governing Board Meeting adjourned at 9:40 a.m.



October 25, 2019

To: Governing Board

Subject: **August 2019 Financial Statements and Investment Summary**

Recommendation

Receive and file the Financial Statements and Investment Summary year-to-date report through August 31, 2019.

The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of August 31, 2019, for the fiscal year ending June 30, 2020.

Balance Sheet Analysis (Attachment A):

Assets

The balance sheet, as of August 31, 2019, shows total assets at \$337 million. This total consists primarily of \$221 million in fixed assets, \$95.59 million in cash and investments and \$19.35 million in receivable and prepaid assets. Foothill Transit's cash position of \$70.65 million is \$4.92 million more than the previous month, and is \$3.05 million more than last year in August.

Liabilities

The accounts payable balance is \$14.09 million. Accounts Payables include operation and maintenance expenses for \$8.03 million and \$1.07 million for fuel.

The deferred revenue of \$62.04 million represents funds that are reserved for planned capital expenditures, such as upcoming bus procurements and transit center construction activities.

Investments (Attachment B)

Our current investments are held in financial instruments pursuant to Foothill Transit's investment policy. The cash and investments balance includes \$25.93 million in liquid accounts held with Bank of the West; \$13.79 million in interest bearing money market accounts with Bank of the West; \$67,860 with Chase; \$0.94 million with US Treasury and \$30.85 million invested in the Local Agency Investment Fund (LAIF). Longer term investments include \$24 million with Bank of the West Agency notes.

The current interest rates on all accounts are included on Attachment B. The LAIF investment, the CD investments, and the deposits with Chase earn interest and are held for future capital and operating funding requirements.



Operating and Capital Revenues and Expense Analysis (Attachment C)

August 2019 year-to-date fare revenues were \$2.59 million which is \$235,373 less than the budgeted amount and \$89,245 more than August 2018. Operating costs through August 2019 were \$16.33 million, which is \$1.41 million less than the budget and \$0.41 million more than August 2018. Of this \$16.33 million, \$13.08 million reflects operating costs for the Arcadia and Pomona operations contractors. Other operating expenses include fuel which was \$1.07 million through August 2019.

Capital expenditures through August were \$1.45 million compared with \$403,000 last year at this time. The annual budget for capital expenditures includes the purchase of CNG buses and two double deck electric buses, construction for the Covina Park & Ride and Transit Center project, and completion of the farebox refurbishment project.

Farebox Recovery Ratio

The August year-to-date farebox recovery ratio was 15.83 percent, which is 0.57 percent lower than the performance target of 16.4 percent. The farebox recovery ratio is calculated by dividing the total fare revenue of \$2,586,127 by the total bus operating expense of \$16,333,531. This ratio is less than the August 2018 ratio of 17.0 percent. Foothill Transit continues to analyze bus ridership and participate in the region-wide bus system ridership improvement program.

Total Disbursements (Attachment D)

Total disbursements reflect invoices paid for the month of August 2019; they do not reflect the total expense incurred for the month. If an expense has been incurred but not yet invoiced or paid, Foothill Transit accrues the expense to properly track the expenses during the month in which they actually occurred. Total disbursements for August 2019 were \$5.57 million. Capital disbursements totaled \$1.51 million and other significant disbursements include \$0.87 million to Keolis and \$1.45 million to Transdev for bus operating services.

Sincerely,

Michelle Lopes Caldwell
Director of Finance and Treasurer

Doran J. Barnes
Executive Director

Attachments

Foothill Transit
Balance Sheet
As of August 31, 2019

Assets

Current Assets:

Cash	\$70,647,904
Investments	24,943,389
Due from government agencies	12,082,460
Other receivables	2,190,906
Other assets	5,073,830

Total Current Assets	\$114,938,488
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Non current Assets:

Notes receivable	705,589
Property & Equipment (net of depreciation)	220,973,855

Total Non Current Assets	221,679,443
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Total Assets	\$336,617,931
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Liabilities and Equity

Current Liabilities:

Accounts payable and accrued liabilities	\$14,088,385
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Deferred Revenue	62,039,316
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Total Liabilities	\$76,127,701
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Equity

Fund Balance:

Investment in Capital Assets	\$220,973,855
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Current Year Change	(1,261,068)
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Reserve	40,777,443
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Total Equity	\$260,490,230
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Total Liabilities and Equity	\$336,617,931
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Summary of Cash and
Investment Account
For August 31, 2019

Cash:	Interest Rate	Term	Principal/ Book & Market Value
Bank of the West-Reg. Checking	N/A	Demand Deposit	\$12,425,655
Petty Cash	N/A	N/A	400
Revolving Fund - Transit Stores	N/A	N/A	1,200
Bank of the West-Excise Tax/LCFS #1106	N/A	Demand Deposit	13,504,317
BOW-Prop 1B-Cal Grants #1105	1.94%	Demand Deposit	2,257,365
Bank of the West-Money Market #1110	1.94%	Demand Deposit	4,918,352
Bank of the West-Money Market #1111	1.94%	Demand Deposit	4,879,023
Bank of the West-LCTOP #1108	1.93%	Demand Deposit	1,739,341
Chase Business Saving #1109	0.28%	Demand Deposit	67,861
LAIF Investment #1141	2.55%	Demand Deposit	30,854,389
Subtotal Cash on Hand			\$70,647,904
 Investments:			
Bank of the West:			
1 Maturity - 10/29/20 - 5yrs.	1.125%	Callable Note	\$5,000,000
2 Maturity - 05/25/21 - 5yrs.	1.50%	Callable Note	5,000,000
3 Maturity - 01/27/21 - 5yrs.	1.25%	Callable Note	5,000,000
4 Maturity - 07/27/21 - 5yrs.	1.25%	Callable Note	8,000,000
5 Maturity - 02/26/21 - 5yrs.	1.50%	Callable Note	1,000,000
Wells Fargo Bank:			
6 Maturity - 11/01/18 - 6 months	1.95%	US Treasury Bill	943,389
Subtotal Investments			\$24,943,389
Total Cash and Investments			\$95,591,293

Foothill Transit
Statement of Revenue and Expense
For Month Ended August 31, 2019

	Actual YTD August 2019	Budget YTD August 2019	Variance	Actual YTD August 2018
Fare Revenue				
Farebox	\$1,074,093	\$1,283,000	(16.28%)	\$1,260,959
Pass Sales	597,817	621,833	(3.86%)	601,479
TAP Cash Purse	674,325	691,667	(2.51%)	600,550
MetroLink & Access Service	93,239	100,500	(7.23%)	92,375
EZ Transit Pass	146,653	124,500	17.79%	120,008
Total Operating Revenue	\$2,586,127	\$2,821,500	(8.34%)	\$2,675,372
Operating Subsidies and Other				
Transportation Development Act	\$1,220,593	\$2,661,830	(54.14%)	\$4,183,180
State Transit Assistance (STA)	877,599	877,599	0.00%	680,772
Senate Bill 1 - STA	571,509	571,509	0.00%	0
Senate Bill 1 - STA BSCP	62,644	62,644	0.00%	0
Prop A 40% Discretionary	2,760,003	2,760,003	0.00%	2,705,076
Prop A 40% BSCP	886,413	886,413	0.00%	828,014
Prop A Exchange	2,200,000	2,200,000	0.00%	0
Prop C BSIP	162,934	162,934	0.00%	159,302
Prop C Base Restructuring	349,964	349,964	0.00%	342,163
Prop C Transit Service Expansion	58,319	58,319	0.00%	57,019
Transit Security	173,677	173,677	0.00%	167,263
Measure R	2,040,871	2,040,871	0.00%	1,886,060
Measure M	2,110,929	2,110,929	0.00%	1,904,190
Miscellaneous Transit Revenues	271,951	0	0.00%	216,372
Total Subsidies and Other	\$13,747,405	\$14,916,691	(7.84%)	\$13,247,117
Total Operating Revenue	\$16,333,531	\$17,738,191	(7.92%)	\$15,922,488
Other Revenues				
Gain on Sale of Fixed Assets	\$17,147	\$0	0.00%	\$1,191
Auxiliary Revenue	113,668	159,167	(28.59%)	230,248
Total Other Revenues	130,815	\$159,167	(17.81%)	\$231,439
Total Operating and Other Revenues	\$16,464,346	\$17,897,358	(8.01%)	\$16,153,927
Operating Expenses				
Customer Service & Operations	\$14,642,207	\$15,012,846	(2.47%)	\$14,346,002
Maintenance & Vehicle Technology	146,320	131,418	11.34%	129,874
Marketing & Communications	229,093	373,116	(38.60%)	207,145
Information Technology	244,867	371,043	(34.01%)	276,575
Administration	386,684	580,232	(33.36%)	354,429
Procurement	77,411	150,176	(48.45%)	49,765
Finance	244,785	294,529	(16.89%)	233,391
Planning	119,616	405,308	(70.49%)	117,484
Facilities	242,550	419,523	(42.18%)	207,824
Total Operating Expenses	\$16,333,531	\$17,738,191	(7.92%)	\$15,922,488
Other Expenses				
Property Management	\$81,906	\$59,167	38.43%	\$70,523
Dial-A-Ride	0	0	0.00%	107,111
Special Services	48,909	100,000	(51.09%)	53,805
Total Other Expenses	\$130,815	\$159,167	(17.81%)	\$231,439
Total Operating and Other Expenses	\$16,464,346	\$17,897,358	(8.01%)	\$16,153,927
Capital Revenues				
Capital Grants	\$1,447,492	\$12,790,977	(88.68%)	\$403,159
Capital Expenditures				
Capital Expenditures	\$1,447,492	\$12,790,977	(88.68%)	\$403,159

Bank Account - Check Details

Period: 08/01/19..08/31/19

Foothill Transit

Tuesday, September 03, 2019

FOOTHILLTRANSITCLIN

This report also includes bank accounts that only have balances.

Bank Account: Date Filter: 08/01/19..08/31/19

Check Date	Check No.	Vendor Name	Description	Amount	Printed Amount	Entry Status
B001	General Checking					
	Phone No.		800-488-2265			
08/01/19	GPP01190-GPP01260	VARIOUS	VOID CHECK	0.00	0.00	Financially Voided
08/01/19	54418	Adt Security Services, Inc.	07/29-10/28/19 Pomona station security services	157.89	157.89	Posted
08/01/19	54419	Alandale Ins. Agency	Addition premium for earthquark Ins	3,714.17	3,714.17	Posted
08/01/19	54420	AT and T - 105068	El Monte store back line	38.79	38.79	Posted
08/01/19	54421	AT and T - 5019	Phone Service	410.58	410.58	Posted
08/01/19	54422	Athens Services- 54957	7/19 Admin Trash Service & Parking Lot Sweeping	1,503.01	1,503.01	Posted
08/01/19	54423	Azteca Landscape	6/19 Landscape Maintenance	2,754.44	2,754.44	Posted
08/01/19	54424	Azusa Light & Water	Azusa Light and Water adjustments	38,734.11	38,734.11	Posted
08/01/19	54425	CA Newspaper Service Bureau	19-105 Advertisement IVDB	563.23	563.23	Posted
08/01/19	54426	California Deposition Reporters	IFB 19-105 Transcript	778.40	778.40	Posted
08/01/19	54427	Charter Communications Inc.	Monthly Cable Bill	335.23	335.23	Posted
08/01/19	54428	Cintas Corporation #2	First Aid Kit Supplies	351.14	351.14	Posted
08/01/19	54429	Clean Energy	06/19 Arcadia O & M	493,901.36	493,901.36	Posted
08/01/19	54430	Crown Castle USA Inc.	08/19Monthly tower rental	801.11	801.11	Posted
08/01/19	54431	Day - Lite Maintenance Co. Inc.	6/19 Monthly Lighting Contract	96.00	96.00	Posted
08/01/19	54432	Farid Mosri Duran	Educational Assistance Reimbursement 7/1-8/1/19	865.67	865.67	Posted
08/01/19	54433	FEDEX Corp.	Express Mail	249.96	249.96	Posted
08/01/19	54434	Felicia Friesema	Educational Assistance Reimbursement 1/7-4/26/19	3,227.40	3,227.40	Posted
08/01/19	54435	Frontier	Industry Park and Ride phone line	567.48	567.48	Posted
08/01/19	54436	Graingers	Bus Stop Supplies	629.13	629.13	Posted
08/01/19	54437	Green's Lock and Safe	Facility keys & hardware	57.02	57.02	Posted
08/01/19	54438	Hinderliter, de Llamas & Associates	Economic Development Service / Marketing Strategy	8,140.00	8,140.00	Posted
08/01/19	54439	IBI Group	6/1-6/30/19 CAD/AVL Replacement Consulting	5,425.00	5,425.00	Posted
08/01/19	54440	Industry Public Utility Commission	6/19 Industry P&R Electricity	1,236.02	1,236.02	Posted
08/01/19	54441	Lazar and Associates	Translation Services	170.00	170.00	Posted
08/01/19	54442	Linda Garrison	07/19 Yogo instruction	520.00	520.00	Posted
08/01/19	54443	Metrolink	06/19 Metrolink Passes	35,294.00	35,294.00	Posted
08/01/19	54444	Mobile Relay Associates Inc.	Mobile Radio / Portable Radio Analog Service	21,126.15	21,126.15	Posted
08/01/19	54445	Newage PHM, LLC	7/19 Transit Store #2 Lease	7,655.36	7,655.36	Posted
08/01/19	54446	Next Level Elevator	AITC Elevator Pressure Relief Test	1,798.00	1,798.00	Posted
08/01/19	54447	Office Depot	Office Supplies	107.91	107.91	Posted
08/01/19	54448	Pacific Products and Services, LLC.	Bus Stop Supplies	1,543.95	1,543.95	Posted
08/01/19	54449	Raycom	Mobile Radio / Portable Radio Analog Service	317.00	317.00	Posted
08/01/19	54450	Rotary Club of West Covina	Membership Dues for Doran Barnes	1,100.00	1,100.00	Posted
08/01/19	54451	Sauder Manufacturing Co.	Pomona Recliner Covers	2,149.86	2,149.86	Posted

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Period: 08/01/19..08/31/19

Foothill Transit

Tuesday, September 03, 2019

FOOTHILLTRANSITCLIN

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Check Date	Check No.	Vendor Name	Description	Amount	Printed Amount	Entry Status
08/01/19	54452	Sky Rider Equipment Co. Inc.	2019 Annual Inspection	800.00	800.00	Posted
08/01/19	54453	Standard Parking Corporation	6/19 Parking Services	3,848.53	3,848.53	Posted
08/01/19	54454	State of California Department of Transportation	08/19 Airspace lease	15,800.00	15,800.00	Posted
08/01/19	54455	Thomas J. Koontz	Printing of 2nd set of Board Room posters	1,067.22	1,067.22	Posted
08/01/19	54456	Tri - Signal Integration, Inc.	Fire Extinguisher Replacement and Service	1,531.60	1,531.60	Posted
08/01/19	54457	Ultimate Maintenance Services, Inc	7/19 Janitorial Services	3,118.00	3,118.00	Posted
08/01/19	54458	Vortex Industries Inc.	Arcadia Warehouse Door Repair	721.00	721.00	Posted
08/01/19	54459	Walnut Valley Water District	6/19 Industry P&R Landscape Water	151.21	151.21	Posted
08/01/19	54460	Weatherite Corporation	HVAC Repairs	326.00	326.00	Posted
08/01/19	54461	West Covina Lions Club	Donald - West Covina Lions Club 7/1/19 to 6/30/20	1,024.00	1,024.00	Posted
08/01/19	54462	West Covina Unified School District	Garden Gourmet Program	500.00	500.00	Posted
08/01/19	54463	Willie J. Brooks	8/19 Indoor Plant Care	449.75	449.75	Posted
08/07/19	E1218	Keolis Transit Services LLC	EMP Cooling Packages	58,250.60	0.00	Posted
08/07/19	E1219	Transdev Services, Inc.	Reimbursement for 2107	15,546.66	0.00	Posted
08/07/19	E1220	Transdev Services, Inc.	Reimbursement for 2106	15,546.66	0.00	Posted
08/07/19	E1221	Transdev Services, Inc.	07/10/19 861 Extra Service	103.52	0.00	Posted
08/07/19	E1222	Transdev Services, Inc.	Reimbursement for 2800 parts	2,349.03	0.00	Posted
08/07/19	E1223	Transdev Services, Inc.	Reimbursement for 1609 transmission exchange	8,485.24	0.00	Posted
08/07/19	E1224	Transdev Services, Inc.	Reimbursement for 2106 transmission exchange	2,807.20	0.00	Posted
08/08/19	54464-54514	VARIOUS	VOID CHECK	0.00	0.00	Financially Voided
08/08/19	54515	ACC Business	Admin building Internet	3,996.75	3,996.75	Posted
08/08/19	54516	AFLAC	08/19 Voluntary insurance premium	1,560.68	1,560.68	Posted
08/08/19	54517	Allied Administrators for Delta Dental	09/19 Dental insurance premium	7,004.16	7,004.16	Posted
08/08/19	54518	Amtec Human Capital ,Inc	7/28/19 Chang, Kammy	1,512.00	1,512.00	Posted
08/08/19	54519	Ashlien Savage	2019 SHRM Annual Conference	349.87	349.87	Posted
08/08/19	54520	AT and T - 5025	El Monte phone lines	275.69	275.69	Posted
08/08/19	54521	Azteca Landscape	Landscape Maintenance 7/19	2,754.44	2,754.44	Posted
08/08/19	54522	AZTech Elevator Company	Admin Bldg Elevator Cab Interior LED Replacement	20,550.00	20,550.00	Posted
08/08/19	54523	Benlo Company	Trailer Harness Repair	120.00	120.00	Posted
08/08/19	54524	California Choice	9/19 Medical insurance premium	54,007.78	54,007.78	Posted
08/08/19	54525	Carol A. Herrera	Reimbursable Expenses APTA	185.20	185.20	Posted
08/08/19	54526	Chamber of Commerce - Irwindale	Legislative Leadership Lunch w/Blanca Rubio	75.00	75.00	Posted
08/08/19	54527	Charter Oak Education Foundation	2109 Oak Tree Challenge 5K/1mile Run/Walk	500.00	500.00	Posted
08/08/19	54528	Citrus College Foundation	2109 Scholarship Reception & Donor Appreciation	250.00	250.00	Posted
08/08/19	54529	City of Claremont	2019 Halloween Spooktacular	250.00	250.00	Posted
08/08/19	54530	D.M.V. - Special Processing Unit	Clean Air Vehicle decals Doran's fusion	88.00	88.00	Posted
08/08/19	54531	Day - Lite Maintenance Co. Inc.	6/19 Admin Bldg Lighting Repairs	206.03	206.03	Posted
08/08/19	54532	Digium Inc.	Arcadia Phone	2,154.78	2,154.78	Posted

Bank Account - Check Details

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Foothill Transit

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FOOTHILLTRANSITCLIN

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08/08/19	54533	Envision WC Toy Auto LLC	Sienna Van parts	67.30	67.30	Posted
08/08/19	54534	FEDEX Corp.	Express Mail	218.49	218.49	Posted
08/08/19	54535	Frontier	Admin Building Analog Phone Lines	409.42	409.42	Posted
08/08/19	54536	Greater La Puente Valley Meals on W	2109 Meals on Wheels Fundraiser	1,000.00	1,000.00	Posted
08/08/19	54537	HD Supply Facilities Maintenance	Facilities Supplies	629.98	629.98	Posted
08/08/19	54538	Landmark Healthplan of California, Inc.	07/19.08/19 Chiropractor insurance premium	1,635.04	1,635.04	Posted
08/08/19	54539	Latinos in Transit	2019 Inaugural Leadership Summit for Linda Apodaca	1,000.00	1,000.00	Posted
08/08/19	54540	LegalShield	07/19 Pre-Paid Legal Services	197.40	197.40	Posted
08/08/19	54541	Lillian Lin	8/19 Reimbursed Expense Metro TAP oice P1026448	100.00	100.00	Posted
08/08/19	54543	Pacific Products and Services, LLC.	Bus Stop Supplies	2,295.12	2,295.12	Posted
08/08/19	54544	PC Connection Sales Corp.	Microsoft Surface Pro	2,553.67	2,553.67	Posted
08/08/19	54545	PCC Men's Basketball Program	2109/20 banner and media guide	500.00	500.00	Posted
08/08/19	54546	Professional Child Development Associates	2109 Harvest Moon Gala	500.00	500.00	Posted
08/08/19	54547	ReadyRefresh	7/19 Drinking Water	72.25	72.25	Posted
08/08/19	54548	Rodger's Food Service	8/2 Exec. Board Meeting	488.21	488.21	Posted
08/08/19	54549	Rotary Club of Walnut Valley	Quarterly Dues Q1 2019-20	147.10	147.10	Posted
08/08/19	54550	San Gabriel Valley Economic	2019 San Gabriel Valley Awards Gala	4,000.00	4,000.00	Posted
08/08/19	54551	Schindler Elevator Corporation	Overtime Service Call - 1st & 6th Floor - 7/6/19	1,254.77	1,254.77	Posted
08/08/19	54552	Skyline Pest Control	Monthly Pest and Rodent Control	275.00	275.00	Posted
08/08/19	54553	The Gas Co.	7/19 Admin Bldg Gas	693.55	693.55	Posted
08/08/19	54554	T-Mobile USA Inc.	Vericity cellular sim	545.69	545.69	Posted
08/08/19	54555	Tri - Signal Integration, Inc.	08/19 Security services	70.00	70.00	Posted
08/08/19	54556	Ultimate Maintenance Services, Inc	08/19 Janitorial Services	3,118.00	3,118.00	Posted
08/08/19	54557	Upper San Gabriel Valley Municipal Water District	2019 Waterfest	500.00	500.00	Posted
08/08/19	54558	Verizon Business - 15043	MPLS POM, ARC, WC, Park & Ride, El Monte, Puente H	11,996.13	11,996.13	Posted
08/08/19	54559	Verizon Wireless	Cell Phone and avail cellular	23,679.12	23,679.12	Posted
08/08/19	54560	ViriCiti LLC	2ND Year Software licenses fees	11,730.00	11,730.00	Posted
08/08/19	54561	Vision Service Plan - (CA)	08/19 Vision insurance premium	1,236.56	1,236.56	Posted
08/08/19	54562	Waste Management	8/19 Arcadia Warehouse Trash	331.35	331.35	Posted
08/08/19	54563	Westgate Ctr for Leadership Management Development	Transit & Paratransit Mgmt. Program - Ritta Merza	1,245.00	1,245.00	Posted
08/08/19	54564	Willie J. Brooks	08/19 Indoor Plant Care	213.00	213.00	Posted
08/08/19	54565	Wright Express	Fuel Detail for July 2019	420.99	420.99	Posted
08/14/19	E01225	International City Management Assoc. Retirement Co	Payroll ending 8/10/19 retirement funds	45,786.46	0.00	Posted
08/14/19	E01226	Keolis Transit Services LLC	07/1-15 Pomona Contractor services	839,835.81	0.00	Posted
08/14/19	E01227	Keolis Transit Services LLC	07/4/19 Hollywood Bowl July 4th Spectacular w/Nile	2,026.71	0.00	Posted
08/14/19	E01228	Transdev Services, Inc.	Reimbursement for 1622 elbow exhaust's	3,386.75	0.00	Posted

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Foothill Transit

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FOOTHILLTRANSITCLIN

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08/14/19	E01229	Transdev Services, Inc.	07/1-15 Arcadia Contractor Services	1,134,671.31	0.00	Posted
08/14/19	E01230	Transdev Services, Inc.	07/20-21/19 Metrolink Bus Bridge	827.40	0.00	Posted
08/14/19	54566	Conner Robert Anderson	Final payroll & PTO payout as of P/E 8/15/19	509.51	509.51	Posted
08/14/19	54567	Vy Thuy Phan - Hoang	Final payroll and PTO payout for P/E 8/14/19	5,866.15	5,866.15	Posted
08/15/19	54568	Adt Security Services, Inc.	07/09-10/19 Arcadia security services	338.13	338.13	Posted
08/15/19	54569	AT and T - 5025	07/19-08/19 El Monte phone line router management	440.62	440.62	Posted
08/15/19	54570	Athens Services- 54957	7/19 Admin Trash Service	1,513.39	1,513.39	Posted
08/15/19	54571	BroadLux Inc.	Fuel service maintenance	4,348.20	4,348.20	Posted
08/15/19	54572	California Deposition Reporters	RFP 20-001 Transcript (8/6/19)	250.00	250.00	Posted
08/15/19	54573	CDW Government Inc.	Dell server rails to mount server	320.52	320.52	Posted
08/15/19	54574	CIGNA Group Insurance	07/19 Life Insurance premium	4,808.14	4,808.14	Posted
08/15/19	54575	Dale Carnegie Training of Southern Los Angeles	Course for Ritta Merza, Paulina Perez, Lauren Cucc	3,190.00	3,190.00	Posted
08/15/19	54576	Day - Lite Maintenance Co. Inc.	7/19 Admin Bldg Lighting Repairs	2,032.48	2,032.48	Posted
08/15/19	54577	G4S Secure Integration LLC	05/19 Security Maintenance	20,467.10	20,467.10	Posted
08/15/19	54578	Grand Car Wash	Vehicle washing for July 2019	921.10	921.10	Posted
08/15/19	54579	Henry Lopez	Reimbursed expense APTA Conference	133.77	133.77	Posted
08/15/19	54580	Home Depot Credit Services	Facility/Bus Stop Supplies 7/19	484.43	484.43	Posted
08/15/19	54581	Joshua Seth Landis	Reimbursed Expense APTA Conference	454.24	454.24	Posted
08/15/19	54582	Schindler Elevator Corporation	7/5/19 Elevator Service Call	575.42	575.42	Posted
08/15/19	54583	Southern California Edison Co.	Feb-July 2019 Admin Bldg Electricity	90,160.71	90,160.71	Posted
08/15/19	54584	Standard Parking Corporation	7/19 July parking Services	3,916.07	3,916.07	Posted
08/15/19	54585	State Compensation Insurance Fund	08/19 Workers Comp premium	5,379.17	5,379.17	Posted
08/15/19	54586	Suburban Water Systems	7/19 Admin Bldg Fire Pump Water	520.99	520.99	Posted
08/15/19	54587	Vincent Saucedo	Reimbursable Exp - APTA Sustainability Conference	310.71	310.71	Posted
08/15/19	54588	Walnut Valley Water District	7/19 Industry P&R Landscape Water	161.35	161.35	Posted
08/15/19	54589	Zones Inc.	Replacement battery backup for third floor IDF	3,528.02	3,528.02	Posted
08/21/19	E01231	Bankcard Center-Bank of the West	7/19 Agency credit card usages	25,921.14	0.00	Posted
08/21/19	E01232	Powell Consulting DC, LLC	7/19 Public Affairs	4,800.00	0.00	Posted
08/22/19	54590	Amazon Web Services, Inc	07/19 Website hosting	636.86	636.86	Posted
08/22/19	54591	Ardent Technologies, Inc	6/1-7/31/19 Website Maintenance	93.50	93.50	Posted
08/22/19	54592	Associated Students, Pomona College	Advertising in the Student Life	1,080.00	1,080.00	Posted
08/22/19	54593	C.A.T. Specialties	Polos for Lauren Cucchisi	45.99	45.99	Posted
08/22/19	54594	California Deposition Reporters	Public Hearing 8/10/19	735.00	735.00	Posted
08/22/19	54595	CDW Government Inc.	Replacement TV for Felicia's Office	6,311.49	6,311.49	Posted
08/22/19	54596	Chamber of Commerce - Pomona	Board of Director Annual Contribution	260.00	260.00	Posted
08/22/19	54597	Christopher Pieper	CAPPO Gateway Mtg - August 2019	85.00	85.00	Posted
08/22/19	54598	Claremont Museum of Art	Fall Gala - CMA on Track 9/28/19	1,500.00	1,500.00	Posted
08/22/19	54599	Cristina Garcia	Educational Assistance and Reimbursement 8/9/19	263.42	263.42	Posted

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08/22/19	54600	Darold D. Pieper Attorney at Law	7/19 Legal Fees	7,640.00	7,640.00	Posted
08/22/19	54601	Downtown News	7/29/19 Advertising	695.00	695.00	Posted
08/22/19	54602	Excel Paving Company	7/31/19 DTLA Layover Improvements Site 3	93,651.00	93,651.00	Posted
08/22/19	54603	FEDEX Corp.	Express Mail	114.68	114.68	Posted
08/22/19	54604	File Keepers LLC	7/19 Shredding Services	88.00	88.00	Posted
08/22/19	54605	Frontier	Local phone calls	2,647.58	2,647.58	Posted
08/22/19	54606	Gotcha Media Holdings, LLC	7/29-8/25/19 APU, Mt. SAC, Rio Hondo	7,096.00	7,096.00	Posted
08/22/19	54607	Historical Society of West Covina	2019 Summer Fest - 2 tickets	80.00	80.00	Posted
08/22/19	54608	Jon House	Reimbursed Expense Avail user conference	380.13	380.13	Posted
08/22/19	54609	Lazar and Associates	07/19 Translating services	361.05	361.05	Posted
08/22/19	54610	Linda Garrison	08/19 Yogo instruction	520.00	520.00	Posted
08/22/19	54611	Little Sunshine Foundation	Afternoon of Jazz & Entertainment-Bronze Sponsor	300.00	300.00	Posted
08/22/19	54612	National CineMedia, LLC	7/5-8/1/19 Onscreen Advertising	12,920.00	12,920.00	Posted
08/22/19	54613	Newage PHM, LLC	8/19 Transit Store 2 Electricity	7,683.73	7,683.73	Posted
08/22/19	54614	Office Depot	Office Supplies	731.57	731.57	Posted
08/22/19	54615	Platinum Security Inc.	07/19 El Monte security services	6,500.78	6,500.78	Posted
08/22/19	54616	Promocentric, Inc.	USB Drive - Butterfly Bus	5,982.52	5,982.52	Posted
08/22/19	54617	Pulsar Advertising	07/19 TAP Card and Day Pass Campaign	16,770.75	16,770.75	Posted
08/22/19	54618	Sensis Inc	Sitemap	44,430.00	44,430.00	Posted
08/22/19	54619	Socal Office Technologies/MWB Business Systems	7/19 Copier usage	372.80	372.80	Posted
08/22/19	54620	Southern California Edison Co.	Pomona transit electricity usage	12,545.86	12,545.86	Posted
08/22/19	54621	Staples Business Adv.-Dept. LA	Office Supplies	153.97	153.97	Posted
08/22/19	54622	State of California Department of Transportation	09/19 Airspace Lease	15,800.00	15,800.00	Posted
08/22/19	54623	Tanya Marie Pina	Educational Assistance and Reimbursement 8/18/19	1,771.25	1,771.25	Posted
08/22/19	54624	Thomas J. Koontz	Printing of Class Pass Brochures	11,898.29	11,898.29	Posted
08/22/19	54625	Transit Finance Learning Exchange	7/1/19-6/30/20 Annual Membership	1,050.00	1,050.00	Posted
08/22/19	54626	TVL Inc.	06/19-06/20 Wisetrack Inventory software renewal	1,488.00	1,488.00	Posted
08/22/19	54627	Verizon Business - 15043	Cellular VPN	7,586.17	7,586.17	Posted
08/22/19	54628	Vision Service Plan - (CA)	09/19 Vision insurance premium	1,185.10	1,185.10	Posted
08/22/19	54629	Westgate Ctr for Leadership Management Development	Transit & Paratransit Mgmt. - D. Ortiz	1,245.00	1,245.00	Posted
08/22/19	54630	ZEBRA	FY 2020 Zebra membership Dues	5,000.00	5,000.00	Posted
08/28/19	E01233	International City Management Assoc. Retirement Co	Payroll ending 8/24/19 retirement funds	44,754.63	0.00	Posted
08/28/19	E01234	Keolis Transit Services LLC	07/05/19 Hollywood Bowl Leon Bridges	849.00	0.00	Posted
08/28/19	E01235	Keolis Transit Services LLC	07/06/19 Hollywood Bowl Chrissie Hynde	776.87	0.00	Posted
08/28/19	E01236	Keolis Transit Services LLC	07/07/19 Hollywood Bowl Reggae Night XVII	1,777.68	0.00	Posted
08/28/19	E01237	Keolis Transit Services LLC	07/09/19 Hollywood Bowl Symphonie Fantastique	370.72	0.00	Posted
08/28/19	E01238	Keolis Transit Services LLC	07/10/19 Hollywood Bowl Tony Bennett	1,498.22	0.00	Posted

Bank Account - Check Details

Period: 08/01/19..08/31/19

Foothill Transit

Tuesday, September 03, 2019

FOOTHILLTRANSITCLIN

This report also includes bank accounts that only have balances.

Bank Account: Date Filter: 08/01/19..08/31/19

Check Date	Check No.	Vendor Name	Description	Amount	Printed Amount	Entry Status
08/28/19	E01239	Keolis Transit Services LLC	07/11/19 Hollywood Bowl Falla & Flamenco	767.52	0.00	Posted
08/28/19	E01240	Keolis Transit Services LLC	07/12/19 Hollywood Bowl Cindi Lauper	832.32	0.00	Posted
08/28/19	E01241	Keolis Transit Services LLC	07/13/19 Hollywood Bowl Cindi Lauper	1,243.09	0.00	Posted
08/28/19	E01242	Keolis Transit Services LLC	07/14/19 Hollywood Bowl Kristin Chenoweth	771.18	0.00	Posted
08/28/19	E01243	Keolis Transit Services LLC	07/16/19 Hollywood Bowl Dudamel Conducts Dvorak	403.03	0.00	Posted
08/28/19	E01244	Keolis Transit Services LLC	07/18/19 Hollywood Bowl Gustavo Conducts	1,200.80	0.00	Posted
08/28/19	E01245	Keolis Transit Services LLC	07/19/19 Hollywood Bowl Hugh Jackman The Man	1,740.49	0.00	Posted
08/28/19	E01246	Keolis Transit Services LLC	07/20/19 Hollywood Bowl Hugh Jackman The Man	2,506.01	0.00	Posted
08/28/19	E01247	Keolis Transit Services LLC	07/21/19 Hollywood Bowl Natalia Lafourcade	1,336.94	0.00	Posted
08/28/19	E01248	Keolis Transit Services LLC	07/23/19 Hollywood Bowl Dudamel Conducts	721.54	0.00	Posted
08/28/19	E01249	Keolis Transit Services LLC	07/25/19 Hollywood Bowl Dudamel & Yuja	850.98	0.00	Posted
08/28/19	E01250	Keolis Transit Services LLC	07/26/19 Hollywood Bowl Into the Woods	858.53	0.00	Posted
08/28/19	E01251	Keolis Transit Services LLC	07/27/19 Hollywood Bowl Into the Woods	2,124.57	0.00	Posted
08/28/19	E01252	Keolis Transit Services LLC	07/28/19 Hollywood Bowl Into the Woods	422.85	0.00	Posted
08/28/19	E01253	Keolis Transit Services LLC	07/30/19 Hollywood Bowl Brahms from Budapest	754.42	0.00	Posted
08/28/19	E01254	Keolis Transit Services LLC	07/16/19 Test Drive New Route La County Fair	193.13	0.00	Posted
08/28/19	E01255	Keolis Transit Services LLC	07/31/19 Hollywood Bowl Chaka Khan/Michael	1,841.20	0.00	Posted
08/28/19	E01256	Keolis Transit Services LLC	08/03/19 USWNT vs. IRELAND	7,192.29	0.00	Posted
08/28/19	E01257	Transdev Services, Inc.	07/2019 Management Services	157,035.83	0.00	Posted
08/28/19	E01258	Transdev Services, Inc.	08/2019 Management Services	157,054.76	0.00	Posted
08/28/19	E01259	Transdev Services, Inc.	Touch a Truck Event - Transporting of Bus	266.72	0.00	Posted
08/29/19	54631	4imprint Inc.	Award Folder for the MAX certificates	333.41	333.41	Posted
08/29/19	54632	Adt Security Services, Inc.	08/19-11/18/19 TS2 Electricity Services	395.70	395.70	Posted
08/29/19	54633	Americaneagle Computer Products, Inc	Mobile Ticketing and Retail Point of Sale System	30,000.00	30,000.00	Posted
08/29/19	54634	Amtec Human Capital ,Inc	8/18/19 Chang, Kammy	1,474.16	1,474.16	Posted
08/29/19	54635	Ashlien Savage	Petty Cash Disbursements	334.81	334.81	Posted
08/29/19	54636	AT and T - 5019	Phone Service	410.58	410.58	Posted
08/29/19	54637	AT and T - 5025	8/19 EI Monte Phone Lines	2,191.22	2,191.22	Posted
08/29/19	54638	CA Newspaper Service Bureau	IFB 19-075 Notice IVDB	443.14	443.14	Posted
08/29/19	54639	CALTEC Corporation	7/31/19 Admin Restroom Renovations	127,791.72	127,791.72	Posted
08/29/19	54640	County of L.A. - County Clerk	Notice of Exemption	75.00	75.00	Posted
08/29/19	54641	Cubic Transportation Systems, Inc	Driver Control Unit and GFI Farebox Upgrade	492,677.60	492,677.60	Posted
08/29/19	54642	Ed Butts Ford	EV 3 maintenance service	101.97	101.97	Posted
08/29/19	54643	Encore Awards and Marking	Name Badge for Lauren Cucchissi	21.11	21.11	Posted
08/29/19	54644	Executive Glass Tinting Inc.	Window tint on Kevin's Fusion 1555521	3,165.00	3,165.00	Posted
08/29/19	54645	FEDEX Corp.	Express Mail	35.54	35.54	Posted
08/29/19	54646	Felicia Friesema	Travel & Meeting Reimbursement June 2019	108.46	108.46	Posted
08/29/19	54647	Frontier	Arcadia computer phone line	195.40	195.40	Posted
08/29/19	54648	GOAL Productions	On-Call Video Production Services	5,506.05	5,506.05	Posted
08/29/19	54649	Keystone Uniform Depot	New hire safety vest patches Jorge Lauren	28.47	28.47	Posted

Bank Account - Check Details

Period: 08/01/19..08/31/19

Foothill Transit

Tuesday, September 03, 2019

FOOTHILLTRANSITCLIN

This report also includes bank accounts that only have balances.

Bank Account: Date Filter: 08/01/19..08/31/19

Check Date	Check No.	Vendor Name	Description	Amount	Printed Amount	Entry Status
08/29/19	54650	Moore and Associates Inc.	Coach Operator Performance Audits Q17	9,671.57	9,671.57	Posted
08/29/19	54651	Office Depot	Office Supplies	104.63	104.63	Posted
08/29/19	54652	Panera, LLC	LIFE meeting at Pomona	981.73	981.73	Posted
08/29/19	54653	Ritta Merza	Reimbursed Expense 7/29-8/13/19	141.03	141.03	Posted
08/29/19	54654	Roberto Vidal Estrella	Reimbursement for FTA PTASP	170.73	170.73	Posted
08/29/19	54655	Rodger's Food Service	8/23/19 Governing Board Meeting	722.70	722.70	Posted
08/29/19	54656	San Gabriel Valley PAN	Public Affairs - 8/22/19 Event	55.00	55.00	Posted
08/29/19	54657	Sing Tao Daily	July 2019 Advertisement	300.00	300.00	Posted
08/29/19	54658	Thomas J. Koontz	Interior Cards-Insustry hills pro rodeo	7,539.96	7,539.96	Posted
08/29/19	54659	W.M. Klorman Construction Corp.	7/31/19 Covina Park & Ride Design-Build Phase 2	1,058,882.35	1,058,882.35	Posted
08/29/19	54660	Western Office Interiors	Office 606 Furniture - 50% Deposit	9,011.11	9,011.11	Posted
08/29/19	54661	Zonar Systems Inc.	8/19 EVIR GSM August 2019 FOO0546	6,273.00	6,273.00	Posted
General Checking				5,574,583.87	3,024,094.06	



October 25, 2019

To: Governing Board

Subject: **September 2019 Financial Statements and Investment Summary**

Recommendation

Receive and file the Financial Statements and Investment Summary year-to-date report through September 30, 2019.

The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of September 30, 2019, for the fiscal year ending June 30, 2020.

Balance Sheet Analysis (Attachment A):

Assets

The balance sheet, as of September 30, 2019, shows total assets at \$339.56 million. This total consists primarily of \$222.91 million in fixed assets, \$98.96 million in cash and investments and \$17.68 million in receivable and prepaid assets. Foothill Transit's cash position of \$74.02 million is \$3.37 million more than the previous month, and is \$3.82 million more than last year in September.

Liabilities

The accounts payable balance is \$14.56 million. Accounts Payables include operation and maintenance expenses for \$9.31 million and \$1.71 million for fuel.

The deferred revenue of \$62 million represents funds that are reserved for planned capital expenditures, such as, upcoming bus procurements and transit center construction activities.

Investments (Attachment B)

Our current investments are held in financial instruments pursuant to Foothill Transit's investment policy. The cash and investments balance includes \$29.28 million in liquid accounts held with Bank of the West; \$13.81 million in interest bearing money market accounts with Bank of the West; \$67,870 with Chase; \$0.94 million with US Treasury and \$30.85 million invested in the Local Agency Investment Fund (LAIF). Longer term investments include \$24 million with Bank of the West Agency notes.

The current interest rates on all accounts are included on Attachment B. The LAIF investment, the CD investments, and the deposits with Chase earn interest and are held for future capital and operating funding requirements.



Operating and Capital Revenues and Expense Analysis (Attachment C)

September 2019 year-to-date fare revenues were \$4 million which is \$226,682 less than the budgeted amount and \$85,993 less than September 2018.

Operating costs through September 2019 were \$24.56 million, which is \$1.61 million less than the budget and \$0.96 million more than September 2018. Of this \$24.56 million, \$19.39 million reflects operating costs for the Arcadia and Pomona operations contractors. Other operating expenses include fuel which was \$1.75 million through September 2019.

Capital expenditures through September were \$5.68 million compared with \$700,000 last year at this time. The annual budget for capital expenditures includes the purchase of CNG buses and two double deck electric buses, construction for the Covina Park & Ride and Transit Center project, and completion of the farebox refurbishment project.

Farebox Recovery Ratio

The September year-to-date farebox recovery ratio was 16.31 percent, which is 0.09 percent lower than the performance target of 16.4 percent. The farebox recovery ratio is calculated by dividing the total fare revenue of \$4,005,568 by the total bus operating expense of \$24,559,587. This ratio is less than the September 2018 ratio of 17.0 percent. Foothill Transit continues to analyze bus ridership and participate in the region-wide bus system ridership improvement program.

Total Disbursements (Attachment D)

Total disbursements reflect invoices paid for the month of September 2019; they do not reflect the total expense incurred for the month. If an expense has been incurred but not yet invoiced or paid, Foothill Transit accrues the expense to properly track the expenses during the month in which they actually occurred. Total disbursements for September 2019 were \$7.57 million. Capital disbursements totaled \$0.48 million and other significant disbursements include \$2.49 million to Keolis and \$3.79 million to Transdev for bus operating services.

Sincerely,

Michelle Lopes Caldwell
Director of Finance and Treasurer

Doran J. Barnes
Executive Director

Attachments

Foothill Transit
Balance Sheet
As of September 30, 2019

Assets

Current Assets:

Cash	\$74,016,711
Investments	24,943,389
Due from government agencies	13,113,633
Other receivables	2,391,971
Other assets	1,475,808

Total Current Assets	\$115,941,512
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Non current Assets:

Notes receivable	700,285
Property & Equipment (net of depreciation)	222,909,773

Total Non Current Assets	223,610,058
--------------------------	-------------

Total Assets	\$339,551,570
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Liabilities and Equity

Current Liabilities:

Accounts payable and accrued liabilities	\$14,564,937
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Deferred Revenue	62,001,825
------------------	------------

Total Liabilities	\$76,566,761
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Equity

Fund Balance:

Investment in Capital Assets	\$222,909,773
------------------------------	---------------

Current Year Change	1,233,510
---------------------	-----------

Reserve	38,841,525
---------	------------

Total Equity	\$262,984,808
--------------	---------------

Total Liabilities and Equity	\$339,551,570
------------------------------	---------------

Summary of Cash and
Investment Account
For September 30, 2019

Cash:	Interest Rate	Term	Principal/ Book & Market Value
Bank of the West-Reg. Checking	N/A	Demand Deposit	\$15,774,908
Petty Cash	N/A	N/A	400
Revolving Fund - Transit Stores	N/A	N/A	1,200
Bank of the West-Excise Tax/LCFS #1106	N/A	Demand Deposit	13,504,317
BOW-Prop 1B-Cal Grants #1105	1.74%	Demand Deposit	2,260,562
Bank of the West-Money Market #1110	1.74%	Demand Deposit	4,925,318
Bank of the West-Money Market #1111	1.74%	Demand Deposit	4,885,934
Bank of the West-LCTOP #1108	1.93%	Demand Deposit	1,741,805
Chase Business Saving #1109	0.28%	Demand Deposit	67,877
LAIF Investment #1141	2.55%	Demand Deposit	30,854,389
Subtotal Cash on Hand			\$74,016,711
 Investments:			
Bank of the West:			
1 Maturity - 10/29/20 - 5yrs.	1.125%	Callable Note	\$5,000,000
2 Maturity - 05/25/21 - 5yrs.	1.50%	Callable Note	5,000,000
3 Maturity - 01/27/21 - 5yrs.	1.25%	Callable Note	5,000,000
4 Maturity - 07/27/21 - 5yrs.	1.25%	Callable Note	8,000,000
5 Maturity - 02/26/21 - 5yrs.	1.50%	Callable Note	1,000,000
Wells Fargo Bank:			
6 Maturity - 11/01/18 - 6 months	1.95%	US Treasury Bill	943,389
Subtotal Investments			\$24,943,389
Total Cash and Investments			\$98,960,100

Foothill Transit
Statement of Revenue and Expense
For Month Ended September 30, 2019

	Actual YTD September 2019	Budget YTD September 2019	Variance	Actual YTD September 2018
Fare Revenue				
Farebox	\$1,670,858	\$1,924,500	(13.18%)	\$1,905,926
Pass Sales	932,847	932,750	0.01%	911,060
TAP Cash Purse	1,065,141	1,037,500	2.66%	944,646
MetroLink & Access Service	139,865	150,750	(7.22%)	141,177
EZ Transit Pass	196,857	186,750	5.41%	188,752
Total Operating Revenue	\$4,005,568	\$4,232,250	(5.36%)	\$4,091,561
Operating Subsidies and Other				
Transportation Development Act	\$2,912,258	\$4,654,562	(37.43%)	\$5,463,349
State Transit Assistance (STA)	1,316,399	1,316,399	0.00%	1,021,158
Senate Bill 1 - STA	857,264	857,264	0.00%	601,219
Senate Bill 1 - STA BSCP	93,966	93,966	0.00%	65,770
Prop A 40% Discretionary	4,140,004	4,140,004	0.00%	4,057,614
Prop A 40% BSCP	1,329,620	1,329,620	0.00%	1,242,021
Prop A Exchange	2,200,000	2,200,000	0.00%	0
Prop C BSIP	244,401	244,401	0.00%	238,952
Prop C Base Restructuring	524,946	524,946	0.00%	513,244
Prop C Transit Service Expansion	87,478	87,478	0.00%	85,528
Transit Security	260,515	260,515	0.00%	250,894
Measure R	3,061,306	3,061,306	0.00%	2,829,091
Measure M	3,166,394	3,166,394	0.00%	2,856,285
Miscellaneous Transit Revenues	359,468	0	0.00%	281,758
Total Subsidies and Other	\$20,554,019	\$21,936,855	(6.30%)	\$19,506,883
Total Operating Revenue	\$24,559,587	\$26,169,105	(6.15%)	\$23,598,444
Other Revenues				
Gain on Sale of Fixed Assets	\$37,592	\$0	0.00%	\$2,091
Auxiliary Revenue	239,788	238,750	0.43%	395,857
Total Other Revenues	277,381	238,750	16.18%	\$397,948
Total Operating and Other Revenues	24,836,968	26,407,855	(5.95%)	\$23,996,392
Operating Expenses				
Customer Service & Operations	\$21,850,512	\$22,108,753	(1.17%)	\$21,302,028
Maintenance & Vehicle Technology	257,183	204,912	25.51%	187,001
Marketing & Communications	343,690	559,674	(38.59%)	293,232
Information Technology	380,132	616,197	(38.31%)	390,759
Administration	578,625	898,599	(35.61%)	500,850
Procurement	153,180	223,514	(31.47%)	74,328
Finance	364,977	442,294	(17.48%)	356,090
Planning	274,415	505,337	(45.70%)	168,358
Facilities	356,871	609,825	(41.48%)	325,798
Total Operating Expenses	\$24,559,587	\$26,169,105	(6.15%)	\$23,598,444
Other Expenses				
Property Management	\$120,349	\$88,750	35.60%	\$110,606
Dial-A-Ride	0	0	0.00%	162,111
Special Services	157,031	150,000	4.69%	125,231
Total Other Expenses	\$277,381	\$238,750	16.18%	\$397,948
Total Operating and Other Expenses	\$24,836,968	\$26,407,855	(5.95%)	\$23,996,392
Capital Revenues				
Capital Grants	\$5,679,592	\$19,186,465	(70.40%)	\$699,887
Capital Expenditures				
Capital Expenditures	\$5,679,592	\$19,186,465	(70.40%)	\$699,887

Bank Account - Check Details

Period: 09/01/19..09/30/19

Foothill Transit

Thursday, October 3, 2019

FOOTHILLTRANSIT\CLIN

This report also includes bank accounts that only have balances.

Bank Account: Date Filter: 09/01/19..09/30/19

Check Date	Check No.	Vendor Name	Description	Amount	Printed Amount	Voided Amount	Entry Status
B001	General Checking						
	Phone No.		800-488-2265				
09/04/19	E01260	Keolis Transit Services LLC	07/16-31 Pomona Contractor services	1,538,646.20	0.00	0.00	Posted
09/04/19	E01261	Keolis Transit Services LLC	08/01/2019 Hollywood Bowl Symphonies by Dvorak	400.80	0.00	0.00	Posted
09/04/19	E01262	Keolis Transit Services LLC	08/02/2019 Hollywood Bowl Gipsy Kings	811.84	0.00	0.00	Posted
09/04/19	E01263	Keolis Transit Services LLC	08/03/2019 Hollywood Bowl Gipsy Kings	1,258.26	0.00	0.00	Posted
09/04/19	E01264	Keolis Transit Services LLC	08/04/2019 Hollywood Bowl Lord Huron	485.09	0.00	0.00	Posted
09/04/19	E01265	Keolis Transit Services LLC	08/06/2019 Hollywood Bowl Mozart Masterworks	663.99	0.00	0.00	Posted
09/04/19	E01266	Keolis Transit Services LLC	08/07/2019 Hollywood Bowl Buddy Guy, Jimmie	836.40	0.00	0.00	Posted
09/04/19	E01267	Keolis Transit Services LLC	May 2019 Pomona PMI's	17,500.00	0.00	0.00	Posted
09/04/19	E01268	Transdev Services, Inc.	07/16-31 Arcadia Contractor services	2,432,079.96	0.00	0.00	Posted
09/04/19	E01269	Transdev Services, Inc.	08/03/2019 Rose Bowl USWNT vs Ireland	8,655.62	0.00	0.00	Posted
09/05/19	54662	AECOM Technical Services, Inc	Autonomous Bus Consurtium	28,422.00	28,422.00	0.00	Posted
09/05/19	54663	AFLAC	09/19 Voluntary insurance premium	1,560.68	1,560.68	0.00	Posted
09/05/19	54664	Allied Administrators for Delta Dental	10/19 Dental insurance premium	6,816.99	6,816.99	0.00	Posted
09/05/19	54665	California Choice	10/19 Medical insurance premium	53,614.71	53,614.71	0.00	Posted
09/05/19	54666	Crowe LLP	8/31/19 Aduit Services	10,000.00	10,000.00	0.00	Posted
09/05/19	54667	Cubic Transportation Systems, Inc	Real Time Passenger Information Software	100,654.00	100,654.00	0.00	Posted
09/05/19	54668	Executive Glass Tinting Inc.	Install window tint on Doran's Vehicle 1555520	175.00	175.00	0.00	Posted
09/05/19	54669	Industry Public Utility Commission	7/19 Industry P&R Electricity	1,278.59	1,278.59	0.00	Posted
09/05/19	54670	Instant Signs Inc.	New 22 Pomona Fairplex Signs	567.00	567.00	0.00	Posted
09/05/19	54671	Neighborhood Homework House	2019 Anniversary Day of Giving	2,500.00	2,500.00	0.00	Posted
09/05/19	54672	Rotary Club of West Covina	2109 Heart of the Valley 5K Run/Walk	1,000.00	1,000.00	0.00	Posted
09/05/19	54673	San Dimas Rodeo Inc.	2109 San Dimas Charity Rodeo	800.00	800.00	0.00	Posted
09/05/19	54674	Suburban Water Systems	7/19 Admin Bldg Water	391.96	391.96	0.00	Posted
09/05/19	54675	The Gas Co.	8/19 Admin Bldg Gas	186.16	186.16	0.00	Posted
09/05/19	54676	Thomas J. Koontz	Footnotes for month of July	3,021.00	3,021.00	0.00	Posted
09/05/19	54677	Ultimate Maintenance Services, Inc	8/19 Janitorial Supplies	391.64	391.64	0.00	Posted
09/05/19	54678	Waste Management	9/19 Arcadia Warehouse Trash	330.39	330.39	0.00	Posted
09/05/19	54679	Willie J. Brooks	9/19 Indoor Plant Care	662.75	662.75	0.00	Posted
09/11/19	E01270	Management Assoc. Retirement Co	Payroll ending 9/7/19 retirement funds	45,617.53	0.00	0.00	Posted
09/11/19	E01271	Keolis Transit Services LLC	08/25/19 Hollywood bowl Pink Martini	818.65	0.00	0.00	Posted
09/11/19	E01272	Keolis Transit Services LLC	08/24/19 Hollywood Bowl Pink Martini	2,018.18	0.00	0.00	Posted
09/11/19	E01273	Keolis Transit Services LLC	08/23/19 Hollywood Bowl Pink Martini	1,170.64	0.00	0.00	Posted
09/11/19	E01274	Keolis Transit Services LLC	08/22/19 Hollywood Bowl Appalachian Spring	405.08	0.00	0.00	Posted
09/11/19	E01275	Keolis Transit Services LLC	08/21/19 Hollywood Bowl Herbie Hancock; Next	842.02	0.00	0.00	Posted
09/11/19	E01276	Keolis Transit Services LLC	08/18/19 Hollywood Bowl Smooth Summer Jazz	5,450.85	0.00	0.00	Posted

Check Date	Check No.	Vendor Name	Description	Amount	Printed Amount	Voided Amount	Entry Status
09/11/19	E01277	Keolis Transit Services LLC	08/17/19 Hollywood Bowl Jurassic Park in concert	1,623.90	0.00	0.00	Posted
09/11/19	E01278	Keolis Transit Services LLC	June 2019 Pomona PMI's	17,500.00	0.00	0.00	Posted
09/11/19	E01279	Keolis Transit Services LLC	07/30/2019 Avail Field Testing	251.67	0.00	0.00	Posted
09/11/19	E01280	Keolis Transit Services LLC	08/16/19 Hollywood Bowl Jurassic Park	813.57	0.00	0.00	Posted
09/11/19	E01281	Keolis Transit Services LLC	08/15/19 Hollywood Bowl Bernstein and Gershwin	794.55	0.00	0.00	Posted
09/11/19	E01282	Keolis Transit Services LLC	08/14/19 Hollywood Bowl Ivan Lins and Friends	752.48	0.00	0.00	Posted
09/11/19	E01283	Keolis Transit Services LLC	08/13/19 Hollywood Bowl Britian at the Bowl	466.53	0.00	0.00	Posted
09/11/19	E01284	Keolis Transit Services LLC	08/11/19 Hollywood Bowl Death Cab for Cutie	915.16	0.00	0.00	Posted
09/11/19	E01285	Keolis Transit Services LLC	08/10/19 Hollywood Bowl Tchaikovsky Spectacular	2,329.43	0.00	0.00	Posted
09/11/19	E01286	Keolis Transit Services LLC	08/09/19 Hollywood Bowl Tchaikovsky Spectacular	1,142.71	0.00	0.00	Posted
09/11/19	E01287	Keolis Transit Services LLC	08/08/19 Hollywood Bowl Bach & Vivaldi	1,145.37	0.00	0.00	Posted
09/11/19	E01288	Keolis Transit Services LLC	08/21/19 Hollywood Bowl Test Drive New Route Fair	122.90	0.00	0.00	Posted
09/12/19	54680	8 Cubed Technologies, LLC	El Monte Store camera installation	12,914.16	12,914.16	0.00	Posted
09/12/19	54681	A1 Event & Party Rentals	Tablecloths for GB Meeting 8/22/19	213.67	213.67	0.00	Posted
09/12/19	54682	ACC Business	Arcadia Phone Internet	3,996.75	3,996.75	0.00	Posted
09/12/19	54683	Amazon Web Services, Inc	8/19 Website hosting	635.68	635.68	0.00	Posted
09/12/19	54684	Amtec Human Capital ,Inc	9/8/19 Chang, Kammy	1,956.10	1,956.10	0.00	Posted
09/12/19	54685	AT and T - 105068	El Monte back line	37.87	37.87	0.00	Posted
09/12/19	54686	AT and T - 5025	El Monte phone lines	162.93	162.93	0.00	Posted
09/12/19	54687	Azteca Landscape	8/19 Landscape Maintenance	2,754.44	2,754.44	0.00	Posted
09/12/19	54688	BMC Software Inc.	Helpdesk ticketing software renewal	2,110.72	2,110.72	0.00	Posted
09/12/19	54689	Burns & McDonnell Engineering Company, Inc	4/30/19 In Depot Charging Services	59,502.30	59,502.30	0.00	Posted
09/12/19	54690	CA Newspaper Service Bureau	IFB 19-062 Notice SGVT	236.33	236.33	0.00	Posted
09/12/19	54691	California Deposition Reporters	IFB 20-007 Transcript/Appearance	866.25	866.25	0.00	Posted
09/12/19	54692	CALTEC Corporation	8/31/19 Admin Restroom Renovations	72,549.22	72,549.22	0.00	Posted
09/12/19	54693	Chamber of Commerce - Glendora	Membership Renewal	300.00	300.00	0.00	Posted
09/12/19	54694	Charter Communications Inc.	Admin building cable	166.37	166.37	0.00	Posted
09/12/19	54695	CIGNA Group Insurance	09/19 Life Insurance premium	4,784.31	4,784.31	0.00	Posted
09/12/19	54696	Cintas Corporation #2	First Aid Kit	231.82	231.82	0.00	Posted
09/12/19	54697	Coalition for Clean Air	2019 Clean Air Day - Bronze Sponsorship	5,000.00	5,000.00	0.00	Posted
09/12/19	54698	Crown Castle USA Inc.	Tower Rental	801.11	801.11	0.00	Posted
09/12/19	54699	Cynthia A. Sternquist	Reimbursable Expenses	324.60	324.60	0.00	Posted
09/12/19	54700	Daley and Heft, LLP	7/19 Legal Fees	266.50	266.50	0.00	Posted
09/12/19	54701	Darold D. Pieper Attorney at Law	8/19 Legal Fees	7,640.00	7,640.00	0.00	Posted
09/12/19	54702	Day - Lite Maintenance Co. Inc.	9/19 Monthly Lighting Contract	96.00	96.00	0.00	Posted
09/12/19	54703	Denise Martinez	Reimbursement for Adobe MAX Conference	299.00	299.00	0.00	Posted
09/12/19	54704	Digium Inc.	8/26-9/25/19Pomona Phone	2,154.68	2,154.68	0.00	Posted
09/12/19	54705	Farid Mosri Duran	Educational Assistance and Reimbursement 9/1/19	865.67	865.67	0.00	Posted
09/12/19	54706	FEDEX Corp.	Express Mail	481.04	481.04	0.00	Posted
09/12/19	54707	Frontier	Fax line	835.78	835.78	0.00	Posted
09/12/19	54708	GOAL Productions	08/19 On-Call Video Production Services	2,200.00	2,200.00	0.00	Posted
09/12/19	54709	Gotcha Media Holdings, LLC	8/26-9/22/19 APU, Rio Hondo, Mt. SAC	6,756.00	6,756.00	0.00	Posted
09/12/19	54710	Graingers	Facility Supplies	259.63	259.63	0.00	Posted

Check Date	Check No.	Vendor Name	Description	Amount	Printed Amount	Voided Amount	Entry Status
09/12/19	54711	Green's Lock and Safe	4th Floor Locks (Senator's Office)	396.10	396.10	0.00	Posted
09/12/19	54712	Home Depot Credit Services	08/19 P&R/Azusa/Facility Supplies	802.37	802.37	0.00	Posted
09/12/19	54713	John Xie	Reimbursed expense FTA Roundtable	348.31	348.31	0.00	Posted
09/12/19	54714	Kapsch TrafficCom Transportation NA, Inc.	Traffic Bus Signal Priority	160,882.00	160,882.00	0.00	Posted
09/12/19	54715	Landmark Healthplan of California, Inc.	09/19 Chiropractor insurance premium	853.21	853.21	0.00	Posted
09/12/19	54716	Lillian Lin	09/19 Reimbursed Expense Metro TAP	100.00	100.00	0.00	Posted
09/12/19	54717	Metrolink	07/19 Metrolink Passes	33,671.75	33,671.75	0.00	Posted
09/12/19	54718	Mobile Relay Associates Inc.	9/19 Mobile Radio / Portable Radio Analog Service	21,126.15	21,126.15	0.00	Posted
09/12/19	54719	MTGL, Inc.	07/19 Professional services	13,388.00	13,388.00	0.00	Posted
09/12/19	54720	Neofunds by Neopost	8/19 Postage	304.07	304.07	0.00	Posted
09/12/19	54721	Next Level Elevator	6/19-8/19 Azusa Elevator Maintenance	486.00	486.00	0.00	Posted
09/12/19	54722	Office Depot	Office Supplies	611.55	611.55	0.00	Posted
09/12/19	54723	Omnitrans	Omnitrans Passes	9,110.40	9,110.40	0.00	Posted
09/12/19	54724	Panera, LLC	ETC Training 8/22/19	261.87	261.87	0.00	Posted
09/12/19	54725	PC Connection Sales Corp.	Avail Microsoft Tablets for Operations	6,262.77	6,262.77	0.00	Posted
09/12/19	54726	Psomas	07/19 A&E Mt. SAC Transit Center Project	64,327.59	64,327.59	0.00	Posted
09/12/19	54727	Raycom	9/19 Radio Maintenance	317.00	317.00	0.00	Posted
09/12/19	54728	ReadyRefresh	7/19 Drinking Water	72.25	72.25	0.00	Posted
09/12/19	54729	Remix Software, Inc.	Year 4 of 4 - Enterprise License 8/1/19-7/31/20	24,250.00	24,250.00	0.00	Posted
09/12/19	54730	Richards Watson and Gershon	7/19 Legal Fees	403.75	403.75	0.00	Posted
09/12/19	54731	Sam Pedroza	Reimbursable Expenses	243.31	243.31	0.00	Posted
09/12/19	54732	Schindler Elevator Corporation	9/19-11/19 Elevator Maintenance	2,795.88	2,795.88	0.00	Posted
09/12/19	54733	Sky Rider Equipment Co. Inc.	8/19 Inspection and Repairs	819.45	819.45	0.00	Posted
09/12/19	54734	Skyline Pest Control	8/19 Monthly Pest and Rodent Control	95.00	95.00	0.00	Posted
09/12/19	54735	Staples Business Adv.-Dept. LA	Office Supplies	174.81	174.81	0.00	Posted
09/12/19	54736	State Compensation Insurance Fund	09/19 Workers Comp premium	5,379.17	5,379.17	0.00	Posted
09/12/19	54737	Suburban Water Systems	8/19 Admin Bldg Landscape Water	1,000.12	1,000.12	0.00	Posted
09/12/19	54738	Thomas J. Koontz	Printing of Perfect Check Cards	2,031.47	2,031.47	0.00	Posted
09/12/19	54739	T-Mobile USA Inc.	Vericiti cellular sim	545.69	545.69	0.00	Posted
09/12/19	54740	Tri - Signal Integration, Inc.	9/19 Admin Bldg Fire Alarm Monitoring	70.00	70.00	0.00	Posted
09/12/19	54741	Ultimate Maintenance Services, Inc	9/19 Janitorial Services	3,118.00	3,118.00	0.00	Posted
09/12/19	54742	Verizon Business - 15043	800 Line	21,578.53	21,578.53	0.00	Posted
09/12/19	54743	Verizon Wireless	Cell Phone and Avail Cellular 7/23 to 8/22	24,898.09	24,898.09	0.00	Posted
09/12/19	54744	W.M. Klorman Construction Corp.	Reimbursement - Covina P&R Retail Permit Fee	305.90	305.90	0.00	Posted
09/12/19	54745	Wright Express	Fuel service for August, 2019	527.10	527.10	0.00	Posted
09/18/19	E01289	Keolis Transit Services LLC	Gas Filtration Controller Replacement	6,307.91	0.00	0.00	Posted
09/18/19	E01290	Keolis Transit Services LLC	8/1-15 Pomona Contractor Services	868,534.00	0.00	0.00	Posted
09/18/19	E01291	Keolis Transit Services LLC	08/20/19 Hollywood Bowl Peter and the Wolf	721.85	0.00	0.00	Posted
09/18/19	E01292	Transdev Services, Inc.	Reimbursement for 1603 Transmission	5,208.39	0.00	0.00	Posted
09/18/19	E01293	Transdev Services, Inc.	8/1-15 Arcadia Contractor Services	1,163,672.69	0.00	0.00	Posted
09/18/19	E01294	Transdev Services, Inc.	Reimbursement for 2108	5,440.40	0.00	0.00	Posted
09/18/19	E01295	Transdev Services, Inc.	Reimbursement for 2112	5,454.80	0.00	0.00	Posted
09/18/19	E01296	Transdev Services, Inc.	Reimbursement for 1619 Transmission Repower	5,256.16	0.00	0.00	Posted
09/18/19	E01297	Transdev Services, Inc.	Reimbursement for 1713 Transmission Repower	4,395.23	0.00	0.00	Posted

Check Date	Check No.	Vendor Name	Description	Amount	Printed Amount	Voided Amount	Entry Status
09/18/19	E01298	Transdev Services, Inc.	Reimbursement for 2800 bus Holder	1,174.52	0.00	0.00	Posted
09/19/19	54746	Alandale Ins. Agency	FY 19 Liability Insurance Final Audit	3,121.80	3,121.80	0.00	Posted
09/19/19	54747	Ashlien Savage	Reimbursed Expense 2019 ENO	316.84	316.84	0.00	Posted
09/19/19	54748	AT and T - 5025	EI Monte general phone line	2,190.25	2,190.25	0.00	Posted
09/19/19	54749	AT and T - 5025	EI Monte phone line router management	262.35	262.35	0.00	Posted
09/19/19	54750	Azusa Light & Water	08/1-31 Electricity and Water	10,555.13	10,555.13	0.00	Posted
09/19/19	54751	Baldwin Park Business Association	2019-2020 Membership	250.00	250.00	0.00	Posted
09/19/19	54752	CA Newspaper Service Bureau	IFB 19-062 Notice IVDB	228.85	228.85	0.00	Posted
09/19/19	54753	Calstart, Inc.	ZEB Coalition 2019 Participation	1,250.00	1,250.00	0.00	Posted
09/19/19	54754	Cintas Corporation #2	First Aid Kit Supplies	1,816.48	1,816.48	0.00	Posted
09/19/19	54755	Frontier	Local phone calls	2,659.26	2,659.26	0.00	Posted
09/19/19	54756	G4S Secure Integration LLC	08/19 Security Maintenance	10,233.55	10,233.55	0.00	Posted
09/19/19	54757	Grand Car Wash	Vehicle washing August , 2019	707.52	707.52	0.00	Posted
09/19/19	54758	IBI Group	7/1-7/31/19 CAD/AVL Replacement Consulting	6,797.00	6,797.00	0.00	Posted
09/19/19	54759	LegalShield	09/19 Pre-Paid Legal Services	394.80	394.80	0.00	Posted
09/19/19	54760	Luis A Renderos	Expense report / Reimbursement Vehicle Verifier	51.00	51.00	0.00	Posted
09/19/19	54761	PCM Sales Inc.	Receptionist console software renewal	573.60	573.60	0.00	Posted
09/19/19	54762	Platinum Security Inc.	08/19 EI Monte security services	6,500.78	6,500.78	0.00	Posted
09/19/19	54763	Society for Human Resource Management	9/1/19-8/31/20 Membership Renewal A Savage 433505	209.00	209.00	0.00	Posted
09/19/19	54764	Southern California Edison Co.	Pomona Transit electricity usage	12,926.02	12,926.02	0.00	Posted
09/19/19	54765	Thompson Coburn LLP	7/19 General Procurement	48,310.21	48,310.21	0.00	Posted
09/19/19	54766	Tower Products Incorporate	Network cable tools and connectors	2,989.08	2,989.08	0.00	Posted
09/19/19	54767	TransitTalent.com LLC	09-05-2019 job posting	110.00	110.00	0.00	Posted
09/19/19	54768	TransTrack Systems Inc.	Business Intelligence Software	36,050.00	36,050.00	0.00	Posted
09/19/19	54769	Zonar Systems Inc.	9/19 renewal fees and service	2,703.00	2,703.00	0.00	Posted
09/25/19	E01299	Bankcard Center-Bank of the West	8/19 Agency credit card usages	34,902.13	0.00	0.00	Posted
09/25/19	E01300	Bankcard Center-Bank of the West	Payroll ending 9/21/19 retirement funds	45,095.92	0.00	0.00	Posted
09/25/19	E01301	Keolis Transit Services LLC	09/08/19 Hollywood bowl Gladys Night	1,196.81	0.00	0.00	Posted
09/25/19	E01302	Keolis Transit Services LLC	09/07/19 Hollywood Bowl Barry Manilow	2,382.73	0.00	0.00	Posted
09/25/19	E01303	Keolis Transit Services LLC	09/06/19 Hollywood bowl Barry Manilow	1,219.37	0.00	0.00	Posted
09/25/19	E01304	Keolis Transit Services LLC	09/05/19 Hollywood bowl Mozart Under the Stars	1,045.48	0.00	0.00	Posted
09/25/19	E01305	Keolis Transit Services LLC	09/03/19 Hollywood bowl Stravinsky's Petrushka	346.56	0.00	0.00	Posted
09/25/19	E01306	Keolis Transit Services LLC	09/01/19 Hollywood bowl Maestro of the Movies	1,597.17	0.00	0.00	Posted
09/25/19	E01307	Keolis Transit Services LLC	08/31/19 Hollywood bowl Maestro of the Movies	1,622.04	0.00	0.00	Posted
09/25/19	E01308	Keolis Transit Services LLC	08/30/19 Hollywood bowl Maestro of the Movies	1,175.14	0.00	0.00	Posted
09/25/19	E01309	Keolis Transit Services LLC	08/29/19 Hollywood bowl Beethoven's Ninth	812.77	0.00	0.00	Posted
09/25/19	E01310	Keolis Transit Services LLC	08/28/19 Rose Bowl The Roots	787.28	0.00	0.00	Posted
09/25/19	E01311	Keolis Transit Services LLC	08/27/19 Hollywood Bowl Beethoven's Ninth	391.33	0.00	0.00	Posted
09/25/19	E01312	Keolis Transit Services LLC	09/07/19 Rose Bowl UCLA Home Opener	4,284.12	0.00	0.00	Posted
09/25/19	E01313	Transdev Services, Inc.	09/19 Management Services	156,403.77	0.00	0.00	Posted
09/25/19	E01314	Transdev Services, Inc.	F1626 Precision Automatic Transmissions	7,041.50	0.00	0.00	Posted
09/25/19	E01315	Transdev Services, Inc.	F1604 Precision Automatic Transmissions	6,822.50	0.00	0.00	Posted
09/25/19	E01316	Transdev Services, Inc.	F1627 Precision Allison Transmissions	6,822.50	0.00	0.00	Posted
09/25/19	E01317	Transdev Services, Inc.	02-04/2019 Arcadia PMI's	18,000.00	0.00	0.00	Posted

Check Date	Check No.	Vendor Name	Description	Amount	Printed Amount	Voided Amount	Entry Status
09/25/19	E01318	Transdev Services, Inc.	08/31/19 Rose Bowl Day Dream Music Festival	13,014.39	0.00	0.00	Posted
09/26/19	54770	AECOM Technical Services, Inc	5/25-7/26/19Autonomous Bus Consurtium	20,088.00	20,088.00	0.00	Posted
09/26/19	54771	Amtec Human Capital ,Inc	9/15/19 Chang, Kammy	718.16	718.16	0.00	Posted
09/26/19	54772	Ashlien Savage	Petty Cash Disbursements 09/19/19	264.50	264.50	0.00	Posted
09/26/19	54773	Athens Services- 54957	9/19 Parking Lot Sweeping	1,513.39	1,513.39	0.00	Posted
09/26/19	54774	City of Los Angeles		2,286.00	0.00	2,286.00	Financially Voided
09/26/19	54775	Deanna Forrest	Expense Reimbursement Mileage 9/17/19	29.49	29.49	0.00	Posted
09/26/19	54776	Donald Luey	Reimbursement Expense	313.20	313.20	0.00	Posted
09/26/19	54777	F11 Fire Safety	08/27/2019 Fire Safety Training AND 09/13/19FIREDR	1,250.00	1,250.00	0.00	Posted
09/26/19	54778	FEDEX Corp.	Express Mail	116.28	116.28	0.00	Posted
09/26/19	54779	File Keepers LLC	8/19 Shredding Services	154.00	154.00	0.00	Posted
09/26/19	54780	G4S Secure Integration LLC	07/19 Security Maintenance	10,233.55	10,233.55	0.00	Posted
09/26/19	54781	Hendy Satya	Travel & Mileage Reimbursement	404.79	404.79	0.00	Posted
09/26/19	54782	John Xie	Reimbursement Expense APTA TRANSIT TECH	425.98	425.98	0.00	Posted
09/26/19	54783	Lazar and Associates	08/19 Translating services	469.80	469.80	0.00	Posted
09/26/19	54784	Metrolink	08/19 Metrolink Passes	33,785.50	33,785.50	0.00	Posted
09/26/19	54785	Newage PHM, LLC	09/19 Transit Store 2 Lease	7,677.47	7,677.47	0.00	Posted
09/26/19	54786	Office Depot	Office Supplies	495.98	495.98	0.00	Posted
09/26/19	54787	Pulsar Advertising	08/19 TAP Card and Day Pass Campaign	23,779.75	23,779.75	0.00	Posted
09/26/19	54788	Roberto Vidal Estrella	04/13/2020 Training for Effectively Managing reimb	65.00	65.00	0.00	Posted
09/26/19	54789	Sing Tao Daily	8/9/19 Public Hearing Advertising	360.00	360.00	0.00	Posted
09/26/19	54790	Skyline Pest Control	9/19 Monthly Pest & Rodent Control	95.00	95.00	0.00	Posted
09/26/19	54791	Southern California Edison Co.	8/19 Admin Bldg Electricity	24,874.03	24,874.03	0.00	Posted
09/26/19	54792	Standard Parking Corporation	8/19 Parking Services	5,822.12	5,822.12	0.00	Posted
09/26/19	54793	State of California Department of Transportation	10/19 Airspace Lease	15,800.00	15,800.00	0.00	Posted
09/26/19	54794	State Treasurer's Office	LAIF Conference 2019-Terry Wang	300.00	300.00	0.00	Posted
09/26/19	54795	The Poly Post	Advertising in Poly Post Paper	467.25	467.25	0.00	Posted
09/26/19	54796	Thomas J. Koontz	09/19 Footnotes	3,933.87	3,933.87	0.00	Posted
09/26/19	54797	Walnut Valley Water District	8/19 Industry P&R Landscape Water	117.37	117.37	0.00	Posted
09/26/19	54798	Weatherite Corporation	8/19 HVAC Maintenance	538.00	538.00	0.00	Posted
09/26/19	54799	Yoko Igawa	10/19 Reimbursed Expense Metro TAP	100.00	100.00	0.00	Posted
09/26/19	54800	Zonar Systems Inc.	EVIR Diagnostic Service for Setember 2019	3,536.00	3,536.00	0.00	Posted
General Checking				7,573,199.30	1,114,264.46	2,286.00	



October 25, 2019

To: Governing Board

Subject: **October 2019 Legislative Summary**

Recommendations

Receive and file the October 2019 Legislative Summary.

Analysis

A summary of state and federal legislation and corresponding status is attached.

State Issues:

The State Legislature completed the first year of the 2019-20 Legislative Session in September. Governor Gavin Newsom had until October 13 to act on the more than 700 bills sent to him in the final two weeks of the legislative session. The Legislature will reconvene for the second year of the 2019-20 Legislative Session on January 6.

Governor Newsom issued an Executive Order aimed at combatting climate change and strengthening the state's climate resiliency. With a focus on reducing emissions from the transportation sector, which is responsible for 40 percent of the state's greenhouse gas emissions, the Executive Order could lead to a greater focus on public transit and active transportation projects.

More specifically, the Executive Order directs the California State Transportation Agency (CalSTA) to invest its annual portfolio of \$5 billion to build, operate, and maintain projects that help reverse the trend of increased fuel consumption and instead result in a reduction of vehicle miles traveled (VMT) and greenhouse gas emissions associated with the transportation sector.

To accomplish this, the Executive Order directs CalSTA, in consultation with the Department of Finance, to align transportation spending, programming, and mitigation to achieve the greenhouse gas emission reduction targets in the state's Climate Change Scoping Plan, where feasible.

The Climate Change Scoping Plan, among other things, urges implementation of policies, like the Innovative Clean Transit (ICT) regulation, deemed necessary by the California Air Resources Board (CARB) for reducing emissions to 40 percent below 1990 levels by 2030. The Scoping Plan also



calls for metrics that rely on VMT for transportation projects, increasing affordable housing development near transit, bettering integration of the state's rail and bus systems, and making transit/active transportation options more attractive.

Though these strategies are identified in the Climate Change Scoping Plan, the Executive Order specifically calls for discretionary transportation investments that support housing production near jobs, reduce congestion, improve public health by encouraging active transportation, and mitigate transportation costs for low-income Californians.

Federal Issues:

The House of Representatives passed H.R. 4378, the Continuing Appropriations Act, 2020, known as the Continuing Resolution (CR) by a bipartisan vote of 301-123. The CR will keep the federal government funded through November 21, 2019. During the appropriations discussions, the American Public Transportation Association (APTA) has strongly advocated to block the Rostenkowski Test. H.R. 4378 states that the Rostenkowski Test cannot be conducted during the time period of the CR, temporarily preventing an impending \$1.2 billion cut to public transit formula funds in Fiscal Year 2020. This 12 percent across-the-board cut would impact every public transit system across the country if triggered.

The Senate Committee on Appropriations marked up S. 2520, the Transportation, Housing and Urban Development, and Related Agencies (THUD) Appropriations Act, 2020. The bill provides a total of \$12.96 billion for public transportation, a reduction of \$457 million from Fiscal Year (FY) 2019 enacted levels. Although the bill increases total funding for Buses and Bus Facilities, it reduces Capital Investment Grants (CIG) by \$575 million; and State of Good Repair grants by \$178 million.

Sincerely,


David Reyno
Director of Government Relations


Doran J. Barnes
Executive Director

2019 Legislation Summary

Current as of 10/8/2019

(Amendments and Bills with updated status or requesting action are indicated in **bold**)

Bill No.	Author	Analysis	Potential Impacts	Location	Outside Agency Positions	Recommended Position
AB 315	Garcia	This bill would prohibit trade associations, comprised of public agency members and established for the expressed purpose of lobbying, from expending public dollars for purposes beyond lobbying the State Legislature or United States Congress or on strictly educational activities. This bill would further prohibit associations from incurring any travel-related expense except as may be necessary for the association to hold an annual conference or other gathering of its members. This bill's proposed limitations on the use of public dollars is a majority of the California Transit Association's (CTA) operating budget.	The bill would undermine core functions the Association's members, which includes Foothill Transit, have come to expect. In particular, this bill would undermine their ability to: engage in litigation against the state/federal government; lobby the California Air Resources Board (CARB), California Public Utilities Commission (CPUC) and Governor's Office; form workgroups or task forces for external or internal policy development; conduct their iTransit campaign; and, manage their finances.	Assembly Committee on Natural Resources	CTA - Oppose	Oppose Position Adopted 8/23/2019
AB 784	Mullin	Would exempt zero-emission transit buses from the state portion of the sales tax until January 1, 2024. The high upfront cost of zero-emission transit buses (ZEBs) and supporting infrastructure as well as budget constraints continues to be a challenge for transit agencies throughout the state as they begin compliance with the California Air Resources Board (CARB) December adoption of their Innovative Clean Transit regulation.	This bill will provide cost savings to agencies in California including Foothill Transit. Assuming average costs of \$775,000 for a battery-electric bus, this bill would save Foothill Transit approximately \$35,000 in state tax savings per bus for this technology.	Passed Legislature. Awaiting action by the Governor.	CTA - Support	Support Position Adopted 4/26/2019

2019 Legislation Summary

Current as of 10/8/2019

(Amendments and Bills with updated status or requesting action are indicated in **bold**)

Bill No.	Author	Analysis	Potential Impacts	Location	Outside Agency Positions	Recommended Position
AB 1568	McCarty	<p>Would attempt to increase housing production by requiring local governments to meet specified housing production targets before receiving the funding for city streets and county roads enacted by SB 1 - The Road Repair and Accountability Act of 2017.</p>	<p>Foothill Transit is a member of the Fix Our Roads Coalition that united transportation, business, and labor organizations from across the state to advocate to enact SB 1. The Coalition was successful protecting the bill from being used for general fund purposes through passage of Proposition 69, and a referendum to overturn it by defeating Proposition 6.</p> <p>This bill would withhold transportation funding for streets, roads, or public transit. This goes against the will of the voters who have repeatedly and overwhelmingly dedicated transportation funds for local transportation improvements and transit needs.</p>	Assembly Committee on Appropriations	CTA - Oppose	Oppose Position Adopted 4/26/2019

2019 Legislation Summary

Current as of 10/8/2019

(Amendments and Bills with updated status or requesting action are indicated in **bold**)

Bill No.	Author	Analysis	Potential Impacts	Location	Outside Agency Positions	Recommended Position
HR 1139	Napolitano/ Katko	<p>The Bus Operator and Pedestrian Protection Act, authored by Congress Members Grace Napolitano (D, CA) and John Katko (R, NY) will provide much needed safety improvements to bus operations in order to address the rising concern of assaults on bus drivers and avoidable accidents due to blind spots on buses. The bill requires transit agencies to develop Bus Operations Safety Risk Reduction Programs to improve safety by reducing the number of bus accidents due to blind spots, preventing assaults on bus drivers, and improving bus driver seating to reduce ergonomic injuries. It gives transit agencies two years to create these programs in partnership with their transit workforce, and with oversight from the U.S. Department of Transportation (DOT). The bill authorizes \$25 million/year for 5 years to pay for the implementation of these programs.</p> <p>Transit agencies will be required to implement the following safety improvements as a part of their Bus Operations Safety Risk Reduction program:</p> <ul style="list-style-type: none"> • Assault mitigation infrastructure and technology, including barriers to prevent assault on bus drivers. • De-escalation training for bus drivers. • Modified bus specifications and retrofits to reduce visibility impairments. • Driver assistance technology that reduces accidents. • Installation of bus driver seating to reduce ergonomic injuries. <p>The bill will also require transit agencies to report all assaults on bus drivers to the U.S. DOT's National Transit Database (NTD).</p>	<p>While this bill has some areas of concern including its driver barrier, ergonomic and retrofit provisions without adequate federal funding to assist transit agencies in order to comply as well as its one size fits all approach, its intent to improve overall safety for our operators and customers is what is most important. The authors understand the transit industry concerns and has expressed willingness to work with us to find appropriate solutions.</p>	Subcommittee on Highways and Transit		Support Position Adopted 3/29/2019

2019 Legislation Summary

Current as of 10/8/2019

(Amendments and Bills with updated status or requesting action are indicated in **bold**)

Bill No.	Author	Analysis	Potential Impacts	Location	Outside Agency Positions	Recommended Position
HR 2164	Brownley	<p>The Green Bus Act would take the state policy to the federal level by increasing funding to improve green bus technology and help deploy it nationwide, increasing funding to ensure that transit agencies have the resources necessary to purchase and deploy zero-emission bus fleets and requiring all buses purchased with federal funds be zero-emission, starting Oct. 1, 2029. Specifically, the law will increase funds for the Federal Transit Administration's Low or No Emission Vehicle Component Assessment Program from \$3 million to \$5 million, annually. It will also increase funds for the FTA's Transit Cooperative Research Program (TCRP) from \$5 million to \$20 million, annually, which will prompt more federal research on ways to reduce emissions and develop and deploy zero-emission technology nationwide.</p>	<p>This bill will support Foothill Transit's Electric Bus Program by providing more opportunities for funding our buses and charging infrastructure. The increased research funding at the national level could lead to future cost savings for all transit agencies.</p>	<p>Subcommittee on Highways and Transit</p>		<p>Support Positon Adopted 6/28/2019</p>



October 25, 2019

To: Executive Board

Subject: **Line 497 Update**

Recommendation

Receive and file an update on Line 497.

Line 497 Overview

Line 497 is a Foothill Transit express line that operates on weekdays during peak service hours between the Chino Park & Ride and Downtown Los Angeles. Line 497 provides 13 inbound trips in the morning and 13 outbound trips in the afternoon/evening. In addition to the starting location in Chino, the line has one service stop at the Industry City Hall Park & Ride before continuing into Downtown L.A. A common concern for customers who park in Chino is a lack of parking that results in them having to park across the street without access to a designated crosswalk.

Overall ridership on the line continues to be lower than on other Foothill Transit Express lines and the subsidy per boarding is the highest in the system. These metrics led to a search for alternatives to improve Line 497.

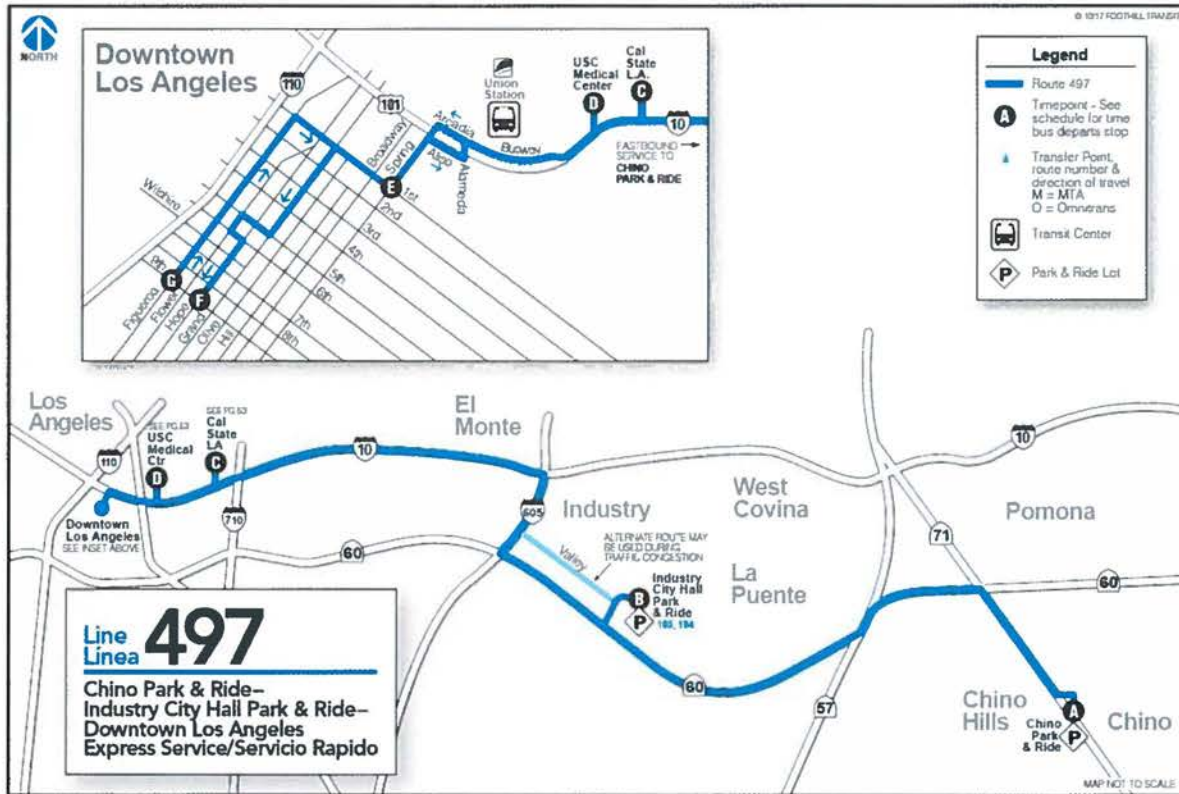
Analysis

At the August 23rd Governing Board meeting, the Governing Board authorized moving forward with the recommendation to cancel Line 497 and directed staff to schedule a meeting with the Mayor and staff from the City of Chino. The Governing Board recommended a two month period to coordinate an in person meeting with the City of Chino to look into funding options to continue the line and to proceed with the elimination of the line if no funding options were identified.

Foothill Transit staff reached out to the City of Chino and scheduled a meeting for Thursday October 10th to discuss options but this meeting was cancelled at the request of the Mayor of Chino due to a scheduling conflict. A future meeting has not been scheduled as we await the City of Chino to identify other available meeting dates.



Map of Line 497



As seen in the table below, the higher operating expenses for Line 497 with lower fare revenue result in a higher subsidy per customer.

Line	Operating Expense	Total Fare Revenue	Recovery Ratio	Subsidy Per Boarding
493	\$1,657,541	\$686,593	41.4%	\$6.37
495	\$1,216,741	\$390,237	32.1%	\$9.70
497	\$1,993,547	\$443,454	22.2%	\$16.01
498	\$2,002,405	\$865,193	43.2%	\$6.14
499	\$1,834,516	\$599,142	32.6%	\$9.64
699	\$3,915,860	\$1,239,778	31.6%	\$9.89

Sincerely,

Joshua Landis
Planning Manager

Doran J. Barnes
Executive Director



October 25, 2019

To: Governing Board

Subject: **2019 L.A. County Fair Service**

Recommendation

Receive and file the 2019 L.A. County Fair Service Report.

Analysis

In 2016, Foothill Transit launched Line 196, bus service from the Azusa Intermodal Transit Center to the L.A. County Fair. The line was created to provide a transportation option to the L.A. County Fair for those customers who ride the Gold Line or who opted to park at the Azusa Intermodal Transit Center. The line operated on Fair weekends and on Labor Day. There were 14 trips leaving the Transit Center and 18 trips returning from the Fair. The first trip going into the Fair started an hour prior to the opening and the last trip left the Fair an hour after closing. The trips were scheduled every 40 minutes throughout the day.

The service was partially subsidized using the AQMD Special Events grant, and a requirement of the grant was to conduct customer surveys asking where their trip originated and the method of transportation used to get to the Transit Center. Based on the surveys, 41 percent of the customers using Line 197 took the Gold Line, 36 percent drove to the Transit Center, 12 percent connected using Foothill Transit, while 11 percent walked. The catchment area of the service had customers from as far as Torrance and Reseda. When first launched, ridership was slightly over 1,000 customers then ridership began to decrease over the following years as noted in the chart below.

This year staff from Fairplex and Foothill Transit met to discuss ways to improve the service and attract more riders. Through a customer survey, the Fairplex identified a majority of Fair customers were coming from the Pomona Valley and Inland Empire. This finding also correlates with the increased ridership Foothill Transit experiences on Line 197 during the Fair. Line 197 operated from the Pomona Transit Center to the Montclair Transit Center and is the closest Foothill Transit route to the Fairplex. During the past two years, Foothill Transit operated additional evening trips during the Fair weekends and experienced a 21 percent increase in ridership.



	Year 1-2016	Year 2-2017	Year 3-2018
Line 196	1,003	964	831
Line 197	1,671	1,574	1,908
Total	2,674	2,538	2,739

This year Foothill Transit operated Line 22 or “The 22” in honor of the L.A. County Fair’s first year of operation, 1922. Line 22 is a circulator that operated in the city of Pomona with stops at the Pomona Transit Center, along White Avenue, Foothill Boulevard, and Garey Avenue. The service provided better connections to the Fair for a majority of Foothill Transit’s service, including the Silver Streak. The line also provided better connections to OmniTrans and the North Pomona Metrolink station. The total trip time is 45 minutes and like Line 196, Line 22 served a stop right in front the Blue Admission Gate. The cost to ride the service was the Foothill Transit local fare and all the fare products used on Foothill Transit were accepted.

This year’s LA County Fair Service brought the ridership shown below.

	2019
Line 22	1,015
Line 197	2,942
Total	3,957







LA COUNTY FAIR LINE 22

WEEKENDS/HOLIDAYS ONLY

LINE 22 Schedule

SATURDAY SERVICE

SUNDAY SERVICE

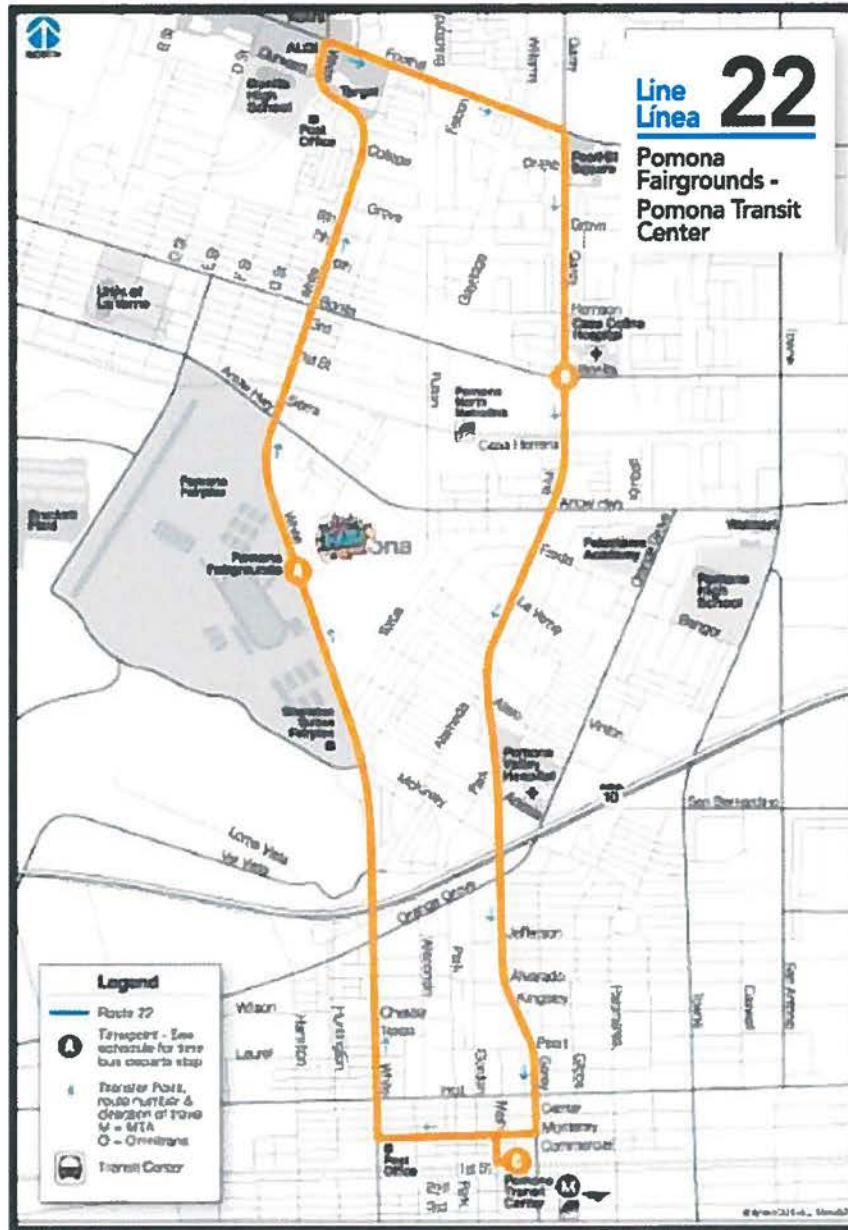
 BLUE Gate	B Bonita & Garey	C Pomona Transit Center	 BLUE Gate	 BLUE Gate	B Bonita & Garey	C Pomona Transit Center	 BLUE Gate
10:00	9:15	9:30	9:40	10:00	9:15	9:30	9:40
10:30	10:15	10:30	10:40	10:30	10:15	10:30	10:40
11:00	10:45	11:00	11:10	11:00	10:45	11:00	11:10
11:30	11:15	11:30	11:40	11:30	11:15	11:30	11:40
11:30	11:45	12:00	12:10	11:30	11:45	12:00	12:10
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10:00	10:15	10:30	10:40	10:00	10:15	10:30	10:40
10:30	10:45	11:00	11:10	10:30	10:45	11:00	11:10
11:00	11:15	11:30	11:40				
11:30	11:45	12:00	12:10				
12:00	12:15	12:30	12:40				
12:30	12:45	1:00	1:10				

NOTE: Line 22 schedules are for LA County Fair service on weekends and holidays only. Please refer to the Bus Book or visit foothilltransit.org for complete service schedules.



Governing Board Meeting - 10/25/2019
2019 L.A. County Fair Service
Page 4

LINE 22



Sincerely,

Joshua Landis
Planning Manager

Doran J. Barnes
Executive Director



October 25, 2019

To: Governing Board

Subject: **Fiscal Year 2018-2019 Comprehensive Annual Financial Audit Report Results**

Recommendation

Receive and file the Fiscal Year 2018-2019 financial and compliance audit results. The Comprehensive Annual Financial Report (CAFR) including the auditor's opinions, has been provided for you as a separate attachment.

Analysis

The accounting firm of Crowe LLP has completed their audit of Foothill Transit's balance sheet as of June 30, 2019 along with the related statements of revenues, expenses, and cash flow. The audit was conducted in accordance with generally accepted auditing standards and Government Auditing Standards issued by the Comptroller General of the United States. This audit was performed for the purpose of forming an opinion regarding Foothill Transit's financial statements.

In addition to the financial audit, Crowe LLP completed an audit of Foothill Transit's compliance with the Single Audit (Office of Management and Budget Circular [OMB] A-133 guidelines mandated by our receipt of federal funds), the Transportation Development Act, and the rules and regulations for the Los Angeles County Metropolitan Transportation Authority. The purpose of these audits is to determine compliance with all laws, regulations, contracts, and grants, including the Transportation Development Act as summarized in the "Guidelines on Auditing for Conformance" which is published by the Southern California Association of Governments.

Crowe LLP found no deficiencies for any of the above audits. This includes no recommendations or adjustments to Foothill Transit's financial statements for the fiscal year ended June 30, 2019, to properly reflect the financial position and changes in its financial position. This is the 16th consecutive year that Foothill Transit has received a "clean" audit finding for its financial statements.

Crowe LLP will present a review of the audit results and present the final Independent Financial and Single Audit Reports to the Governing Board on Friday, October 25, 2019.



A summary of the financial activities are as follows:

Total farebox revenue	\$16,079,596
Other revenue	\$1,241,842
Total operating revenues	\$17,321,438
Operating expense before depreciation	\$96,820,287
Depreciation expense	\$24,835,228
Total operating expense	\$121,655,515
Operating loss	(\$104,334,077)
Non-operating revenues	\$78,325,689
Other income (expense) net	\$4,503,405
Loss before capital contributions	(\$21,504,983)
Capital contributions	\$36,046,101
Change in net assets	\$14,541,118
Net assets at beginning of year	\$247,210,180
Net assets at end of year	\$261,751,298
Farebox recovery ratio	16.76%



Governing Board Meeting - 10/25/19
2018-2019 Comprehensive Annual Financial Report
Page 3

During fiscal year 2018–2019, Foothill Transit’s net position increased \$14,541,118 (0.06%) from the previous year resulting primarily from the capital asset acquisitions of \$26,363,727 and disposals of \$10,567,794, exclusive of depreciation. The capital additions were funded by federal, state, and local grants.

In fiscal year 2018–2019, operating expenses before depreciation increased \$3,602,221 (3.9%) over the previous year. This increase was attributed primarily to increases for purchased transportation and fuel costs.

Foothill Transit’s assets exceeded its liabilities at June 30, 2019, by \$261,751,298 (net position).

A copy of the audit report is attached for your review.

Sincerely,

A handwritten signature in blue ink that reads "Michelle Lopes Caldwell".

Michelle Lopes Caldwell
Director of Finance & Treasurer

A handwritten signature in black ink that reads "Doran J. Barnes".

Doran J. Barnes
Executive Director

Attachment



COMPREHENSIVE ANNUAL FINANCIAL REPORT

For the Fiscal Years Ended
June 30, 2019 and 2018

WEST COVINA, CALIFORNIA

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Foothill Transit
Going Good Places

West Covina, California

Comprehensive Annual Financial Report
For the Fiscal Years Ended June 30, 2019 and 2018

FOOTHILL TRANSIT
(A JOINT POWERS AUTHORITY)

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RTD

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498	University Center	1:00 PM





Foothill Transit
Going Good Places



INTRODUCTION

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EXECUTIVE BOARD MEMORANDUM

To: **Executive Board**

October 19, 2019

Subject: **2019 Fiscal Year 2018/2019 Comprehensive Annual Financial Report**

Enclosed is the Comprehensive Annual Financial Report of Foothill Transit for the fiscal year ended June 30, 2019. Responsibility for both the accuracy of the presented data and the completeness and fairness of the presentation, including all disclosures, rests with Foothill Transit. To the best of management's knowledge and belief, the information presented is accurate in all material aspects and includes all disclosures necessary to enable the reader to gain an understanding of Foothill Transit's financial activities.

In addition to the financial audit, Foothill Transit is required to conduct an annual single audit in conformity with the provisions of the Single Audit Act of 1984 and Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Information related to the single audit, including the schedule of expenditures of federal awards, findings and recommendations, and auditor's reports on internal control structure and compliance with applicable laws and regulations are included with this report.

Independent Audit. The accounting firm of Crowe LLP was selected to perform an annual independent audit of Foothill Transit's financial statements. The goal of the independent audit is to provide reasonable assurance that Foothill Transit's financial statements for the fiscal year ended June 30, 2019, are free of material misstatements. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management, and evaluating the overall financial presentation. The independent auditor concluded that there was a reasonable basis for rendering an unmodified opinion that Foothill Transit's financial statements for fiscal year ended June 30, 2019, are fairly presented in conformity with generally accepted accounting principles (GAAP). The audit also was designed to meet the requirements of the Federal Single Audit Act of 1984 and related Uniform Guidance. The auditor's report on the basic financial statements and schedules, including reports specifically related to the single audit, are included in this document.

Management's Representations. This report consists of management representations concerning Foothill Transit's finances. Consequently, management assumes full responsibility for the completeness and reliability of all information presented in this report. To provide a reasonable basis for making these representations, Foothill Transit's management has established a comprehensive internal control framework designed to ensure that the assets of Foothill Transit are protected from loss, theft or misuse and to ensure that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with accounting principles generally accepted in the United States of America (GAAP). The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that: (1) the cost of a control should not exceed the benefit likely to be derived; and (2) the valuation of the costs and benefits requires estimates and judgments by management. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

Management's Discussion and Analysis. GAAP requires that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of a Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A that begins on page 4, and should be read in conjunction with it.

Reporting Entity. Foothill Transit, a joint powers authority of 22 cities and the County of Los Angeles, is a public transit provider located in the San Gabriel and Pomona Valleys in Los Angeles County. Foothill Transit operates a fleet of 384 buses transporting 12 million passengers with 12.3 million vehicle service miles. The entire fleet is equipped with bicycle racks and is wheelchair accessible and 100 percent of the buses are powered by either compressed natural gas (CNG) or electricity.

Foothill Transit's investment transactions are conducted in conformance with internal investment policies and the State of California Government Code. The Executive Board has assigned the responsibility for investing to the Director of Finance and Treasurer.

The Governing Board approves the Business Plan and Budget by June 30th of each fiscal year. The approved budget establishes the legal level of appropriation. The budget includes operating and capital funding to implement the policy directions contained in the previously Board adopted plans such as the Short Range Transportation Plan (SRTP).

Local Economy. Foothill Transit provides service in the San Gabriel and Pomona Valleys located in Los Angeles County. LA County and its 88 cities represent a dynamic, multicultural economy with a diverse workforce and top universities and colleges throughout. According to the LA Economic Development Corporation (LAEDC) LA County is the entertainment, manufacturing, and international trade capital of the US. With nearly \$544 billion in annual output, LA County ranks among the world's largest economies.

The transportation and trade industry is very extensive and is one of the prominent industries in LA County. International trade continues to play an important role in the economy. The San Pedro Bay ports of Los Angeles and Long Beach and Los Angeles International Airport are the largest container ports and the busiest air cargo terminals in the nation, respectively. Transportation improvements are focused on alleviating congestion problems and improving air quality in these important corridors. Over 160,000 LA County workers support this international trade center.

One of the biggest economic changes seen during the FY2018/2019 budget year was the increase in new and used car sales and leases. According to the California New Car Dealers Association, "The combination of very low fuel prices, high demand for light trucks and strong consumer affordability..." were the major reasons for the unprecedented increases. While indicators of strong economic growth, this change has led to decreased public transportation ridership. Transit agencies across the Southern California region are reporting decreased bus ridership.

The majority of Foothill Transit's funding is provided from local sales taxes. Although there was a modest increase in sales tax collections during FY2018/2019, the budget was prepared with revenues, service, and fares at current levels to balance the budget. The prominent forecasters for LA County sales tax revenues (the Los Angeles Economic Development Corporation) are predicting 2-3% growth in sales tax revenues through 2021.

New capital acquisitions and/or construction projects and those carried forward from the previous

year, include park and ride parking structure(s), new replacement CNG buses and zero emission electric buses. The park and ride facilities will allow greater utilization of current bus service potentially increasing fare revenue. The purchase of replacement CNG buses will reduce operational expenses, and the zero emission electric buses will reduce maintenance costs and eliminate all emissions currently attributed to compressed natural gas buses. Sufficient funding (grants) have been dedicated for the completion of these projects.

Awards. The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to Foothill Transit for its Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2018. This was the thirteenth consecutive year that Foothill Transit has received this prestigious award. This certificate of award is the highest form of recognition for excellence in state and local government financial reporting.

In order to receive this award, Foothill Transit must publish an easily readable and well organized comprehensive financial report whose content conforms to the program standards. Such a report must satisfy both generally accepted accounting principles and applicable legal requirements.

The Certificate of Achievement for Excellence in Financial Reporting is valid for a one year period only. We believe that our current Comprehensive Annual Financial Report continues to meet the Certificate of Achievement Program's requirements and are submitting it to determine eligibility for continued recognition.

Acknowledgments. The preparation of this report would not have been possible without the efficient and dedicated service of the entire Foothill Transit Team. We wish to express our sincere appreciation for the hard work and long hours that contributed to the preparation of this report. Appreciation is also extended to the Executive Board and the various team members for their cooperation and dedicated service that made it possible to produce a report of the highest standards.

Sincerely,


Michelle Lopes Caldwell
Director of Finance and Treasurer


Doran Barnes
Executive Director

FOOTHILL TRANSIT LEADERSHIP

GOVERNING BOARD

CLUSTER 1

Claremont

Mayor Corey Calaycay

Alternate: Councilmember Ed Reece

La Verne

Mayor Pro Term Charles A. Rosales

Alternate: Councilmember

Tim Hepburn

Pomona

Councilmember Robert S. Torres

Alternate: Mayor Tim Sandoval

San Dimas

Councilmember Emmett Badar

Alternate: Councilmember

John Ebner

Walnut

Mayor Andrew Rodriguez

Alternate: Councilmember Nancy

Tragarz

CLUSTER 4

El Monte

Councilmember Jessica Ancona

Alternate: Councilmember

Maria Romero Morales

Diamond Bar

Mayor Carol Herrera

Alternate: Councilmember

Nancy A. Lyons

Industry

Mayor Pro Term Cory C. Moss

Alternate: Councilmember

Abraham N. Cruz

La Puente

Mayor Valerie Muñoz

Alternate: Councilmember

Violeta Lewis

South El Monte

Councilmember Hector Delgado

Alternate: Mayor Gloria Olmos

CLUSTER 2

Azusa

Councilmember Uriel Macias

Alternate: Mayor Pro Tem

Edward J. Alvarez

Baldwin Park

Councilmember Ricardo Pacheco

Alternate: Councilmember Paul C.

Hernandez

Covina

Councilmember Jorge A. Marquez

Alternate: Mayor John C. King

Glendora

Councilmember Gary Boyer

Alternate: Mayor Pro Tem Michael Allawos

Irwindale

Mayor Albert Ambriz

Alternate: Mayor Pro Tem Larry Burrola

West Covina

Mayor Pro Tem Tony Wu

Alternate: Councilmember

Dario Castellanos

CLUSTER 5

County of Los Angeles

Jimmy Lin

(Representing Supervisor

Janice Hahn)

Cynthia Sternquist

(Representing Supervisor

Kathryn Barger)

Sam Pedroza

(Representing Supervisor

Hilda Solis)

CLUSTER 3

Arcadia

Councilmember Roger Chandler

Alternate: Councilmember Tom Beck

Bradbury

Mayor Richard G. Barakat

Alternate: Councilmember

D. Montgomery Lewis

Duarte

Mayor Tzeitel Paras-Caracci

Alternate: Councilmember

Toney Lewis

Monrovia

Mayor Pro Tem Becky Shevlin

Alternate: VACANT

Pasadena

Councilmember Margaret McAustin

Alternate: Mayor Terry Tornek

Temple City

Mayor Nanette Fish

Alternate: Councilmember

William Man





EXECUTIVE BOARD

CHAIR

Carol Herrera
Cluster 4 - Diamond Bar

VICE CHAIR

Cynthia Sternquist
Cluster 5 - County of Los Angeles

BOARD MEMBER

Gary Boyer
Cluster 2 - Glendora

BOARD MEMBER

Richard Barakat
Cluster 3 - Bradbury

BOARD MEMBER

Corey Calaycay
Cluster 1 - Claremont

EXECUTIVE BOARD ALTERNATES

Cluster 1 - San Dimas

Emmett Badar

Cluster 2 - Irwindale

Albert Ambriz

Cluster 3 - Monrovia

Becky Shevlin

Cluster 4 - La Puente

Valerie Muñoz

Cluster 5 - County of Los Angeles

Jimmy Lin

SENIOR MANAGEMENT

Executive Director

Doran J. Barnes

Deputy Executive Director

Kevin Parks McDonald

Director of Customer Service and Operations

LaShawn King Gillespie

Director of Maintenance and Vehicle Technology

Roland Cordero

Director of Marketing and Communications

Felicia Friesema

Director of Information Technology

Donald Luey

Director of Procurement

Christopher Pieper

Director of Finance and Treasurer

Michelle Lopes Caldwell

Director of Planning

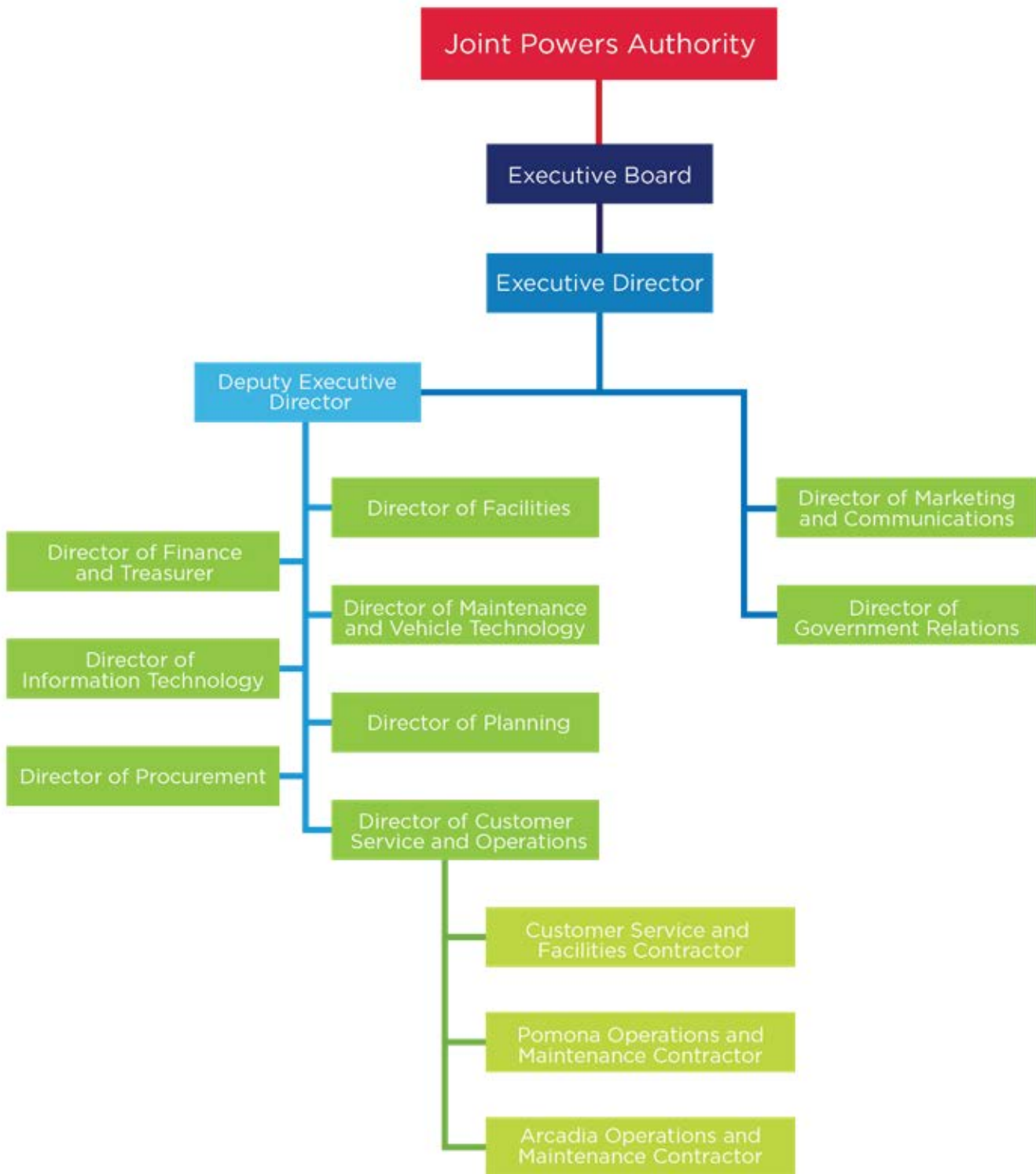
Joseph Raquel

Director of Facilities

Sharlane Bailey

Director of Government Relations

David Reyno





Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**Foothill Transit
California**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

June 30, 2018

Christopher P. Morill

Executive Director/CEO



2421

686 ROSE BOWL



Foothill Transit



FINANCIAL SECTION

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Foothill Transit (A Joint Powers Authority)
West Covina, California

Report on the Financial Statements

We have audited the accompanying financial statements of Foothill Transit, A Joint Powers Authority (Foothill Transit) as of and for the years ended June 30, 2019 and 2018, and the related notes to the financial statements, which collectively comprise Foothill Transit's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Foothill Transit as of June 30, 2019 and 2018, and the changes in its financial position and its cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise Foothill Transit's basic financial statements. The schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and the introduction and statistical sections, as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The schedule of expenditures of federal awards is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introduction and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated October 14, 2019 on our consideration of Foothill Transit's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering Foothill Transit's internal control over financial reporting and compliance.


Crowe LLP

Los Angeles, California
October 14, 2019

MANAGEMENT'S DISCUSSION AND ANALYSIS

JUNE 30, 2019

The following section of the annual financial report of Foothill Transit includes an overview and analysis of Foothill Transit's financial position and activities for the years ended June 30, 2019 and 2018. This discussion and analysis should be considered in conjunction with the basic financial statements which it accompanies. These statements are the responsibility of the management of Foothill Transit.

INTRODUCTION TO THE BASIC FINANCIAL STATEMENTS

This annual report consists of a series of financial statements, prepared in accordance with the Governmental Accounting Standards Board (GASB). GASB is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. Foothill Transit presents its basic financial statements using the economic resources measurement focus and accrual basis of accounting. As a special purpose government engaged in business-type activity, Foothill Transit's basic financial statements include Statement of Net Position; a Statement of Revenues, Expenses, and Changes in Net Position; and a Statement of Cash Flows. The notes to financial statements, supplementary information, and required supplementary information, including this section, support these statements. All sections must be considered together to obtain a complete understanding of the financial position and results of operations of Foothill Transit.

Statement of Net Position: The Statement of Net Position includes all assets and liabilities of Foothill Transit, with the difference between the two reported as net position. Assets and liabilities are reported on an accrual basis at cost or fair value, as applicable, as of June 30, 2019 and 2018. This statement also identifies major categories of restrictions on the net position of Foothill Transit.

Statement of Revenues, Expenses, and Changes in Net Position: The Statement of Revenues, Expenses, and Changes in Net Position presents the revenues earned and expenses incurred by Foothill Transit during the years ended June 30, 2019 and 2018, on an accrual basis.

Statement of Cash Flows: The Statement of Cash Flows presents the changes in Foothill Transit's cash and cash equivalents for the years ended June 30, 2019 and 2018, summarized by operating, capital and non-capital financing, and investing activities. The statement is prepared using the direct method of reporting cash flows and, therefore, presents gross rather than net amounts for the years' activities.

Foothill Transit's basic financial statements can be found on pages 10 through 12 of this report. The notes to financial statements provide additional information that is essential to a full understanding of the data provided in the financial statements. The notes can be found on pages 13 through 26 of this report.

FINANCIAL HIGHLIGHTS

- During fiscal year 2018–2019, Foothill Transit's net position increased \$14,541,118 (5.9%) from the previous year resulting primarily from the capital asset acquisitions of \$25,177,713 and disposals of \$9,381,780, exclusive of depreciation. The capital additions were funded by federal, state, and local grants.
- In fiscal year 2018–2019, operating expenses before depreciation increased \$3,602,221 (3.86%) over the previous year. This increase was attributed primarily to increases for purchased transportation and fuel costs.
- Foothill Transit's assets exceeded its liabilities at June 30, 2019, by \$261,751,298 (net position).

CONDENSED STATEMENT OF NET POSITION

	2019	2018	2017
Non-capital assets	\$ 112,104,942	\$ 113,012,748	\$ 111,152,490
Capital assets, net	224,058,977	212,589,926	210,916,174
Total assets	336,163,919	325,602,674	322,068,664
Current liabilities	12,138,484	14,958,907	10,831,166
Noncurrent liabilities	62,274,137	63,433,587	64,246,754
Total liabilities	74,412,621	78,392,494	75,077,920
Net position:			
Net investment in capital assets	224,058,977	210,364,476	210,142,128
Unrestricted:			
Board designated - capital projects	37,692,321	36,845,704	36,848,616
Total net position	\$ 261,751,298	\$ 247,210,180	\$ 246,990,744

See discussion below

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Foothill Transit's assets exceeded liabilities by \$261,751,298 as of June 30, 2019 and by \$247,210,180 as of June 30, 2018. Most of this is attributable to Foothill Transit's \$224,058,977 and \$210,364,476 net investment in capital assets (property, plant, and equipment) as of June 30, 2019 and 2018. Foothill Transit uses capital assets to provide transportation services; consequently, these assets are not available for future spending. These capital assets were procured with federal, state, and local grant funds. The remaining unrestricted net position at June 30, 2019 and 2018 totaled \$37,692,321 and \$36,845,704 representing amounts that are designated by the Board for future capital projects.

Foothill Transit's net position increased by \$14,541,118 during fiscal year 2018-2019 and by \$219,436 during fiscal year 2017-2018. These increases are primarily due to the addition of capital assets funded with capital grant revenues.

CONDENSED SUMMARY OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION

	<u>2019</u>	<u>2018</u>	<u>2017</u>
Operating revenues - farebox and bus pass	\$ 16,079,596	\$ 16,343,392	\$ 16,082,346
Operating revenues - other	1,241,842	1,344,772	1,489,212
Operating grants	78,325,689	74,676,246	68,777,964
Other revenues (expenses)	4,503,405	(389,315)	4,070,709
Total revenues	<u>100,150,532</u>	<u>91,975,095</u>	<u>90,420,231</u>
Operating expenses:			
Operating expenses before depreciation	96,820,287	93,218,066	86,984,959
Depreciation	24,835,228	26,316,229	25,430,961
Total operating expenses	<u>121,655,515</u>	<u>119,534,295</u>	<u>112,415,920</u>
Loss before capital grants	(21,504,983)	(27,559,200)	(21,995,689)
Capital grants	36,046,101	27,778,636	30,848,596
Change in net position	<u>14,541,118</u>	<u>219,436</u>	<u>8,852,907</u>
Net position at beginning of year	<u>247,210,180</u>	<u>246,990,744</u>	<u>238,137,837</u>
Net position at end of year	<u>\$ 261,751,298</u>	<u>\$ 247,210,180</u>	<u>\$ 246,990,744</u>

REVENUES

Operating revenues in fiscal year 2019 decreased \$366,726 (2.07%) over 2018 and fiscal year 2018 operating revenues increased \$116,606 (0.66%) over 2017. The decrease in operating revenue is a result of decline in ridership. Operating grant revenues increased \$3,649,443 and capital grant revenues increased \$8,267,465 in fiscal year 2019. Operating grant revenues increased \$5,898,282 and capital grant revenues decreased \$3,069,960 in fiscal year 2018. These grant revenues subsidized Foothill Transit's operating and capital expenses.

Because Foothill Transit requires subsidies to fund operating and capital expenses in excess of operating revenues, any increases or decreases in unfunded expenses will also require an increase or decrease in related grant funding. Capital grant contributions in fiscal year 2019 resulted in the acquisition of 34 CNG buses, construction of the Covina Transit Center and bus repair and rehabilitation. The capital grant contributions in fiscal year 2018 were related to the acquisition of 14 electric buses, land acquisition for the Covina Transit Center, bus re-powering and repainting to reflect the Foothill Transit unique livery design and electric bus charging equipment.

OPERATING EXPENSES

Total operating expenses before depreciation increased \$3,602,221 (3.86%) in fiscal year 2019 and \$6,233,107 (7.17%) in fiscal year 2018. In fiscal year 2019, Purchased Transportation costs increased \$2,000,030 due to rate increases of operating contracts for both the Arcadia and Pomona Yards (see Note 7).

CAPITAL ASSETS

As of June 30, 2019, and 2018, Foothill Transit had \$224,058,977 and \$212,589,926 invested in capital assets (net of accumulated depreciation), respectively. This represents a 5.39% increase in fiscal year 2019 and a 0.79% increase in fiscal year 2018. These assets include land, facilities, transit buses, other operating equipment, vehicles, and furniture and fixtures identified below. Depreciation expense decreased \$1,481,001 in fiscal year 2019 and \$885,268 in fiscal year 2018, which is attributable to the age of the bus fleet.

	<u>2019</u>	<u>2018</u>	<u>2017</u>
Land	\$ 14,137,570	\$ 14,137,570	\$ 10,132,713
Construction in progress	21,269,476	10,142,910	4,971,739
Facilities	52,420,273	57,264,916	61,892,443
Transit buses	131,438,334	126,624,016	129,029,023
Other operating equipment	4,488,193	4,160,128	4,623,422
Vehicles	237,830	169,208	196,068
Furniture and fixtures	67,301	91,178	70,766
	<u>\$ 224,058,977</u>	<u>\$ 212,589,926</u>	<u>\$ 210,916,174</u>

All assets have been purchased with federal, state, or local grants awarded to Foothill Transit. Significant capital projects with activity during fiscal years 2019 and 2018 include the following:

Bus Fleet Replacement

Covina Transit Center

Bus Repair and Rehabilitation

More detailed information about Foothill Transit's capital assets can be found in Note 6 in the accompanying notes to financial statements.

LONG TERM DEBT

As of June 30, 2019, 2018, and 2017, Foothill Transit had no long-term debt.

FURTHER INFORMATION

This report has been designed to provide a general overview of Foothill Transit's financial condition and related issues. For those with an interest in Foothill Transit's finances, inquiries should be directed to the Director of Finance and Treasurer, 100 South Vincent Avenue, Suite 200, West Covina, CA 91790.

BASIC FINANCIAL STATEMENTS

STATEMENTS OF NET POSITION JUNE 30, 2019 AND 2018

Assets	2019	2018
Current assets:		
Cash and cash equivalents	\$ 47,811,665	\$ 20,109,459
Due from other governmental agencies	11,589,643	7,491,444
Receivables	1,574,736	1,546,942
Interest receivable	178,192	72,740
Prepaid items	4,756,603	1,355,310
Total current assets	<u>65,910,839</u>	<u>30,575,895</u>
Noncurrent assets:		
Cash and cash equivalents	17,367,300	50,164,612
Restricted cash and cash equivalents	3,167,219	6,341,383
Investments	24,943,389	25,930,858
Note receivable	716,195	-
Capital assets - nondepreciable	35,407,046	24,280,480
Capital assets - depreciable	421,236,294	405,440,361
Less accumulated depreciation	<u>(232,584,363)</u>	<u>(217,130,915)</u>
Total noncurrent assets	<u>270,253,080</u>	<u>295,026,779</u>
 Total assets	 <u>\$ 336,163,919</u>	 <u>\$ 325,602,674</u>
 Liabilities and Net Position		
Current liabilities:		
Accounts payable and accrued liabilities	\$ 12,138,484	\$ 14,958,907
Noncurrent liabilities:		
Unearned revenue	<u>62,274,137</u>	<u>63,433,587</u>
Total liabilities	<u>74,412,621</u>	<u>78,392,494</u>
 Net position:		
Net investment in capital assets	221,655,610	210,364,476
Unrestricted	<u>40,095,688</u>	<u>36,845,704</u>
Total net position	<u>261,751,298</u>	<u>247,210,180</u>
 Total liabilities and net position	 <u>\$ 336,163,919</u>	 <u>\$ 325,602,674</u>

See notes to financial statements

STATEMENTS OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION JUNE 30, 2019 AND 2018

	<u>2019</u>	<u>2018</u>
Operating revenues:		
Farebox and bus pass	\$ 16,079,596	\$ 16,343,392
Special services	534,612	301,318
Dial-A-Ride	511,739	737,582
Other revenue	<u>195,491</u>	<u>305,872</u>
Total operating revenues	<u>17,321,438</u>	<u>17,688,164</u>
Operating expenses:		
Operating expenses before depreciation:		
Purchased Transportation	74,828,377	72,828,345
Fuel costs	7,100,807	5,682,454
Salary and Benefits	6,898,462	6,663,141
Special services	393,277	257,260
Dial-A-Ride	498,697	737,582
Professional services	3,477,230	3,238,546
Advertising	445,698	415,579
General and administrative	<u>3,177,739</u>	<u>3,395,159</u>
Operating expenses before depreciation	96,820,287	93,218,066
Depreciation expense	<u>24,835,228</u>	<u>26,316,229</u>
Total operating expenses	<u>121,655,515</u>	<u>119,534,295</u>
Operating loss	<u>(104,334,077)</u>	<u>(101,846,131)</u>
Operating Grants:	78,325,689	74,676,246
Non-operating revenues (expenses):		
Interest income	1,094,748	717,557
Change in fair value of investments	513,032	(547,040)
Property management income	7,083	61,935
Gain on disposal of assets	71,329	74,164
Excise tax refund	2,815,887	-
General Fund - Prop A Exchange	(1,650,000)	(1,500,000)
Other	<u>1,651,326</u>	<u>804,069</u>
Total non-operating revenues (expenses)	<u>4,503,405</u>	<u>(389,315)</u>
Total operating grants and non-operating revenues (expenses)	<u>82,829,094</u>	<u>74,286,931</u>
Loss before capital contributions	<u>(21,504,983)</u>	<u>(27,559,200)</u>
Capital contributions	<u>36,046,101</u>	<u>27,778,636</u>
Change in net position	14,541,118	219,436
Net position at beginning of year	<u>247,210,180</u>	<u>246,990,744</u>
Net position at end of year	<u>\$ 261,751,298</u>	<u>\$ 247,210,180</u>

See notes to financial statements

BASIC FINANCIAL STATEMENTS (CONTINUED)

STATEMENTS OF CASH FLOWS YEARS ENDED JUNE 30, 2019 AND 2018

	<u>2019</u>	<u>2018</u>
Cash flows from operating activities:		
Receipts from customers	\$ 16,129,915	\$ 17,366,970
Payments for transit operations	(74,828,378)	(72,913,791)
Payments for fuel costs	(7,100,808)	(5,682,455)
Payments to employees	(6,763,756)	(6,583,368)
Payments to other vendors	(14,526,974)	(5,557,189)
Net cash from operating activities	<u>(87,090,001)</u>	<u>(73,369,833)</u>
Cash flows from non-capital financing activities:		
Operating grants received	77,927,778	72,577,911
Receipts for excise tax credit	2,815,887	2,852,756
Proceeds from Prop A exchange	550,000	500,000
Proceeds from other nonoperating revenue	1,651,326	804,069
Net cash from non-capital financing activities	<u>82,944,991</u>	<u>76,734,736</u>
Cash flows from capital and related financing activities:		
Receipts from capital grants	30,150,093	28,746,937
Payments for capital assets	(36,317,358)	(26,538,579)
Proceeds from sale of capital assets	71,329	74,168
Proceeds from rental property	7,080	61,935
Net cash from capital and related financing activities	<u>(6,088,856)</u>	<u>2,344,461</u>
Cash flows from investing activities:		
Purchase of investments	(1,963,659)	(1,232,898)
Proceeds from maturing investments	3,486,000	1,994,000
Investment earnings	442,255	679,731
Net cash from investing activities	<u>1,964,596</u>	<u>1,440,833</u>
Net increase in cash and cash equivalents	(8,269,270)	7,150,197
Cash and cash equivalents at beginning of year	<u>76,615,454</u>	<u>69,465,257</u>
Cash and cash equivalents at end of year	<u>\$ 68,346,184</u>	<u>\$ 76,615,454</u>
Reconciliation of operating loss to net cash used in operating activities:		
Operating loss	\$ (104,334,077)	\$ (101,846,131)
Adjustments to reconcile operating loss to net cash from operating activities:		
Depreciation and amortization	24,835,228	26,316,229
Changes in operating assets and liabilities:		
Change in operating receivables	(1,191,523)	(321,194)
Change in prepaid items	(3,401,293)	(308,154)
Change in operating accounts payable and accrued liabilities	(2,998,336)	2,789,417
Total adjustments	<u>17,244,076</u>	<u>28,476,298</u>
Net cash from operating activities	<u>\$ (87,090,001)</u>	<u>\$ (73,369,833)</u>
Non-cash investing and financing activities:		
Capital asset purchase in account payable	\$ 2,403,365	\$ 2,225,450
Capital grants included in due from other governmental agencies	\$ 2,581,328	\$ 1,829,651
Change in fair value of investments	\$ 513,032	\$ (547,040)

See notes to financial statements



NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2019 AND 2018

NOTE 1: ORGANIZATION

Foothill Transit was established in 1988 as a governmental entity under a joint exercise of powers agreement and currently includes 22 cities in the San Gabriel Valley and Pomona Valleys and the County of Los Angeles. Foothill Transit's governing board membership includes one city council member and one alternate from each of the 22 cities in Foothill Transit's service area as well as three appointed representatives for the County of Los Angeles. A five-member Executive Board governs Foothill Transit. Four elected officials representing four clusters of cities, and a fifth member elected by the appointed Los Angeles County representatives, comprise Foothill Transit's Executive Board. Through its independent service contractors, Foothill Transit operates a fleet of 384 buses from its Arcadia and Pomona, California facilities. Foothill Transit has been authorized by the Regional Transportation Planning Agency, the Los Angeles County Metropolitan Transportation Authority (LACMTA), to plan, operate, and contract for cost-effective public transit services.

Foothill Transit is a joint powers authority managed by a staff of transportation professionals with purchased transportation services provided by independent contractors. Substantially all insurable risks associated with Foothill Transit's operations are covered through these contracts. Foothill Transit is not considered to be a component unit of any other reporting entity.

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

a. Basis of Presentation

The accounting policies of Foothill Transit conform to accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. All of the activities are accounted for as an enterprise fund for financial reporting purposes. Enterprise funds are used to account for activities (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, or net income is appropriate or capital maintenance, public policy, management control, accountability, for other purposes.

Foothill Transit accounts for its activities using the economic resources measurement focus and the accrual basis of accounting. Under this method of accounting, revenues are recognized in the period in which they are earned, and expenses are recognized in the period incurred.

b. Use of Estimates

The preparation of financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

c. Classification of Current and Noncurrent Assets and Liabilities

Foothill Transit considers assets to be current that can reasonably be expected, to be realized in cash or sold or consumed within a year. Current liabilities are obligations whose liquidation is reasonably expected to require the use of existing resources properly classifiable as current assets, or the creation of other current liabilities. All other assets and liabilities are classified as noncurrent.

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

d. Cash and Cash Equivalents

For the statement of cash flows, Foothill Transit considers cash, demand deposits, and investment pools to be cash and cash equivalents. All cash invested in the state investment pool Local Agency Investment Fund (LAIF), is reported at amortized cost. Cash may or may not be restricted as to use, depending upon the specific purposes for which such assets are held.

e. Investments

Foothill Transit reports investment securities and similar assets held for investment purposes at fair value. Changes in the fair value of investments are reported as net appreciation or decline in fair value of investments in the statements of revenues, expenses, and changes in net position.

f. Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items and are expensed as utilized or incurred.

g. Capital Assets

Capital assets which include property, buses, vehicles, furniture and fixtures, and equipment are defined by Foothill Transit as assets with an initial value exceeding \$500 and having an estimated useful life of more than one year. Capital assets are valued at historical cost. Donated assets are valued at acquisition value at the date of donation. Foothill Transit did not receive any donated capital assets during fiscal years 2019 and 2018.

Capital assets are depreciated over their estimated useful lives using the straight-line method. The following estimated useful lives are used for Foothill Transit's capital assets:

Facility	20 to 31.5 years
Other improvements	3 to 7 years
Transit buses and Rehabilitation costs	6 to 14 years
Other operating equipment	3 to 9 years
Vehicles	5-7 years
Furniture and fixtures	7 years

h. Compensated Absences

All eligible employees, full and part-time, accrue paid time off (PTO) in accordance with the California Paid Sick Leave requirements. Part-time employees earn one hour of PTO for each 30 hours worked. Full-time employees earn PTO each pay period; the number of hours accrued are according to each employee's years of service. Unused PTO is available to be carried forward or cashed out annually according to the guidelines, and is paid out upon separation.

i. Unearned Revenue

Unearned revenue is composed entirely of TDA, Proposition 1B and LCTOP grant funds which Foothill Transit has received in advance for operations, capital acquisition, or construction but which have not been expended and, therefore, not earned at June 30, 2019 and 2018. A portion of these balances are restricted by the grantor for capital projects.

j. Net Position

Foothill Transit's net position is classified into the following categories:

1. Net Investment in Capital Assets

Capital assets, net of accumulated depreciation and outstanding principal balances of debt, and retainages and accounts payable attributable to the acquisition, construction, or improvement of those assets.

2. Restricted

Net position that has external constraints placed on it by creditors, grantors, contributors, or laws or regulations of other governments, or imposed by law through contribution provision of enabling legislation.

3. Unrestricted

Unrestricted net position consists of net position that does not meet the definition of "restricted" or "net investment in capital assets." Unlike the restricted net position, the Board has discretion in determining the use and establishing minimum/maximum balance requirements for the unrestricted cash and investment portion of net position. The Board may at any time change or eliminate amounts established for these purposes. Foothill Transit had unrestricted Board designated net position of \$40,095,688 and \$36,845,704 as of June 30, 2019 and 2018, representing amounts that are designated for future capital projects.

k. Net Position Flow Assumption

Sometimes Foothill Transit will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is Foothill Transit's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

l. Operating and Non-operating Grant Revenues and Expenses

Foothill Transit distinguishes operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services in connection with Foothill Transit's principal ongoing operations. The principal operating revenues are passenger fares charged for transportation services, which are recognized at the time services are performed and revenues pass through fare systems. Operating expenses include the cost of transportation services, maintenance of capital assets and facilities, administrative expenses, and depreciation reported on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

Operating assistance grants are included as non-operating revenues in the year in which a related reimbursable expense is incurred or in unearned revenue for use in a subsequent fiscal year.

During fiscal years 2019 and 2018, Foothill Transit exchanged general funds for Proposition A Local Return funds from the City of Covina. During fiscal year 2019, \$1,650,000 general funds were exchanged for \$2,200,000 Prop A funds, and in fiscal year 2018, \$1,500,000 general funds were exchanged for \$2,000,000 Prop A funds. All Prop A funds were allocated for transportation operations.

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Foothill Transit's policy is to report revenue from capital grants separately after non-operating revenues as the related expenses are incurred. Assets acquired with capital grant funds are included in capital assets. Capital grant monies received prior to an expense being incurred are recorded as unearned revenue.

m. Grants and Subsidies

Grant and subsidy revenues are recorded when earned. Grant sources currently include Los Angeles County Propositions A and C, Measure R and Measure M, which are local sales tax initiatives passed by the voters of Los Angeles County and then granted out to Foothill Transit, State Local Transportation Funds (LTF) described below and Federal Transit Administration (FTA) capital assistance.

Foothill Transit receives grant funds from these various County, State, and Federal entities. Funds received from such entities are subject to certain required terms and conditions of the underlying grant agreements and are subject to audit by the grantor agencies. Amounts received under such grants and contractual agreements are subject to change based upon the results of such audits.

Transportation Development Act (TDA), including Low-Carbon Transit Operations Program (LCTOP), and State Transit Assistance (STA) funds are received for both operating and capital expenses. These funds are derived from the State Local Transportation Funds (LTF) and are allocated to Foothill Transit using the regionally adopted Formula Allocation Procedures. These funds can be used for capital and operating purposes, however Foothill Transit's goal is to use them to the extent possible as a local match on federally funded capital projects.

n. Non-Exchange Transactions

Foothill Transit recognizes all capital grants as capital contributions in the statements of revenues, expenses, and changes in net position.

NOTE 3: CASH, CASH EQUIVALENTS AND INVESTMENTS

Cash and investments at June 30, 2019 and 2018, were reported in the accompanying financial statements as follows:

	2019	2018
Cash and cash equivalents, current	\$ 47,811,665	\$ 20,109,459
Cash and cash equivalents, noncurrent	17,367,300	50,164,612
Restricted cash and cash equivalents, noncurrent	3,167,219	6,341,383
Investments	24,943,389	25,930,858
Cash, cash equivalents and investments	\$ 93,289,573	\$ 102,546,312

Deposits:

At June 30, 2019, the carrying amount of Foothill Transit's deposits was \$68,346,184 and the bank balance was \$68,848,209. The difference of \$502,025 represents outstanding checks and other reconciling items. At June 30, 2018, the carrying amount of Foothill Transit's deposits was \$76,615,454 and the bank balance was \$76,811,131. The difference of \$195,677 represents outstanding checks and other reconciling items.

The California Government Code requires California banks and savings and loan associations to secure an entity’s deposits by pledging government securities with a value of 110% of an entity’s deposits. California law also allows financial institutions to secure the entity’s deposits by pledging first trust deed mortgage notes having a value of 150% of the entity’s total deposits. The Treasurer may waive the collateral requirement for deposits which are fully insured up to \$250,000 by the Federal Depository Insurance Corporation (FDIC). The collateral for deposits in federal and state chartered banks is held in safekeeping by an authorized Agent of Depository recognized by the State of California Department Of Banking.

The collateral for deposits with savings and loan associations is generally held in safekeeping by the Federal Home Loan Bank in San Francisco, California as an Agent of Depository. These securities are physically held in an undivided pool for all California public agency depositors. Under Government Code Section 53655, the placement of securities by a bank or savings and loan association with an “Agent of Depository” has the effect of perfecting the security interest in the name of the local governmental agency. Accordingly, all collateral held by California Agents of Depository are considered to be held for, and in the name of, the local governmental agency.

Investments:

As a public agency, Foothill Transit’s investment practices are prescribed by various provisions of the California Government Code and the Act, as well as by administrative policies. Foothill Transit’s statement of investment policy is approved by the Board and describes the Treasurer’s investment authority, practices, and limitations. The basic investment policy objectives, in order of importance, are safety of principal, liquidity, and return on investment.

Under provision of Foothill Transit’s investment policy, and in accordance with the California Government Code, the following investments are authorized:

- Checking Account Demand Deposits
- Passbook Savings Account Demand Deposits
- Money Market Mutual Funds
- Local Agency Investment Fund (LAIF) Demand Deposits
- Obligations of the U.S. Government, its agencies, and instrumentalities Federal Agency obligations
- Municipal Securities (California cities and local agencies) rated “A” or better by Moody’s or S&P
- Certificates of deposit
- Negotiable Certificates of Deposits, federally insured with the issuer
- Banker’s Acceptances, issued by domestic or foreign banks, which are eligible for purchases by the Federal Reserve System
- Repurchase Agreements used solely for short-term investments not to exceed 30 days
- Bonds issued by any city, county, or local agency in California or by the State of California

NOTE 3: CASH, CASH EQUIVALENTS AND INVESTMENTS (CONTINUED)

Investments Authorized by Debt Agreements:

The above investments do not address investment of debt proceeds held by a bond trustee. Investments of debt proceeds held by a bond trustee are governed by provisions of the debt agreements, rather than the general provisions of the California Government Code or Foothill Transit's investment policy.

Investments in State Investment Pool:

Foothill Transit is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. LAIF is overseen by the Local Agency Investment Advisory Board, which consists of five members, in accordance with State statute. The State Treasurer's Office audits the fund annually. The value of the position in the investment pool is the same as the value of the pool shares and is reported at amortized cost. LAIF is principally invested in obligations of federal government agencies, U.S. Treasury securities, certificates of deposit, and commercial paper. LAIF's fund manager considers the credit risk as minimal. LAIF is protected against fraudulent acts by the state's self-insurance program. At June 30, 2019 and 2018, Foothill Transit maintained \$30,676,197 and \$15,328,483 of cash equivalents in LAIF, respectively.

Credit Risk:

Foothill Transit's investment policy limits investments in municipal securities, negotiable certificates of deposits, and banker's acceptances to those rated "A" or better and repurchase agreements and bonds to those rated in the highest category by Moody's or S&P. As of June 30, 2019 and 2018, Foothill Transit's investments did not include these types of investments. Foothill Transit's investments in U.S. Government agencies were rated AAA by Moody's as of June 30, 2019 and 2018. Foothill Transit had no investments in certificates of deposit as of June 30, 2019 and the investments in certificates of deposit were not rated as of June 30, 2018. As of June 30, 2019 and 2018, Foothill Transit's investment in LAIF has not been rated by a nationally recognized statistical rating organization.

Custodial Credit Risk:

The custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction, a government will not be able to recover the value of investment or collateral securities that are in the possession of an outside party.

As of June 30, 2019 and 2018, none of Foothill Transit's deposits or investments were exposed to custodial credit risk due to the requirement of the California Government Code to collateralize deposits of public funds by pledging government securities as collateral. Such collateralization of public funds is accomplished by pooling.

Concentration Risk:

Concentration risk is the risk associated with the magnitude of investment in any one issuer. As of June 30, 2019, more than five percent of Foothill Transit's investments were in Federal Home Loan Mortgage Corporation and Federal Home Loan Banks, totaling \$18,961,650 and \$4,993,100, respectively. As of June 30, 2018, more than five percent of Foothill Transit's investments were in Federal Home Loan Mortgage Corporation and Federal Home Loan Banks, totaling \$18,566,220 and \$4,884,400, respectively. As of June 30, 2019 and 2018, more than five percent of Foothill Transit's cash equivalents were in Bank of the West totaling \$38,102,583 and \$61,413,408, respectively.



Interest Rate Risk:

As a means of limiting its exposure to fair value losses arising from rising interest rates, Foothill Transit's investment policy limits the authority's portfolio to maturities of less than five years. Foothill Transit has elected to use the segmented time distribution method of disclosure for its interest rate risk. The maturity of Foothill Transit's investment in LAIF is based on the average maturity of LAIF's investments.

Fair Value Measurement:

Foothill Transit categorizes its fair value measurements within the fair value hierarchy established by accounting principles generally accepted in the United States of America. The hierarchy is based on the valuation inputs used to measure fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

In June of 2018 Foothill Transit held \$1,243,550 in negotiable certificates.

As of June 30, 2019 and 2018 Foothill Transit held U.S. Treasury securities of \$988,639 and \$1,236,688, respectively, and government agency obligations of \$23,954,750 and \$23,450,620, respectively. All of the investments are based on quoted market prices of similar securities with similar due dates using the market approach (Level 2 inputs).

Foothill Transit has the following investments at fair value and remaining maturities as of June 30:

Remaining Investment Maturities:

Investment Type:	2019			2018		
	Fair Value	Less Than 1 Year	1 to 5 Years	Fair Value	Less Than 1 Year	1 to 5 Years
Certificates of Deposit	\$ -	\$ -	\$ -	\$ 1,243,550	\$ 1,243,550	\$ -
US Treasury	988,639	988,639	-	1,236,688	1,236,688	-
Government Callable Notes	23,954,750	-	23,954,750	23,450,620	-	23,450,620
Total	\$ 24,943,389	\$ 988,639	\$ 23,954,750	\$ 25,930,858	\$ 2,480,238	\$ 23,450,620

NOTE 4: REVENUE AND RECEIVABLES FROM OTHER GOVERNMENTAL AGENCIES

For the years ending June 30, 2019 and 2018, operating and capital grants earned from other governmental agencies consisted of the following:

	<u>2019</u>	<u>2018</u>
State and local grants		
Transportation Development Act	\$ 20,441,829	\$ 21,381,166
Proposition A Formula Subsidy	16,230,456	16,562,423
Measure R	11,316,362	10,442,879
Measure M	11,425,141	9,945,816
Proposition A Bus Service Continuation Program	4,968,084	4,592,402
State Transit Assistance	4,084,632	1,991,204
Senate Bill 1 - STA	2,404,874	1,614,533
Proposition A Local Return Exchange	2,200,000	2,000,000
Proposition C Base Restructuring	2,052,977	1,997,984
Proposition C 5% Transit Security	1,003,576	900,983
Proposition C BSIP – Overcrowding Relief	955,809	930,206
CalTrans-LCTOP OP	587,349	-
Proposition C Transit Service Expansion – Line 690	342,112	332,948
SB1-STA BSCP	263,081	183,702
AQMD/MSRC – Clean Air Grant	49,407	100,000
CRD Subsidy	-	1,700,000
	<u> </u>	<u> </u>
Total operating grants	<u>\$ 78,325,689</u>	<u>\$ 74,676,246</u>

For the years ending June 30, 2019 and 2018, capital grants earned from other governmental agencies consisted of the following:

Capital grants:

	<u>2019</u>	<u>2018</u>
State and local grants		
Proposition C - MOSIP	\$ 6,894,030	\$ 7,539,531
Proposition 1B	3,787,752	1,707,748
Transportation Development Act	2,662,016	2,391,199
Senate Bill 1 – SGR	1,869,479	420,158
Other	79,646	
Toll Revenue Grant	12,477	3,977
Measure R-Clean Fuel & Facilities	-	3,570,412
Cal Air Resource Board	-	1,440,000
Proposition C - Call for Projects	-	453,877
	<u> </u>	<u> </u>
Total state and local capital grants	15,305,400	17,526,902
Federal grants		
FTA Section 5307	19,437,566	9,953,077
FTA Section 5309	764,025	298,657
FTA Section 5339	539,110	-
	<u> </u>	<u> </u>
Total federal capital grants	<u>20,740,701</u>	<u>10,251,734</u>
	<u> </u>	<u> </u>
Total capital grants	<u>\$ 36,046,101</u>	<u>\$ 27,778,636</u>

Other governmental agencies amounts due are recorded when earned based on operating grant and capital grant revenue recognition. Management believes that no provision for an allowance was necessary at June 30, 2019 and 2018.

	<u>2019</u>	<u>2018</u>
Proposition C MOSIP	\$ 3,188,238	\$ 1,314,657
Senate Bill 1 - State Transit Assistance	2,465,224	1,798,235
Transportation Development Act	2,091,592	-
City of Duarte	1,119,445	-
State Transit Assistance	1,021,158	1,555,637
Senate Bill 1 - State of Good Repair	413,658	420,158
Proposition C Call For Projects	73,872	73,872
Los Angeles Department of Transportation	70,035	-
Pass Sales	30,532	79,223
Antelope Valley Transportation Authority	9,611	-
Proposition 1B	7,583	20,964
Pass Sales - Metrolink	7,342	7,227
Toll Revenue Grant	6,186	199
CRD Subsidy	-	1,600,000
Proposition A	-	163,733
AQMD/MSRC - Clean Air Grant	-	100,000
Measure R - Clean Fuel & Facilities	-	357,539
Federal agencies		
Section 5307 Capital Grant - FTA	546,057	-
Section 5339 Capital Grant - FTA	539,110	-
Total Due from Governmental Agencies	<u>\$ 11,589,643</u>	<u>\$ 7,491,444</u>

NOTE 5: RECEIVABLES

At June 30, 2019 and 2018, receivables consist of the following and are expected to be collected within one year:

	<u>2019</u>	<u>2018</u>
Trade Receivables (Pass Sales)	\$ 1,122,272	\$ 1,091,544
TAP Sales	324,044	305,050
Merchant Services	55,549	79,828
Miscellaneous	72,871	70,520
	<u>\$ 1,574,736</u>	<u>\$ 1,546,942</u>

Receivables are recorded when earned based on operating revenue recognition. Management believes that no provision for an allowance was necessary at June 30, 2019 and 2018.

NOTE 6: CAPITAL ASSETS

Changes in the capital assets by category for the years ended June 30, 2019 and 2018, are as follows:

	Balance July 1, 2018	Additions	Reductions	Balance June 30, 2019
Capital assets not being depreciated				
Land	\$ 14,137,570	\$ -	\$ -	\$ 14,137,570
Construction in progress	<u>10,142,910</u>	<u>11,126,566</u>	-	<u>21,269,476</u>
Total capital assets not being depreciated	24,280,480	11,126,566	-	35,407,046
Other capital assets				
Facility	110,277,249	-	(1,186,014) (1)	109,091,235
Transit buses	246,675,491	24,167,029	(9,381,780)	261,460,740
Other operating equipment	46,667,861	2,057,844	-	48,725,705
Vehicles	946,196	138,854	-	1,085,050
Furniture and fixtures	<u>873,564</u>	-	-	<u>873,564</u>
Total other capital assets at historical cost	405,440,361	26,363,727	(10,567,794)	421,236,294
Accumulated depreciation				
Facility	(53,012,333)	(3,658,629)	-	(56,670,962)
Transit buses	(120,051,475)	(19,352,711)	9,381,780	(130,022,406)
Other operating equipment	(42,507,733)	(1,729,779)	-	(44,237,512)
Vehicles	(776,988)	(70,232)	-	(847,220)
Furniture and fixtures	<u>(782,386)</u>	<u>(23,877)</u>	-	<u>(806,263)</u>
Total accumulated depreciation and amortization	<u>(217,130,915)</u>	<u>(24,835,228)</u>	<u>9,381,780</u>	<u>(232,584,363)</u>
Other capital assets, net	<u>188,309,446</u>	<u>1,528,499</u>	<u>(1,186,014)</u>	<u>188,651,931</u>
Total capital asset, net	<u>\$ 212,589,926</u>	<u>\$ 12,655,065</u>	<u>\$ (1,186,014)</u>	<u>\$ 224,058,977</u>

(1) During fiscal year 2019, \$1,186,014 of assets were reclassified from Facility to Construction in progress.

NOTE 6: CAPITAL ASSETS (CONTINUED)

	Balance July 1, 2017	Additions	Reductions	Balance June 30, 2018
Capital assets not being depreciated				
Land	\$ 10,132,713	\$ 4,004,857	\$ -	\$ 14,137,570
Construction in progress	4,971,739	5,171,171	-	10,142,910
Total capital assets not being depreciated	<u>15,104,452</u>	<u>9,176,028</u>	<u>-</u>	<u>24,280,480</u>
Other capital assets				
Facility	109,731,192	577,637	(31,580)	110,277,249
Transit buses	237,590,204	16,065,910	(6,980,623)	246,675,491
Other operating equipment	44,576,378	2,091,483	-	46,667,861
Vehicles	945,238	68,055	(67,097)	946,196
Furniture and fixtures	831,115	42,449	-	873,564
Total other capital assets at historical cost	<u>393,674,127</u>	<u>18,845,534</u>	<u>(7,079,300)</u>	<u>405,440,361</u>
Accumulated depreciation				
Facility	(47,838,749)	(5,173,584)	-	(53,012,333)
Transit buses	(108,561,181)	(18,470,917)	6,980,623	(120,051,475)
Other operating equipment	(39,952,956)	(2,554,777)	-	(42,507,733)
Vehicles	(749,170)	(94,915)	67,097	(776,988)
Furniture and fixtures	(760,349)	(22,037)	-	(782,386)
Total accumulated depreciation and amortization	<u>(197,862,405)</u>	<u>(26,316,230)</u>	<u>7,047,720</u>	<u>(217,130,915)</u>
Other capital assets, net	<u>195,811,722</u>	<u>(7,470,696)</u>	<u>(31,580)</u>	<u>188,309,446</u>
Total capital asset, net	<u>\$ 210,916,174</u>	<u>\$ 1,705,332</u>	<u>\$ (31,580)</u>	<u>\$ 212,589,926</u>

NOTE 7: PURCHASED TRANSPORTATION

Foothill Transit provides bus service through third party providers for its facilities in Arcadia and Pomona. Keolis was awarded a four-year contract with one four-year option commencing on July 1, 2017, for the operating services at the Pomona Facility.

The operating contracts with Keolis and TransDev compensate the contractors based on contractually determined rates per bus revenue miles and hours. They also receive a fixed fee for indirect overhead. The mileage and hourly rates are subject to adjustment in June of each year based on changes in the CPI for the year ending the previous May. The Pomona service expense was \$29,950,189 and \$29,068,932 for the years ended June 30, 2019 and 2018, respectively. Foothill Transit's related expense for service at the Arcadia Facility was \$44,878,188 and \$43,759,413 for the years ended June 30, 2019 and 2018, respectively. On a combined basis, the contractors provided performance bonds totaling approximately \$10.5 million for the protection of Foothill Transit.

NOTE 8: COMMITMENTS AND CONTINGENCIES

a. Operating Lease Commitments

Foothill Transit leases certain facilities under long-term lease agreements. Foothill Transit leases space for a Transit Store in the Puente Hills Mall. This lease was executed on July 5, 2013, and expires on August 31, 2023, with renewable options for ten years. Monthly rent includes a base amount of \$2,674 plus additional charges for marketing, taxes and insurance. Currently, the additional charges total \$4,699 for a total monthly rent of \$7,373. Rent expense for the years ended June 30, 2019 and 2018, was \$113,079 and \$99,901.

b. Capital Commitments

Foothill Transit has a commitment to purchase 10 new CNG buses for a total cost of \$6,536,860, including sales tax; two Electric double-decker buses for 3,386,964, Remote electric bus charger for 1,348,000.

c. Legal Matters

In the ordinary course of business, Foothill Transit is subject to certain lawsuits and other potential legal actions. In the opinion of management, such matters will not have a material effect on the financial statements of Foothill Transit.

NOTE 9: OPERATING LEASE INCOME

Foothill Transit is the lessor in several operating leases for surplus office space in the administrative offices building. Two of the administrative offices building's six floors are leased. The first floor is leased to Chase Bank and the fourth floor is leased to three different entities. The leases expire at various dates between August 2018 and April 2027. The historical cost of the two leased floors approximates \$5,982,412, representing one third of the building cost. At June 30, 2019 and 2018, the carrying value of the leased space was \$3,305,039 and \$3,505,701, net of accumulated depreciation of \$2,677,373 and \$2,476,711, respectively.

The future minimum lease rentals in the aggregate for each of the five succeeding fiscal years are:

Year Ending June 30	Lease Revenue
2020	\$ 420,216
2021	434,226
2022	459,566
2023	462,934
2024	391,143
2025-2027	1,044,633
Total	\$ 3,212,718.00

NOTE 10: RISK MANAGEMENT

Foothill Transit carries commercial insurance to protect against potential losses, including coverage for the following: commercial general liability, excess liability, public officials and employee liability, computer equipment (including media and data protection), commercial property (including personal property and business income), and pollution liability (including loss remediation or legal expense coverage).

Foothill Transit also requires its contract transit operators to provide, as a contract requirement, insurance coverage naming Foothill Transit as an additional insured on their commercial general liability, automobile liability, excess liability, and workers compensation policies.

There were no reductions in coverage or claims in excess of coverage during the fiscal years ended June 30, 2019, 2018, and 2017, nor were there any claims payments made during the year or claims payable at the end of the year

NOTE 11: DEFINED CONTRIBUTION RETIREMENT PLAN

Effective July 1, 2014, Foothill Transit adopted the ICMA Retirement Corporation Governmental Money Purchase Plan and Trust (“the 401(a) Plan”) and the ICMA Retirement Corporation Governmental 457 Deferred Compensation Plan and Trust (“the 457 Plan”), for all full-time employees of Foothill Transit. Benefit and contribution terms for the plans are established and may be amended by the Board of Directors; however, the plan is administered by a third party, ICMA Retirement Corporation. Foothill Transit contributes 8% of the employee’s salary to the 401(a) Plan with no matching requirements, plus an additional dollar for dollar employer match of up to 4% more. Foothill transit contributed \$606,657 and \$585,964 to the 401(a) Plan during fiscal years 2019 and 2018, respectively.

Participants are 100% vested immediately. Employees are permitted to make contributions to the 457 plan, up to applicable Internal Revenue Code limits. There are no employer contributions to the 457 Plan. As of June 30, 2019 and 2018, the balance invested in both plans by both employees and Foothill Transit totaled \$5,943,173 and \$4,632,933, respectively. There was no liability outstanding for either plan as of June 30, 2019 or 2018.

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280 PUCHNUT HILL



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STATISTICAL SECTION

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FINANCIAL SECTION

This part of Foothill Transit's Comprehensive Annual Financial Report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the agency's overall financial health.

Financial Trends

- 28** These schedules contain trend information to help the reader understand how the agency's financial performance and well-being have changed over time.

Revenue Capacity

- 31** These schedules contain information to help the reader assess the agency's most significant local revenue sources and taxes.

Debt Capacity

- 33** These schedules present information to help the reader assess the affordability of the agency's current levels of outstanding debt and the agency's ability to issue additional debt in the future.

Demographic and Economic Information

- 33** These schedules offer demographic and economic indicators to help the reader understand the environment within which the agency's financial activities take place.

Operating Information

- 34** These schedules contain service and infrastructure data to help the reader understand how the information in the agency's financial report relates to the services the agency provides and the activities it performs.

FINANCIAL TRENDS - Net Position

Last Ten Fiscal Years

Fiscal Year	Net Investment in Capital Assets	Unrestricted	Total Net Position
2010	153,466,484	24,673,168	178,139,652
2011	152,768,075	24,550,008	177,318,083
2012	152,006,110	24,751,704	176,757,814
2013	148,897,686	25,382,942	174,280,628
2014	184,208,626	23,779,619	207,988,245
2015	201,831,874	29,455,331	231,287,205
2016	200,276,321	37,861,516	238,137,837
2017	210,142,128	36,848,616	246,990,744
2018	210,364,476	36,845,704	247,210,180
2019	221,655,610	40,095,688	261,751,298

Source: Foothill Transit Finance Department

FINANCIAL TRENDS - Change In Net Position

Last Ten Fiscal Years

Fiscal Year	Operating Revenue	Operating Expense	Operating Income (Loss)	Nonoperating Revenues/ Expenses	Income/(Loss) Before Contributions	Capital Contributions	Change in Net Position
2010	18,186,656	85,141,072	(66,954,416)	45,444,021	(21,510,395)	8,284,503	(13,225,892)
2011	18,507,098	77,336,333	(58,829,235)	41,320,176	(17,509,059)	16,687,490	(821,569)
2012	19,585,484	80,246,868	(60,661,384)	42,831,809	(17,829,575)	17,269,306	(560,269)
2013	19,550,489	82,534,239	(62,983,750)	44,012,132	(18,971,618)	16,494,432	(2,477,186)
2014	19,907,140	88,037,934	(68,130,794)	45,949,812	(22,180,982)	55,888,599	33,707,617
2015	20,070,304	96,020,737	(75,950,433)	56,182,234	(19,768,196)	43,067,156	23,298,960
2016	18,531,384	101,711,307	(83,179,923)	62,643,667	(20,536,256)	27,386,888	6,850,632
2017	17,571,558	112,415,920	(94,844,362)	72,848,673	(21,995,689)	30,848,596	8,852,907
2018	17,688,164	119,534,295	(101,846,131)	74,286,931	(27,559,200)	27,778,636	219,436
2019	17,321,438	121,655,515	(104,334,077)	82,829,094	(21,504,983)	36,046,101	14,541,118

Source: Foothill Transit Finance Department

FINANCIAL TRENDS - Operating Revenue by Source

Last Ten Fiscal Years

Fiscal Year	Farebox and Bus Pass Revenue	Special Services	Dial-A-Ride	Liquidated Damages	Other Revenue	Total
2010	16,454,980	744,039	594,913	251,950	140,774	18,186,656
2011	17,238,311	386,031	667,633	124,200	90,923	18,507,098
2012	18,496,259	204,227	729,537	97,100	58,361	19,585,484
2013	18,441,434	254,517	714,543	33,000	106,995	19,550,489
2014	18,845,702	259,313	699,493		102,632	19,907,140
2015	18,890,298	337,229	693,605	26,550	122,622	20,070,304
2016	17,144,739	391,381	701,303	77,111	216,850	18,531,384
2017	16,082,346	346,487	868,758	133,800	140,167	17,571,558
2018	16,343,392	301,318	737,582	107,950	197,922	17,688,164
2019	16,079,596	534,612	511,739	51,900	143,591	17,321,438

Source: Foothill Transit Finance Department

FINANCIAL TRENDS - Non-operating Revenues and Expenses

Last Ten Fiscal Years

Fiscal Year	Operating Grants	Interest	Gain (Loss) on Disposal of Assets	Net decline in Fair Value of Investments	Prop A Exchange ³	Other Revenues (Expenses)	Excise Tax Refund	Property Management Revenue (Expense)	Total
2010	45,830,120	54,695	(746,515)			(47,137)		352,858	45,444,021
2011	41,388,504	36,145	105,429					(209,902)	41,320,176
2012	43,206,876	75,137	3,154			(197,324)		(256,034)	42,831,809
2013	43,775,320	101,057	320,719					(184,964)	44,012,132
2014	45,821,966	113,695	155,520					(141,369)	45,949,812
2015	50,816,890	142,093	214,472				4,928,098 ¹	80,681	56,182,234
2016	57,267,820	399,728	18,730			1,024,267	3,854,145 ²	78,977	62,543,667
2017	66,777,964	466,489	121,056		(1,335,866)	1,918,382	2,852,756 ²	47,892	72,848,673
2018	74,676,246	717,557	74,164	(547,040)	(1,500,000)	804,069		61,935	74,286,931
2019	78,325,689	1,094,748	71,329	513,032	(1,650,000)	1,651,326	2,815,887 ²	7,083	82,829,094

Source: Foothill Transit Finance Department

¹ Compressed Natural Gas (CNG) fuel tax refund. Discontinued in 2017

² Other Revenue includes Low Carbon Fuel Standard credits

³ Proposition A fund exchange was made from general funds

FINANCIAL TRENDS - Operating Expenses

Last Ten Fiscal Years

Fiscal Year	Purchased Transportation	Fuel Cost	Salaries & Benefits	Special Services	Dial-A-Ride Expenditures	Professional Services	Advertising	General & Administrative	Depreciation Expense	Total
2010	45,777,304	7,300,610	6,870,100 ¹	440,220	583,545	912,625	259,169	2,455,503	20,541,996	85,141,072
2011	42,546,290	6,369,946	6,450,062 ¹	224,755	656,265	1,113,036	216,422	2,250,497	17,509,060	77,336,333
2012	44,700,314	5,899,524	7,293,707 ¹	131,364	718,033	1,264,497	318,188	2,288,971	17,632,250	80,246,868
2013	44,936,529	5,834,816	7,927,140 ¹	168,930	702,729	1,187,901	397,940	2,406,636	18,971,618	82,534,239
2014	47,199,412	5,944,334	5,282,937	144,953	687,442	3,561,061 ²	401,793	2,635,020	22,180,982	88,037,934
2015	52,737,534	5,223,294	5,463,016	233,241	681,421	3,717,814 ²	419,360	2,848,762	24,696,294	96,020,736
2016	56,166,308	5,385,427	6,133,544	267,684	688,961	3,722,103 ²	577,093	3,355,518	25,414,669	101,711,307
2017	66,266,768	6,185,549	6,386,062	266,925	856,305	3,464,219 ²	418,213	3,140,918	25,430,961	112,415,920
2018	72,828,345	5,682,454	6,663,141	257,260	737,582	3,238,546 ²	415,579	3,395,159	26,316,229	119,534,295
2019	74,828,377	7,100,807	6,898,462	393,277	498,697	3,477,230 ²	445,698	3,177,739	24,835,228	121,655,515

Source: Foothill Transit Finance Department

¹ Represents management expenses paid to private contractor for day-to-day administrative and operational functions

² Professional expenses including contracted services for transit stores and facilities

FINANCIAL TRENDS - Capital Assets Grant Contributions

Last Ten Fiscal Years

Fiscal Year	Proposition C	Federal Transit Administration	Measure R	Senate Bill 1 - State of Good Repair	Transportation Development Act	Prop 1B/ CARB/LCTOP	Other	Total
2010	1,319,670	6,453,233			337,734	173,866		8,284,503
2011	2,734,459	12,998,934			637,113	316,984		16,687,490
2012	5,970,133	10,618,400			113,824	566,949		17,269,306
2013	2,578,725	8,678,882			412,909	4,823,916		16,494,432
2014	9,609,877	44,339,636			1,078,143	860,943		55,888,599
2015	1,921,510	33,933,762			790,151	6,421,733		43,067,156
2016	2,652,026	11,029,256			1,931,806	11,773,800		27,386,888
2017	7,322,862	17,466,212	27,368		2,645,459	3,386,695		30,848,596
2018	7,993,408	10,251,734	3,570,412	420,158	2,391,199	3,151,725		27,778,636
2019	6,894,030	20,740,701		1,869,479	2,662,016	3,800,229	79,646	36,046,101

Source: Foothill Transit Finance Department

REVENUE CAPACITY - TAX REVENUES - Foothill Transit and Los Angeles County

Last Ten Fiscal Years (In Thousands)

Foothill Transit ¹									
Fiscal Year	TDA ³	STA ⁴	Prop A ⁵	Prop C ⁵	Measure R ⁵	Measure M ⁵	Senate Bill 1 ⁶	Total	% of LA County
2010	14,962		13,461	7,576	5,260			41,259	2.17%
2011	14,254	3,825	14,170	7,620	6,663			46,532	2.29%
2012	17,434	3,296	17,211	7,851	7,901			53,693	2.47%
2013	17,441	4,890	16,945	7,971	7,886			55,133	2.33%
2014	20,830	3,913	17,783	10,808	9,352			62,686	2.31%
2015	21,866	2,744	18,201	11,089	9,903			63,803	2.27%
2016	21,548	3,378	18,770	11,320	10,527			65,542	2.33%
2017	22,941	1,842	20,640	11,675	10,412			67,510	2.34%
2018	23,116	1,991	21,154	11,245	11,259	9,946	2,864	81,575	2.20%
2019	25,099	4,085	21,199	11,727	11,316	11,425	3,894	88,745	2.23%

Los Angeles County ²								
Fiscal Year	TDA ³	STA ⁴	Prop A ⁵	Prop C ⁵	Measure R ⁵	Measure M ⁵	Senate Bill 1 ⁶	Total
2010	280,300		605,884	606,135	411,953			1,904,272
2011	297,280	62,806	557,825	525,786	589,852			2,033,549
2012	323,557	64,853	584,632	564,068	638,260			2,175,370
2013	323,625	123,231	634,154	639,043	644,738			2,364,791
2014	380,801	115,609	725,902	743,472	749,228			2,715,012
2015	398,212	93,259	757,434	780,796	782,800			2,812,501
2016	387,834	107,481	766,981	770,535	776,551			2,809,382
2017	406,281	58,942	800,299	804,880	811,065			2,881,467
2018	403,419	52,981	802,055	802,115	809,563	761,900	76,071	3,708,104
2019	422,000	82,456	844,000	844,000	844,000	844,000	99,720	3,980,176

Source: Foothill Transit Finance Department

- ¹ Share of Tax Revenues Allocated to Foothill Transit through Formula Allocation Program
- ² Total LA County Transit Tax Revenues
- ³ Transportation Development Act (TDA) 1/4% of statewide sales tax revenues allocated to Transportation
- ⁴ State Transit Assistance (STA) 50% of statewide gasoline taxes allocated to Public Transit
- ⁵ Los Angeles County sales tax measures, each 1/2% of all sales for a total of 2% for all four
- ⁶ State Bill 1 funds allocated to Foothill Transit

REVENUE CAPACITY - Annual Farebox and Bus Pass Revenue

Last Ten Fiscal Years (In Thousands)

Fiscal Year	Cash	Passes	Stored Value	EZ Transit Passes	Other Revenue ¹	Total
2010	10,179,166	2,777,711	1,951,048	1,518,315	28,740	16,454,980
2011	10,965,031	3,230,792	1,836,503	1,172,952	33,033	17,238,311
2012	11,328,797	3,172,065	2,325,421	1,581,058	88,918	18,496,259
2013	10,885,442	3,178,410	2,335,453	1,456,385	585,744	18,441,434
2014	10,039,652	4,112,118	2,673,097	1,387,708	633,127	18,845,702
2015	9,878,356	4,439,522	2,920,388	1,002,420	649,612	18,890,298
2016	8,988,245	3,717,431	3,112,977	726,594	599,492	17,144,739
2017	8,330,050	3,435,100	3,067,576	651,677	597,943	16,082,346
2018	8,101,339	3,689,301	3,291,450	687,489	573,813	16,343,392
2019	7,112,560	3,868,131	3,945,266	601,786	551,852	16,079,596

Source: Foothill Transit Finance Department

¹ Other Revenue includes Access dues, Metrolink transfers, and city subsidies

REVENUE CAPACITY - Cash Fares

Last Ten Fiscal Years

Fiscal Year	Local			SilverStreak (Local Plus)			Commuter Express ³		
	Adult	Senior/ Disabled ¹	Student ²	Adult	Senior/ Disabled ¹	Student ²	Adult	Senior/ Disabled ¹	Student ²
2010 ⁴	1.25	0.50	1.25	2.75	1.35	2.75	4.90	4.90	4.90
2011	1.25	0.50	1.25	2.75	1.35	2.75	4.90	4.90	4.90
2012	1.25	0.50	1.25	2.75	1.35	2.75	4.90	4.90	4.90
2013	1.25	0.50	1.25	2.45 ⁵	1.15 ⁵	1.15 ⁵	4.90	4.90	4.90
2014	1.25	0.50	1.25	2.45	1.15	1.15	4.90	4.90	4.90
2015	1.25	0.50	1.25	2.45	1.15	1.15	4.90	4.90	4.90
2016	1.25	0.50	1.25	2.45	1.15	1.15	4.90	4.90	4.90
2017	1.25	0.50	1.25	2.45	1.15	1.15	4.90	4.90	4.90
2018 ⁶	1.50	0.75	1.50	2.75	1.25	2.75	5.00	5.00	5.00
2019	1.50	0.75	1.50	2.75	1.25	2.75	5.00	5.00	5.00

Source: Foothill Transit Finance Department

¹ Includes Medicare eligible customers

² Includes K-12 and college eligible customers

³ Commuter Express Service is ONLY operated during peak service periods

⁴ Fare increase effective June 27, 2010

⁵ Silver2Silver Program fare adjustment October 2012

⁶ Fare changes effective October 20, 2017

OUTSTANDING DEBT

Last Ten Fiscal Years

Fiscal Year	Capital Lease	Total Debt
2010	1,000,000	1,000,000
2011	1,000,000	1,000,000
2012	1,000,000	1,000,000
2013		
2014		
2015		
2016		
2017		
2018		
2019		

Source: Foothill Transit Finance Department

DEMOGRAPHIC AND ECONOMIC INFORMATION - Statistics for Los Angeles County

Last Ten Fiscal Years

Fiscal Year	Unemployment Rate ¹	Population ² (000)	School Enrollment ³ (000)	Personal Income ¹		Consumer Price Index ⁵	
				Total (000)	Per Capita	Value	% Change
2010	12.50%	9,824	1,574	410,674	41,791	225.9	1.21%
2011	12.20%	9,860	1,590	420,913	42,564	231.9	2.90%
2012	10.90%	9,911	1,575	455,789	45,800	236.6	1.60%
2013	9.80%	10,013	1,785	466,099	46,530	239.2	1.23%
2014	8.20%	10,069	1,564	472,387	28,337	242.4	1.35%
2015	6.60%	10,170	1,539	544,325	53,521	244.6	0.91%
2016	5.20%	10,138	1,523	554,592 ⁴	54,530 ⁴	249.2	1.89%
2017	5.20%	10,231	1,511	555,581 ⁴	54,628 ⁴	254.4	2.07%
2018	5.10%	10,284	1,493	558,537 ⁴	54,918 ⁴	256.2	0.71%
2019	4.60%	10,253	1,464	555,581 ⁴	54,628 ⁴	265.9	3.78%

Source: Foothill Transit Finance Department

¹ Employment Development Department

² State of California Department of Finance, based on prior calendar year

³ California Department of Education

⁴ Data not available, amounts increase by CPI

⁵ US Department of Labor Statistics

DEMOGRAPHIC AND ECONOMIC INFORMATION - Ten Principal Employers Los Angeles County

Employer	2018			2017		
	Number of Employees	Percentage of Total	Rank	Number of Employees	Percentage of Total	Rank
County of Los Angeles	107,400	2.19%	1	108,500	2.22%	1
Los Angeles Unified School District	104,300	2.13%	2	90,800	1.86%	2
University of California, Los Angeles	65,600	1.34%	3	63,500	1.30%	4
City of Los Angeles	61,900	1.26%	4	61,900	1.27%	3
Federal Government	43,600	0.89%	5	43,900	0.90%	5
Kaiser Permanente	37,400	0.76%	6	36,400	0.75%	6
State of California	29,800	0.61%	7	30,000	0.61%	7
University of Southern California	21,000	0.43%	8	20,100	0.41%	8
Northrop Grumman Corp.	16,600	0.34%	9	16,600	0.34%	9
Providence Health & Services	15,900	0.32%	10	15,200	0.31%	10
Target Corp	15,000	0.31%	11	15,000	0.31%	11
All Other Employers	4,378,000	89.41%		4,381,700	89.72%	
Total	4,896,500	100.00%		4,883,600	100.00%	

Source: Foothill Transit Finance Department

OPERATING INFORMATION - Operating and Capital Indicators

Last Ten Fiscal Years

Fiscal Year	Buses	Maintenance Facilities	Routes	Vehicle Service Hours (000)	Cost/Vehicle Service Hr.	Boarding/Vehicle Service Hr	Passengers (000)	Farebox Recovery Ratio
2010	316	2	35	746	85.19	19.4	14,437	25.95%
2011	300	2	35	671	88.63	20.8	13,985	29.00%
2012	314	2	39	672	83.40	20.7	13,909	32.39%
2013	314	2	35	687	91.97	20.5	14,080	29.20%
2014	330	2	35	705	92.62	20.6	14,522	28.91%
2015	330	2	36	760	93.07	19.0	14,596	26.71%
2016	361	2	37	790	95.30	17.0	13,584	22.76%
2017	380	2	39	872	98.47	15.6	13,561	18.73%
2018	374	2	37	863	106.87	14.5	12,544	17.72%
2019	384	2	39	860	111.61	14.0	12,053	16.76%

Source: Foothill Transit Finance Department

OPERATING INFORMATION - Full-Time Equivalent by Functions

Last Six Fiscal Years

Fiscal Year	Employees	Purchased Transportation			Total
	Administrative Office	Arcadia Facility	Pomona Facility	Transit Stores	FTE
2014	39	n/a	n/a	n/a	n/a
2015	43	n/a	n/a	n/a	n/a
2016	45	424	357	20	846
2017	52	490	360	23	926
2018	52	533	347	23	955
2019	52	533	328	21	934

Source: Foothill Transit Finance Department

Note: Prior to FY 2014, Foothill Transit contracted third a party contractor to perform management services, thus there were no FTE data available in prior years. Starting in FY 2016, the agency began reporting FTE to California State Controller's Office

OPERATING INFORMATION - Miscellaneous Statistics

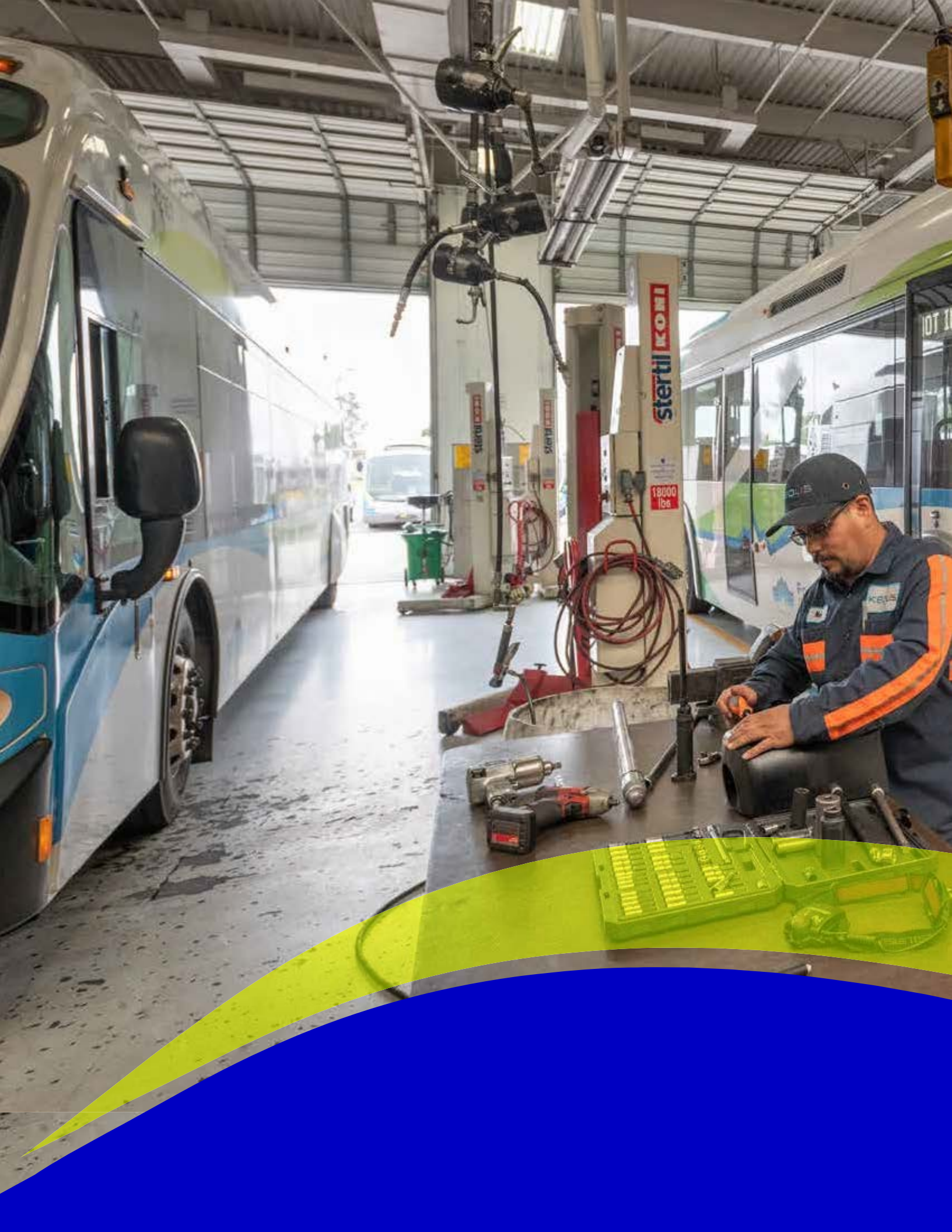
Date Formed:	December 1988
Type of Organization:	Joint Powers Authority
Membership:	22 Los Angeles County Cities And County of Los Angeles
Number of Executive Board Members:	5
Number of Employees:	52
Type of Tax Support:	Proposition A ½ of 1% Sales tax Proposition C ½ of 1% Sales tax Measure R ½ of 1% Sales tax Measure M ½ of 1% Sales tax
Service Area:	San Gabriel & Pomona Valleys, Los Angeles County, CA
Contract services provided by:	TransDev Keolis Transit Services, LLC
Number of Buses in Fleet: Compressed	
Natural Gas Powered	351
Electric Powered	33
Operational and Maintenance Facilities	2
Sales Outlets (Transit Stores):	4
Bus Routes/Lines:	
Express	6
Local	32
Bus Stops	3,631
Annual Service Hours ¹	859,528
Annual Passengers ¹	12,053,320
Average Weekday Boardings ¹	40,656

Source: Foothill Transit Finance Department

¹Fiscal Year 2018-2019



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COMPLIANCE REPORTS

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SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

YEAR ENDED JUNE 30, 2019

<u>Federal Grantor/Pass-Through Grantor/Program Title</u>	<u>Federal CFDA Number</u>	<u>Grant Number</u>	<u>Expenditures</u>
<u>U.S Department of Transportation</u>			
Direct Programs			
Federal Transit Cluster			
Section 5309 - Capital Investment Grant	20.500	CA 04-0093	\$ 764,025
Section 5307 - Formula Grant	20.507	CA-2016-054	659,714
	20.507	CA-2019-028	18,231,795
Section 5339 - Bus and Bus Facilities Formula Program	20.526	CA-2019-049	539,110
Total Federal Transit Cluster			<u>20,194,644</u>
Total U.S. Department of Transportation			<u>\$ 20,194,644</u>

Note a: Refer to Note 1 to the schedule of expenditures of federal awards for a description of significant accounting policies used in preparing this schedule.

Note b: There were no federal awards expended in the form of noncash assistance and insurance in effect during the year.

Note c: Total amount provided to subrecipients during the year was \$0.

Note d: See next page for additional notes.

NOTES TO SCHEDULE OF EXPENDETURES OF FEDERAL AWARDS

YEAR ENDED JUNE 30, 2019

NOTE 1: BASIS OF PRESENTATION

The accompanying Schedule of Expenditures of Federal Awards (the Schedule) includes the federal grant activity of Foothill Transit, for the year ended June 30, 2019. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of Foothill Transit, it is not intended to and does not present the financial position, changes in net assets, or cash flows of Foothill Transit.

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Foothill Transit has elected not to use the 10-percent de minimis indirect cost rate as allowed under the Uniform Guidance.

NOTE 2: FEDERAL TRANSIT CLUSTER

These programs were established to assist public transportation corporations with planning, capital, and operating assistance. The programs are reimbursable grants based on an approved application and expenses incurred.

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Directors
Foothill Transit (A Joint Powers Authority)
West Covina, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of Foothill Transit as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise Foothill Transit's basic financial statements, and have issued our report thereon dated October 14, 2019.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Foothill Transit's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Foothill Transit's internal control. Accordingly, we do not express an opinion on the effectiveness of Foothill Transit's internal control.

A de *iciency in internal control exists* when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Foothill Transit's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Crowe LLP

Crowe LLP

Los Angeles, California
October 14, 2019

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM; REPORT ON INTERNAL CONTROL OVER COMPLIANCE

To the Board of Directors
Foothill Transit (A Joint Powers Authority)
West Covina, California

Report on Compliance for Each Major Federal Program

We have audited Foothill Transit's compliance with the types of compliance requirements described in the OMB Compliance Supplement that could have a direct and material effect on each of Foothill Transit's major federal programs for the year ended June 30, 2019. Foothill Transit's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Foothill Transit's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Foothill Transit's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Foothill Transit's compliance.

Opinion on Each Major Federal Program

In our opinion, Foothill Transit complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2019.

Report on Internal Control Over Compliance

Management of Foothill Transit is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Foothill Transit's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Foothill Transit's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.


Crowe LLP

Los Angeles, California
October 14, 2019

FOOTHILL TRANSIT, A JOINT POWERS AUTHORITY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
 Year ended June 30, 2019

SECTION I - SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP:

Unmodified

Internal control over financial reporting:

Material weakness(es) identified?

_____ Yes X No

Significant deficiency(ies) identified?

_____ Yes X None reported

Noncompliance material to financial statements noted?

_____ Yes X No

Federal Awards

Internal control over major federal programs:

Material weakness(es) identified?

_____ Yes X No

Significant deficiencies identified not considered to be material weaknesses?

_____ Yes X None reported

Type of auditor's report issued on compliance for major federal programs:

Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?

_____ Yes X No

Identification of major federal programs:

CFDA Numbers

20.500 / 20.507 / 20.526

Federal Transit Cluster

Dollar threshold used to distinguish between type A and type B programs:

\$ 750,000

Auditee qualified as low-risk auditee?

X Yes _____ No

SECTION II - FINDINGS RELATING TO THE FINANCIAL STATEMENTS, WHICH ARE REQUIRED TO BE REPORTED IN ACCORDANCE WITH GENERALLY ACCEPTED GOVERNMENT AUDITING STANDARDS

None

SECTION III - FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS INCLUDING AUDIT FINDINGS AS DEFINED IN TITLE 2 U.S. CODE OF FEDERAL REGULATIONS PART 200, UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS

None

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SUMMARY OF PRIOR YEAR FINDINGS

YEAR ENDED JUNE 30, 2019

There were no findings or questioned costs in the prior year.

**INDEPENDENT AUDITOR’S REPORT ON COMPLIANCE WITH THE
TRANSPORTATION DEVELOPMENT ACT AND REPORT ON
INTERNAL CONTROL OVER COMPLIANCE**

To the Board of Directors
Foothill Transit (A Joint Powers Authority)
West Covina, California

Report on Compliance with Transportation Development Act

We have audited Foothill Transit’s compliance with the types of compliance requirements described in the Transportation Development Act (TDA) Conformance Auditing Guide, the Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Guidelines, and the Low Carbon Transit Operations Program (LCTOP) Final Guidelines published by the State of California Department of Transportation (collectively, “Transportation Development Act”), that could have a direct and material effect on Foothill Transit’s compliance with the Transportation Development Act for the year ended June 30, 2019.

Management’s Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to the Transportation Development Act.

Auditor’s Responsibility

Our responsibility is to express an opinion on compliance for the Foothill Transit’s Transportation Development Act program based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and the Transportation Development Act. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on the Transportation Development Act program occurred. An audit includes examining, on a test basis, evidence about Foothill Transit’s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for the Transportation Development Act program. However, our audit does not provide a legal determination of Foothill Transit’s compliance.

Opinion on the Transportation Development Act Program

In our opinion, Foothill Transit complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on the Transportation Development Act program for the year ended June 30, 2019.

Report on Internal Control Over Compliance

Management of Foothill Transit is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Foothill Transit's internal control over compliance with the types of requirements that could have a direct and material effect on the Transportation Development Act program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for the Transportation Development Act program and to test and report on internal control over compliance in accordance with the Transportation Development Act, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Foothill Transit's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of the Transportation Development Act program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of the Transportation Development Act program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of the Transportation Development Act program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Transportation Development Act. Accordingly, this report is not suitable for any other purpose.



Crowe LLP

Los Angeles, California
October 14, 2019

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH THE
PROPOSITION A AND PROPOSITION C DISCRETIONARY PROGRAMS, AND
REPORT ON INTERNAL CONTROL OVER COMPLIANCE**

To the Board of Directors
Foothill Transit (A Joint Powers Authority)
West Covina, California

Report on Compliance with Proposition A and Proposition C Discretionary Programs

We have audited Foothill Transit's compliance with the types of compliance requirements described in the Proposition A and Proposition C Local Return Guidelines and the Memorandums of Understanding for Proposition A 40% Discretionary Grant Funds and Proposition C 40% Discretionary Funds approved by Los Angeles County Metropolitan Transportation Authority (LACMTA) (collectively "Proposition A and Proposition C Discretionary Programs"), that could have a direct and material effect on Foothill Transit's compliance with the Proposition A and Proposition C Discretionary Programs for the year ended June 30, 2019.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to Proposition A and Proposition C Discretionary Programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Foothill Transit's Proposition A and Proposition C Discretionary Programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and the Proposition A and Proposition C Discretionary Programs. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on the Proposition A and Proposition C Discretionary Programs occurred. An audit includes examining, on a test basis, evidence about Foothill Transit's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for the Proposition A and Proposition C Discretionary Programs. However, our audit does not provide a legal determination of Foothill Transit's compliance.

Opinion on the Proposition A and Proposition C Discretionary Programs

In our opinion, Foothill Transit complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on the Proposition A and Proposition C Discretionary Programs for the year ended June 30, 2019.

Report on Internal Control Over Compliance

Management of Foothill Transit is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Foothill Transit's internal control over compliance with the types of requirements that could have a direct and material effect on the Proposition A and Proposition C Discretionary Programs to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for the Proposition A and Proposition C Discretionary Programs and to test and report on internal control over compliance in accordance with the Proposition A and Proposition C Discretionary Programs, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Foothill Transit's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of the Proposition A and Proposition C Discretionary Programs on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of the Proposition A and Proposition C Discretionary Programs will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of the Proposition A and Proposition C Discretionary Programs that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Proposition A and Proposition C Discretionary Programs. Accordingly, this report is not suitable for any other purpose.



Crowe LLP

Los Angeles, California
October 14, 2019

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE
WITH THE MEASURE R PROGRAM AND REPORT AND
ON INTERNAL CONTROL OVER COMPLIANCE**

To the Board of Directors
Foothill Transit (A Joint Powers Authority)
West Covina, California

Report on Compliance with Measure R Program

We have audited Foothill Transit's compliance with the types of compliance requirements described in Measure R Local Return Guidelines issued by Los Angeles County Metropolitan Transportation Authority (LACMTA) and the Memorandum of Understanding Article 4 – Audit and Reporting Requirements between LACMTA and Foothill Transit (collectively "Measure R Program"), that could have a direct and material effect on Foothill Transit's compliance with the Measure R Program for the year ended June 30, 2019.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to the Measure R Program.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for Foothill Transit's Measure R Program based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and the Measure R Program. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on the Measure R Program occurred. An audit includes examining, on a test basis, evidence about Foothill Transit's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for the Measure R Program. However, our audit does not provide a legal determination of Foothill Transit's compliance.

Opinion on the Measure R Program

In our opinion, Foothill Transit complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on the Measure R Program for the year ended June 30, 2019.


Report on Internal Control Over Compliance

Management of Foothill Transit is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Foothill Transit's internal control over compliance with the types of requirements that could have a direct and material effect on the Measure R Program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for the Measure R Program and to test and report on internal control over compliance in accordance with the Measure R Program, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Foothill Transit's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of the Measure R Program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of the Measure R Program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of the Measure R Program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Measure R Program. Accordingly, this report is not suitable for any other purpose.


Crowe LLP

Los Angeles, California
October 14, 2019



October 25, 2019

To: Governing Board

Subject: **Governing Board Stipend Policy**

Recommendation

Adopt the attached revised Foothill Transit Executive Board and Governing Board Members Stipend Policy (Attachment A), which amends the current policy so that Foothill Transit Governing Board Members are not limited to the number of eligible meetings per year.

Analysis

The current policy adopted by the Board in September 2016 limits the number of Board meetings eligible for Governing Board member stipends to six meetings per year. There are many issues facing public transit today, both nationally and regionally. As a result, the current Executive Board has requested that Foothill Transit increase the number of Governing Board meetings to ensure that the 22 cities of the Foothill Transit joint powers authority are equally informed about public transit issues.

Budget Impact

Foothill Transit is currently using an outside payroll processor for all staff employees, Executive Board members, and alternates, for a cost of approximately \$450 per payroll. When the Governing Board member stipends are included, the payroll processing fee increases by a total of \$150. Other budget impacts include the stipend fees of \$166 (current stipend with 2019 CPI adjustment) per member and miscellaneous costs such as employer Social Security, State Unemployment Insurance and State Disability Insurance.

Sincerely,

Michelle Lopes Caldwell
Director of Finance and Treasurer

Doran J. Barnes
Executive Director



Foothill Transit

Foothill Transit Executive Board and Governing Board Members Stipend Policy

Adopted October 9, 2014

Effective July 1, 2015

Revised June 2016

Revised October 2019

The Governing Board is given the power to define stipend amounts for both the Executive Board and itself. Any Governing Board Members and Executive Board Members who receive a stipend must be considered "employees" of Foothill Transit for IRS reporting purposes. Any Board members wishing to decline the stipend, may do so and will not be reported to the IRS as Foothill Transit employees.

Executive Board Stipend Policy

Executive Board Members shall receive a stipend of \$~~150~~166 plus United States Department of Labor Bureau of Labor Statistics Los Angeles Area Consumer Price Index (CPI) per meeting when representing the business interests of Foothill Transit, **not to exceed six meetings per month** and excluding ceremonial appearances effective July 1, 2015 and increased annually thereafter to the nearest dollar based on the CPI for the month of June. Business interests of Foothill Transit shall include:

- Attendance at Executive Board meetings
- Attendance at Executive Board briefings
- Participation at relevant transit conferences
- Participation in transit "fact finding" trips
- Participation in legislative/public affairs activities

Further, **Executive Board Alternates** who attend meetings in place of an Executive Board Member are eligible for a stipend equal to that of the Executive Board Member based on the above stated formula per meeting not to exceed six meetings per month.

Governing Board Stipend Policy

Governing Board Members shall receive a stipend of \$~~166~~150 plus United States Department of Labor Bureau of Labor Statistics Consumer Price Index (CPI) for the Los Angeles Area per meeting when representing the business interests of Foothill Transit, ~~not to exceed six meetings annually~~ and excluding ceremonial appearances effective July 1, 2015 and increased annually thereafter to the nearest dollar based on the CPI for the month of June. Governing Board Members will not receive stipends for attendance at Executive Board meetings where they are not serving as an Executive Board Alternate. In addition, a member

of the Governing Board may not receive a stipend as both a Governing Board and Executive Board Member for the same meeting.

The business interests of Foothill Transit for Governing Board Members shall include:
Attendance at Governing Board meetings.

Governing Board Alternates who attend meetings in place of a Governing Board Member are eligible for a stipend equal to that of the Executive Board Member based on the above stated formula per meeting not to exceed six meetings per year.

All Executive and Governing Board Members who receive stipends are required to complete Foothill Transit employee documentation as follows: 1) Employment Development Department Withholding Allowance Certificate and Form W4; 2) Employment Eligibility Verification (Form I-9); 3) Voluntary Affirmative Action Record; 4) Direct Deposit Request Form; and 5) Emergency Contact Information Sheet. The stipend payments will be processed with the regular employee payroll and W2 Forms will be distributed after the end of the year.

Any Executive or Governing Board Members who wish to “opt out” of the stipend allowance may do so by contacting the Board Secretary in writing. No stipend will be paid to those Board Members who opt out and no Foothill Transit employee paperwork will be required.



October 25, 2019

To: Governing Board

Subject: **Class Pass Program - Cal Poly Pomona**

Recommendation

Receive and file the Class Pass Program Report

Analysis

Foothill Transit’s Class Pass programs at Mt. San Antonio College, University of La Verne, Citrus College, and The Claremont Colleges have been successful programs that have attracted new riders. These partnerships have provided local college students with discounted passes to increase their mobility options and increase ridership. In addition, the program could lead to future riders as the students are able to experience the benefits of riding public transportation as a means to not only get to and from school, but also for work and for leisure activities.

The distribution of the Class Pass at our current adopted schools have ranged between eight percent and 19 percent. In the same time, ridership from the program has totaled 787,151 rides or 6.5 percent of our total ridership.

Class Pass Distribution			
Academic Year 2018-2019 (September 2018 - June 2019)			
School Name	Class Pass Users	Student Body Population	Percent of Users
Mt SAC	5,619	29,000	19%
Citrus College	2,231	12,082	18%
La Verne	282		
Claremont Colleges	527	7,000	8%



Class Pass Ridership		
Academic Year 2018-2019		
School Name	Class Pass Ridership	% of total Ridership
Mt SAC	581,339	4.8%
Citrus College	174,818	1.5%
La Verne	13,536	.1%
Claremont Colleges	17,458	.1%
TOTAL	787,151	6.5%

We continue to seek new opportunities and partnerships to grow the program and ridership. One of the campuses that has been high on the priority list has been Cal Poly Pomona, which has a total enrollment of over 26,000 students. The campus is also currently served by seven Foothill Transit Lines - Lines 190, 194, 195, 289, 480, 482, and 486. Over the past few months, Foothill Transit has engaged in multiple discussions with Cal Poly Pomona staff to develop a relationship with the university and work towards improving connectivity for its students. Various topics were discussed at these meetings, including improving Foothill Transit service into campus, improving Cal Poly Pomona's transit infrastructure, and launching the Class Pass program on campus. Our hope is that a Class Pass Program at Cal Poly will be in place at the beginning of the 2020-2021 academic year.

Sincerely,

Hendy Satya
Marketing and Communications Manager

Doran J. Barnes
Executive Director



October 25, 2019

To: Governing Board

Subject: **Insurance Program Update**

Recommendation

Receive and file this update to the Foothill Transit insurance program.

Background

Foothill Transit spends approximately \$290,000 per year on a variety of insurance coverages. We purchase all the usual business-related coverages such as general liability, property, earthquake, workers' compensation for all Foothill Transit employees, and automobile insurance for our non-revenue fleet.

Foothill Transit is unique as a transit operator with all transit services contracted out. The operating contracts include a "hold harmless" agreement, which means that the operating contractors carry insurance coverage on all aspects of transit operations claims.

Foothill Transit also carries a Director's and Officers liability insurance for "all elected and appointed" directors. This insurance covers any exposure the Board may have for decisions made by them.

Sincerely,

A handwritten signature in blue ink that reads "Michelle Lopes Caldwell".

Michelle Lopes Caldwell
Director of Finance and Treasurer

A handwritten signature in blue ink that reads "Doran J. Barnes".

Doran J. Barnes
Executive Director



October 25, 2019

To: Governing Board

Subject: **Zero Emissions Bus Update**

Recommendation

Receive and file the Zero Emissions Bus update.

Analysis

With a fleet of 33 battery electric buses (BEBs) and nine years of experience operating two electric bus lines it has become clear that buying BEBs is the least complex aspect of the electric bus program and that expanding our in-depot charging infrastructure at the Pomona and Arcadia operating facilities is significantly more complicated.

In order to better understand these challenges and develop solutions, the engineering firm of Burns and McDonnell was hired for In-Depot Charging Station Design Services.

At last August's Governing Board Meeting, Burns and McDonnell made a brief report on their findings. The final report was issued in conjunction with the Executive Board Study Session on September 17, 2019.

As outlined in the final report, Foothill Transit will have to make changes in its operations in order to achieve its initiative of 100 percent electric fleet in the future. The peak vehicle requirement will increase in order to meet the service demands, which results in an increased overall fleet requirement to provide the same level of on-street service.

In order to deploy BEBs into service, Foothill Transit will need to construct and install charging infrastructure at both the Pomona and Arcadia Operations and Maintenance facilities over the next 10 to 12 years. Installation of electronic vehicle charging stations will be phased in over time on a schedule that is aligned with the fleet plan of retiring CNG buses and replacing them with BEBs. This process will lessen the impact on operations during construction. The total infrastructure cost over the next 12 years is estimated at \$120 million.



As the charging infrastructure is installed, the bus fueling process will transition to a bus charging process. Rather than have charging infrastructure spread throughout each operations and maintenance facility, the plan is to have chargers located on a specific site at each of the facilities' bus parking areas where buses will cycle through to be charged prior to being deployed into service. To minimize the cost of electricity and minimize the impact of high peak summer rates of \$0.48 per kW between the hours of 4 p.m. and 9 p.m. the buses will be charged on a schedule that avoids the peak times.

The consultants' final report further reveals that transitioning to BEBS is complex and costly. It is estimated that it will cost Foothill Transit an additional \$15 million per year for the next 25 years. If the California Hybrid and Zero Emission Truck and Bus Voucher Incentive Project (HVIP), Southern California Edison charger rebates, and Low Carbon Fuel Standard continue to be available, the incremental cost to transition from CNG to BEBs is estimated to be around \$6.3 million per year.

Given the relatively substantial costs of battery electric buses powered via the electric grid, we tasked the Burns and McDonnell team with developing a life cycle cost analysis comparing operating battery electric buses versus zero-emission fuel cell buses for presentation to the Executive Board at the September 17, 2019 study session. Fuel cell buses will also meet the requirements of the CARB mandate.

During the study session, an overview of fuel cell bus technology was provided which included discussion of both the operating and capital requirements for a fuel cell deployment. It is possible that a combination of both grid-powered battery electric and fuel cell buses may be needed to meet California's Innovative Clean Transportation (ICT) regulation. This regulation requires that all transit agencies in the state transition to zero emissions vehicles by 2040.

Sincerely,

Roland M. Cordero
Director of Maintenance and Vehicle Technology

Doran J. Barnes
Executive Director



October 25, 2019

To: Governing Board

Subject: **Fiscal Year 2019-2020 First Quarter Performance Indicators Report**

Recommendation

Receive and file the FY2019-2020 First Quarter Performance Indicators Report.

Analysis

This report provides an analysis of Foothill Transit's performance indicators for the First Quarter of Fiscal Year 2019-2020. Foothill Transit monitors a number of factors in evaluating the service provided to the public. These are key performance indicators that record the bus system safety, courtesy, and reliability standards, along with industry-standard measurements that are monitored to assess transit operations.

In the First Quarter, Foothill Transit achieved five out of eight key performance indicator targets. The performance indicator targets met through the quarter are: Miles Between Technical Roadcalls, Complaints per 100,000 Boardings, Boardings per Vehicle Service Hour, Average Weekday Boardings, and Average Cost per Vehicle Service Hour.

Further detail on each performance measure including a description and analysis to account for the variances between reporting periods follows in this section of the item. Foothill Transit's performance indicators are summarized below:

- **Boardings** – Total boardings recorded by the farebox in the First Quarter was 3,009,214 – which is two percent lower than the same period last fiscal year.
- **Fare Revenue** – Total fare revenue in the First Quarter was \$4 million. The average fare was \$1.33 per boarding.
- **Operating Expenses** – Operating expenses incurred in the First Quarter totaled \$24.5 million, resulting in an average cost per service hour of \$112.56.
- **Accidents** – The system averaged 1.11 preventable accidents per 100,000 miles in the First Quarter.



- **Customer Complaints** – Foothill Transit received an average of 18.2 complaints per 100,000 boardings in the First Quarter. This is a 16 percent improvement compared to the same period last fiscal year.
- **Schedule Adherence** – On-time performance in the First Quarter was 70.3 percent, which is six percent lower compared to the same period last fiscal year.

Analysis

In order to accomplish its mission, Foothill Transit focuses on the following goals:

- Goal 1:** Operate a safe transit system.
- Goal 2:** Provide outstanding customer service.
- Goal 3:** Operate an effective transit system.
- Goal 4:** Operate an efficient transit system.

These goals provide a framework for performance indicators to quantify and measure how well Foothill Transit is performing. Performance indicators are derived from data collected from a variety of sources including the fareboxes on buses, the SMARTBus system, reports from the operations contractors, and financial performance data.

Overall System Performance

Foothill Transit's overall system performance is based on several key indicators. These include total ridership, fare revenues, vehicle service hours, and total operating expenses.

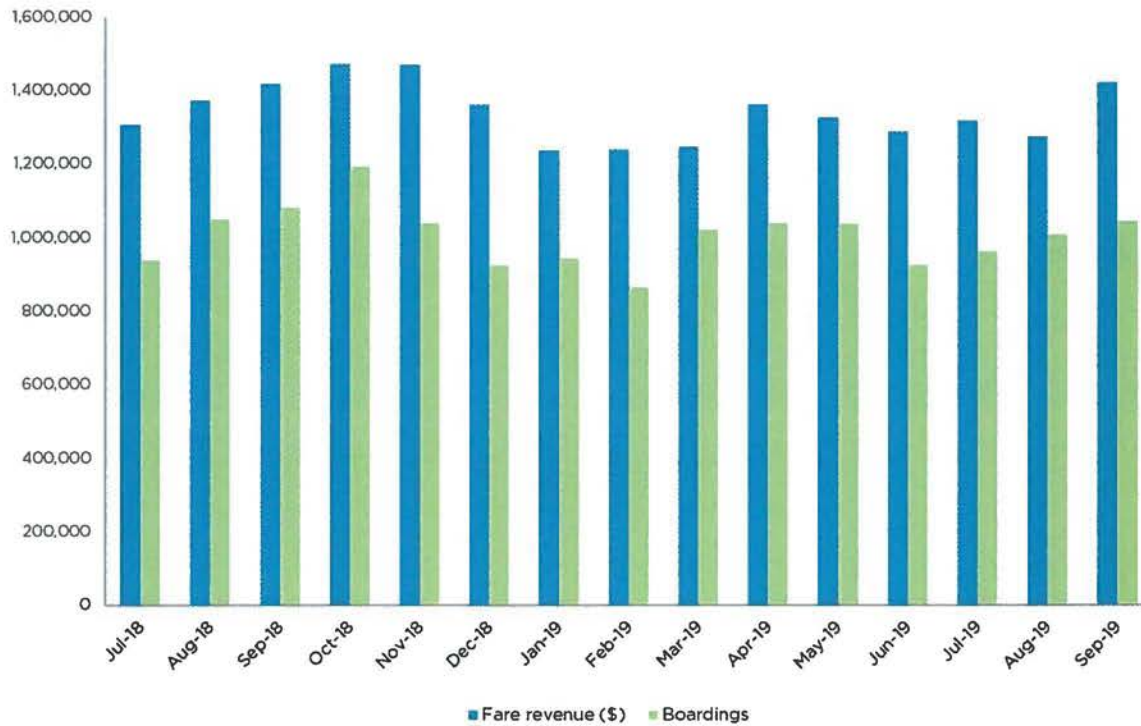
Total Boardings and Total Fare Revenues

In the First Quarter of FY2019-2020, Foothill Transit buses had 3,009,214 boardings. When compared to the same period during the previous fiscal year, ridership decreased by two percent. Foothill Transit continues to participate in various efforts to identify causes and develop solutions to the local, regional, and national trends of declining ridership.

Total fare revenue recorded in the First Quarter was \$4 million. This is two percent lower than the same period during the previous fiscal year.



Total Boardings and Fare Revenues



Vehicle Service Hours and Operating Expenditure

In the First Quarter, Foothill Transit operated 218,195 service hours, which is one percent lower compared to the same period last fiscal year.

During the First Quarter, Foothill Transit incurred \$24.5 million in operating expenses, which is four percent higher compared to the same period last fiscal year. Variance between Quarter 1 of FY18-19 and Quarter 1 of FY19-20 expenses is due to annual cost escalators in the Arcadia and Pomona operations and maintenance contracts.

Goal 1: Operate a Safe Transit System

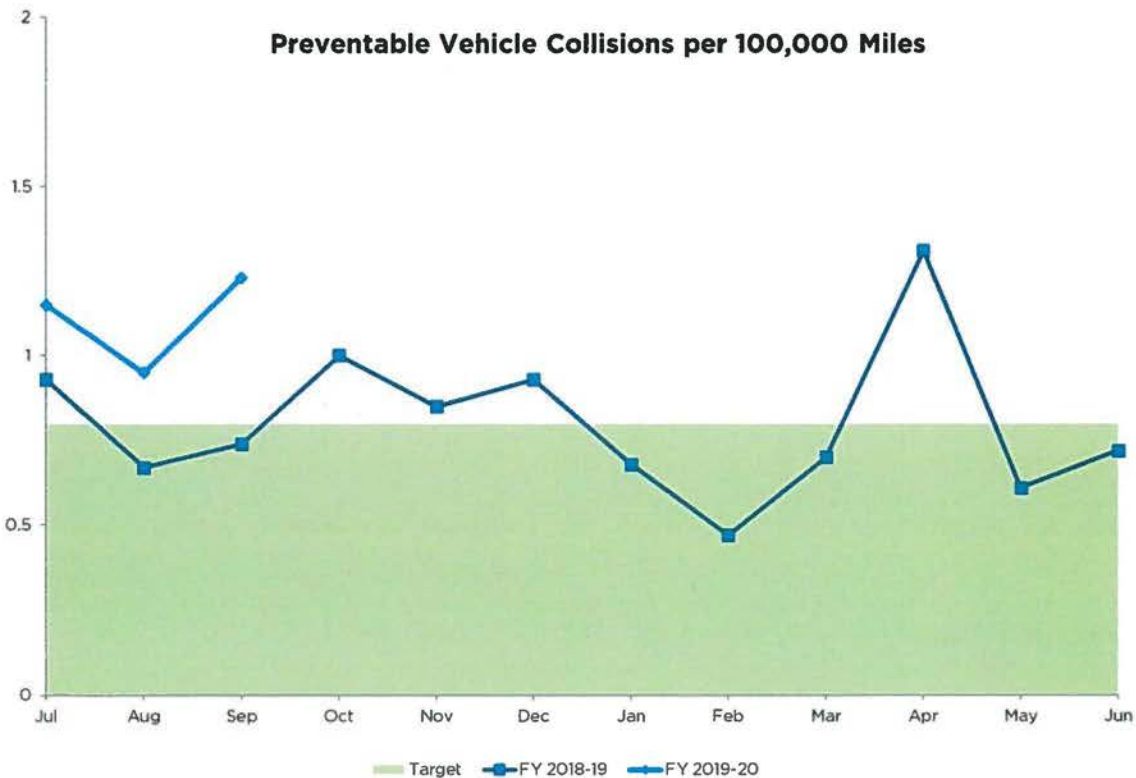
Foothill Transit’s primary goal is to operate a safe transit system. Foothill Transit monitors system safety by tracking the number of preventable accidents incurred for every 100,000 miles of vehicle operation.



Preventable Accidents per 100,000 Miles

In the First Quarter, Foothill Transit did not meet the adopted standard of 0.80 or fewer preventable vehicle collisions per 100,000 miles with 1.11 preventable collisions per 100,000 miles. This is 42 percent higher compared to the same period last year. Preventable vehicle collisions in the First Quarter resulted primarily from sideswipes and coaches making contact with fixed objects, partially because of the reduced lane widths on arterial roadways and on freeways.

Keolis' and Transdev's safety committees, which are comprised of operators and administrative staff members, meet on a monthly basis to review trends, hazardous locations, facility improvements, and other safety related matters. The General Managers, Safety Managers, Trainers, and Operations staff are actively involved in the development of action plans and implementation. These plans include operator training, coaching, and other activities as appropriate.





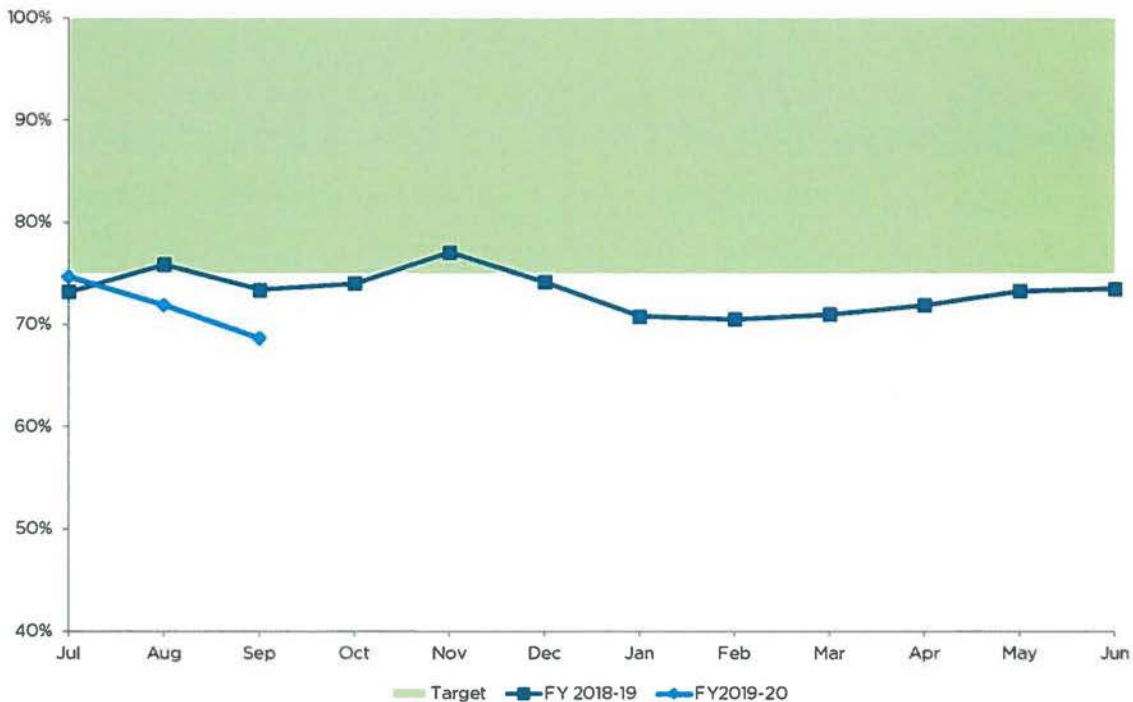
Goal 2: Provide Outstanding Customer Service

Foothill Transit measures this goal by monitoring the following categories: schedule adherence, average miles between service interruptions, and complaints per 100,000 boardings for customers calling the customer service line.

Schedule Adherence

Foothill Transit measures its schedule adherence using the industry standard metric of on-time performance (OTP). OTP is calculated by evaluating a vehicle's adherence to time points in the planned schedule. A trip is considered on-time if it departed the time point no more than five minutes late and not early. Foothill Transit has adopted a goal of 75 percent or higher OTP for this fiscal year. In the First Quarter, OTP was 70.3 percent. This represents a six percent decrease compared to the same period last fiscal year. Quality Assurance staff continue to monitor the SMARTBus system in real-time and work with both operations and maintenance contractors to ensure that the bus service runs in accordance with the schedule. Staff continue to work closely with the contractors to identify areas for improvement.

Schedule Adherence

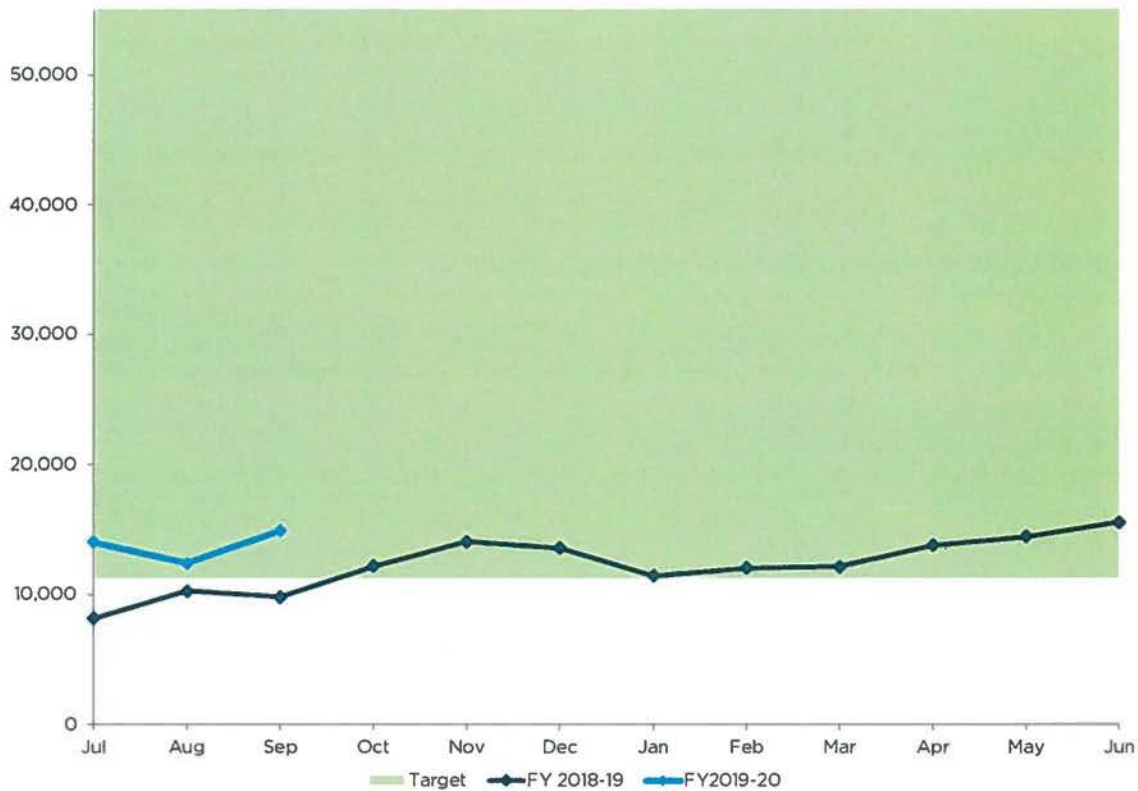




Average Miles between Technical Roadcalls

Average miles between technical roadcalls is a maintenance performance indicator. This new adopted measure will track any mechanical breakdown that occurs, whether a bus is in revenue service or not. In the First Quarter, Foothill Transit averaged 13,668 miles between technical roadcalls as reported by the operations contractors. Foothill Transit exceeded the maintenance reliability goal of at least 11,250 miles between technical roadcalls. Last fiscal year, Foothill Transit measured average miles between mechanical service interruptions, which measured the miles between mechanical roadcalls of a vehicle used during revenue service that resulted in a service delay of more than five minutes.

Average Miles between Technical Roadcalls





Complaints per 100,000 Boardings

Customer complaints are counts of incidents where a customer reports dissatisfaction with the service. All customer complaints received by Foothill Transit are subject to an investigative process, which ensures all customers receive a response and allows Foothill Transit to determine if a complaint is valid. Investigations include contacting the customer and reviewing the SMARTBus system, dispatch logs, on-board videos, and/or verbal communication with the coach operator.

In the First Quarter, Foothill Transit met the performance target of 20 or less complaints per 100,000 boardings with an average of 18.2 complaints per 100,000 boardings. This represents a 16 percent decrease compared to the same period last fiscal year.





Goal 3: Operate an Effective Transit System

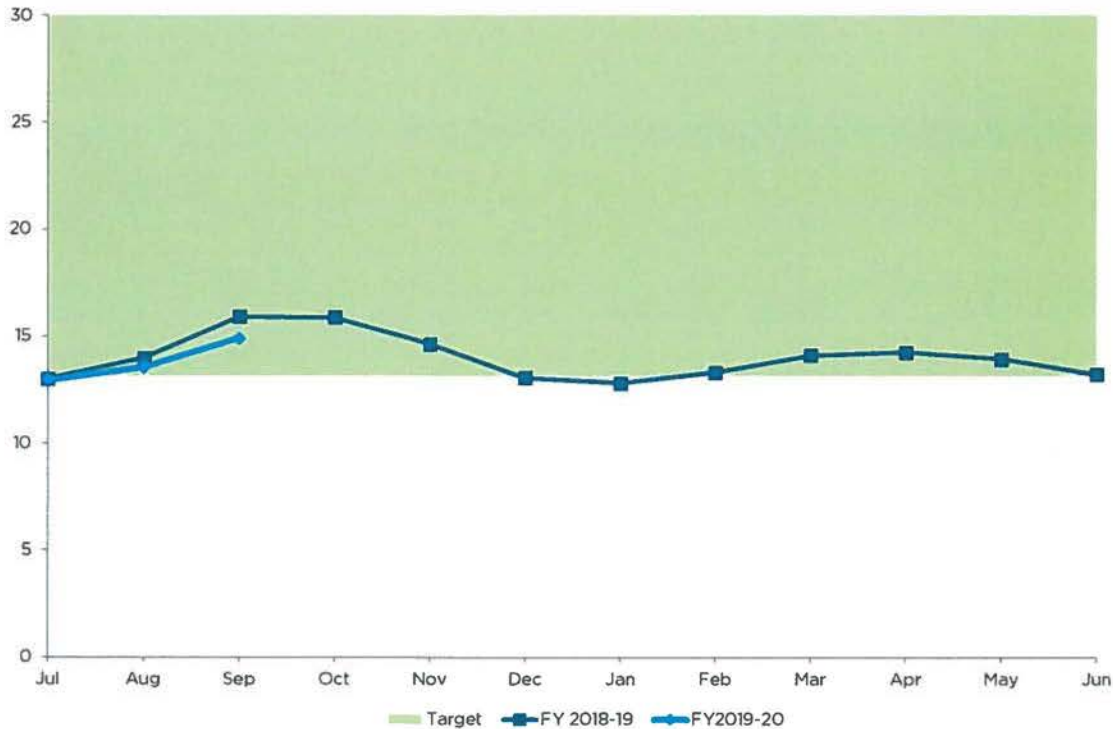
Foothill Transit measures service effectiveness by monitoring boardings per vehicle service hour and average weekday boardings.

Boardings per Vehicle Service Hour

Boardings per vehicle service hour is the total number of boardings divided by the total number of service hours in a given period. In the First Quarter, there were 13.79 boardings per vehicle service hour, meeting the performance target of 13.15 or more boardings per service hour. This figure is three percent lower compared to the same period last fiscal year. This variance is due to the decrease in ridership discussed earlier.

Foothill Transit continues to encourage increased ridership by targeting specific demographics of customers through the Class Pass program and marketing towards schools, religious groups, and senior citizens. Improved data analysis allows Foothill Transit staff to better understand travel demand throughout the service area, therefore assisting them in better planning routes and schedules.

Boardings per Vehicle Service Hour

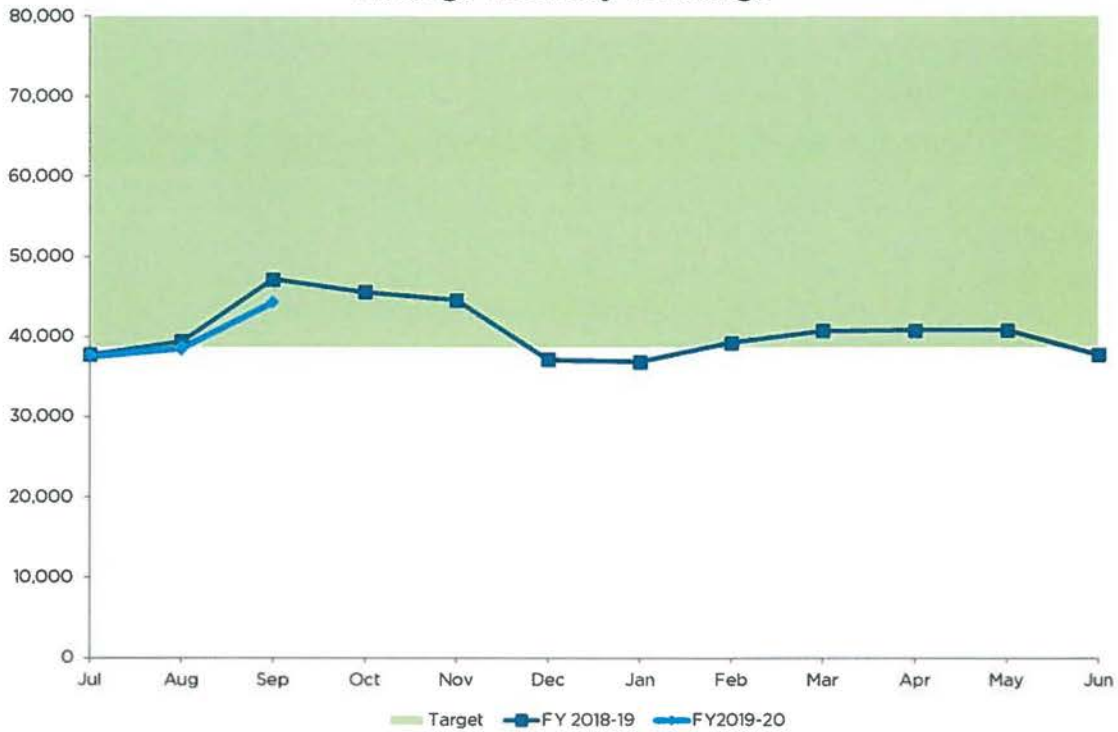




Average Weekday Boardings

The number of average weekday boardings is calculated by dividing the total number of weekday boardings by the number of days with weekday service in a given period. The FY19-20 performance target for this metric is to achieve at least 38,700 average weekday boardings. Exceeding the target goal, there were 40,012 average weekday boardings in the First Quarter. This represents a three percent decrease compared to the same period last fiscal year. This decrease mirrors the overall drop in boardings for the Quarter.

Average Weekday Boardings





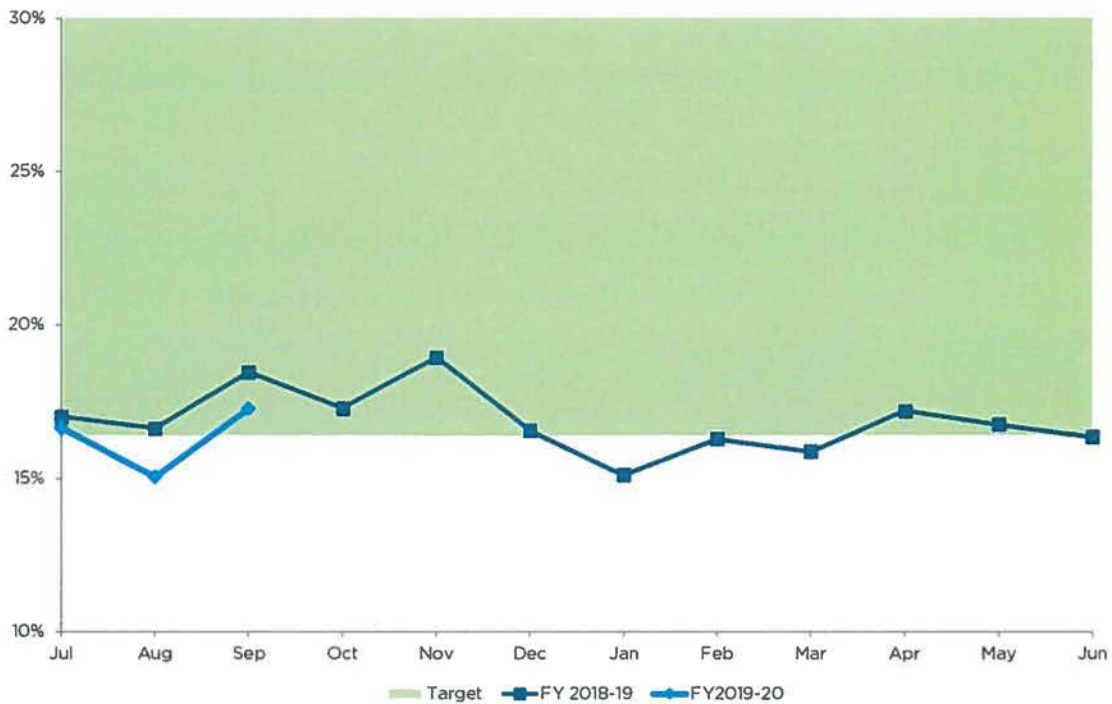
Goal 4: Operate an Efficient Transit System

Foothill Transit measures its overall efficient use of available resources by monitoring the average cost per vehicle service hour and farebox recovery ratio.

Farebox Recovery Ratio

Farebox recovery ratio is a measure of the proportion of operating costs recovered by passenger fares. The farebox recovery ratio is calculated by dividing total fare revenue by total operating expense. In the First Quarter, the Farebox Recovery Ratio was 16.31 percent, which does not meet the target of 16.4 percent.

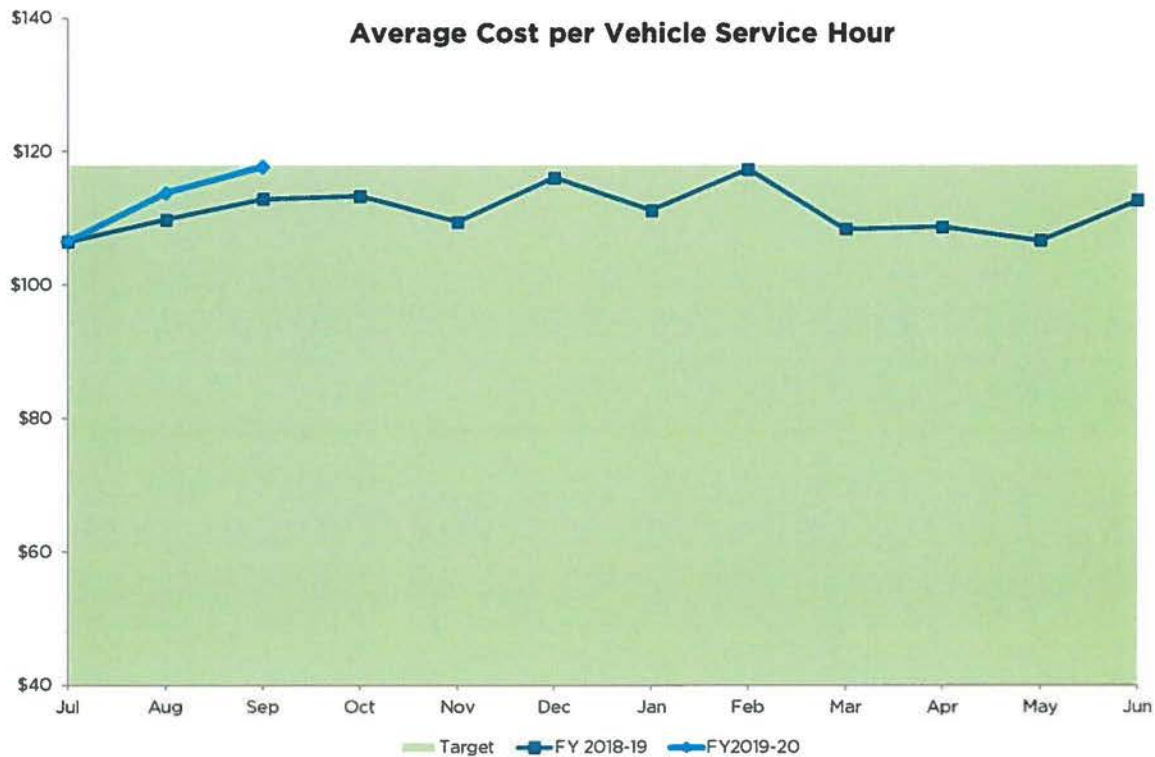
Farebox Recovery Ratio





Average Cost per Vehicle Service Hour

Average cost per vehicle service hour is an industry standard utilized to measure the cost efficiency of transit service. It is derived by dividing operating expenses by vehicle service hours. Foothill Transit's average cost per vehicle service hour for the First Quarter was \$112.56, which meets the fiscal year target of less than \$117.82, and is three percent higher than the same period last fiscal year. This variance is due to the increase in operating expenses associated with annual cost increases on the Arcadia and Pomona operations and maintenance contracts.



Sincerely,

Paulina Perez
Transportation Business Intelligence Analyst

Doran J. Barnes
Executive Director

Foothill Transit
First Quarter Key Performance Indicators
FY 2019-2020

Goal	Performance Indicator	First Quarter FY19-20	Met Target?	First Quarter FY18-19	% Improvement Over Same Quarter Last Year	FY19-20 YTD	Met Target?	FY18-19 YTD	% Improvement YTD	Performance Target
Overall System Performance	Total Boardings	3,009,214	-	3,070,817	(2%)	3,009,214	-	3,070,817	(2%)	
	Vehicle Service Hours	218,195	-	215,209	1%	218,195	-	215,209	1%	
	Total Fare Revenue	\$4,005,568	-	\$4,091,561	(2%)	\$4,005,568	-	\$4,091,561	(2%)	
	Total Operating Expense	\$24,559,587	-	\$23,598,444	(4%)	\$24,559,587	-	\$23,598,444	(4%)	
Safety	Preventable Vehicle Collisions per 100,000 Miles	1.11	No	0.78	(42%)	1.11	No	0.78	(42%)	≤ 0.80
Customer Service	Schedule Adherence	70.3%	No	74.7%	(6%)	70.3%	No	74.7%	(6%)	≥ 75%
	Miles Between Technical Roadcalls	13,668	Yes	9,319	47%	13,668	Yes	9,319	47%	≥ 11,250
	Complaints per 100,000 Boardings	18.2	Yes	21.8	16%	18.2	Yes	21.8	16%	≤ 20.00
Effectiveness	Boardings per Vehicle Service Hour	13.79	Yes	14.27	(3%)	13.79	Yes	14.27	(3%)	≥ 13.15
	Average Weekday Boardings	40,012	Yes	41,216	(3%)	40,012	Yes	41,216	(3%)	≥ 38,700
Efficiency	Farebox Recovery Ratio	16.31%	No	17.34%	(6%)	16.31%	No	17.34%	(6%)	≥ 16.40%
	Average Cost per Vehicle Service Hour	\$112.56	Yes	\$109.65	(3%)	\$112.56	Yes	\$109.65	(3%)	≤ \$117.82

Foothill Transit First Quarter Operations Report

FY2019-2020

Goal	Performance Indicator	First Quarter FY19-20	First Quarter FY18-19	% Improvement Over Same Quarter Last Year	FY19-20 YTD	FY18-19 YTD	% Improvement YTD
Operations	Average fare per boarding	\$1.33	\$1.33	(0.1%)	\$1.33	\$1.33	(0.1%)
	Average cost per boarding	\$8.16	\$7.68	(6%)	\$8.16	\$7.68	6%
	Average subsidy per boarding	\$6.83	\$6.35	(8%)	\$6.83	\$6.35	8%
	Total vehicle miles	4,332,764	4,240,353	2%	4,332,764	4,240,353	2%
	Vehicle service miles	3,134,770	3,091,312	1%	3,134,770	3,091,312	1%
	Total vehicle hours	279,390	270,351	3%	279,390	270,351	3%
	In-service speed (mph)	14.37	14.36	0%	14.37	14.36	0%
	Boardings per vehicle service mile	0.96	0.99	(3%)	0.96	0.99	(3%)