



Foothill Transit
Going Good Places

EXECUTIVE BOARD MEETING

West Covina, CA
Friday, November 2, 2018



Foothill Transit

Executive Board Meeting AGENDA

EXECUTIVE BOARD MEETING
8:00 AM, NOVEMBER 2, 2018
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: MEMBERS BARAKAT, CALAYCAY, HERRERA, PEDROZA, WARSHAW
5. APPROVAL OF AGENDA
6. APPROVAL OF MINUTES FOR THE SPECIAL MEETING OF OCTOBER 5, 2018
7. PRESENTATIONS:
 - 7.1. Contractors' Employee Recognition
 - 7.2. Metrolink Update
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 three 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) 931-7300 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 14 are consent items which may be received and filed and/or approved by the board in a single motion. If any member of the Executive Board wishes to discuss a consent item, please request that the item be pulled for further discussion and potential action.

9. SEPTEMBER 2018 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY

Recommended Action: Receive and file the Financial Statements and Investment Summary year-to-date report through September 30, 2018. The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of September 30, 2018, for the fiscal year ending June 30, 2019.

10. NOVEMBER 2018 LEGISLATIVE SUMMARY

Recommended Action: Receive and file the November 2018 Legislative Summary.

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 pagsasalín, 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 សូមទាក់ទងមកកាវិយាល័យនាយកប្រតិបត្តិ 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.

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



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11. CONTRACT AMENDMENT - FAREBOX REFURBISHMENT

Recommended Action: Authorize the Executive Director to amend Contract No. 18-015 with Cubic Transportation in the amount of \$700,000 to purchase and install farebox top-lids as part of Foothill Transit's farebox refurbishment project.

12. CONTRACT AMENDMENT - FACILITATION SERVICES AGREEMENT

Recommended Action: Authorize the Executive Director to amend Agreement No. 15-005.1 with Peter Barron Stark Associates (PBS) in the amount of \$15,000 to complete the 2019 Executive Board Strategic Planning Workshop and other consulting services that may be necessary between November 12, 2018 and June 30, 2019.

13. TRANSIT ASSET MANAGEMENT (TAM) PLAN

Recommended Action: Receive and file the Transit Asset Management (TAM) Plan.

14. FISCAL YEAR 2018-2019 FIRST QUARTER BUDGET REPORT

Recommended Action: Receive and file the First Quarter Budget Update for the fiscal year ending on June 30, 2019.

REGULAR AGENDA:

15. KEOLIS MOBILEYE TECHNOLOGY IMPLEMENTATION

Recommended Action: Receive and file a report on Keolis' MobileEye technology implementation.

16. FISCAL YEAR 2017-2018 COMPREHENSIVE ANNUAL FINANCIAL AUDIT REPORT RESULTS

Recommended Action: Receive and file the Fiscal Year 2017-2018 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.

17. RESOLUTION ADOPTING EXECUTIVE AND GOVERNING BOARD MEETING SCHEDULE FOR 2019

Recommended Action: Adopt Resolution No. 2018-05, the Executive and Governing Board Meeting Schedule for 2019.



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18. DOWNTOWN LOS ANGELES MID-DAY LAYOVER

Recommended Action: Authorize the Executive Director to enter into a 20-year, three-party lease agreement with Caltrans in the amount of \$44,300 per month for property located in downtown Los Angeles to be used as a mid-day commuter bus layover. The lease agreement will include two 10-year options.

19. LINE 497 UPDATE

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

20. SILVER STREAK REALIGNMENT ANALYSIS

Recommended Action: Receive and file this report and provide direction to staff regarding the Silver Streak realignment options.

21. DUARTE TRANSIT SERVICE - PUBLIC OUTREACH RESULTS

Recommended Action: Receive and file a report on the results of the Duarte Transit Service Public Outreach.

22. FISCAL YEAR 2018-2019 FIRST QUARTER PERFORMANCE INDICATORS REPORT

Recommended Action: Receive and file the FY2018-2019 First Quarter Performance Indicators Report.

23. EXECUTIVE DIRECTOR COMMENT

24. BOARD MEMBER COMMENT

25. CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION Existing Litigation, Government Code § 54956.9(a)

Name of Case: Ruth Gerlach and Carol Gerlach on behalf of themselves and all others similarly situated v. Foothill Transit
United States District Court, Central District of California, Civil Action No. 2:18-cv-08321-CAS (SSx)



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26. CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION Existing Litigation, Government Code § 54956.9(a)
Name of Case: Gabriela Cabrera v. Foothill Transit
Superior Court of California County of Los Angeles, Case Number BC723268
27. CLOSED SESSION REPORT
28. ADJOURNMENT

A Special Meeting of the
Governing Board is scheduled for
Friday, December 14, 2018 at 7:45 a.m.

The next Regular Meeting of the Executive
Board is scheduled for
Friday, December 14, 2018 at 9:00 a.m.



Foothill Transit

**STATEMENT OF PROCEEDINGS FOR THE
SPECIAL MEETING OF THE
FOOTHILL TRANSIT EXECUTIVE BOARD**

**FOOTHILL TRANSIT OPERATIONS &
MAINTENANCE FACILITY
200 S. EAST END AVENUE
POMONA, CA 91766**

**Friday, October 5, 2018
9:00 a.m.**

1. CALL TO ORDER

The meeting was called to order by Chair Calaycay at 9:19 a.m.

2. ROLL CALL

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Richard Barakat, Member Pedroza, Member Corey Warshaw, Vice Chair Carol Herrera, Chair Corey Calaycay

3. APPROVAL OF AGENDA

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

4. REVIEW & APPROVAL OF THE MINUTES

Approval of the minutes for the Special Meeting of August 24, 2018.

Motion by Member Barakat, second by Member Warshaw, the minutes for the Special Meeting of August 24, 2018 were approved. Motion carried 5-0.

5. PUBLIC COMMENT

Mary Griffieth, Transit Advocate, addressed the Executive Board. Ms. Griffieth expressed her concern that the minutes did not reflect her comments regarding the 1400 series bus that broke down on Mission because of the bad streets, and drivers having bad backs and hearing problems because of the needs of the older buses. Ms. Griffieth indicated that it took two buses to get to the Pomona Operations & Maintenance Facility for today's meeting. She has been attending Foothill Transit board meetings for many years, she is very aware of the procedures, and she

knows when people are not being genuine. She states Foothill Transit needs to start listening to the riders. Meetings for the committee that included riders that was run by George Karbowski and Vicky Vargas were always being canceled. One past board member was upset because she stated that more discussions needed to take place in regards to the needs of the drivers other than the farebox recovery. She also stated that Foothill Transit could not force people to pay the fare. Ms. Griffith stated that she has been left stranded over an hour on buses used by Foothill Transit from the 900 series up to the 1600 series. She will continue to use public transit and she stated that she has never been given credit for things she has done for Foothill Transit staff like dinner, cookies, and drivers rewarded with chicken and sandwiches.

Chair Calaycay thanked Ms. Griffith for her comments and for coming out to the Pomona facility for the meeting. Member Barakat thanked Ms. Griffith for her generosity.

CONSENT CALENDAR

6. COACH OPERATOR AUDIT RESULTS

Recommendation: Receive and file the results of the July 2018 Coach Operator Audits.

Motion by Member Warshaw, second by Member Barakat, to receive and file. Motion carried 5-0.

7. RESOLUTION FOR THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM

Recommendation: Resolution No. 2018-04: Authorization for the Execution of the Certifications and Assurances for the California State of Good Repair Program (Attachment A).

Motion by Member Warshaw, second by Member Barakat, to approve. Motion carried 5-0.

8. REQUEST TO ISSUE INVITATION FOR BIDS - ARCADIA OPERATIONS & MAINTENANCE FACILITY ROOF REPLACEMENT

Recommendation: Authorize the Executive Director to issue Invitation for Bids (IFB) No. 19-024 for replacement of the asphalt roof at Foothill Transit's Arcadia Operations and Maintenance Facility.

Motion by Member Warshaw, second by Member Barakat, to approve.
Motion carried 5-0.

9. **REQUEST TO ISSUE REQUEST FOR PROPOSALS - Foothill Transit Website Redesign Services**

Recommendation: Authorize the Executive Director to finalize and issue Request for Proposals (RFP) No. 19-010 for Foothill Transit Website Redesign Services.

Motion by Member Warshaw, second by Member Barakat, to approve.
Motion carried 5-0.

REGULAR AGENDA

10. **CONTRACT AMENDMENT - BUS HEAVY MAINTENANCE AGREEMENT NO. 15-062**

Recommendation: Authorize the Executive Director to amend Contract No. 15-062 with Complete Coach Works (CCW) in the amount of \$28,754 to complete the repainting, livery upgrade, bus decal installation, and heavy maintenance on 30 60-foot articulated buses.

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

Mr. Cordero reported that at the June 28, 2018 Executive Board Meeting the Board approved amending the Complete Coach Works contract to add \$1.8 million to complete the work needed on nine remaining buses. The actual cost to complete the work on the nine remaining buses will be slightly higher due to unanticipated work for rotted flooring, body stress cracks, worn exit door assemblies, and undercoating. An additional \$28,755 is needed to complete work on the nine remaining buses.

Motion by Member Barakat, second by Member Warshaw, to approve.
Motion carried 5-0.

11. **SOLE SOURCE CONTRACT AWARD - NEXTBUS REAL-TIME BUS ARRIVAL SYSTEM**

Recommendation: Authorize the Executive Director to enter into a sole source agreement with Cubic Transportation Systems in the amount of \$301,962 for up to three years of service for the NextBus real time bus arrival

system. Pricing for the first year of the agreement is \$110,719. The agreement will include two one-year options. Option Year 1 pricing is \$100,654, and Option Year 2 pricing is \$90,589.

Joe Raquel, Director of Planning, presented this item.

Mr. Raquel reported that the Cubic NextBus system has been in use at Foothill Transit for the past five years. The system allows customers to see when their bus is predicted to arrive at a select stop. A sole source contract is being recommended because the system has been in place for the last five years and it would give staff the ability to evaluate Avail's real time system. A contract with a one-year base and two one-year options is being recommended.

Motion by Member Barakat, second by Member Pedroza, to approve. Motion carried 5-0.

12. **EXECUTIVE DIRECTOR COMMENT**

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

Mr. Barnes reported the following:

- In the future, Governing Board Meetings will be held at the facilities every other year. This will allow Governing Board Members to see the inner workings of the operations and maintenance facilities hands-on.
- The 2019 Meeting Calendar will go before the board at the November 2, 2018 Executive Board Meeting. More meetings like the ones held today where an Executive Board Meeting and Governing Board Meeting are held on the same day will be scheduled for 2019.
- A Study Session is scheduled for October 30, 2018. A discussion will be held on the free ride coupon policy. Another possible item up for discussion is the retail lease component related to the Covina Transit Center.

13. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Executive Board.

- Chair Calaycay stated that a study session is scheduled for October 30, 2018 and a regular meeting is scheduled for November 2, 2018.



14. **ADJOURNMENT**

Adjournment for the October 5, 2018 Foothill Transit Special Executive Board Meeting.

There being no further business, the Foothill Transit Special Executive Board Meeting adjourned at 9:42 a.m.



November 2, 2018

To: Executive Board

Subject: **September 2018 Financial Statements and Investment Summary**

Recommendation

Receive and file the Financial Statements and Investment Summary year-to-date report through September 30, 2018.

The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of September 30, 2018, for the fiscal year ending June 30, 2019.

Balance Sheet Analysis (Attachment A):

Assets

The balance sheet, as of September 30, 2018, shows total assets at \$321 million. This total consists primarily of \$206 million in fixed assets, \$97 million in cash and investments and \$18 million in receivable and prepaid assets. Foothill Transit's cash position of \$70.2 million is \$2.6 million more than the previous month, and is \$1.3 million more than last year in September.

Liabilities

The accounts payable balance is \$13.2 million. Accounts Payables include operations and maintenance expenses for \$9.85 million and \$1.34 million for fuel.

The deferred revenue of \$62.5 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 \$23.1 million in liquid accounts held with Bank of the West; \$31.6 million in interest bearing money market accounts with Bank of the West; \$67,700 with Chase; \$2.22 million with US Treasury and \$15.4 million invested in the Local Agency



Investment Fund (LAIF). Longer term investments include \$24 million with Bank of the West Agency notes and \$249,000 with Wells Fargo certificates of deposit.

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 2018 year-to-date fare revenues were \$4.09 million which is \$40,189 less than the budgeted amount and \$317,727 more than September 2017. Through September 2018, ridership is approximately 0.72 percent less than it was last year at this time. Operating costs through September 2018 were \$23.6 million, which is \$1,688,241 less than the budget and \$196,698 more than September 2017. Of this \$23.6 million, \$18.75 million reflects operating costs for the Arcadia and Pomona operations contractors. Other operating expenses include fuel, which was \$1.83 million through September 2018.

Capital expenditures through September were \$699,887 compared with \$3.61 million last year at this time. The annual budget for capital expenditures includes the purchase of CNG buses, replacement of the CAD/AVL system and initiation of construction for the Covina Park & Ride and Transit Center project.

Farebox Recovery Ratio

The September year-to-date farebox recovery ratio was 17.34 percent, approximately 1.04 percent higher than the performance target of 16.3 percent. The farebox recovery ratio is calculated by dividing the total fare revenue of \$4,091,561 by the total bus operating expense of \$23,598,444. This ratio is less than the September 2017 ratio of 17.7 percent. The decline is due to increasing operating expenses combined with declining fare revenues. Declining bus ridership is a nationwide trend. Foothill Transit is participating in a region-wide study to analyze LA County ridership and provide recommendations for attracting riders.



Total Disbursements (Attachment D)

Total disbursements reflect invoices paid for the month of September 2018; 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 2018 were \$5.28 million. Capital disbursements totaled \$0.45 million and other significant disbursements include \$2.37 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 September 30, 2018

Assets

Current Assets:

Cash	\$70,200,751
Investments	26,468,160
Due from government agencies	11,022,490
Other receivables	2,239,291
Other assets	4,384,631

Total Current Assets	\$114,315,323
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Property & Equipment (net of depreciation)	206,379,568
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Total Assets	\$320,694,891
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Liabilities and Equity

Current Liabilities:

Accounts payable and accrued liabilities	\$13,229,835
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Deferred Revenue	62,530,515
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Total Liabilities	\$75,760,350
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Equity

Fund Balance:

Investment in Capital Assets	\$206,379,568
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Current Year Change	(2,822,678)
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Reserve	41,377,651
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Total Equity	\$244,934,541
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Total Liabilities and Equity	\$320,694,891
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Summary of Cash and
Investment Account
For September 30, 2018

Cash:	Interest Rate	Term	Principal/ Book & Market Value
Bank of the West-Reg. Checking	N/A	Demand Deposit	\$14,261,208
Petty Cash	N/A	N/A	400
Revolving Fund - Transit Stores	N/A	N/A	1,200
Bank of the West-Excise Tax	N/A	Demand Deposit	8,865,987
BOW-Prop 1B-Cal Grants	1.46%	Demand Deposit	5,582,001
Bank of the West-Money Market	1.46%	Demand Deposit	14,778,297
Bank of the West-Money Market	1.46%	Demand Deposit	9,755,914
Bank of the West-LCTOP	1.07%	Demand Deposit	1,486,833
Chase Business Saving	0.28%	Demand Deposit	67,686
LAIF Investment	1.90%	Demand Deposit	15,401,224
Subtotal Cash on Hand			<u>\$70,200,751</u>
Investments:			
Bank of the West:			
1 Maturity - 10/29/20 - 5yrs.	1.125%	Callable Note	\$5,000,000
2 Maturity - 05/25/21 - 5yrs.	1.25%	Callable Note	5,000,000
3 Maturity - 01/27/21 - 5yrs.	1.00%	Callable Note	5,000,000
4 Maturity - 07/27/21 - 5yrs.	1.00%	Callable Note	8,000,000
5 Maturity - 02/26/21 - 5yrs.	1.25%	Callable Note	1,000,000
6 Maturity - 11/01/2018 - 6 months	1.95%	US Treasury Bill	2,219,160
	0.45-1.60%	Cert. of Deposit	249,000
Subtotal Investments			<u>\$26,468,160</u>
Total Cash and Investments			<u><u>\$96,668,911</u></u>

Foothill Transit
Statement of Revenue and Expense
For Month Ended September 30, 2018

	Actual YTD September-18	Budget YTD September -18	Variance	Actual YTD September - 17
Fare Revenue				
Farebox	\$1,905,926	\$2,144,750	(11.14%)	\$1,912,837
Pass Sales	911,060	925,750	(1.59%)	813,262
TAP Cash Purse	944,646	762,250	23.93%	739,713
MetroLink & Access Service	141,177	145,250	(2.80%)	144,712
EZ Transit Pass	188,752	153,750	22.77%	163,310
Total Operating Revenue	\$4,091,561	\$4,131,750	(0.97%)	\$3,773,834
Operating Subsidies and Other				
Transportation Development Act	\$5,463,349	\$7,111,401	(23.17%)	\$5,680,452
STA	1,021,158	1,021,158	0.00%	217,785
Senate Bill 1 - STA - Operating	601,219	601,219	0.00%	0
SB1-STA BSCP (OP)	65,770	65,770	0.00%	0
Prop A 40% Discretionary	4,057,614	4,057,614	0.00%	4,131,534
Prop A 40% BSCP	1,242,021	1,242,021	0.00%	1,116,240
Prop C BSIP	238,952	238,952	0.00%	232,551
Prop C Base Restructuring	513,244.24	513,244	0.00%	499,497
Prop C Transit Service Expansion	85,528	85,528	0.00%	83,238
Transit Security-Operating	250,894	250,894	0.00%	225,246
Measure R Operating	2,829,091	2,829,091	0.00%	2,610,720
Measure M Operating	2,856,285	2,856,285	0.00%	2,486,457
CRD Subsidy	0	0	0.00%	100,000
Miscellaneous Transit Revenues	281,758	281,758	0.00%	244,193
Total Subsidies and Other	19,506,883	\$21,154,935	(7.79%)	\$19,627,913
Total Operating Revenue	\$23,598,444	\$25,286,685	(6.68%)	\$23,401,746
Other Revenues				
Gain on Sale of Fixed Assets	\$2,091	\$0	0.00%	\$1,020
Auxiliary Revenue	395,857	461,250	(14.18%)	188,256
Total Other Revenues	\$397,948	\$461,250	(13.72%)	\$352,688
Total Operating and Other Revenues	\$23,996,392	\$25,747,935	6.80%	\$23,754,434
Operating Expenses				
Operations	\$21,302,028	\$21,657,353	1.64%	\$20,941,368
Maintenance & Vehicle Technology	187,001	\$216,903	13.79%	246,460
Marketing and Communications	293,232	\$592,400	50.50%	320,491
Information Technology	390,759	\$519,818	24.83%	429,935
Administration	500,850	\$783,370	36.06%	504,471
Policy & Strategic Sourcing	74,328	\$231,175	67.85%	138,879
Finance	356,090	\$443,323	19.68%	373,122
Planning	168,358	\$378,863	55.56%	199,698
Facilities	325,798	\$463,483	29.71%	247,322
Total Operating Expenses	\$23,598,444	\$25,286,685	6.68%	\$23,401,746
Other Expenses				
Property Management	\$110,606	\$111,250	0.58%	\$84,031
Dial-A-Ride	162,111	200,000	18.94%	197,520
Special Services	125,231	150,000	16.51%	71,137
Total Other Expenses	397,948	\$461,250	35.46%	\$352,688
Total Operating and Other Expenses	\$23,996,392	\$25,747,935	6.80%	\$23,754,434
Capital Revenues				
Capital Grants	\$699,887	\$17,855,957	(96.08%)	\$3,611,318
Capital Expenditures				
Capital Expenditures	\$699,887	\$17,855,957	96.08%	\$3,611,318

Bank Account - Check Details

Period: 09/01/18..09/30/18

Foothill Transit

Tuesday, October 09, 2018

FOOTHILLTRANSITCLIN

This report also includes bank accounts that only have balances.

Bank Account: Date Filter: 09/01/18..09/30/18

Check Date	Check No.	Vendor Name	Description	Amount	Printed Amount	Voided Amount	Entry Status
B001	General Checking						
	Phone No.		800-488-2265				
09/05/18	E00924	Keolis Transit Services LLC	08/03/18 Pomona Hollywood Bowl Special Service	1,279.67	0.00	0.00	Posted
09/05/18	E00925	Keolis Transit Services LLC	08/05/18 Pomona Hollywood Bowl Special Service	434.97	0.00	0.00	Posted
09/05/18	E00926	Keolis Transit Services LLC	08/07/18 Pomona Hollywood Bowl Special Service	893.91	0.00	0.00	Posted
09/05/18	E00927	Keolis Transit Services LLC	08/08/18 Pomona Hollywood Bowl Special Service	745.80	0.00	0.00	Posted
09/05/18	E00928	Keolis Transit Services LLC	07/16-31 Pomona Contractor Services	1,510,844.67	0.00	0.00	Posted
09/05/18	E00929	Transdev Services, Inc.	08/2018 Management Services	170,750.78	0.00	0.00	Posted
09/05/18	E00930	Transdev Services, Inc.	#1720 coach Reimbursement	79,040.27	0.00	0.00	Posted
09/05/18	E00931	Transdev Services, Inc.	#2106 coach Reimbursement	10,889.90	0.00	0.00	Posted
09/05/18	E00932	Transdev Services, Inc.	#2105 coach Reimbursement	10,439.90	0.00	0.00	Posted
09/06/18	52708	ACC Business	Admin Building Internet	4,005.55	4,005.55	0.00	Posted
09/06/18	52709	Adt Security Services, Inc.	08/19-11/18 TS2 Electricity Services	375.15	375.15	0.00	Posted
09/06/18	52710	AKA Comp Solutions, Inc	Windows Server 2016 Licenses	37,584.05	37,584.05	0.00	Posted
09/06/18	52711	Azusa Light & Water	06/25-07/30 Electricity and Water	3,240.19	3,240.19	0.00	Posted
09/06/18	52712	Bankcard Center-Bank of the West	8/18 Agency credit cards usage	19,490.17	19,490.17	0.00	Posted
09/06/18	52713	BroadLux Inc.	09-11/2018 Support and Fuel service	4,348.20	4,348.20	0.00	Posted
09/06/18	52714	CA Newspaper Service Bureau	IFB 18-057 Notice SGVT	127.80	127.80	0.00	Posted
09/06/18	52715	California Deposition Reporters	IFB 18-066 Pre-Bid Meeting	1,660.80	1,660.80	0.00	Posted
09/06/18	52716	CDW Government Inc.	Chief Micro Adjust -Part	1,116.22	1,116.22	0.00	Posted
09/06/18	52717	Centerpoint Radius Maps	Radius Map & Ownership Labels Package	350.00	350.00	0.00	Posted
09/06/18	52718	Chamber of Commerce - Glendora	Annual Membership Dues	275.00	275.00	0.00	Posted
09/06/18	52719	City of Los Angeles, Department of Water and Power	DTLA Layover - Engineering Cot Balance	1,347.32	1,347.32	0.00	Posted
09/06/18	52720	City of Pomona - Passes	6/20-8/15/18 Get About Ticket Books	2,000.00	2,000.00	0.00	Posted
09/06/18	52721	Complete Coach Works	F-1625 Unforeseeable Repowering and Repainting	205,254.70	205,254.70	0.00	Posted
09/06/18	52722	Crown Castle USA Inc.	Tower Rental	787.17	787.17	0.00	Posted
09/06/18	52723	Encore Awards and Marking	Name Badges	536.68	536.68	0.00	Posted
09/06/18	52724	G4S Secure Integration LLC	Fiber pullback and conduit relocation	3,419.79	3,419.79	0.00	Posted
09/06/18	52725	Home Depot Credit Services	8/18 Facility Supplies	330.34	330.34	0.00	Posted
09/06/18	52726	Lewis Engraving	1 Brass Plate for Board Chair Wall	76.65	76.65	0.00	Posted
09/06/18	52727	Mobile Relay Associates Inc.	09/18 Mobile Radio/Portable Radio Analog Service	21,336.53	21,336.53	0.00	Posted
09/06/18	52728	Katherine A Seville	Refund for system error	10.00	10.00	0.00	Posted
09/06/18	52729	Lea Malit	Refund overcharge	47.25	47.25	0.00	Posted
09/06/18	52730	Panera, LLC	Refreshments for ETC Training	122.00	122.00	0.00	Posted
09/06/18	52731	Psomas	6/1-6/28 A&E for Mt. SAC Transit Center Project	83,846.51	83,846.51	0.00	Posted
09/06/18	52732	Pulsar Advertising	07/18 TAP Card and Day Pass Campaign	35,717.25	35,717.25	0.00	Posted
09/06/18	52733	Raycom	09/18 Recurring service maintenance	317.00	317.00	0.00	Posted
09/06/18	52734	San Gabriel Valley Economic	2018 San Gabriel Valley Awards Gala	4,000.00	4,000.00	0.00	Posted
09/06/18	52735	Sheraton Fairplex Hotel	2018 Company picnic and entrance	7,970.00	7,970.00	0.00	Posted
09/06/18	52736	Socal Office Technologies	07/18 Xerox Copier monthly usage	308.30	308.30	0.00	Posted

Attachment D

Check Date	Check No.	Vendor Name	Description	Amount	Printed Amount	Voided Amount	Entry Status
09/06/18	52737	Stantec Architecure	Downtown LA Layover-ocs 2017 TO1 Arcadia Parking	727.00	727.00	0.00	Posted
09/06/18	52738	Tanya Marie Pina	Educational Assistance and Reimbursement	1,665.00	1,665.00	0.00	Posted
09/06/18	52739	The Gas Co.	8/18 Admin Bldg Gas	86.41	86.41	0.00	Posted
09/06/18	52740	Thomas J. Koontz	Printing of Duarte Workshop Signage	318.65	318.65	0.00	Posted
09/06/18	52741	ThyssenKrupp Elevator Corporation	Annual Pressure Relief Test - Remainig Balance	1,091.00	1,091.00	0.00	Posted
09/06/18	52742	Transit - Finance Learning Exchange	7/18 - 6/19 Membership Dues - Michelle Caldwell	1,000.00	1,000.00	0.00	Posted
09/06/18	52743	TVL Inc.	06/2018-06/2019 wisetrack technical support mainte	1,488.00	1,488.00	0.00	Posted
09/06/18	52744	Waste Management	9/18 Arcadia Warehouse Trash	302.24	302.24	0.00	Posted
09/06/18	52745	Willie J. Brooks	08/18 Indoor Plant Care	213.00	213.00	0.00	Posted
09/06/18	52746	ZEBRA	FY 2019 Zebra membership Dues	5,000.00	5,000.00	0.00	Posted
09/06/18	52747	Zonar Systems Inc.	08/18 EVIR CSA Inspection service FOO0655 GTC	1,521.54	1,521.54	0.00	Posted
09/12/18	E00933	International City Management Assoc. Retirement Co	Payroll ending 9/8/18 retirement funds	40,461.50	0.00	0.00	Posted
09/12/18	E00934	Keolis Transit Services LLC	08/18/18 Rose Bowl Special Service Ed Sheeran	9,586.54	0.00	0.00	Posted
09/12/18	E00935	Keolis Transit Services LLC	08/21/18 Hollywood Bowl Dudamel & Perlman	775.33	0.00	0.00	Posted
09/12/18	E00936	Keolis Transit Services LLC	08/22/18 Hollywood Bowl Queen Latifah-Common	800.29	0.00	0.00	Posted
09/12/18	E00937	Keolis Transit Services LLC	08/18/18 Hollywood Bowl Rodrigo y Gabriela	839.59	0.00	0.00	Posted
09/12/18	E00938	Keolis Transit Services LLC	08/17/18 Hollywood Bowl Rodrigo y Gabriela	808.09	0.00	0.00	Posted
09/12/18	E00939	Keolis Transit Services LLC	08/16/18 Hollywood Bowl Gustavo Dudamel & Oscar	811.06	0.00	0.00	Posted
09/12/18	E00940	Keolis Transit Services LLC	08/15/18 Hollywood Bowl Gregory Porter: Nat King	790.05	0.00	0.00	Posted
09/12/18	E00941	Keolis Transit Services LLC	08/14/18 Hollywood Bowl Gustavo Dudamel & Omara	388.88	0.00	0.00	Posted
09/12/18	E00942	Keolis Transit Services LLC	08/12/18 Hollywood Bowl Randy Newman: The Albums	846.30	0.00	0.00	Posted
09/12/18	E00943	Keolis Transit Services LLC	08/11/18 Hollywood Bowl Star Wars: The Empire	1,752.55	0.00	0.00	Posted
09/12/18	E00944	Keolis Transit Services LLC	08/10/18 Hollywood Bowl Star Wars: A New Hope	1,298.70	0.00	0.00	Posted
09/12/18	E00945	Keolis Transit Services LLC	08/19/18 Hollywood Bowl Smooth Summer Jazz	4,840.68	0.00	0.00	Posted
09/12/18	E00946	Keolis Transit Services LLC	08/09/18 Hollywood Bowl Star Wars: The Empire	880.20	0.00	0.00	Posted
09/12/18	E00947	Keolis Transit Services LLC	08/04/18 Hollywood Bowl Charlie Wilson	1,754.84	0.00	0.00	Posted
09/12/18	E00948	Transdev Services, Inc.	07/04/18 Arcadia Special Service	244.52	0.00	0.00	Posted
09/12/18	E00949	Transdev Services, Inc.	08/21/18 Arcadia Special Service	188.28	0.00	0.00	Posted
09/12/18	E00950	Transdev Services, Inc.	# 1601 Reimbursement	8,527.90	0.00	0.00	Posted
09/12/18	E00951	Transdev Services, Inc.	08/18/18 Rose Bowl Ed Sheeran	10,718.35	0.00	0.00	Posted
09/13/18	52748	AFLAC	09/18 Voluntary insurance premium	1,575.62	1,575.62	0.00	Posted
09/13/18	52749	Allied Administrators for Delta Dental	10/18 Dental insurance premium	6,714.50	6,714.50	0.00	Posted
09/13/18	52750	AT and T - 5025	El Monte phone line (626)452-1579 & (626)452-1587	343.10	343.10	0.00	Posted
09/13/18	52751	C.A.T. Specialties	Polos for krystal Bai and David Lo	91.98	91.98	0.00	Posted
09/13/18	52752	CA Newspaper Service Bureau	18-057 IFB Notice 18-057	382.26	382.26	0.00	Posted
09/13/18	52753	California Choice	10/18 Medical insurance premium	51,429.68	51,429.68	0.00	Posted
09/13/18	52754	California Deposition Reporters	19-004 Pre-Bid Meeting	557.00	557.00	0.00	Posted
09/13/18	52755	California Institute of Technology	Caltech Little T	300.00	300.00	0.00	Posted
09/13/18	52756	Chamber of Commerce - Irwindale	Cornerstone Membership	5,700.00	5,700.00	0.00	Posted
09/13/18	52757	Charter Oak Education Foundation	5th Annual Oak Tree 5K/1Mile Run/Walk	500.00	500.00	0.00	Posted
09/13/18	52758	CIGNA Group Insurance	09/18 Life Insurance premium	4,021.86	4,021.86	0.00	Posted
09/13/18	52759	Clean Energy	07/18 Arcadia O & M	439,280.45	439,280.45	0.00	Posted
09/13/18	52760	Community Partners	Nature for All Fundraiser	2,500.00	2,500.00	0.00	Posted
09/13/18	52761	Crowe LLP	Audit of Financial Stem ending 6/30/18	15,000.00	15,000.00	0.00	Posted
09/13/18	52762	Darold D. Pieper Attorney at Law	8/18 Legal Fees	7,360.00	7,360.00	0.00	Posted

Attachment D

Check Date	Check No.	Vendor Name	Description	Amount	Printed Amount	Voided Amount	Entry Status
09/13/18	52763	Day - Lite Maintenance Co. Inc.	08/23 lighting maintenance	253.50	253.50	0.00	Posted
09/13/18	52764	Diamond Bar Community Foundation	14th Annual - A Magical Holiday Gala 11/10/18	1,500.00	1,500.00	0.00	Posted
09/13/18	52765	FEDEX Corp.	Express Mail	275.32	275.32	0.00	Posted
09/13/18	52766	Fleet Refinishing So Cal Wraps	Double Dexcker bus wrap 2018	1,920.05	1,920.05	0.00	Posted
09/13/18	52767	Ford of West Covina	Ford fusion maintenance service	83.69	83.69	0.00	Posted
09/13/18	52768	G4S Secure Integration LLC	08/18 Security Maintenance	10,233.55	10,233.55	0.00	Posted
09/13/18	52769	Glendora High School Band Bossters	Glendora tartan bands and pageantry	300.00	300.00	0.00	Posted
09/13/18	52770	Greater La Puente Valley Meals on W	Annual Fundraiser	650.00	650.00	0.00	Posted
09/13/18	52771	Industry Hills Charity Pro Rodeo	2018 Industry Hills Charity Pro Rodeo	2,500.00	2,500.00	0.00	Posted
09/13/18	52772	Instant Signs Inc.	PTC Electric Bus Caution Signs	81.00	81.00	0.00	Posted
09/13/18	52773	Landmark Healthplan of California, Inc.	09/18 Chiropractor insurance premium	344.99	344.99	0.00	Posted
09/13/18	52774	Neighborhood Homework House	2018 Day of Giving	500.00	500.00	0.00	Posted
09/13/18	52775	Newage PHM, LLC	2018 Puente Hills Mall Transit Center Annual Fee	24,000.00	24,000.00	0.00	Posted
09/13/18	52776	Plaza West Covina, LP	July 2018 Plaza West Covina Movie Series	6,000.00	6,000.00	0.00	Posted
09/13/18	52777	ReadyRefresh	8/18 Drinking Water	72.25	72.25	0.00	Posted
09/13/18	52778	Roland Cordero	Reimbursable expenses	1,224.13	1,224.13	0.00	Posted
09/13/18	52779	Rotary Club of West Covina	Heart of the Valley 5K Walk/Run	1,000.00	1,000.00	0.00	Posted
09/13/18	52780	Schindler Elevator Corporation	9/1/18 - 11/30/18 Elevator Maintenance	2,688.36	2,688.36	0.00	Posted
09/13/18	52781	State Compensation Insurance Fund	9/18 Workers Comp premium	9,225.16	9,225.16	0.00	Posted
09/13/18	52782	T-Mobile USA Inc.	Vericiti cellular sim	545.69	545.69	0.00	Posted
09/13/18	52783	Tri - Signal Integration, Inc.	8/18 Admin Bldg Fire Pump Test	230.00	230.00	0.00	Posted
09/13/18	52784	University of Southern California	METRANS 20th Anniversary Dinner Celebration	5,000.00	5,000.00	0.00	Posted
09/13/18	52785	Vision Service Plan - (CA)	09/18 Vision insurance premium	1,158.24	1,158.24	0.00	Posted
09/13/18	52786	Willie J. Brooks	9/18 Indoor Plant Care	662.75	662.75	0.00	Posted
09/13/18	52787	Wright Express	Vehicle Fuel September 2018	532.86	532.86	0.00	Posted
09/20/18	52788	AT and T - 5025	EI Monte phone line router management	197.68	197.68	0.00	Posted
09/20/18	52789	AT and T - 5025	EI Monte Phone line	3,438.57	3,438.57	0.00	Posted
09/20/18	52790	Athens Services- 54957	9/18 Admin Trash Service & Parking Lot Sweeping	1,302.53	1,302.53	0.00	Posted
09/20/18	52791	California Deposition Reporters	18-057 Pre-Bid Meeting	571.60	571.60	0.00	Posted
09/20/18	52792	CDW Government Inc.	Addition payment for NLH1886 SecureID maintenance	146.50	146.50	0.00	Posted
09/20/18	52793	Charter Communications Inc.	Cable TV	175.08	175.08	0.00	Posted
09/20/18	52794	Clean Energy	07/18 Electricity	46,774.92	46,774.92	0.00	Posted
09/20/18	52795	Day - Lite Maintenance Co. Inc.	Admin Bldg Lighting Repairs	1,598.26	1,598.26	0.00	Posted
09/20/18	52796	Faronics Technologies USA Inc.	Deep Freeze for Windows 10	962.50	962.50	0.00	Posted
09/20/18	52797	FEDEX Corp.	Express Mail	141.33	141.33	0.00	Posted
09/20/18	52798	Frontier	9/4-10/3 Local phone service	2,545.25	2,545.25	0.00	Posted
09/20/18	52799	Gannon Consult	10/3 Operations/Maintenance Workshop	7,170.00	7,170.00	0.00	Posted
09/20/18	52800	Grand Car Wash	Vehicle washing	959.43	959.43	0.00	Posted
09/20/18	52801	Joseph Raquel	APTA Meetings Reimbursement	1,090.99	1,090.99	0.00	Posted
09/20/18	52802	Joshua Seth Landis	Educational Assistance and Reimbursement	1,737.97	1,737.97	0.00	Posted
09/20/18	52803	Lazar and Associates	08/18 Translating Services	294.35	294.35	0.00	Posted
09/20/18	52804	MetroKinetics, Inc.	Scheduling Software Consultant YEAR 4	2,120.00	2,120.00	0.00	Posted
09/20/18	52805	Neofunds by Neopost	8/18 Postage & Finance Charges	577.74	577.74	0.00	Posted
09/20/18	52806	Schindler Elevator Corporation	Admin Bldg Elevator Service Call 8/15	520.07	520.07	0.00	Posted
09/20/18	52807	Socal Office Technologies	Xerox copier monthly bill	516.36	516.36	0.00	Posted

Attachment D

Check Date	Check No.	Vendor Name	Description	Amount	Printed Amount	Voided Amount	Entry Status
09/20/18	52808	Southern California Edison Co.	8/18 Admin Bldg Electricity	20,223.51	20,223.51	0.00	Posted
09/20/18	52809	Southern California Edison Co.	08/18 Pomona Transit Electricity usage	15,420.69	15,420.69	0.00	Posted
09/20/18	52810	Stantec Architecure	2017 TO1 Arcadia Parking lot expansion 2270438901	5,140.00	5,140.00	0.00	Posted
09/20/18	52811	Suburban Water Systems	8/18 Admin Bldg Water	1,474.69	1,474.69	0.00	Posted
09/20/18	52812	Thurman Business Interiors	Replacement Arm Rest	209.77	209.77	0.00	Posted
09/20/18	52813	Town Square Publication LLC	2018 Duarte Chamber Directory Full Page Ad	1,920.00	1,920.00	0.00	Posted
09/20/18	52814	U.S. Healthworks Medical Group. P.C.	Pre-Employment Physical Check - Martinez, Denise	55.00	55.00	0.00	Posted
09/20/18	52815	Verizon Business - 15043	Cellular VPN	19,541.52	19,541.52	0.00	Posted
09/20/18	52816	Verizon Wireless	Cell Phone and avail cellular	28,997.34	28,997.34	0.00	Posted
09/20/18	52817	Walnut Valley Water District	8/18 Industry P&R Fire Sprinkler Water	173.72	173.72	0.00	Posted
09/26/18	E00952	International City Management Assoc. Retirement Co	Payroll ending 9/22/18 retirement funds	41,618.64	0.00	0.00	Posted
09/26/18	E00953	Keolis Transit Services LLC	08/1-15 Pomona Contractor services	821,707.30	0.00	0.00	Posted
09/26/18	E00954	Keolis Transit Services LLC	08/29/18 Hollywood Bowl George Benson-Ledisi	851.06	0.00	0.00	Posted
09/26/18	E00955	Keolis Transit Services LLC	08/28/18 Hollywood Bowl Carmina Burana	367.58	0.00	0.00	Posted
09/26/18	E00956	Keolis Transit Services LLC	08/25/18 Hollywood Bowl Tchaikovsky Spectacular	1,510.60	0.00	0.00	Posted
09/26/18	E00957	Keolis Transit Services LLC	08/24/18 Hollywood Bowl Tchaikovsky Spectacular	904.38	0.00	0.00	Posted
09/26/18	E00958	Keolis Transit Services LLC	08/23/18 Hollywood Bowl Chopin Piano	382.37	0.00	0.00	Posted
09/26/18	E00959	Transdev Services, Inc.	08/1-15 Arcadia Contractor Services	1,095,583.24	0.00	0.00	Posted
09/26/18	E00960	Transdev Services, Inc.	09/18 Management Services	169,857.74	0.00	0.00	Posted
09/27/18	52818	Amazon Web Services, Inc	08/18 Web hosting	615.76	615.76	0.00	Posted
09/27/18	52819	Ashlien Savage	Petty Cash Disbursement	312.83	312.83	0.00	Posted
09/27/18	52820	Azteca Landscape	8/18 Landscape Maintenance	2,754.44	2,754.44	0.00	Posted
09/27/18	52821	Baker Donelson Bearman and Cal.	8/18 Public Affairs	9,000.00	9,000.00	0.00	Posted
09/27/18	52822	California Deposition Reporters	IFB 19-004 Pre-Bid Meeting Shipping for Job 158261	62.00	62.00	0.00	Posted
09/27/18	52823	Culver City Municipal Bus Lines	LACMOA Sponsorship for NACTO Conference	500.00	500.00	0.00	Posted
09/27/18	52824	Day - Lite Maintenance Co. Inc.	9/18 Monthly Lighting Contract	96.00	96.00	0.00	Posted
09/27/18	52825	Deanna Forrest	Reimbursement for Travel & Meeting	35.97	35.97	0.00	Posted
09/27/18	52826	FEDEX Corp.	Express Mail	9.69	9.69	0.00	Posted
09/27/18	52827	Gotcha Media Holdings, LLC	Printing of new copy signage	595.00	595.00	0.00	Posted
09/27/18	52828	Graingers	Shielding Bag	65.52	65.52	0.00	Posted
09/27/18	52829	Hendy Satya	Reimbursement for Travel & Meeting	62.13	62.13	0.00	Posted
09/27/18	52830	Instant Signs Inc.	Print 6 LA County Fair Signs 36" x 24"	415.83	415.83	0.00	Posted
09/27/18	52831	Intervision Systems LLC	Minerva labs renewal	7,700.00	7,700.00	0.00	Posted
09/27/18	52832	Iron Mountain Inc.	8/18 Shredding Services	204.14	204.14	0.00	Posted
09/27/18	52833	Linda Apodaca	Reimbursement for Travel Meeting	50.21	50.21	0.00	Posted
09/27/18	52834	Linda Garrison	09/18 Yogo instruction	520.00	520.00	0.00	Posted
09/27/18	52835	Office Depot	Office Supplies	2,280.15	2,280.15	0.00	Posted
09/27/18	52836	Regional Chamber of Commerce - SGV	Legislative Power Luncheon Sponsorship	750.00	750.00	0.00	Posted
09/27/18	52837	Skyline Pest Control	9/18 Pest & Rodent Control	95.00	95.00	0.00	Posted
09/27/18	52838	Standard Parking Corporation	5/18 Parking Services	15,689.29	15,689.29	0.00	Posted
09/27/18	52839	Thomas J. Koontz	Final Passes & Cash Tap Fares Posters	3,808.43	3,808.43	0.00	Posted
09/27/18	52840	Town Square Publication LLC	Monrovia Chamber of Commerce Ad	1,920.00	1,920.00	0.00	Posted
09/27/18	52841	Tri - Signal Integration, Inc.	9/18 Industry P&R Fire Alarm Monitoring	70.00	70.00	0.00	Posted
09/27/18	52842	Ultimate Maintenance Services, Inc	8/18 Janitorial Supplies	3,367.13	3,367.13	0.00	Posted
General Checking				5,281,544.77	1,277,128.34	0.00	



November 2, 2018

To: Executive Board

Subject: **November 2018 Legislative Summary**

Recommendation

Receive and file the November 2018 Legislative Summary.

Analysis

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

State Issues:

On September 28, the California Air Resources Board (CARB) held its public meeting on the Initial Statement of Reasons for the proposed Innovative Clean Transit regulation. This public meeting was a procedural step necessary to clear the way for adoption of the proposed regulation in January 2019.

In the months leading up to the public meeting, the California Transit Association's (CTA) Transit Electrification Subcommittee worked closely with CARB to secure several substantial changes to the proposed regulation aimed at limiting adverse impacts to transit operations. The Subcommittee also pressed for changes related to Zero Emission Bus (ZEB) cost and performance and funding availability, which were not included in the proposed regulation, but remain key requests.

At the public meeting, the CTA, Foothill Transit, and AC Transit along with representatives from a number of other state agencies, offered comments on behalf of the CTA that showed appreciation for the changes to the proposed regulation we have already seen, but which also communicated our continued concerns around the cost and operational impact of transitioning to a fully electrified transit bus fleet.

Following public comment, a majority of CARB Board Members in attendance showed support for including our key requests on ZEB cost and performance and funding available in the proposed regulation. They directed staff to revisit these requests to better ensure that the proposed regulation does not harm transit operations as we implement cleaner technologies. CARB staff will need to address the direction from their Board in a revised proposal set to be released in late October/early November.



Federal Issues:

On September 28, just two days before funding would lapse for the federal government, President Trump signed a bipartisan agreement on a two-bill "minibus" funding bill for the Departments of Defense, Labor, Health and Human Services, and Education. For all other federal agencies without full-year appropriations enacted including the U.S. Department of Transportation (DOT), the Conference Report includes a short-term Continuing Resolution (CR) to fund these federal agencies at fiscal year (FY) 2018 levels through December 7, 2018, after the midterm elections in November.

While the CR will delay the deadline to avoid a lapse of funding, the House and Senate Appropriations Committees continue to work to resolve differences in their respective versions of H.R. 6147, a minibus appropriations package that includes FY 2019 funding for four appropriations bills, Interior and Environment, Financial Services, Agriculture, and Transportation, Housing and Urban Development (THUD) Appropriations bills

Sincerely,

David Reyno
Director of Government Relations

Doran J. Barnes
Executive Director

Attachment

2018 Legislation Summary

Current as of 10/18/2018

(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 1	Frazier	<p>AB 1 and SB 1 are \$6 billion/year proposals, like the proposals that preceded them in the 2015-2016 Special Session on Transportation Infrastructure, include a combination of new revenues, additional investments of Cap and Trade auction proceeds, accelerated loan repayments, Caltrans efficiencies & streamlined project delivery, accountability measures, and constitutional protections.</p> <p>These proposals would continue to fund public transit by doubling the Cap and Trade allocation to the Transit and Intercity Rail Capital Program and Low Carbon Transit Operations Program; and, each triples the incremental diesel sales tax going to the State Transit Assistance program, from 1.75% to 5.25% (an effective increase of 3.5%).</p>	This bill could lead to increased state funding for Foothill Transit.	See SB 1	CTA - Support	Support Position Adopted 2/24/2017
AB 17	Holden	This bill would create a Transit Pass Program to provide free or reduced-fare transit passes to public school, community college, California State University and University of California students. This program would join the Transit and Intercity Rail Capitol Program and Low Carbon Transit Operations Program as a transit related Cap and Trade expenditure once appropriated from the Greenhouse Gas Reduction Fund. Recent amendments (May 31, 2016) have removed a dedicated funding amount for this program.	This bill could help support Foothill Transit's Class Pass Program.	Passed by the Legislature. Vetoed by the Governor on 10/15/2017		Support Position Adopted 2/24/2017
AB 301	Rodriguez	Existing law prohibits a person from operating a commercial motor vehicle unless the person has passed a written and driving test for the operation of a commercial motor vehicle that complies with specified federal standards and any other requirements imposed by the Vehicle Code. AB 301 would require the Department of Motor Vehicles, by June 1, 2019, to ensure that the maximum	This bill would assist Foothill Transit's Operating Contractors from lengthy delays in hiring coach operators due to difficulty obtaining the appropriate license.	Assembly Committee on Appropriations	CTA - Support	Support Position Adopted 5/26/2017

2018 Legislation Summary

Current as of 10/18/2018

(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
		<p>wait time to obtain an appointment to take the driving skills test to operate a commercial motor vehicle does not exceed 7 days. The bill would require the department, by June 1, 2018, to submit a report to the budget and transportation committees of the Legislature detailing how the department intends to achieve the 7-day maximum wait time. The bill would require the report to include, among other components, the methodology the department intends to use to collect and monitor wait times, and an implementation timeline for the department's recommendations.</p>				
AB 327	Gipson	<p>For more than three years, the California Transit Industry has been engaged with the California Air Resources Board (CARB) on the development of the Innovative Clean Transit regulation. The ICT regulation, which is currently available as a draft summary, is expected to be adopted in September 2018 and will require transit agencies across the state, including in the jurisdiction of the SCAQMD, to begin to purchase zero-emission buses in the early 2020s. While there is still work to be done to finalize the framework of this statewide regulation, the potential for transit agencies to reach agreement with CARB could be jeopardized by the possibility of local regulatory action.</p> <p>AB 327 would authorize the South Coast Air Quality Management District (SCAQMD) to adopt rules and regulations that require operators of public and commercial fleet vehicles, including public transit agencies, to purchase the cleanest commercially available vehicles that will meet the operator's operational needs.</p>	<p>Foothill Transit has been actively involved in providing input to help craft the ICT regulation. The ICT will put clarity on what is required of us going forward with the purchase of our clean bus fleet. A separate local rule will complicate the process and make appropriate fleet purchase planning very difficult.</p>	<p>Committees on Environmental Quality and Transportation & Housing</p>	<p>CTA - Oppose</p>	<p>Oppose Position Adopted 6/29/2018</p>

2018 Legislation Summary

Current as of 10/18/2018

(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
		We are concerned that additional regulatory action by the SCAQMD, because it is unspecified in AB 327, could be incompatible with the requirements ultimately established by CARB.				
AB 1113	Bloom	This bill would amend the statutes governing the State Transit Assistance (STA) program to clarify several ambiguities that led to the State Controller's Office's (SCO) 2016 administrative changes. These changes implemented new calculation and allocation methodologies for the STA program, suddenly changing the way these vital funds are distributed. These STA grant funds are vital to the ongoing operations and capital projects of about 145 public transit systems statewide.	This bill would help bring consistency and clarity to Foothill Transit's budgeting process related to the STA Program.	Signed by the Governor & Chaptered by the Secretary of State - 7/21/2017	CTA - Support	Support Position Adopted 3/24/2017
AB 1756	Brough	This bill would repeal SB 1 which is now known as the Road Repair and Accountability Act of 2017	This bill will mean a loss of additional state transit funding Foothill Transit would receive under the new law.	Assembly Committee on Transportation		Oppose Position Adopted 2/23/2018
AB 2304	Holden	This bill would require the Department of Transportation to submit a report to specified committees of the Legislature on or before January 1, 2022, on the status of transit pass programs statewide.	This bill would provide an assessment on statewide transit pass programs and highlight Foothill Transit's successful Class Pass, which could lead to state funding for these programs.	Senate Committee on Rules		Support Position Adopted 4/13/2018
AB 3201	Daly	This bill would require the California Air Resources Board (ARB) to create a five-year plan for developing, deploying, and investing in, cleaner heavy-duty truck and bus technologies, and incentive funding to be used to meet current and future regulatory compliance obligations, like the Innovative Clean Transit regulation.	This bill will assist Foothill Transit's electric bus program by clarifying the Legislature's support for a well-funded and stable transition to a zero-emission transit bus fleet by ensuring transit agencies retain access to vital incentive funding.	Assembly Committee on Appropriations	CTA - Support	Support Positions Adopted 4/13/2018

2018 Legislation Summary

Current as of 10/18/2018

(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
ACA 5	Frazier	This measure would add Article XIXD to the California Constitution to require revenues derived from vehicle fees imposed under a specified chapter of the Vehicle License Fee Law to be used solely for transportation purposes. The measure would prohibit these revenues from being used for the payment of principal and interest on state transportation general obligation bonds that were authorized by the voters on or before November 8, 2016. The measure would prohibit the revenues from being used for the payment of principal and interest on state transportation general obligation bonds issued after that date unless the bond act submitted to the voters expressly authorizes that use. The measure would also prohibit the Legislature from borrowing these revenues, except as specified, or using them for purposes other than transportation purposes.	This bill would protect Foothill Transit's dedicated state transportation funds from being diverted for other purposes.	Signed by the Governor & Chaptered by the Secretary of State - 4/17/2017	CTA - Support	Support Position Adopted 5/2/2017
SB 1	Beall	See AB 1. SB 1 adds another 0.50% sales tax on diesel fuel increment, for intercity and commuter rail purposes.	This bill could lead to increased state funding for Foothill Transit.	Signed by the Governor & Chaptered by the Secretary of State - 4/28/2017	CTA - Support	Support Position Adopted 2/24/2017
SB 268	Mendoza	This bill would change the Los Angeles County Metropolitan Transportation Authority (Metro) Board of Directors current governance structure, including an increase in members from 16 to 21. The original composition of the Metro Board was the result of a lengthy, local process in which all local stakeholders were brought together to develop a consensus. This bill attempts to undermine existing law and unilaterally overrule a locally agreed upon governance structure. The restructuring of a local board should be done at the local level and not at the state level and sets a troubling precedent for local entities.	If this bill becomes law, it would be a step towards putting the Foothill Transit JPA at risk of being altered by state legislation at any time with the local governing agencies having no control in the matter.	Assembly Committee on Local Government	Metro - Oppose	Oppose Position Adopted 6/30/2017

2018 Legislation Summary

Current as of 10/18/2018

(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
SB 1434	Leyva	This bill would support and accelerate the deployment of battery-electric transit buses by requiring the California Public Utilities Commission (PUC) to initiate a ratemaking proceeding that addresses the high cost of electricity as a fuel with the goal of securing an electricity rate structure that supports widespread transit electrification.	This bill would be very important to Foothill Transit as we add more electric buses to our fleet by providing certainty to the electricity rate structure we are subject to, thus allowing us to plan and budget accordingly and lead to reduced operating costs.	Assembly Committee on Appropriations	CTA - Support	Support Positions Adopted 4/13/2018
Prop 69		ACA 5, last year's measure enabling voters to ensure revenues from SB 1 will be dedicated to transportation purposes, has been assigned its proposition number by the Secretary of State. The measure will appear as Proposition 69 on the June statewide ballot. Last year the Legislature acted to place the measure on the ballot this year, as part of the process of passing SB 1.	Intended to nullify concerns that SB 1 funds will be diverted away from their intended purposes. Prop 69 requires a simple majority approval by voters to be codified in the state constitution.	June 2018 State Ballot	CTA - Support	Support Position Adopted 2/23/2018
Prop 6		The repeal of SB 1, last year's bill to increase the gas tax, has been assigned its proposition number by the Secretary of State. 585,407 signatures were required and over 900,000 were submitted. The measure will appear as Proposition 6 on the November statewide ballot. Voters will now determine the fate of more than \$5 billion in annual funding to repair and upgrade the state's transportation infrastructure, including more than \$1 billion a year available to public transit systems.	Under the first year of funding (FY19) from SB 1, it is estimated that Foothill Transit will receive an additional \$2,667,955 of State Transit Assistance (STA) funding and \$1,226,410 of State of Good Repair funding for a total of \$3,894,365. Determining future year amounts is difficult because of fluctuations in the overall gas tax and the need for each year's funding marks from Metro to give us specific numbers. This additional \$3.9 million in funding will be used for much needed operating expenses.	November 2018 State Ballot	CTA - Oppose	Oppose Position Adopted 8/24/2018



November 2, 2018

To: Executive Board

Subject: **Contract Amendment - Farebox Refurbishment**

Recommendation

Authorize the Executive Director to amend Contract No. 18-015 with Cubic Transportation in the amount of \$700,000 to purchase and install farebox top-lids as part of Foothill Transit's farebox refurbishment project.

Analysis

At the September 29, 2017, Executive Board meeting, the Executive Board authorized the Executive Director to negotiate final terms and conditions and enter into an agreement with Cubic Transportation to refurbish the fare collection system. After the conclusion of contract negotiations, an agreement was entered into in April 2018 with Cubic Transportation to refurbish all Foothill Transit's fareboxes with upgraded parts and features.

Shortly after Foothill Transit entered into the agreement with Cubic Transportation, other Transit Access Pass (TAP) partners, including LA Metro, followed Foothill Transit's lead in the farebox refurbishment project. As LA Metro advanced their own farebox refurbishment project, they specifically opted to include the farebox top-lid and pay for the non-recurring engineering (NRE) cost associated with the development of the top-lid to fit the existing farebox frame. Foothill Transit initially decided not to proceed with the replacement of the top-lids due to the costly NRE overhead. With the NRE development cost paid by LA Metro, Foothill Transit can leverage the NRE development to replace the top-lids at only the hardware cost.

The top-lid provides more functionality and information for customers while they are interacting with the farebox. The display screen will be upgraded from a dot matrix screen to a liquid color display (LCD) screen. The new top lid will also improve the appearance of the farebox and increase customers' confidence as they have the opportunity to interface with an upgraded farebox.



Budget Impact

The adopted FY2018-2019 budget includes \$4.3 million remaining in the Life-of-Project budget for fare collection system under Project No. 0124.

Sincerely,

A handwritten signature in blue ink, appearing to read 'John Xie'.

John Xie
Revenue Manager

A handwritten signature in blue ink, appearing to read 'Doran J. Barnes'.

Doran J. Barnes
Executive Director



November 2, 2018

To: Executive Board

Subject: **Contract Amendment - Facilitation Services Agreement**

Recommendation

Authorize the Executive Director to amend Agreement No. 15-005.1 with Peter Barron Stark Associates (PBS) in the amount of \$15,000 to complete the 2019 Executive Board Strategic Planning Workshop and other consulting services that may be necessary between November 12, 2018 and June 30, 2019.

Analysis

Foothill Transit employs the services of professional consultants to facilitate the annual Executive Board Strategic Planning Workshop, facilitate the annual Operations and Customer Service Workshop, conduct management training sessions on topics such as Diversity Awareness and Teambuilding, and to perform executive coaching as needed.

The Agreement with PBS was entered into on October 1, 2014 and the base contract term ended on September 30, 2017. Both contract options have been exercised and those extend the termination date of the Agreement to September 30, 2019. To date, the accumulated contract value on Agreement No. 15-005.1 is \$91,805. The contractor's rate for services provided is \$235/hour. The recommended amendment to this agreement will allow PBS to conduct the 2019 Executive Board Strategic Planning Workshop and perform other consulting services that may be necessary between now and June 30, 2019.

Budget Impact

The adopted Fiscal Year 2018 - 2019 Business Plan and Budget includes funding for Facilitation Consultant services required through the remainder of the current fiscal year.

Sincerely,

Kevin Parks McDonald
Deputy Executive Director

Doran J. Barnes
Executive Director



November 2, 2018

To: Executive Board

Subject: **Transit Asset Management (TAM) Plan**

Recommendation

Receive and file the Transit Asset Management (TAM) Plan (**Attachment A**).

Analysis

The Federal Transit Administration (FTA) released its Final Rule, 49 CFR Part 625, on July 26, 2016, that defines the minimum requirements of the Transit Asset Management (TAM) Plan and established a definition of state of good repair (SGR). Foothill Transit, as a recipient of federal financial assistance under the 49 U.S.C Chapter 53 that owns, operates and manages capital assets used in the provision of public transportation, was required to develop and implement a TAM Plan prior to October 1, 2018. The purpose of the TAM Plan is to define a strategic and systematic process through which Foothill Transit procures, operates, maintains, rehabilitates, and replaces transit assets to manages their performance, risks, and costs over their life cycles, for the purpose of providing safe, cost-effective, and reliable public transportation.

The FTA's Final Rule requires that the TAM Plan consist of nine elements and also requires that Foothill Transit select an Accountable Executive to oversee the implementation of the asset management efforts. Foothill Transit's Accountable Executive is the Deputy Executive Director, who will oversee the TAM Development and Implementation Committee.

The following are the nine required elements:

1. Inventory of the number and type of all capital assets, except equipment, a transit provider owns that have an acquisition value over \$50,000 that is not a revenue vehicle.
2. Condition assessment of those inventoried assets for which a provider has direct capital responsibility with a level of detail to monitor, predict the performance of assets, and inform investment prioritization.
3. Description of analytical processes or decision-support tools to estimate capital investment needs over time and develop its investment prioritization.
4. Project-based prioritization of investments.



5. TAM and SGR policy.
6. TAM Plan implementation strategy.
7. A description of key TAM activities that a provider intends to engage in over the TAM Plan horizon period.
8. A summary or list of the resources, including personnel that a provider needs to develop and carry out the TAM Plan.
9. An outline of how a provider will monitor, update, and evaluate, as needed, it's TAM Plan and related business practices, to ensure the continuous improvement of its TAM practices.

The TAM Plan was completed, reviewed and signed on September 28, 2018, and staff has begun reporting asset conditions and performance targets to the National Transit Database (NTD) as part of reporting year 2018 requirement. Foothill Transit already has policies and procedures in place to keep assets in a state of good repair, and the TAM Plan was developed to document and expand asset management efforts in addition to responding to FTA's Final Rule.

Budget Impact

There are no immediate budget impacts to development of the TAM plan. Capital expenditures identified during TAM plan implementation will be presented to the Board as part of the annual budget development process.

Sincerely,

John Xie
Revenue Manager

Doran J. Barnes
Executive Director



Foothill Transit



Foothill Transit Transit Asset Management Plan

Version 1.0

September 28, 2018

Approval

	Name	Title	Signature	Date
Author	John Xie	Revenue Manager		
Reviewer	Michelle Caldwell	Director of Finance and Treasurer		
Authorizer	Kevin Parks McDonald	Deputy Executive Director		

Document Version Control

Version	Date	Document Title	Notes
DRAFT	7/10/18	Transit Asset Management	
1.0	9/28/18	Transit Asset Management Version 1.0	Final adopted draft

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1.0 Foothill Transit

Foothill Transit provides fixed-route bus service for the San Gabriel and Pomona Valleys, operating 37 local and express lines that cover 327 square miles and serves 12.6 million customers each year.

Foothill Transit, a joint powers authority of 22 member cities in the San Gabriel and Pomona Valleys and the County of Los Angeles, was created in 1988 after the former Southern California Rapid Transit District (RTD) announced service cuts and fare increases that would negatively impact the San Gabriel Valley. In an effort to provide better public transportation options for the community while reducing costs and improving local control, the Los Angeles County Transportation Commission (LACTC) approved Foothill Transit's application to assume operation of 14 lines which were operated by the RTD.

Fixed-route bus service began in December 1988 with operation of Lines 495 and 498. The remaining 12 lines were transferred to Foothill Transit over a period of five years. Foothill Transit also assumed administration of the Bus Service Continuation Project and began providing service on an additional six lines that were abandoned by the RTD. The agency analyzed the transit need for the region and began modifying existing lines, increasing weekday service, introducing weekend service, and creating new service.

MISSION STATEMENT

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

FOOTHILL TRANSIT'S VALUES 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 and transparency, and a high level of fiscal responsibility.

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 and respectful discussion that is responsive, informative and constructive.

2.0 Executive Summary

Foothill Transit is committed to safety, maximizing customer experience, and providing an efficient and reliable transportation service.

All recipients and sub-recipients of federal financial assistance under 49 U.S.C. Chapter 53 that own, operate, or manage capital assets used in the provision of public transportation must develop a Transportation Asset Management (TAM) Plan. TAM is a business model that uses the condition of assets to guide optimal prioritization of funding of capital projects to keep transit networks in a State of Good Repair.

Foothill Transit's Transit Asset Management (TAM) Plan is vital in helping Foothill Transit reach its state of good repair goals and to meet key performance indicators. Foothill Transit's state of good repair policy is based on the Federal Transit Administration's useful life benchmark for assets and shapes the steps necessary for the implementation of the Transit Asset Management Plan. State of Good Repair measures the ability of the asset to operate at full capacity. Several vital factors are taken into account when measuring state of good repair and are centered around safety, performance of the transportation system, maintenance costs, and age. Foothill Transit's Deputy Executive Director is the Accountable Executive responsible for overseeing the implementation of the Transit Asset Management Plan.

3.0 Introduction

Foothill Transit's Transit Asset Management (TAM) Plan is a business model that prioritizes funding based on the condition of transit assets, in order to achieve or maintain transit networks in a State of Good Repair (SGR). In July 2016, the Federal Transit Administration (FTA) issued a final rule requiring transit agencies to maintain and document minimum TAM standards. Federal law requires recipients and sub-recipients of Federal financial assistance to develop a Transit Asset Management Plan that is due to be completed on October 1, 2018.

In maintaining a State of Good Repair, Foothill Transit ensures assets are able to perform their specific functions, are safe and do not put users at risk, and have met or exceeded their useful life according to FTA standards. Foothill Transit's capital assets are separated into three categories: equipment, rolling stock, and facilities. Within these categories, buses, non-revenue vehicles, administration and operations and maintenance facilities, and park and ride facilities are included.

3.1 Accountable Executive/TAM Core Team

The FTA Transit Asset Management (TAM) Plan requires each transit operator receiving FTA funding to designate an Accountable Executive to implement the TAM Plan. The Accountable Executive is responsible for ensuring the development and implementation of the TAM Plan, in accordance with §625.25 (Transit Asset Management Plan requirements). Additionally, the Accountable Executive is responsible to ensure the reporting requirements, in accordance with both § 625.53 (Recordkeeping for Transit Asset Management) and § 625.55 (Annual Reporting for

Transit Asset Management) are completed. The Accountable Executive will also approve the annual asset performance targets, TAM document, and SGR Policy. These required approvals are to be self-certified by the Accountable Executive via the annual FTA Certifications and Assurances forms in TrAMS.

Foothill Transit’s Accountable Executive will be the Deputy Executive Director. Foothill Transit’s Accountable Executive must balance transit asset management, safety, day-to-day operations, and expansion needs in approving and carrying out the TAM Plan and a public transportation agency safety plan. The Accountable Executive will oversee a TAM Development and Implementation Committee that is comprised of representatives from each department that is involved in assisting Foothill Transit achieve its TAM and SGR goals.

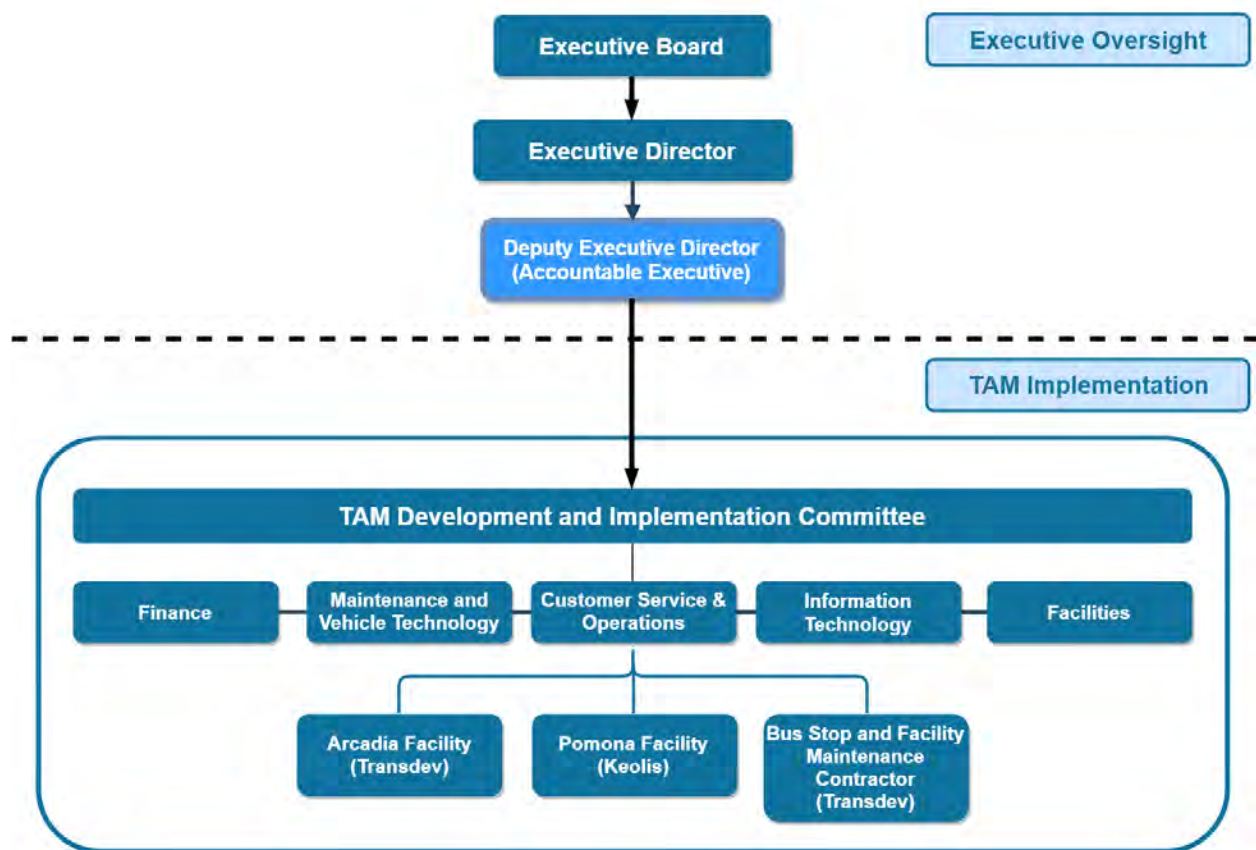


Figure 1: TAM core team structure

The final TAM Rule was published on July 26, 2016, and went into effect on October 1, 2016. The rule itself amended the United States (U.S.) Code of Federal Regulations (CFR) Title 49 Parts 625 and 630, which relate to TAM and the NTD respectively. The TAM Final Rule distinguishes requirements between larger and smaller or rural transit

agencies. Based on the criteria, and the type of service provided, Foothill Transit is currently operating as a Tier I provider.

FTA defines Tier I providers as:

- “Owns, operates, or manages either 101 or more vehicles in revenue service during peak regular service or in any one non-fixed route mode” Or,
- “Operates rail transit.”

FTA defines Tier II providers as:

- Sub-recipient of 5311 funds or
- American Indian Tribe or
- Owns, operates, or manages less than 100 vehicles across all fixed route modes or
- Owns, operates, or manages less than 100 vehicles in one non-fixed route mode

Under the bus fleet size criteria, Foothill Transit is considered a Tier I provider. Because Foothill Transit is a Tier I provider, Foothill Transit must develop its own TAM Plan and update it at least every four years. The TAM Plan must also coincide with Statewide Transportation Improvement Plans and be amended as significant changes occur. Foothill Transit’s TAM Plan covers a horizon period of 4 years.

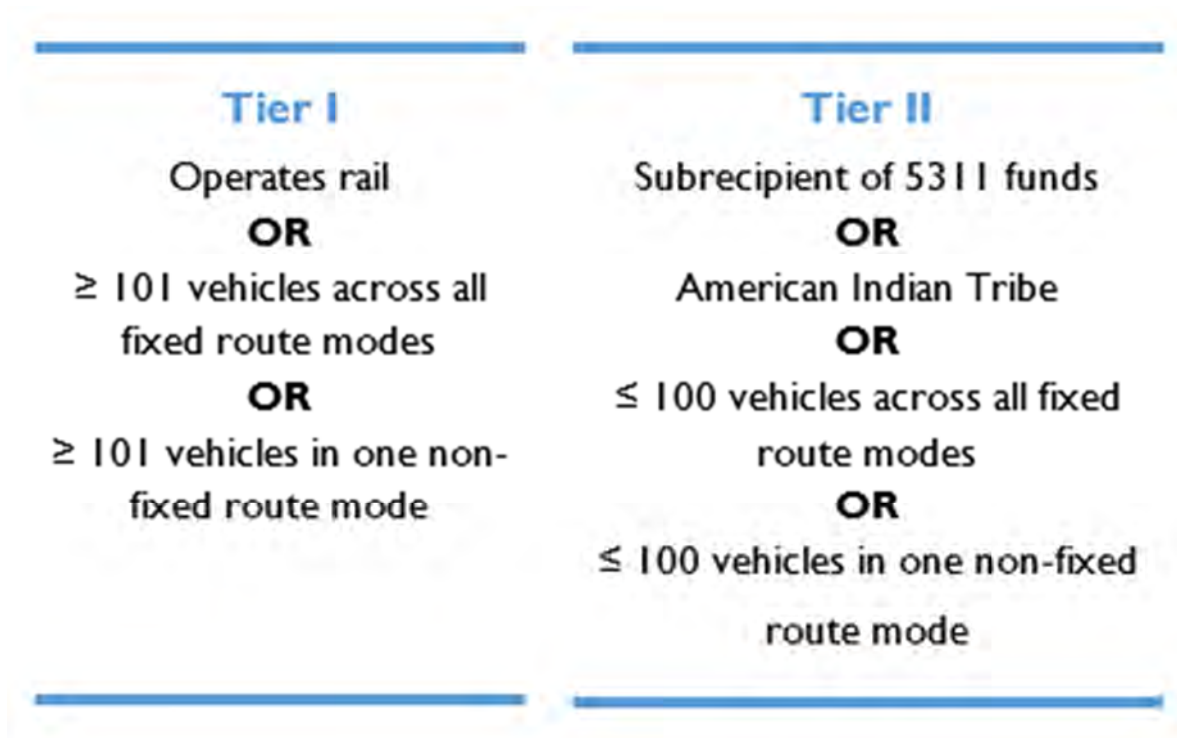


Figure 2: Tier classification

3.2 TAM Elements

As a Tier I provider, Foothill Transit has developed and implemented a TAM Plan that contains the following 9 required elements:

All Providers Tier I & II		
1	Inventory of Capital Assets <i>Inventory of the number and type of all capital assets a provider owns, except equipment with an acquisition value under \$50,000 that is not a service vehicle.</i>	49CFR§625.25 (b)(1)
2	Condition Assessment <i>Condition assessment of those inventoried assets for which a provider has direct capital responsibility and to level of detail to monitor, predict performance of assets, and inform investment prioritization.</i>	49CFR§625.25 (b)(2)
3	Decision Support Tools <i>Description of analytical processes or decision-support tools to estimate capital investment needs over time and develop its investment prioritization.</i>	49CFR§625.25 (b)(3)
4	Investment Prioritization <i>Project-based prioritization of investments.</i>	49CFR§625.25 (b)(4)
5	TAM and SGR Policy <i>Provide a TAM and SGR Policy</i>	49CFR§625.25 (b)(5)
6	Implementation Strategy <i>Provide or develop an TAM Plan implementation strategy.</i>	49CFR§625.25 (b)(6)
7	List of Key Annual Activities <i>A description of key TAM activities that a provider intends to engage in over the TAM Plan horizon period.</i>	49CFR§625.25 (b)(7)
8	Identification of Resources <i>A summary or list of the resources, including personnel that a provider needs to develop and carry out the TAM Plan.</i>	49CFR§625.25 (b)(8)
9	Evaluation Plan <i>An outline of how a provider will monitor, update, and evaluate, as needed, its TAM Plan and related business practices, to ensure the continuous improvement of its TAM practices.</i>	49CFR§625.25 (b)(9)

Figure 3: TAM elements

4.0 Inventory of Capital Assets

4.1 Rolling stock

Revenue Vehicles											
#	Series	Vehicle Type (NTD)	Vehicles in Fleet	Year Manufactured	Make	Model	Fuel Type	Vehicle Length	Seating Capacity	Status	Useful Life
1	F-1400	Bus (BU)	63	2004	NABI	40ft LFW	CNG	40	40	Active	14
2	F-1500	Bus (BU)	10	2006	NABI	40ft LFW	CNG	40	40	Active	14
3	F-1600	Articulated Bus (AB)	30	2006	NABI	60ft BRT Artic	CNG	60	58	Active	14
4	F-1700	Bus (BU)	30	2009	NABI	42ft BRT	CNG	42	40	Active	14
5	F-1800	Bus (BU)	12	2010	NABI	42ft BRT	CNG	42	40	Active	14
6	F-1900	Bus (BU)	14	2011	NABI	42ft BRT	CNG	42	38	Active	14
7	F-2000-09	Bus (BU)	2	2009	Proterra	FCBE35	Electric	35	35	Active	14
8	F-2000-14	Bus (BU)	12	2014	Proterra	FCBE35	Electric	35	35	Active	14
9	F-2000-15	Bus (BU)	2	2015	Proterra	FCBE40	Electric	40	40	Active	14
10	F-2100	Bus (BU)	64	2013	NABI	42ft BRT	CNG	42	38	Active	14
11	F-2200	Bus (BU)	30	2014	NABI	42ft BRT	CNG	42	38	Active	14
12	F-2300	Bus (BU)	30	2015	NABI	42ft BRT	CNG	42	38	Active	14
13	F-2400	Bus (BU)	30	2016	New Flyer	Excelsior-XN40	CNG	40	35	Active	14
14	F-2500	Bus (BU)	30	2016	New Flyer	Excelsior-XN40	CNG	40	35	Active	14
15	F-2600	Bus (BU)	14	2017	Proterra	Catalyst E2	Electric	42	40	Active	14

Total vehicles in fleet: 373

Table 1: Rolling stock inventory summary

4.2 Equipment- Non-Revenue Service Vehicles

Non-Revenue Vehicles								
#	Series	Vehicle Type (NTD)	Vehicles in Fleet	Year Manufactured	Make	Model	Fuel Type	Useful Life
1	Admin Ops	Automobiles	15	2012	Toyota	Camry	Gasoline	8
2	Admin Pool	Automobiles	2	2014	Ford	Fusion	Gasoline	8
3	Admin Exec	Automobiles	4	2017	Ford	Fusion	Gasoline	8
4	Admin Pool	Van	1	2015	Toyota	Sienna	Gasoline	8
5	Facility	Trucks and other Rubber Tire Vehicles	1	2013	Ford	F-150	Gasoline	14
6	Facility	Trucks and other Rubber Tire Vehicles	1	2014	Chevrolet	Express Cargo	Gasoline	14
7	Facility	Trucks and other Rubber Tire Vehicles	2	2016	Ford	F-550	Gasoline	14
8	Facility	Trucks and other Rubber Tire Vehicles	1	2010	Trailer	Trailer	N/A	14

Total vehicles in fleet: 27

Table 2: Non-revenue service vehicles summary

4.3 Equipment – At or Over \$50,000 in Acquisition Value

Equipment Description	Quantity	Replacement Cost	Useful Life (years)
1 Bus Wash System	2	\$426,494	9
2 Vehicle Inspection System Wheel Polish	2	\$258,930	9
3 Wheel Hoist by Stertil Koni, Model ST-1082F, Type 32714037-00	30	\$231,915	14
4 Hydraulic Mobile Lift by Stertil Koni, Model ST-1082FSA, Type 32714038-10	24	\$164,562	14
5 Tennant Ride-On Floor Scrubber Sweeper	2	\$139,658	10
6 Retrofited Vault with Bin, collection, revenue	2	\$72,400	9
7 New Vault with Bin, collection, revenue	2	\$66,200	9
8 60KW Aero Vironment Shop Charger, EV60-Posicharge, Ser# EV-60-04868	1	\$56,624	7
9 Star machine lathe	1	\$55,000	10
10 Proterra charger head, Eaton chargers - Azusa Intermodal Transit Center	2	\$900,860	15
Total replacement cost:		\$2,684,967	

Table 3: Equipment summary

4.4 Facilities

Foothill Transit owns two operations and maintenance facilities (Arcadia & Pomona), one administrative headquarters building, and one park & ride structure.

4.4.1 Administration Headquarters

West Covina

Foothill Transit's Administration Headquarters is located at 100 South Vincent Avenue, West Covina, California 91790. In addition to administrative offices, Foothill Transit has tenants on the first and fourth floor of the building. The first floor is leased to JP Morgan Chase Bank, and the fourth floor is shared between a dentistry office, a California Senator, Transdev (Foothill Transit's Transit Store and Customer Service contractor) administrative offices, a jeweler, and a consulting company. In addition to operation and maintenance of the building, Foothill Transit also maintains a 191 space parking lot for customers and employees.

4.4.2 Operations and Maintenance Facilities

Arcadia

Foothill Transit's Arcadia Operations and Maintenance Facility is located at 5640 North Peck Road, Arcadia, CA 91006. The site is located within the Cities of Irwindale and Arcadia and encompasses a total of 12.10 acres. There are currently 224 buses operated and maintained at the facility with 389 employees. The facility is owned by Foothill Transit and currently used by a service contractor for the provision of public transit service.

The Arcadia fence line consists of an administrative building, vehicle maintenance building, vehicle wash building, fuel dispensing island, and warehouse. The building areas are divided into:

Building	Area (gsf)
Administrative Building	15,195
Vehicle Maintenance Building	30,550
Vehicle Wash Building	4,560
Fuel Dispensing Island	6,200
Warehouse	5,779

Table 4: Arcadia facility and structure area size

The remaining areas are concrete paved parking space for buses and support vehicles.

Under the contractual agreement, TransDev is responsible for the maintenance of all buses and support vehicles, equipment, supplies, storage, and facilities required to operate the services.



Figure 4: Arcadia facility aerial view

Pomona

Foothill Transit's Pomona Operations and Maintenance Facility is located at 200 South East End Avenue, Pomona, CA 91766. The site is located at the southeast corner of East End Avenue and 1st Street in the city of Pomona and encompasses approximately 8.75 acres. There are currently 150 buses operated and maintained at the facility with 350 employees working at the facility. The facility is owned by Foothill Transit and currently used by a service contractor for the provision of public transit service.

The Pomona fence line consists of an administrative building, vehicle maintenance building, parts storage area, vehicle wash building, and fuel lane. The building areas are divided into:

Building	Area (gsf)
Administrative Building	11,711
Vehicle Maintenance Building	23,750
Parts Storage Area	5,120
Vehicle Wash Building	2,240
Fuel Lane Area	5,888

Table 5: Pomona facility and structure area size

The remaining areas are concrete paved parking space for buses and support vehicles.

Under the contractual agreement, Keolis is responsible for the operation and maintenance of all buses and support vehicles, equipment, supplies, storage, and facilities required to operate the services.

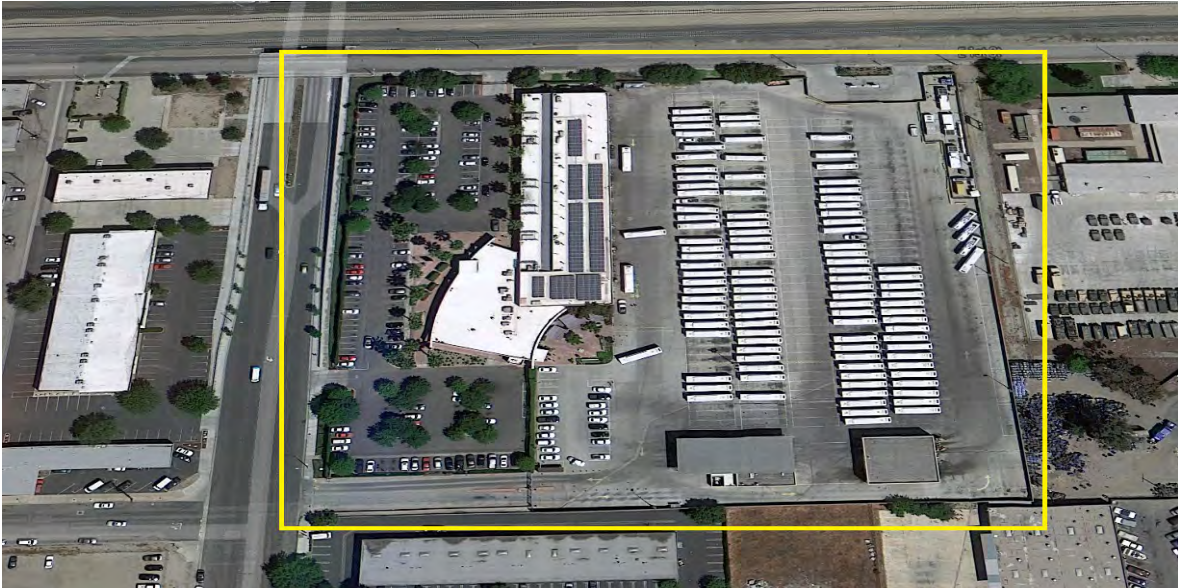


Figure 5: Pomona facility aerial view

4.4.3 Park and Ride

City of Industry Park & Ride

Foothill Transit's Industry Park & Ride is located at 500 South Brea Canyon Road, City of Industry, CA 91789. It opened to the public in October 2013. The parking structure is a 5-level, post-tensioned concrete structure with 622 total parking stalls. Foothill Transit buses stop just outside of the parking structure, directly adjacent to a stair and elevator lobby. Electrical service and conduit infrastructure is also provided for the future installation of ground level electric vehicle charging stations and the rooftop solar panels.



Figure 6: Industry Park & Ride

5.0 Condition Assessment

The TAM Rule requires inclusion of condition assessments in an agency’s TAM Plan. Condition assessments should collect sufficient information to inform asset replacement.

Reference: 49 CFR Part 625 Subpart C Section 625.25(b)(2) “... a TAM Plan must include ... (2) A condition assessment of those inventoried assets for which a provider has direct capital responsibility. A condition assessment must generate information in a level of detail sufficient to monitor and predict the performance of the assets and to inform the investment prioritization.”

Foothill Transit monitors asset conditions for capital assets that it has direct replacement responsibility, as required by MAP-21 legislation. Asset conditions are reported in the asset module of the National Transit Database (NTD) yearly and are now documented in the TAM plan.

Foothill Transit SGR performance measures is a combined measure of Useful Life Benchmark (ULB) and physical condition. Listed below are the capital asset categories and the adopted performance measures:

- Equipment (non-revenue service vehicles): (Age) The performance measure for non-revenue, support-service and maintenance vehicles equipment is the percentage of those vehicles that have either met or exceeded their ULB.
- Rolling Stock: (Age) The performance measure for rolling stock is the percentage of revenue vehicles within a particular vehicle class that are either ‘at’, or ‘beyond’ the ULB based on Circular 9030.1D, paragraph 4.a.
- Facilities and Facility Assessment: (Condition) The SGR performance measure for facilities is the percentage of facilities within an asset class, rated below condition 3 on the FTA rating scale.

The condition assessment score is based on FTA’s Transit Economic Requirements Models (TERM) scale. The TERM scale condition rating ranges from (5) Excellent to (1) Poor. Per the FTA TAM Final Ruling, assets with a condition rating score of 3.0 and above are in a state of good repair. Assets with a condition score lower than 2.9 are not in a state of good repair and may require prioritization during capital programming to ensure safe, efficient, and reliable transit service.

Vehicle Type	Default ULB (in years)	
AB	Articulated bus	14
AG	Automated guideway vehicle	31
AO	Automobile	8
BR	Over-the-road bus	14
BU	Bus	14
CC	Cable car	112
CU	Cutaway bus	10
DB	Double decked bus	14
FB	Ferryboat	42
HR	Heavy rail passenger car	31
IP	Inclined plane vehicle	56
LR	Light rail vehicle	31
MB	Minibus	10
MO	Monorail vehicle	31
MV	Minivan	8
	Other rubber tire vehicles	14
RL	Commuter rail locomotive	39
RP	Commuter rail passenger coach	39
RS	Commuter rail self-propelled passenger car	39
RT	Rubber-tired vintage trolley	14
SB	School bus	14
	Steel wheel vehicles	25
SR	Streetcar	31
SV	Sport utility vehicle	8
TB	Trolleybus	13
TR	Aerial tramway	12
VN	Van	8
VT	Vintage trolley	58

Figure 7: Federal Transit Administration (FTA) Default Useful Life Benchmark (ULB) Cheat Sheet

6.0 Decision Support Tool

Foothill Transit as a Tier I Operator, defined by the FTA as having 101 revenue vehicles, is required to develop an analytical process/tool to assist in capital assets investment prioritization needs.

The TAM Rule requires that TAM Plans describe decision support tools.

Reference: 49 CFR Part 625 Subpart C Section 625.25(b) "Transit asset management Plan elements ... (3) A description of analytical processes or decision-support tools that a provider uses to estimate capital investment needs over time and develop its investment prioritization"

6.1 Equipment

Foothill Transit will use the default ULB to assist in the replacement of its service vehicles.

6.2 Rolling Stock

Foothill Transit will use the following formula to calculate the SGR score for rolling stock:

$$3(\text{Average Miles Between Service Interruptions}) + 2(\text{Vehicle Age}) + 0.50(\text{Vehicle Life Miles})$$

Miles between service interruptions

Score	Average miles between service interruptions
1	39,000+
2	29,000 – 38,999
3	19,000 – 28,999
4	9,000 – 18,999
5	1 – 8,999

Table 6: Average miles between service interruption score

Vehicle miles

Score	Mileage
5	500,000+
4	400,000 – 399,999
3	300,000 - 399,999
2	200,000 – 299,999
1	100,000 – 199,999
0	0 – 99,999

Table 7: Lifetime vehicle miles score

Vehicle age Vehicle Age = Acceptance date – Current evaluation date

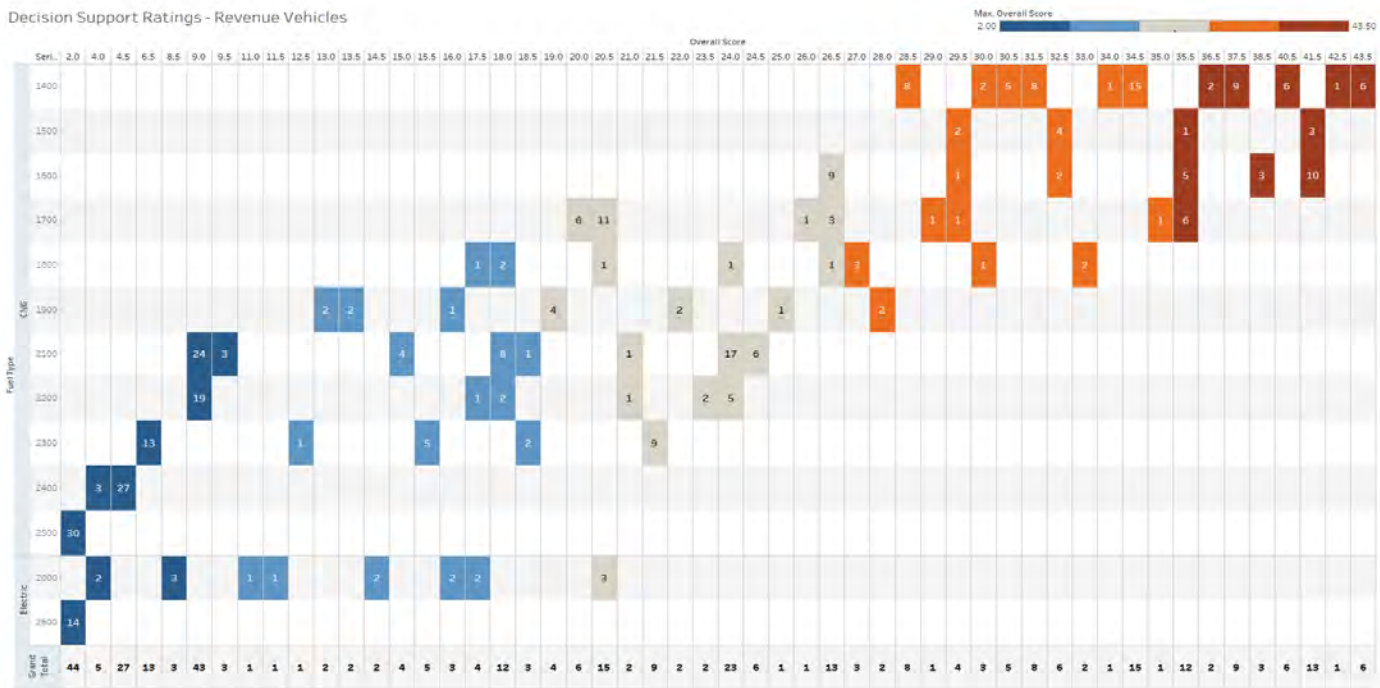


Figure 8: Revenue vehicles analytics
 (https://public.tableau.com/views/RevenueVehicleDecisionSupport/Dashboard1?:embed=y&:display_count=yes)

6.3 Facilities

Foothill Transit will use a combination of the ULB of the equipment and facility, along with the result of the condition assessment. Multiplying the condition assessment score (1-5) with the remaining useful life then adding the condition assessment score will provide a score from 1-25.

Facilities Decision Support Tool Formula

$$TERM\ Score\ (1\ to\ 5) \times Useful\ life\ remaining\ (years) + TERM\ Score\ (1\ to\ 5) = Facility\ Score$$

NOTE: If useful life remaining is less than 0 then the TERM score is the facility score.

Rating	Condition	Description
5	Excellent	No visible defects, new or near new condition, may still be under warranty if applicable
4	Good	Good condition, but no longer new, may be slightly defective or deteriorated, but is overall functional
3	Adequate	Moderately deteriorated or defective; but has not exceeded useful life
2	Marginal	Defective or deteriorated in need of replacement; exceeded useful life
1	Poor	Critically damaged or in need of immediate repair; well past useful life

Table 8: FTA TERM ratings with description

7.0 Investment Prioritization

The TAM Rule describes the specific requirements for investment prioritization.

Reference: 49 CFR Part 625 Subpart C Section 625.33 “(a) A TAM Plan must include an investment prioritization that identifies a provider’s programs and projects to improve or manage over the TAM Plan horizon period the state of good repair of capital assets for which the provider has direct capital responsibility. (b) A provider must rank projects to improve or manage the state of good repair of capital assets in order of priority and anticipated project year. (c) A provider’s project rankings must be consistent with its TAM policy and strategies. (d) When developing an investment prioritization, a provider must give due consideration to those state of good repair projects to improve that pose an identified unacceptable safety risk when developing its investment prioritization. (e) When developing an investment prioritization, a provider must take into consideration its estimation of funding levels from all available sources that it reasonably expects will be available in each fiscal year during the TAM Plan horizon period. (f) When developing its investment prioritization, a provider must take into consideration requirements under 49 CFR 37.161 and 37.163 concerning maintenance of accessible features and the requirements under 49 CFR 37.43 concerning alteration of transportation facilities.”

Foothill Transit has included a capital call scoring sheet in its Transit Asset Management Plan to help prioritize capital projects during the annual call-for-projects period. The scoring sheet scores projects based on criteria that are vital to Foothill Transit in maintaining a state of good repair and providing a safe transit system to customers. Projects that are to replace an aging asset that is past its useful life according to the FTA’s Useful Life Benchmark and projects that are essential to operate are given higher scores.

In the scoring sheet, the criteria are: essential, priority, value-added, and project readiness. A score between 0-4 will be given for each criterion. A score of 0 means the project is not applicable to the criteria, a score of 1 is slightly applicable, a score of 3 is moderately applicable, and the highest score of 4 is strongly applicable. In the last criteria a project will be scored based on project readiness and will either be given an additional 5 points for meeting the requirements or no points if not applicable. In each section of criterion there is a predetermined scoring weight and that scoring weight is multiplied by a given score to calculate the total points in the criterion. The sum of all points in all the criteria is the overall prioritization score for the project. The Finance Department will compile a list of projects and will rank all projects based on the individual project’s overall score.

Based on the rankings from the capital call scoring sheet, the list of projects will be reviewed by the Executive Director for approval to be included in the following year’s capital project list. The capital projects list is included in the annual Business Plan. Foothill Transit’s Finance department tracks the progress of all capital projects monthly.



Foothill Transit
Going Good Places

Capital Call Scoring Sheet

FY 19 Capital Call For Project Scoring Sheet			
Name:		Project ID:	
Criteria	Weight	Scoring Values	Score
Essential			
Required for operation to provide core services to the internal/external customers	5	Multiply by 0-4 0: N/A 1: Slightly applicable 2: Somewhat applicable 3: Moderately applicable 4: Strongly applicable	
Meets a legal requirement, liability, or mandate			
Reduces hazards or threats to health and safety			
Priority			
Rehabilitates/replace an obsolete capital asset	3	Multiply by 0-4 0: N/A 1: Slightly applicable 2: Somewhat applicable 3: Moderately applicable 4: Strongly applicable	
Reduces future maintenance and operating costs			
Increase efficiency of operation			
Value Added			
Improve customer satisfaction	2	Multiply by 0-4 0: N/A 1: Slightly applicable 2: Somewhat applicable 3: Moderately applicable 4: Strongly applicable	
Promotes community/industry partnership opportunities			
Reduces environment impacts			
Project Readiness			
Project is feasible with given resources		Add 5 if applicable	
Project costs are fully disclosed and reasonable			
Total Score:			
Comments			
Useful Life Benchmark Evaluation (Finance USE ONLY)			
Asset Replacement: <input type="checkbox"/> Yes <input type="checkbox"/> No		Useful life remaining on asset group:	
* If yes, please complete asset information sheet as an attachment.			

Figure 9: Capital call for projects score sheet for funding prioritization

8.0 TAM and SGR Policy

Foothill Transit's State of Good Repair (SGR) policy is as follows:

A capital asset is in SGR when each of the following objective standards is met:

1. If the asset is in a condition sufficient for the asset to operate at a full level of performance. An individual capital asset may operate at a full level of performance regardless of whether or not other capital assets within a public transportation system are in SGR;
2. The asset is able to perform its manufactured design function;
3. The use of the asset in its current condition does not pose an identified unacceptable safety risk and/or deny accessibility; and,
4. The asset's life-cycle investment needs have been met or recovered, including all scheduled maintenance, rehabilitation and replacements (ULB).

As part of the existing procurement practice, Foothill Transit collects specific asset information from the Original Equipment Manufacturer (OEM) such as warranty, maintenance requirements, useful life, and special instructions. The information is then gathered and input to a maintenance management system to ensure interval maintenance is performed timely and meets safety and regulatory compliance. Foothill Transit's operations and maintenance contractors are under contractual agreement to maintain assets according to the original OEM standards. Maintenance oversight on revenue vehicles is done through a fleet management software, Ron Turley Associates (RTA) Fleet Management.

Facilities and equipment maintenance are monitored through Jorgensen's Facilities Management software. OEM suggested inspection and maintenance are uploaded to Jorgensen and work performed is recorded in the system.

9.0 Performance Target

9.1 Overview

Foothill Transit will set targets annually for each asset class. The targets must be supported by the most recent condition data and provide reasonable financial projections. The targets are also to be reported to the NTD annually within four months from the end of Foothill Transit's fiscal year. In the event, Foothill Transit's performance targets decrease, Foothill Transit must provide a narrative for the decline.

9.2 Rolling Stock

Foothill Transit calculated the performance metric as the percentage of revenue vehicles by type (series) grouping that are still within the ULB. The performance targets of each group of vehicles is calculated as the percentage of vehicles in the group that was expected to exceed their ULB in the following fiscal year.

Performance Metrics/Targets - Vehicles

#	Vehicle Type (NTD)	Foothill Transit Series	# of Vehicles in Fleet	Description	Age(years)	Useful Life	FY 18 Performance Metric	FY 19 Performance Target
1	Bus (BU)	F-1400	63	NABI 40ft LFW	13	14		
2	Bus (BU)	F-1500	10	NABI 40ft LFW	12	14		
3	Bus (BU)	F-1700	30	NABI 42ft BRT	9	14		
4	Bus (BU)	F-1800	12	NABI 42ft BRT	8	14		
5	Bus (BU)	F-1900	14	NABI 42ft BRT	6	14		
6	Bus (BU)	F-2000-09	2	Proterra FCBE35	8	14		
7	Bus (BU)	F-2000-14	12	Proterra FCBE35	4	14	0.00%	0.00%
8	Bus (BU)	F-2000-15	2	Proterra FCBE40	2	14		
9	Bus (BU)	F-2100	64	NABI 42ft BRT	4	14		
10	Bus (BU)	F-2200	30	NABI 42ft BRT	4	14		
11	Bus (BU)	F-2300	30	NABI 42ft BRT	3	14		
12	Bus (BU)	F-2400	30	New Flyer Excelsior-XN40	2	14		
13	Bus (BU)	F-2500	30	New Flyer Excelsior-XN40	1	14		
14	Bus (BU)	F-2600	14	Proterra Catalyst E2	1	14		
15	Articulated Bus (AB)	F-1600	30	NABI 60ft BRT Artic	12	14	0.00%	0.00%
16	Automobiles (AO)	Admin Ops	15	Toyota Camry	6	8		
17	Automobiles (AO)	Admin Pool	2	Ford Fusion	1	8	0.00%	0.00%
18	Automobiles (AO)	Admin Exec	4	Ford Fusion	4	8		
19	Automobiles (AO)	Admin Pool	1	Toyota Sienna	3	8		
20	Trucks and other Rubber Tire Vehicles	Facility	1	Ford F-150	4	14		
21	Trucks and other Rubber Tire Vehicles	Facility	1	Chevrolet Express Cargo	5	14	0.00%	0.00%
22	Trucks and other Rubber Tire Vehicles	Facility	2	Ford F-550	2	14		
23	Trucks and other Rubber Tire Vehicles	Facility	1	Trailer Trailer	8	14		

Table 9: Vehicles performance metrics/targets as of July 1,2018

9.3 Facilities

The performance metrics for facilities assets is calculated as the percentage of assets in a level 1 code group with a TERM score below a 3. The goal for FY 19 is less than 50% of assets in a level 1 group will have a TERM score less than 3.

Performance Metrics/Targets - Facilities								
Level 1 Code	Level 2 Code	Count	Avg. Age	Useful Life	Avg. Calculated Remaining Life	Avg. TERM Score (UL)	FY 18 Performance Metrics	FY 19 Performance Target
BUILDINGS	Buildings	7	19	52	33	4	0.00%	0.00%
BUILDINGS SITEWORK	Site Mechanical Utilities	4	18	25	7	5	90.24%	50.00%
	Site Improvements	28	20	15	-6	2		
EQUIPMENT & FURNISHINGS	Site Electrical Utilities	9	23	14	-9	2	100.00%	50.00%
	Equipment	145	17	13	-4	2		
INTERIORS	Furnishings	6	16	10	-6	2	0.00%	0.00%
	Stairs	2	5	75	70	5		
SERVICES	Interior Construction	12	17	26	10	4	57.58%	30.00%
	Fire Protection	15	15	33	18	4		
	Electrical	93	20	23	4	4		
	Plumbing	38	20	17	-3	3		
SHELL	HVAC	205	18	14	-4	2	0.00%	0.00%
	Conveying	5	34	26	-8	3		
	Exterior Enclosure	36	16	32	16	5		
SPECIAL CONSTRUCTION & DEMOLITION	Superstructure	9	20	20	0	4	0.00%	0.00%
	Special Construction	1	5	12	7	5	0.00%	0.00%

Table 10: Facilities performance metrics/targets as of July 1,2018

9.4 Infrastructure

Foothill Transit does not own any rail fixed guideways and therefore is not required to set performance targets for infrastructure.

10.0 Implementation Strategy

The TAM Rule requires that TAM Plans provide the implementation strategy and a list of key activities over a horizon period.

Reference: 49 CFR Part 625 Subpart C Section 625.25(b) "Transit asset management Plan elements ... (6) a provider's TAM Plan implementation strategy; (7) A description of key TAM activities that a provider intends to engage in over the TAM Plan horizon period"

Foothill Transit has a diverse source of inventory methodologies and asset management systems. One of the first initiatives to implement our TAM Plan is to create a standardized platform of all data extracts for each of the inventory/asset management systems. This will enable Foothill Transit to analyze asset information with standard commercial off-the-shelf software. The data extracted from individual

systems will be compiled in an asset management database which contains all information pertaining to TAM and NTD’s asset module reporting. The data extraction will be in a consumable format and will be extracted periodically until the data extraction software and the hosting database have matured to a point where real-time synchronization is possible.

When inventory and asset information are available and are compiled, the key annual activities will guide capital project evaluation through a scoring method that is developed to prioritize capital projects that will replace or keep current assets in SGR. Overall, the Asset Management Plan will be reviewed annually, and the plan will be adjusted as priorities and resource levels change, and different ways to reach asset management goals are identified.

Currently, Foothill Transit is exploring a Transit Asset Management tool, TransAms, which was developed with funding support from the Federal Transit Administration (FTA) and is available for transit agencies to use. The software would support Foothill Transit’s overall asset management efforts and strategies. Depending on the effectiveness of the software, Foothill Transit may choose to develop/procure a software platform to achieve its asset management efforts.

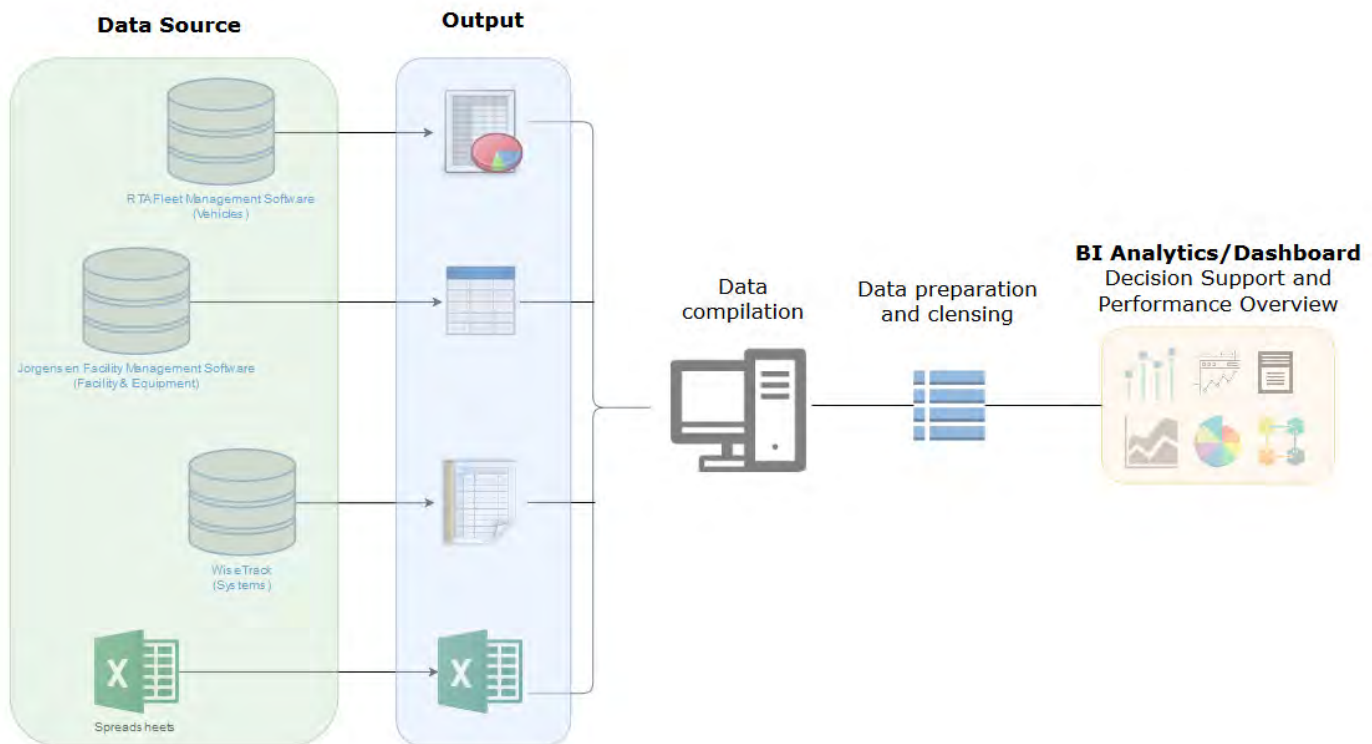


Figure 10: TAM data sources and analysis work flow

11.0 Lists of Key Annual Activities

#	List of Key Annual Activities	Timeframe of Occurrence
1	Inventory asset list update and review	1st Quarter of FY
2	Performance Evaluation of transit assets	1st Quarter of FY
3	Capital call for projects	Beginning 2nd Quarter of FY
4	Capital projects prioritization and selection	End of 2nd Quarter
5	NTD Submission	4-months after FYE
6	Financial Forecast Model Update	3rd Quarter of FY
7	Business Plan Development	End of 3rd Quarter
8	Executive Board Approval of Business Plan	End of 3rd Quarter
9	Governing Board Approval of Business Plan	Beginning of 4th Quarter
10	Physical inventory and inventory assessment	Before FYE

Table 11: List of key annual TAM activities for a fiscal year

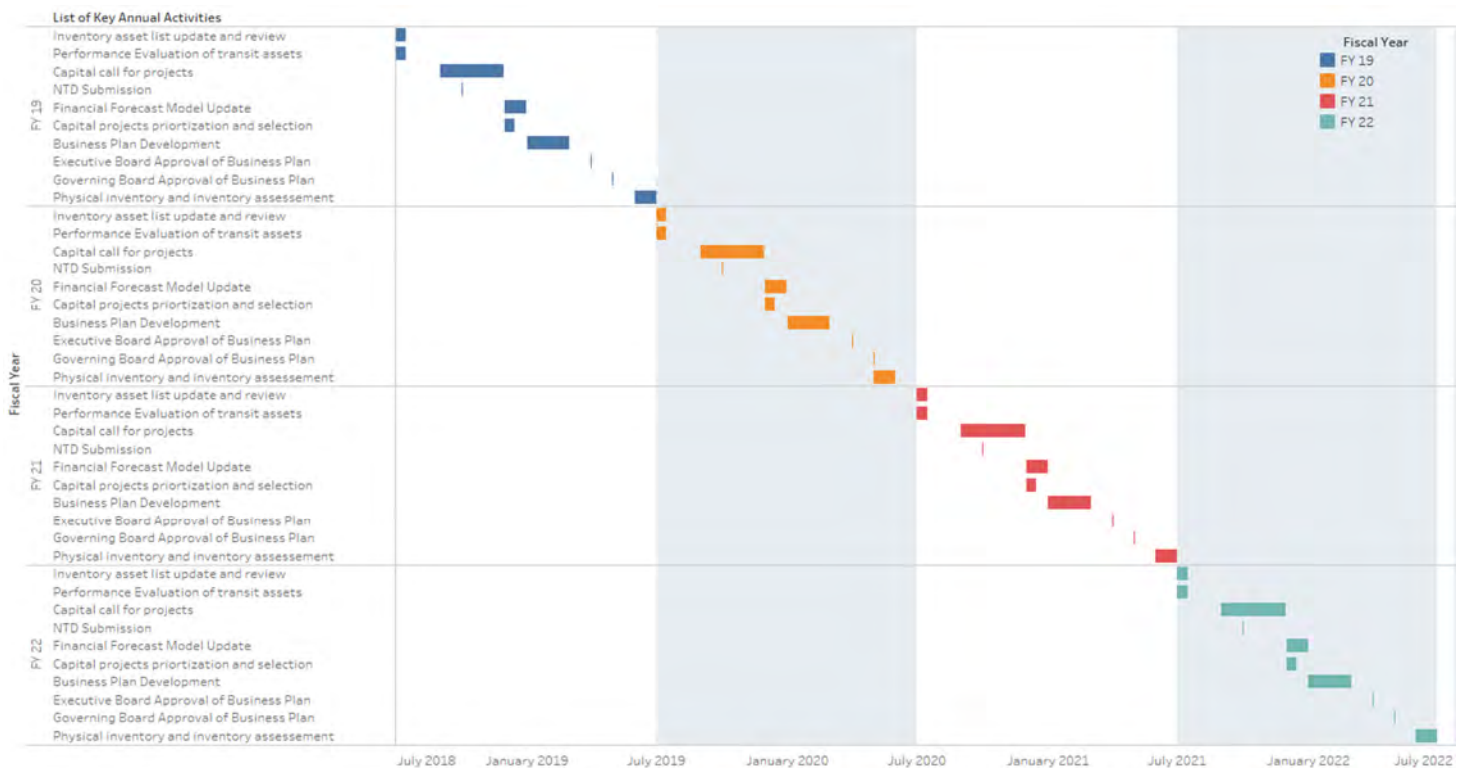


Figure 11: Key annual TAM activities over horizon period

12.0 Identification of Resources

As described in an earlier section, the Accountable Executive oversees the TAM Implementation Committee which is led by representatives from multiple departments who have significant roles in asset management. During the Capital Planning phase each year, the Finance Department compiles asset information used to evaluate the performance of each asset class. Asset owning departments are responsible for continuous monitoring of asset performance throughout the year and will propose replacement or rehabilitation projects required to keep Foothill Transit's assets in SGR within the specified performance targets.

13.0 Evaluation Plan

Foothill Transit's evaluation strategy will include continuous oversight of the actions/tasks implemented as a result of this Plan. Performance data will be collected, analyzed, and presented to the TAM Implementation Committee. The Committee will meet periodically to evaluate SGR status and goals, that was set forth by this plan. Foothill Transit believes in the three pillars of a strategic organizational improvement plan, which are:

1. Monitor
2. Evaluation
3. Continuous Improvement

The TAM Plan is considered as a living document that shall be reviewed and revised on at least an annual basis, updated, and incorporated into Foothill Transit's capital and budgeting planning and reporting processes. Beginning in 2019, TAM data shall serve as a baseline measure of asset performance management. As more data is collected, additional monitoring categories and goals will be included to support condition and reliability-based decision making.

Appendix A: List of Vehicle Inventory

#	Bus ID	Model Year	Make	Model	VIN Number	License Plate #	Length (ft)	Seat Capacity	Fuel Type	Acquisition date	Location
1	F-1400	2004	NABI	40FT LFW	1N90403124A140219	1180672	40	40	CNG	6/27/2005	Pomona
2	F-1401	2004	NABI	40FT LFW	1N90403194A140220	1199853	40	40	CNG	6/27/2005	Pomona
3	F-1403	2004	NABI	40FT LFW	1N90403124A140222	1180671	40	40	CNG	6/27/2005	Pomona
4	F-1404	2004	NABI	40FT LFW	1N90403144A140223	1180670	40	40	CNG	6/27/2005	Pomona
5	F-1405	2004	NABI	40FT LFW	1N90403164A140224	1180678	40	40	CNG	6/27/2005	Pomona
6	F-1406	2004	NABI	40FT LFW	1N90403184A140225	1180681	40	40	CNG	6/27/2005	Pomona
7	F-1407	2004	NABI	40FT LFW	1N904031X4A140226	1180676	40	40	CNG	6/27/2005	Pomona
8	F-1409	2004	NABI	40FT LFW	1N90403134A140228	1180677	40	40	CNG	1/5/2005	Arcadia
9	F-1411	2004	NABI	40FT LFW	1N90403114A140230	1182951	40	40	CNG	12/21/2004	Arcadia
10	F-1416	2004	NABI	40FT LFW	1N90403104A140235	1180686	40	40	CNG	6/27/2005	Pomona
11	F-1418	2004	NABI	40FT LFW	1N90403144A140237	1180689	40	40	CNG	12/21/2004	Arcadia
12	F-1419	2004	NABI	40FT LFW	1N90403164A140238	1180691	40	40	CNG	6/27/2005	Pomona
13	F-1420	2004	NABI	40FT LFW	1N90403184A140239	1180692	40	40	CNG	12/21/2004	Arcadia
14	F-1421	2004	NABI	40FT LFW	1N90403144A140240	1182988	40	40	CNG	1/13/2005	Arcadia
15	F-1423	2004	NABI	40FT LFW	1N90403184A140242	1182966	40	40	CNG	1/4/2005	Arcadia
16	F-1425	2004	NABI	40FT LFW	1N90403114A140244	1182986	40	40	CNG	1/3/2005	Arcadia
17	F-1426	2004	NABI	40FT LFW	1N90403134A140245	1182968	40	40	CNG	1/4/2005	Arcadia
18	F-1427	2004	NABI	40FT LFW	1N90403154A140246	1182969	40	40	CNG	1/4/2005	Arcadia
19	F-1428	2004	NABI	40FT LFW	1N90403174A140247	1182970	40	40	CNG	1/4/2005	Arcadia
20	F-1429	2004	NABI	40FT LFW	1N90403194A140248	1182971	40	40	CNG	1/4/2005	Arcadia
21	F-1431	2004	NABI	40FT LFW	1N90403174A140250	1182955	40	40	CNG	1/4/2005	Arcadia
22	F-1433	2004	NABI	40FT LFW	1N90403104A140252	1182973	40	40	CNG	1/4/2005	Arcadia
23	F-1434	2004	NABI	40FT LFW	1N90403124A140253	1182957	40	40	CNG	1/4/2005	Arcadia
24	F-1435	2004	NABI	40FT LFW	1N90403144A140254	1182985	40	40	CNG	1/13/2005	Arcadia
25	F-1436	2004	NABI	40FT LFW	1N90403164A140255	1182958	40	40	CNG	1/4/2005	Arcadia
26	F-1437	2004	NABI	40FT LFW	1N90403184A140256	1182984	40	40	CNG	1/13/2005	Arcadia
27	F-1438	2004	NABI	40FT LFW	1N904031X4A140257	1182974	40	40	CNG	1/4/2005	Arcadia
28	F-1439	2004	NABI	40FT LFW	1N90403114A140258	1182959	40	40	CNG	1/4/2005	Arcadia
29	F-1440	2004	NABI	40FT LFW	1N90403134A140259	1182983	40	40	CNG	1/13/2005	Arcadia
30	F-1441	2004	NABI	40FT LFW	1N904031X4A140260	1182961	40	40	CNG	1/4/2005	Arcadia
31	F-1442	2004	NABI	40FT LFW	1N90403114A140261	1182962	40	40	CNG	1/4/2005	Arcadia
32	F-1443	2004	NABI	40FT LFW	1N90403134A140262	1182963	40	40	CNG	1/4/2005	Arcadia
33	F-1444	2004	NABI	40FT LFW	1N90403154A140263	1182964	40	40	CNG	1/4/2005	Arcadia
34	F-1445	2004	NABI	40FT LFW	1N90403174A140264	1182981	40	40	CNG	1/13/2005	Arcadia
35	F-1446	2004	NABI	40FT LFW	1N90403194A140265	1182982	40	40	CNG	1/13/2005	Arcadia
36	F-1447	2004	NABI	40FT LFW	1N90403104A140266	1199854	40	40	CNG	2/3/2005	Arcadia

#	Bus ID	Model Year	Make	Model	VIN Number	License Plate #	Length (ft)	Seat Capacity	Fuel Type	Acquisition date	Location
37	F-1448	2004	NABI	40FT LFW	1N90403124A140267	1199855	40	40	CNG	2/3/2005	Arcadia
38	F-1449	2004	NABI	40FT LFW	1N90403144A140268	1182980	40	40	CNG	1/13/2005	Arcadia
39	F-1450	2004	NABI	40FT LFW	1N90403164A140269	1182979	40	40	CNG	1/13/2005	Arcadia
40	F-1451	2004	NABI	40FT LFW	1N90403124A140270	1182978	40	40	CNG	1/13/2005	Arcadia
41	F-1452	2004	NABI	40FT LFW	1N90403144A140271	1199856	40	40	CNG	2/3/2005	Arcadia
42	F-1453	2004	NABI	40FT LFW	1N90403164A140272	1180694	40	40	CNG	3/10/2005	Arcadia
43	F-1454	2004	NABI	40FT LFW	1N90403184A140273	1182987	40	40	CNG	1/13/2005	Arcadia
44	F-1455	2004	NABI	40FT LFW	1N904031X4A140274	1182989	40	40	CNG	1/13/2005	Arcadia
45	F-1456	2004	NABI	40FT LFW	1N90403114A140275	1182965	40	40	CNG	1/4/2005	Arcadia
46	F-1457	2004	NABI	40FT LFW	1N90403134A140276	1180697	40	40	CNG	3/10/2005	Arcadia
47	F-1458	2004	NABI	40FT LFW	1N90403154A140277	1182990	40	40	CNG	1/13/2005	Arcadia
48	F-1459	2004	NABI	40FT LFW	1N90403174A140278	1182991	40	40	CNG	1/13/2005	Arcadia
49	F-1460	2004	NABI	40FT LFW	1N90403194A140279	1182992	40	40	CNG	1/13/2005	Arcadia
50	F-1461	2004	NABI	40FT LFW	1N90403154A140280	1182993	40	40	CNG	1/13/2005	Arcadia
51	F-1462	2004	NABI	40FT LFW	1N90403174A140281	1182994	40	40	CNG	1/13/2005	Arcadia
52	F-1463	2004	NABI	40FT LFW	1N90403194A140282	1199857	40	40	CNG	2/3/2005	Arcadia
53	F-1464	2004	NABI	40FT LFW	1N90403104A140283	1199858	40	40	CNG	2/3/2005	Arcadia
54	F-1465	2004	NABI	40FT LFW	1N90403124A140284	1182995	40	40	CNG	1/13/2005	Arcadia
55	F-1466	2004	NABI	40FT LFW	1N90403144A140285	1199859	40	40	CNG	2/3/2005	Arcadia
56	F-1467	2004	NABI	40FT LFW	1N90403164A140286	1199860	40	40	CNG	2/3/2005	Arcadia
57	F-1468	2004	NABI	40FT LFW	1N90403184A140287	1182977	40	40	CNG	1/13/2005	Arcadia
58	F-1469	2004	NABI	40FT LFW	1N904031X4A140288	1199861	40	40	CNG	2/3/2005	Arcadia
59	F-1470	2004	NABI	40FT LFW	1N90403114A140289	1180695	40	40	CNG	2/18/2005	Arcadia
60	F-1471	2004	NABI	40FT LFW	1N90403184A140290	1182996	40	40	CNG	1/13/2005	Arcadia
61	F-1472	2004	NABI	40FT LFW	1N904031X4A140291	1180696	40	40	CNG	2/18/2005	Arcadia
62	F-1473	2004	NABI	40FT LFW	1N90403114A140292	1199862	40	40	CNG	2/3/2005	Arcadia
63	F-1474	2004	NABI	40FT LFW	1N90403134A140293	1180698	40	40	CNG	3/30/2005	Arcadia
64	F-1500	2006	NABI	40FT LFW	1N90403126A140160	1253715	40	40	CNG	10/6/2006	Arcadia
65	F-1501	2006	NABI	40FT LFW	1N90403146A140161	1253716	40	40	CNG	10/6/2006	Arcadia
66	F-1502	2006	NABI	40FT LFW	1N90403166A140162	1253717	40	40	CNG	10/6/2006	Arcadia
67	F-1503	2006	NABI	40FT LFW	1N90403186A140163	1253718	40	40	CNG	10/6/2006	Arcadia
68	F-1504	2006	NABI	40FT LFW	1N904031X6A140164	1207294	40	40	CNG	10/6/2006	Arcadia
69	F-1505	2006	NABI	40FT LFW	1N90403116A140165	1344254	40	40	CNG	10/6/2006	Arcadia
70	F-1506	2006	NABI	40FT LFW	1N90403136A140166	1253719	40	40	CNG	10/6/2006	Arcadia
71	F-1507	2006	NABI	40FT LFW	1N90403156A140167	1253720	40	40	CNG	10/6/2006	Arcadia
72	F-1508	2006	NABI	40FT LFW	1N90403176A140168	1253721	40	40	CNG	10/6/2006	Arcadia
73	F-1509	2006	NABI	40FT LFW	1N90403196A140169	1282788	40	40	CNG	10/6/2006	Arcadia
74	F-1600	2006	NABI	60FT BRT Artic	1N960B0446A140130	1207270	60	58	CNG	10/6/2006	Arcadia
75	F-1601	2006	NABI	60FT BRT Artic	1N960B0466A140131	1207271	60	58	CNG	10/6/2006	Arcadia

#	Bus ID	Model Year	Make	Model	VIN Number	License Plate #	Length (ft)	Seat Capacity	Fuel Type	Acquisition date	Location
76	F-1602	2006	NABI	60FT BRT Artic	1N960B0486A140132	1207272	60	58	CNG	10/6/2006	Arcadia
77	F-1603	2006	NABI	60FT BRT Artic	1N960B04X6A140133	1207273	60	58	CNG	10/6/2006	Arcadia
78	F-1604	2006	NABI	60FT BRT Artic	1N960B0416A140134	1207274	60	58	CNG	10/6/2006	Arcadia
79	F-1605	2006	NABI	60FT BRT Artic	1N960B0436A140135	1207275	60	58	CNG	10/6/2006	Arcadia
80	F-1606	2006	NABI	60FT BRT Artic	1N960B0456A140136	1207276	60	58	CNG	10/6/2006	Arcadia
81	F-1607	2006	NABI	60FT BRT Artic	1N960B0476A140137	1207277	60	58	CNG	10/6/2006	Arcadia
82	F-1608	2006	NABI	60FT BRT Artic	1N960B0496A140138	1253700	60	58	CNG	10/6/2006	Arcadia
83	F-1609	2006	NABI	60FT BRT Artic	1N960B0406A140139	1253701	60	58	CNG	10/6/2006	Arcadia
84	F-1610	2006	NABI	60FT BRT Artic	1N960B0476A140140	1253725	60	58	CNG	10/6/2006	Arcadia
85	F-1611	2006	NABI	60FT BRT Artic	1N960B0496A140141	1207295	60	58	CNG	10/6/2006	Arcadia
86	F-1612	2006	NABI	60FT BRT Artic	1N960B0406A140142	1207296	60	58	CNG	10/6/2006	Arcadia
87	F-1613	2006	NABI	60FT BRT Artic	1N960B0426A140143	1253702	60	58	CNG	10/6/2006	Arcadia
88	F-1614	2006	NABI	60FT BRT Artic	1N960B0446A140144	1207297	60	58	CNG	10/6/2006	Arcadia
89	F-1615	2006	NABI	60FT BRT Artic	1N960B0466A140145	1207298	60	58	CNG	10/6/2006	Arcadia
90	F-1616	2006	NABI	60FT BRT Artic	1N960B0486A140146	1207299	60	58	CNG	10/6/2006	Arcadia
91	F-1617	2006	NABI	60FT BRT Artic	1N960B04X6A140147	1261900	60	58	CNG	10/6/2006	Arcadia
92	F-1618	2006	NABI	60FT BRT Artic	1N960B0416A140148	1253709	60	58	CNG	10/6/2006	Arcadia
93	F-1619	2006	NABI	60FT BRT Artic	1N960B0436A140149	1253710	60	58	CNG	10/6/2006	Arcadia
94	F-1620	2006	NABI	60FT BRT Artic	1N960B04X6A140150	1253711	60	58	CNG	10/6/2006	Arcadia
95	F-1621	2006	NABI	60FT BRT Artic	1N960B0416A140151	1253703	60	58	CNG	10/6/2006	Arcadia
96	F-1622	2006	NABI	60FT BRT Artic	1N960B0436A140152	1253712	60	58	CNG	10/6/2006	Arcadia
97	F-1623	2006	NABI	60FT BRT Artic	1N960B0456A140153	1253713	60	58	CNG	10/6/2006	Arcadia
98	F-1624	2006	NABI	60FT BRT Artic	1N960B0476A140154	1253704	60	58	CNG	10/6/2006	Arcadia
99	F-1625	2006	NABI	60FT BRT Artic	1N960B0496A140155	1253714	60	58	CNG	10/6/2006	Arcadia
100	F-1626	2006	NABI	60FT BRT Artic	1N960B0406A140156	1253705	60	58	CNG	10/6/2006	Arcadia
101	F-1627	2006	NABI	60FT BRT Artic	1N960B0426A140157	1253706	60	58	CNG	10/6/2006	Arcadia
102	F-1628	2006	NABI	60FT BRT Artic	1N960B0446A140158	1253707	60	58	CNG	10/6/2006	Arcadia
103	F-1629	2006	NABI	60FT BRT Artic	1N960B0466A140159	1253708	60	58	CNG	10/6/2006	Arcadia
104	F-1700	2009	NABI	42FT BRT	1N942203X9A140016	1327794	40	40	CNG	6/30/2009	Arcadia
105	F-1701	2009	NABI	42FT BRT	1N94220319A140017	1327795	40	40	CNG	6/30/2009	Arcadia
106	F-1702	2009	NABI	42FT BRT	1N94220339A140018	1327796	40	40	CNG	6/30/2009	Arcadia
107	F-1703	2009	NABI	42FT BRT	1N94220359A140019	1327797	40	40	CNG	6/30/2009	Arcadia
108	F-1704	2009	NABI	42FT BRT	1N94220319A140020	1327798	40	40	CNG	6/30/2009	Arcadia
109	F-1705	2009	NABI	42FT BRT	1N94220339A140021	1327799	40	40	CNG	6/30/2009	Arcadia
110	F-1706	2009	NABI	42FT BRT	1N94220359A140022	1327900	40	40	CNG	6/30/2009	Arcadia
111	F-1707	2009	NABI	42FT BRT	1N94220379A140023	1327901	40	40	CNG	6/30/2009	Arcadia
112	F-1708	2009	NABI	42FT BRT	1N94220399A140024	1327902	40	40	CNG	6/30/2009	Arcadia

#	Bus ID	Model Year	Make	Model	VIN Number	License Plate #	Length (ft)	Seat Capacity	Fuel Type	Acquisition date	Location
113	F-1709	2009	NABI	42FT BRT	1N94220309A140025	1327903	40	40	CNG	6/30/2009	Arcadia
114	F-1710	2009	NABI	42FT BRT	1N94220329A140026	1327914	40	40	CNG	6/30/2009	Arcadia
115	F-1711	2009	NABI	42FT BRT	1N94220349A140027	1327915	40	40	CNG	6/30/2009	Arcadia
116	F-1712	2009	NABI	42FT BRT	1N94220369A140028	1327916	40	40	CNG	6/30/2009	Arcadia
117	F-1713	2009	NABI	42FT BRT	1N94220389A140029	1327917	40	40	CNG	6/30/2009	Arcadia
118	F-1714	2009	NABI	42FT BRT	1N94220349A140030	1327918	40	40	CNG	6/30/2009	Arcadia
119	F-1715	2009	NABI	42FT BRT	1N94220369A140031	1327919	40	40	CNG	6/30/2009	Arcadia
120	F-1716	2009	NABI	42FT BRT	1N94220389A140032	1327920	40	40	CNG	6/30/2009	Arcadia
121	F-1717	2009	NABI	42FT BRT	1N942203X9A140033	1327921	40	40	CNG	6/30/2009	Arcadia
122	F-1718	2009	NABI	42FT BRT	1N94220319A140034	1327922	40	40	CNG	6/30/2009	Arcadia
123	F-1719	2009	NABI	42FT BRT	1N94220339A140035	1327923	40	40	CNG	6/30/2009	Arcadia
124	F-1720	2009	NABI	42FT BRT	1N94220359A140036	1327904	40	40	CNG	6/30/2009	Arcadia
125	F-1721	2009	NABI	42FT BRT	1N94220379A140037	1327905	40	40	CNG	6/30/2009	Arcadia
126	F-1722	2009	NABI	42FT BRT	1N94220399A140038	1327906	40	40	CNG	6/30/2009	Arcadia
127	F-1723	2009	NABI	42FT BRT	1N94220309A140039	1327907	40	40	CNG	6/30/2009	Arcadia
128	F-1724	2009	NABI	42FT BRT	1N94220379A140040	1327908	40	40	CNG	6/30/2009	Arcadia
129	F-1725	2009	NABI	42FT BRT	1N94220399A140041	1327909	40	40	CNG	6/30/2009	Arcadia
130	F-1726	2009	NABI	42FT BRT	1N94220309A140042	1327910	40	40	CNG	6/30/2009	Arcadia
131	F-1727	2009	NABI	42FT BRT	1N94220329A140043	1327911	40	40	CNG	6/30/2009	Arcadia
132	F-1728	2009	NABI	42FT BRT	1N94220349A140044	1327912	40	40	CNG	6/30/2009	Arcadia
133	F-1729	2009	NABI	42FT BRT	1N94220369A140045	1327913	40	40	CNG	6/30/2009	Arcadia
134	F-1800	2010	NABI	42FT BRT	1N9422038AA140407	1348364	42	40	CNG	7/2/2005	Pomona
135	F-1801	2010	NABI	42FT BRT	1N942203XAA140408	1348365	42	40	CNG	7/2/2005	Pomona
136	F-1802	2010	NABI	42FT BRT	1N9422031AA140409	1348366	42	40	CNG	7/2/2005	Pomona
137	F-1803	2010	NABI	42FT BRT	1N9422038AA140410	1348367	42	40	CNG	7/2/2005	Pomona
138	F-1804	2010	NABI	42FT BRT	1N942203XAA140411	1348368	42	40	CNG	7/2/2005	Pomona
139	F-1805	2010	NABI	42FT BRT	1N9422031AA140412	1348369	42	40	CNG	7/2/2005	Pomona
140	F-1806	2010	NABI	42FT BRT	1N9422033AA140413	1348370	42	40	CNG	7/2/2005	Pomona
141	F-1807	2010	NABI	42FT BRT	1N9422035AA140414	1348371	42	40	CNG	7/2/2005	Pomona
142	F-1808	2010	NABI	42FT BRT	1N9422037AA140415	1357907	42	40	CNG	7/2/2005	Pomona
143	F-1809	2010	NABI	42FT BRT	1N9422039AA140416	1357908	42	40	CNG	7/2/2005	Pomona
144	F-1810	2010	NABI	42FT BRT	1N9422030AA140417	1357909	42	40	CNG	7/2/2005	Pomona
145	F-1811	2010	NABI	42FT BRT	1N9422032AA140418	1357910	42	40	CNG	7/2/2005	Pomona
146	F-1900	2011	NABI	42FT BRT	1N9420345BA140343	1381901	42	38	CNG	7/4/2005	Pomona
147	F-1901	2011	NABI	42FT BRT	1N9420347BA140344	1381902	42	38	CNG	7/4/2005	Pomona
148	F-1902	2011	NABI	42FT BRT	1N9420349BA140345	1381903	42	38	CNG	7/4/2005	Pomona
149	F-1903	2011	NABI	42FT BRT	1N9420340BA140346	1381904	42	38	CNG	7/4/2005	Pomona
150	F-1904	2011	NABI	42FT BRT	1N9420342BA140347	1381905	42	38	CNG	7/4/2005	Pomona
151	F-1905	2011	NABI	42FT BRT	1N9420344BA140348	1381906	42	38	CNG	7/4/2005	Pomona

#	Bus ID	Model Year	Make	Model	VIN Number	License Plate #	Length (ft)	Seat Capacity	Fuel Type	Acquisition date	Location
152	F-1906	2011	NABI	42FT BRT	1N9420346BA140349	1381907	42	38	CNG	7/4/2005	Pomona
153	F-1907	2011	NABI	42FT BRT	1N9420342BA140350	1381908	42	38	CNG	7/4/2005	Pomona
154	F-1908	2011	NABI	42FT BRT	1N9420344BA140351	1381909	42	38	CNG	7/4/2005	Pomona
155	F-1909	2011	NABI	42FT BRT	1N9420346BA140352	1381910	42	38	CNG	7/4/2005	Pomona
156	F-1910	2011	NABI	42FT BRT	1N9420348BA140353	1381911	42	38	CNG	7/4/2005	Pomona
157	F-1911	2011	NABI	42FT BRT	1N942034XBA140354	1381912	42	38	CNG	7/4/2005	Pomona
158	F-1912	2011	NABI	42FT BRT	1N9420341BA140355	1381913	42	38	CNG	7/4/2005	Pomona
159	F-1913	2011	NABI	42FT BRT	1N9420343BA140356	1381914	42	38	CNG	7/4/2005	Pomona
160	F-2001	2009	PROTERRA	EcoRide FCBE35	1M9TG11J3AG816003	1357872	38' 8 5/8"	35	Electric	7/2/2005	Pomona
161	F-2003	2009	PROTERRA	EcoRide FCBE35	1M9TG11J7AG816005	1357874	38' 8 5/8"	35	Electric	7/2/2005	Pomona
162	F-2004	2014	PROTERRA	EcoRide FCBE35	1M9TG16J6DS816040	1403566	38' 8 5/8"	35	Electric	7/6/2005	Pomona
163	F-2005	2014	PROTERRA	EcoRide FCBE35	1M9TG16J8DS816041	1403567	38' 8 5/8"	35	Electric	7/6/2005	Pomona
164	F-2006	2014	PROTERRA	EcoRide FCBE35	1M9TG16JXDS816042	1481538	38' 8 5/8"	35	Electric	7/6/2005	Pomona
165	F-2007	2014	PROTERRA	EcoRide FCBE35	1M9TG16J1DS816043	1481539	38' 8 5/8"	35	Electric	7/6/2005	Pomona
166	F-2008	2014	PROTERRA	EcoRide FCBE35	1M9TG16J3DS816044	1403599	38' 8 5/8"	35	Electric	7/6/2005	Pomona
167	F-2009	2014	PROTERRA	EcoRide FCBE35	1M9TG16J5DS816045	1403771	38' 8 5/8"	35	Electric	7/6/2005	Pomona
168	F-2010	2014	PROTERRA	EcoRide FCBE35	1M9TG16J7DS816046	1403772	38' 8 5/8"	35	Electric	7/6/2005	Pomona
169	F-2011	2014	PROTERRA	EcoRide FCBE35	1M9TG16J9DS816047	1403773	38' 8 5/8"	35	Electric	7/6/2005	Pomona
170	F-2012	2014	PROTERRA	EcoRide FCBE35	1M9TG16J0DS816048	1481540	38' 8 5/8"	35	Electric	7/6/2005	Pomona
171	F-2013	2014	PROTERRA	EcoRide FCBE35	1M9TG16J2DS816049	1384545	38' 8 5/8"	35	Electric	7/6/2005	Pomona
172	F-2014	2014	PROTERRA	EcoRide FCBE35	1M9TG16J9DS816050	1403569	38' 8 5/8"	35	Electric	7/6/2005	Pomona
173	F-2015	2014	PROTERRA	EcoRide FCBE35	1M9TG16J0DS816051	1403570	38' 8 5/8"	35	Electric	7/6/2005	Pomona
174	F-2016	2015	PROTERRA	FCBE40	1M9TH16J3FS816089	1476127	42' 6"	40	Electric	7/8/2005	Pomona
175	F-2017	2015	PROTERRA	FCBE40	1M9TH16JXFS816090	1476128	42' 6"	40	Electric	7/8/2005	Pomona
176	F-2100	2013	NABI	42FT BRT	1N9420727DA140291	1389235	42	38	CNG	11/6/2013	Arcadia
177	F-2101	2013	NABI	42FT BRT	1N9420348DA140257	1389236	42	38	CNG	11/6/2013	Arcadia
178	F-2102	2013	NABI	42FT BRT	1N942034XDA140258	1403562	42	38	CNG	11/6/2013	Arcadia
179	F-2103	2013	NABI	42FT BRT	1N9420341DA140259	1384897	42	38	CNG	11/6/2013	Arcadia
180	F-2104	2013	NABI	42FT BRT	1N9402348DA140260	1403561	42	38	CNG	11/6/2013	Arcadia
181	F-2105	2013	NABI	42FT BRT	1N942034XDA140261	1389237	42	38	CNG	11/6/2013	Arcadia
182	F-2106	2013	NABI	42FT BRT	1N9420341DA140262	1384899	42	38	CNG	11/6/2013	Arcadia
183	F-2107	2013	NABI	42FT BRT	1N9420343DA140263	1384898	42	38	CNG	11/6/2013	Arcadia
184	F-2108	2013	NABI	42FT BRT	1N9420345DA140264	1389238	42	38	CNG	11/6/2013	Arcadia
185	F-2109	2013	NABI	42FT BRT	1N9420347DA140265	1384895	42	38	CNG	11/6/2013	Arcadia
186	F-2110	2013	NABI	42FT BRT	1N9420349DA140266	1389261	42	38	CNG	11/6/2013	Arcadia
187	F-2111	2013	NABI	42FT BRT	1N9420340DA140267	1389262	42	38	CNG	11/6/2013	Arcadia
188	F-2112	2013	NABI	42FT BRT	1N9420342DA140268	1403572	42	38	CNG	11/6/2013	Arcadia
189	F-2113	2013	NABI	42FT BRT	1N9420344DA140269	1403573	42	38	CNG	11/6/2013	Arcadia

#	Bus ID	Model Year	Make	Model	VIN Number	License Plate #	Length (ft)	Seat Capacity	Fuel Type	Acquisition date	Location
190	F-2114	2013	NABI	42FT BRT	1N9420340DA140270	1384896	42	38	CNG	11/6/2013	Arcadia
191	F-2115	2013	NABI	42FT BRT	1N9420342DA140271	1384893	42	38	CNG	11/6/2013	Arcadia
192	F-2116	2013	NABI	42FT BRT	1N9420344DA140272	1403563	42	38	CNG	11/6/2013	Arcadia
193	F-2117	2013	NABI	42FT BRT	1N9420346DA140273	1384894	42	38	CNG	11/6/2013	Arcadia
194	F-2118	2013	NABI	42FT BRT	1N9420348DA140274	1403574	42	38	CNG	11/6/2013	Arcadia
195	F-2119	2013	NABI	42FT BRT	1N942034XDA140275	1403575	42	38	CNG	11/6/2013	Arcadia
196	F-2120	2013	NABI	42FT BRT	1N9420341DA140276	1403576	42	38	CNG	11/6/2013	Arcadia
197	F-2121	2013	NABI	42FT BRT	1N9420343DA140277	1403577	42	38	CNG	11/6/2013	Arcadia
198	F-2122	2013	NABI	42FT BRT	1N9420345DA140278	1403578	42	38	CNG	11/6/2013	Arcadia
199	F-2123	2013	NABI	42FT BRT	1N9420347DA140279	1403579	42	38	CNG	11/6/2013	Arcadia
200	F-2124	2013	NABI	42FT BRT	1N9420343DA140280	1388387	42	38	CNG	11/6/2013	Arcadia
201	F-2125	2013	NABI	42FT BRT	1N9420345DA140281	1403580	42	38	CNG	7/5/2005	Pomona
202	F-2126	2013	NABI	42FT BRT	1N9420347DA140282	1388390	42	38	CNG	7/5/2005	Pomona
203	F-2127	2013	NABI	42FT BRT	1N9420349DA140283	1388391	42	38	CNG	7/5/2005	Pomona
204	F-2128	2013	NABI	42FT BRT	1N9420340DA140284	1388392	42	38	CNG	7/5/2005	Pomona
205	F-2129	2013	NABI	42FT BRT	1N9420342DA140285	1388388	42	38	CNG	7/5/2005	Pomona
206	F-2130	2013	NABI	42FT BRT	1N9420344DA140286	1388389	42	38	CNG	7/5/2005	Pomona
207	F-2131	2013	NABI	42FT BRT	1N9420346DA140287	1388393	42	38	CNG	7/5/2005	Pomona
208	F-2132	2013	NABI	42FT BRT	1N9420348DA140288	1403601	42	38	CNG	7/5/2005	Pomona
209	F-2133	2013	NABI	42FT BRT	1N942034XDA140289	1403602	42	38	CNG	7/5/2005	Pomona
210	F-2134	2013	NABI	42FT BRT	1N9420346DA140290	1403603	42	38	CNG	7/5/2005	Pomona
211	F-2135	2013	NABI	42FT BRT	1N9420729DA140292	1403604	42	38	CNG	7/5/2005	Pomona
212	F-2136	2013	NABI	42FT BRT	1N9420720DA140293	1403605	42	38	CNG	7/5/2005	Pomona
213	F-2137	2013	NABI	42FT BRT	1N9420722DA140294	1403583	42	38	CNG	7/5/2005	Pomona
214	F-2138	2013	NABI	42FT BRT	1N9420724DA140295	1403584	42	38	CNG	7/5/2005	Pomona
215	F-2139	2013	NABI	42FT BRT	1N9420726DA140296	1403585	42	38	CNG	7/5/2005	Pomona
216	F-2140	2013	NABI	42FT BRT	1N9420728DA140297	1403571	42	38	CNG	7/5/2005	Pomona
217	F-2141	2013	NABI	42FT BRT	1N942072XDA140298	1403621	42	38	CNG	7/5/2005	Pomona
218	F-2142	2013	NABI	42FT BRT	1N9420721DA140299	1403630	42	38	CNG	7/5/2005	Pomona
219	F-2143	2013	NABI	42FT BRT	1N9420724DA140300	1389271	42	38	CNG	7/5/2005	Pomona
220	F-2144	2013	NABI	42FT BRT	1N9420726DA140301	1389272	42	38	CNG	7/5/2005	Pomona
221	F-2145	2013	NABI	42FT BRT	1N9420728DA140302	1389273	42	38	CNG	7/5/2005	Pomona
222	F-2146	2013	NABI	42FT BRT	1N942072XDA140303	1389274	42	38	CNG	7/5/2005	Pomona
223	F-2147	2013	NABI	42FT BRT	1N9420721DA140304	1403731	42	38	CNG	7/5/2005	Pomona
224	F-2148	2013	NABI	42FT BRT	1N9420723DA140305	1403732	42	38	CNG	7/5/2005	Pomona
225	F-2149	2013	NABI	42FT BRT	1N9420725DA140306	1403733	42	38	CNG	7/5/2005	Pomona
226	F-2150	2013	NABI	42FT BRT	1N9420727DA140307	1403734	42	38	CNG	7/5/2005	Pomona
227	F-2151	2013	NABI	42FT BRT	1N9420729DA140308	1403735	42	38	CNG	7/5/2005	Pomona
228	F-2152	2013	NABI	42FT BRT	1N9420720DA140309	1403736	42	38	CNG	7/5/2005	Pomona

#	Bus ID	Model Year	Make	Model	VIN Number	License Plate #	Length (ft)	Seat Capacity	Fuel Type	Acquisition date	Location
229	F-2153	2013	NABI	42FT BRT	1N9420727DA140310	1389104	42	38	CNG	7/5/2005	Pomona
230	F-2154	2013	NABI	42FT BRT	1N9420729DA140311	1389105	42	38	CNG	7/5/2005	Pomona
231	F-2155	2013	NABI	42FT BRT	1N9420720DA140312	1389106	42	38	CNG	7/5/2005	Pomona
232	F-2156	2013	NABI	42FT BRT	1N9420722DA140313	1403622	42	38	CNG	7/5/2005	Pomona
233	F-2157	2013	NABI	42FT BRT	1N9420724DA140314	1389107	42	38	CNG	7/5/2005	Pomona
234	F-2158	2013	NABI	42FT BRT	1N9420726DA140315	1389108	42	38	CNG	7/5/2005	Pomona
235	F-2159	2013	NABI	42FT BRT	1N9420728DA140316	1389109	42	38	CNG	7/5/2005	Pomona
236	F-2160	2013	NABI	42FT BRT	1N942072XDA140317	1403623	42	38	CNG	7/5/2005	Pomona
237	F-2161	2013	NABI	42FT BRT	1N9420721DA140318	1403624	42	38	CNG	7/5/2005	Pomona
238	F-2162	2013	NABI	42FT BRT	1N9420723DA140319	1403625	42	38	CNG	7/5/2005	Pomona
239	F-2163	2013	NABI	42FT BRT	1N942072XDA140320	1403626	42	38	CNG	7/5/2005	Pomona
240	F-2200	2014	NABI	42FT BRT	1N9420722EA140345	1421524	42	38	CNG	7/7/2005	Pomona
241	F-2201	2014	NABI	42FT BRT	1N9420724EA140346	1421525	42	38	CNG	7/7/2005	Pomona
242	F-2202	2014	NABI	42FT BRT	1N9420726EA140347	1421526	42	38	CNG	7/7/2005	Pomona
243	F-2203	2014	NABI	42FT BRT	1N9420728EA140348	1421527	42	38	CNG	7/7/2005	Pomona
244	F-2204	2014	NABI	42FT BRT	1N942072XEA140349	1421528	42	38	CNG	7/7/2005	Pomona
245	F-2205	2014	NABI	42FT BRT	1N9420726EA140350	1421550	42	38	CNG	7/7/2005	Pomona
246	F-2206	2014	NABI	42FT BRT	1N9420728EA140351	1421552	42	38	CNG	7/7/2005	Pomona
247	F-2207	2014	NABI	42FT BRT	1N942072XEA140352	1421551	42	38	CNG	7/7/2005	Pomona
248	F-2208	2014	NABI	42FT BRT	1N9420721EA140353	1421553	42	38	CNG	7/7/2005	Pomona
249	F-2209	2014	NABI	42FT BRT	1N9420723EA140354	1421554	42	38	CNG	7/7/2005	Pomona
250	F-2210	2014	NABI	42FT BRT	1N9420725EA140355	1421557	42	38	CNG	7/7/2005	Pomona
251	F-2211	2014	NABI	42FT BRT	1N9420727EA140356	1421558	42	38	CNG	7/7/2005	Pomona
252	F-2212	2014	NABI	42FT BRT	1N9420729EA140357	1481537	42	38	CNG	7/7/2005	Pomona
253	F-2213	2014	NABI	42FT BRT	1N9420720EA140358	1421587	42	38	CNG	7/7/2005	Pomona
254	F-2214	2014	NABI	42FT BRT	1N9420722EA140359	1421588	42	38	CNG	7/7/2005	Pomona
255	F-2215	2014	NABI	42FT BRT	1N9420729EA140360	1421589	42	38	CNG	7/7/2005	Pomona
256	F-2216	2014	NABI	42FT BRT	1N9420720EA140361	1421590	42	38	CNG	7/7/2005	Pomona
257	F-2217	2014	NABI	42FT BRT	1N9420722EA140362	1421591	42	38	CNG	7/7/2005	Pomona
258	F-2218	2014	NABI	42FT BRT	1N9420724EA140363	1421615	42	38	CNG	7/7/2005	Pomona
259	F-2219	2014	NABI	42FT BRT	1N9420726EA140364	1421592	42	38	CNG	7/7/2005	Pomona
260	F-2220	2014	NABI	42FT BRT	1N9420728EA140365	1421616	42	38	CNG	7/7/2005	Pomona
261	F-2221	2014	NABI	42FT BRT	1N942072XEA140366	1421617	42	38	CNG	7/7/2005	Pomona
262	F-2222	2014	NABI	42FT BRT	1N9420721EA140367	1421618	42	38	CNG	7/7/2005	Pomona
263	F-2223	2014	NABI	42FT BRT	1N9420723EA140368	1421619	42	38	CNG	7/7/2005	Pomona
264	F-2224	2014	NABI	42FT BRT	1N9420725EA140369	1421620	42	38	CNG	7/7/2005	Pomona
265	F-2225	2014	NABI	42FT BRT	1N9420721EA140370	1421635	42	38	CNG	7/7/2005	Pomona
266	F-2226	2014	NABI	42FT BRT	1N9420723EA140371	1421637	42	38	CNG	7/7/2005	Pomona
267	F-2227	2014	NABI	42FT BRT	1N9420725EA140372	1421636	42	38	CNG	7/7/2005	Pomona

#	Bus ID	Model Year	Make	Model	VIN Number	License Plate #	Length (ft)	Seat Capacity	Fuel Type	Acquisition date	Location
268	F-2228	2014	NABI	42FT BRT	1N9420727EA140373	1421642	42	38	CNG	7/7/2005	Pomona
269	F-2229	2014	NABI	42FT BRT	1N9420729EA140374	1421648	42	38	CNG	7/7/2005	Pomona
270	F-2300	2015	NABI	42FT BRT	1N9420727EA140485	1459349	42	38	CNG	7/7/2005	Pomona
271	F-2301	2015	NABI	42FT BRT	1N9420729EA140486	1459370	42	38	CNG	7/7/2005	Pomona
272	F-2302	2015	NABI	42FT BRT	1N9420720EA140487	1459406	42	38	CNG	7/7/2005	Pomona
273	F-2303	2015	NABI	42FT BRT	1N9420722EA140488	1459405	42	38	CNG	7/7/2005	Pomona
274	F-2304	2015	NABI	42FT BRT	1N9420724EA140489	1459302	42	38	CNG	7/7/2005	Pomona
275	F-2305	2015	NABI	42FT BRT	1N9420720EA140490	1459303	42	38	CNG	7/7/2005	Pomona
276	F-2306	2015	NABI	42FT BRT	1N9420722EA140491	1459304	42	38	CNG	7/7/2005	Pomona
277	F-2307	2015	NABI	42FT BRT	1N9420724EA140492	1459305	42	38	CNG	7/7/2005	Pomona
278	F-2308	2015	NABI	42FT BRT	1N9420726EA140493	1459306	42	38	CNG	7/7/2005	Pomona
279	F-2309	2015	NABI	42FT BRT	1N9420728EA140494	1459307	42	38	CNG	7/7/2005	Pomona
280	F-2310	2015	NABI	42FT BRT	1N942072XEA140495	1459329	42	38	CNG	7/7/2005	Pomona
281	F-2311	2015	NABI	42FT BRT	1N9420721EA140496	1459447	42	38	CNG	7/7/2005	Pomona
282	F-2312	2015	NABI	42FT BRT	1N9420723EA140497	1459478	42	38	CNG	7/7/2005	Pomona
283	F-2313	2015	NABI	42FT BRT	1N9420725EA140498	1459479	42	38	CNG	7/7/2005	Pomona
284	F-2314	2015	NABI	42FT BRT	1N9420727EA140499	1459446	42	38	CNG	7/7/2005	Pomona
285	F-2315	2015	NABI	42FT BRT	1N942072XEA140500	1459445	42	38	CNG	7/7/2005	Pomona
286	F-2316	2015	NABI	42FT BRT	1N9420721EA140501	1459308	42	38	CNG	7/7/2005	Pomona
287	F-2317	2015	NABI	42FT BRT	1N9420723EA140502	1462425	42	38	CNG	7/7/2005	Pomona
288	F-2318	2015	NABI	42FT BRT	1N9420725EA140503	1462426	42	38	CNG	7/7/2005	Pomona
289	F-2319	2015	NABI	42FT BRT	1N9420727EA140504	1459309	42	38	CNG	7/7/2005	Pomona
290	F-2320	2015	NABI	42FT BRT	1N9420729EA140505	1459310	42	38	CNG	7/7/2005	Pomona
291	F-2321	2015	NABI	42FT BRT	1N9420720EA140506	1459311	42	38	CNG	7/7/2005	Pomona
292	F-2322	2015	NABI	42FT BRT	1N9420722EA140507	1459330	42	38	CNG	7/7/2005	Pomona
293	F-2323	2015	NABI	42FT BRT	1N9420724EA140508	1459371	42	38	CNG	7/7/2005	Pomona
294	F-2324	2015	NABI	42FT BRT	1N9420726EA140509	1459348	42	38	CNG	7/7/2005	Pomona
295	F-2325	2015	NABI	42FT BRT	1N9420722EA140510	1459347	42	38	CNG	7/7/2005	Pomona
296	F-2326	2015	NABI	42FT BRT	1N9420724EA140511	1459373	42	38	CNG	7/7/2005	Pomona
297	F-2327	2015	NABI	42FT BRT	1N9420726EA140512	1459346	42	38	CNG	7/7/2005	Pomona
298	F-2328	2015	NABI	42FT BRT	1N9420728EA140513	1459372	42	38	CNG	7/7/2005	Pomona
299	F-2329	2015	NABI	42FT BRT	1N942072XEA140514	1459499	42	38	CNG	7/7/2005	Pomona
300	F-2400	2016	New Flyer	Excelsior-XN40	5FYC8FB18FF048396	1469732	40	35	CNG	4/13/2016	Arcadia
301	F-2401	2016	New Flyer	Excelsior-XN40	5FYC8FB1XFF048397	1469733	40	35	CNG	4/13/2016	Arcadia
302	F-2402	2016	New Flyer	Excelsior-XN40	5FYC8FB11FF048398	1469734	40	35	CNG	4/13/2016	Arcadia
303	F-2403	2016	New Flyer	Excelsior-XN40	5FYC8FB13FF048399	1476105	40	35	CNG	6/21/2016	Arcadia
304	F-2404	2016	New Flyer	Excelsior-XN40	5FYC8FB16FF048400	1469735	40	35	CNG	4/13/2016	Arcadia
305	F-2405	2016	New Flyer	Excelsior-XN40	5FYC8FB18FF048401	1469736	40	35	CNG	4/13/2016	Arcadia

#	Bus ID	Model Year	Make	Model	VIN Number	License Plate #	Length (ft)	Seat Capacity	Fuel Type	Acquisition date	Location
306	F-2406	2016	New Flyer	Excelsior-XN40	5FYC8FB1XFF048402	1469781	40	35	CNG	5/11/2016	Arcadia
307	F-2407	2016	New Flyer	Excelsior-XN40	5FYC8FB11FF048403	1469737	40	35	CNG	4/13/2016	Arcadia
308	F-2408	2016	New Flyer	Excelsior-XN40	5FYC8FB13FF048404	1469783	40	35	CNG	5/11/2016	Arcadia
309	F-2409	2016	New Flyer	Excelsior-XN40	5FYC8FB15FF048405	1469784	40	35	CNG	5/11/2016	Arcadia
310	F-2410	2016	New Flyer	Excelsior-XN40	5FYC8FB28FF048406	1469811	40	35	CNG	5/11/2016	Arcadia
311	F-2411	2016	New Flyer	Excelsior-XN40	5FYC8FB19FF048407	1469812	40	35	CNG	5/11/2016	Arcadia
312	F-2412	2016	New Flyer	Excelsior-XN40	5FYC8FB10FF048408	1476249	40	35	CNG	5/11/2016	Arcadia
313	F-2413	2016	New Flyer	Excelsior-XN40	5FYC8FB12FF048409	1469813	40	35	CNG	5/11/2016	Arcadia
314	F-2414	2016	New Flyer	Excelsior-XN40	5FYC8FB19FF048410	1469858	40	35	CNG	5/11/2016	Arcadia
315	F-2415	2016	New Flyer	Excelsior-XN40	5FYC8FB10FF048411	1469782	40	35	CNG	5/11/2016	Arcadia
316	F-2416	2016	New Flyer	Excelsior-XN40	5FYC8FB12FF048412	1469814	40	35	CNG	5/11/2016	Arcadia
317	F-2417	2016	New Flyer	Excelsior-XN40	5FYC8FB14FF048413	1469815	40	35	CNG	5/11/2016	Arcadia
318	F-2418	2016	New Flyer	Excelsior-XN40	5FYC8FB16FF048414	1469859	40	35	CNG	5/11/2016	Arcadia
319	F-2419	2016	New Flyer	Excelsior-XN40	5FYC8FB18FF048415	1469860	40	35	CNG	5/11/2016	Arcadia
320	F-2420	2016	New Flyer	Excelsior-XN40	5FYC8FB1XFF048416	1469861	40	35	CNG	5/11/2016	Arcadia
321	F-2421	2016	New Flyer	Excelsior-XN40	5FYC8FB11FF048417	1469862	40	35	CNG	5/11/2016	Arcadia
322	F-2422	2016	New Flyer	Excelsior-XN40	5FYC8FB13FF048418	1476106	40	35	CNG	6/27/2016	Arcadia
323	F-2423	2016	New Flyer	Excelsior-XN40	5FYC8FB15FF048419	1476029	40	35	CNG	6/15/2016	Arcadia
324	F-2424	2016	New Flyer	Excelsior-XN40	5FYC8FB11FF048420	1469890	40	35	CNG	6/15/2016	Arcadia
325	F-2425	2016	New Flyer	Excelsior-XN40	5FYC8FB13FF048421	1469891	40	35	CNG	6/15/2016	Arcadia
326	F-2426	2016	New Flyer	Excelsior-XN40	5FYC8FB15FF048422	1476031	40	35	CNG	6/15/2016	Arcadia
327	F-2427	2016	New Flyer	Excelsior-XN40	5FYC8FB17FF048423	1476107	40	35	CNG	6/27/2016	Arcadia
328	F-2428	2016	New Flyer	Excelsior-XN40	5FYC8FB19FF048424	1476030	40	35	CNG	6/15/2016	Arcadia
329	F-2429	2016	New Flyer	Excelsior-XN40	5FYC8FB10FF048425	1476104	40	35	CNG	6/15/2016	Arcadia
330	F-2500	2016	New Flyer	Excelsior-XN40	5FYC8FB16GF050455	1497024	40	35	CNG	2/16/2017	Arcadia
331	F-2501	2016	New Flyer	Excelsior-XN40	5FYC8FB18GF050456	1497025	40	35	CNG	2/16/2017	Arcadia
332	F-2502	2016	New Flyer	Excelsior-XN40	5FYC8FB1XGF050457	1497026	40	35	CNG	2/17/2017	Arcadia
333	F-2503	2016	New Flyer	Excelsior-XN40	5FYC8FB11GF050458	1497027	40	35	CNG	2/16/2017	Arcadia
334	F-2504	2016	New Flyer	Excelsior-XN40	5FYC8FB13GF050459	1497045	40	35	CNG	3/7/2017	Arcadia
335	F-2505	2016	New Flyer	Excelsior-XN40	5FYC8FB1XGF050460	1497046	40	35	CNG	3/2/2017	Arcadia
336	F-2506	2016	New Flyer	Excelsior-XN40	5FYC8FB11GF050461	1497028	40	35	CNG	2/17/2017	Arcadia
337	F-2507	2016	New Flyer	Excelsior-XN40	5FYC8FB13GF050462	1497029	40	35	CNG	2/22/2017	Arcadia
338	F-2508	2016	New Flyer	Excelsior-XN40	5FYC8FB15GF050463	1497047	40	35	CNG	3/2/2017	Arcadia
339	F-2509	2016	New Flyer	Excelsior-XN40	5FYC8FB17GF050464	1497030	40	35	CNG	2/21/2017	Arcadia
340	F-2510	2016	New Flyer	Excelsior-XN40	5FYC8FB19GF050465	1497031	40	35	CNG	2/22/2017	Arcadia
341	F-2511	2016	New Flyer	Excelsior-XN40	5FYC8FB10GF050466	1497048	40	35	CNG	3/2/2017	Arcadia

#	Bus ID	Model Year	Make	Model	VIN Number	License Plate #	Length (ft)	Seat Capacity	Fuel Type	Acquisition date	Location
342	F-2512	2016	New Flyer	Excelsior-XN40	5FYC8FB12GF050467	1497049	40	35	CNG	3/6/2017	Arcadia
343	F-2513	2016	New Flyer	Excelsior-XN40	5FYC8FB14GF050468	1497050	40	35	CNG	3/2/2017	Arcadia
344	F-2514	2016	New Flyer	Excelsior-XN40	5FYC8FB16GF050469	1515355	40	35	CNG	3/14/2017	Arcadia
345	F-2515	2016	New Flyer	Excelsior-XN40	5FYC8FB12GF050470	1497051	40	35	CNG	3/6/2017	Arcadia
346	F-2516	2016	New Flyer	Excelsior-XN40	5FYC8FB14GF050471	1497052	40	35	CNG	3/7/2017	Arcadia
347	F-2517	2016	New Flyer	Excelsior-XN40	5FYC8FB16GF050472	1497053	40	35	CNG	3/7/2017	Arcadia
348	F-2518	2016	New Flyer	Excelsior-XN40	5FYC8FB18GF050473	1515388	40	35	CNG	4/5/2017	Arcadia
349	F-2519	2016	New Flyer	Excelsior-XN40	5FYC8FB1XGF050474	1515356	40	35	CNG	3/14/2017	Arcadia
350	F-2520	2016	New Flyer	Excelsior-XN40	5FYC8FB11GF050475	1515357	40	35	CNG	3/14/2017	Arcadia
351	F-2521	2016	New Flyer	Excelsior-XN40	5FYC8FB11GF050476	1515384	40	35	CNG	3/23/2017	Arcadia
352	F-2522	2016	New Flyer	Excelsior-XN40	5FYC8FB15GF050477	1515389	40	35	CNG	3/31/2017	Arcadia
353	F-2523	2016	New Flyer	Excelsior-XN40	5FYC8FB15GF050477	1515390	40	35	CNG	3/31/2017	Arcadia
354	F-2524	2016	New Flyer	Excelsior-XN40	5FYC8FB19GF050479	1515385	40	35	CNG	3/23/2017	Arcadia
355	F-2525	2016	New Flyer	Excelsior-XN40	5FYC8FB15GF050480	1515391	40	35	CNG	3/31/2017	Arcadia
356	F-2526	2016	New Flyer	Excelsior-XN40	5FYC8FB17GF050481	1515392	40	35	CNG	3/31/2017	Arcadia
357	F-2527	2016	New Flyer	Excelsior-XN40	5FYC8FB19GF050482	1515393	40	35	CNG	4/5/2017	Arcadia
358	F-2528	2016	New Flyer	Excelsior-XN40	5FYC8FB10GF050483	1515417	40	35	CNG	4/11/2017	Arcadia
359	F-2529	2016	New Flyer	Excelsior-XN40	5FYC8FB12GF050484	1515418	40	35	CNG	4/11/2017	Arcadia
360	F-2600	2017	Proterra	Catalyst E2	1M9TH16J6HL816155	1515900	42	40	Electric	9/26/2017	Arcadia
361	F-2601	2017	Proterra	Catalyst E2	1M9TH16J7HL816156	1516132	42	40	Electric	9/26/2017	Arcadia
362	F-2602	2017	Proterra	Catalyst E2	1M9TH16J9HL816157	1516133	42	40	Electric	9/26/2017	Arcadia
363	F-2603	2017	Proterra	Catalyst E2	1M9TH16JOHL816158	1516142	42	40	Electric	9/26/2017	Arcadia
364	F-2604	2017	Proterra	Catalyst E2	1M9TH16J2HL816159	1516100	42	40	Electric	9/26/2017	Arcadia
365	F-2605	2017	Proterra	Catalyst E2	1M9TH16J9HL816160	1516143	42	40	Electric	9/26/2017	Arcadia
366	F-2606	2017	Proterra	Catalyst E2	1M9TH16JOHL816161	1516139	42	40	Electric	9/26/2017	Arcadia
367	F-2607	2017	Proterra	Catalyst E2	1M9TH16JZHL816162	1516140	42	40	Electric	9/26/2017	Arcadia
368	F-2608	2017	Proterra	Catalyst E2	1M9TH16J4HL816163	1516141	42	40	Electric	9/26/2017	Arcadia
369	F-2609	2017	Proterra	Catalyst E2	1M9TH16J6HL816164	1516135	42	40	Electric	9/26/2017	Arcadia
370	F-2610	2017	Proterra	Catalyst E2	1M9TH16J8HL816165	1516136	42	40	Electric	9/26/2017	Arcadia
371	F-2611	2017	Proterra	Catalyst E2	1M9TH16JXHL816166	1516137	42	40	Electric	9/26/2017	Arcadia
372	F-2612	2017	Proterra	Catalyst E2	1M9TH16J1HL816167	1516138	42	40	Electric	9/26/2017	Arcadia
373	F-2613	2017	Proterra	Catalyst E2	1M9TH16J3HL816168	1534758	42	40	Electric	9/26/2017	Arcadia

Appendix B: Facilities Asset List

			Count	Average age in category	Useful Life	Remaining Life
West Covina Headquarters	BUILDINGS	Buildings	1	49	50	1
	BUILDINGS SITEWORK	Site Electrical Utilities	2	49	14	-36
		Site Improvements	2	49	15	-34
	EQUIPMENT & FURNISHINGS	Equipment	3	11	11	0
		Furnishings	2	11	10	-1
	INTERIORS	Interior Construction	5	19	15	-4
	SERVICES	Conveying	3	49	27	-23
		Electrical	17	43	23	-20
		Fire Protection	3	37	31	-6
		HVAC	28	30	19	-11
Plumbing		7	28	15	-13	
SHELL	Superstructure	1	49	20	-29	
Arcadia	BUILDINGS	Buildings	1	16	50	34
	BUILDINGS SITEWORK	Site Electrical Utilities	2	16	14	-2
		Site Improvements	11	16	15	-1
		Site Mechanical Utilities	3	16	25	9
	EQUIPMENT & FURNISHINGS	Equipment	89	15	13	-2
		Furnishings	2	16	10	-6
	INTERIORS	Interior Construction	4	14	39	24
	SERVICES	Conveying	1	16	25	9
		Electrical	48	16	25	10
		Fire Protection	2	16	31	15
		HVAC	108	16	13	-3
		Plumbing	16	16	18	2
	SHELL	Exterior Enclosure	17	14	26	13
Superstructure		4	16	20	4	
Pomona	BUILDINGS	Buildings	2	22	31	8
	BUILDINGS SITEWORK	Site Electrical Utilities	3	22	16	-7
		Site Improvements	12	22	14	-8
		Site Mechanical Utilities	1	22	25	3
	EQUIPMENT & FURNISHINGS	Equipment	52	22	15	-7
		Furnishings	2	22	10	-12
	INTERIORS	Interior Construction	2	22	38	15
	SERVICES	Electrical	12	21	14	-7
		Fire Protection	5	10	42	32
		HVAC	59	20	13	-7
		Plumbing	13	22	15	-7
SHELL		Exterior Enclosure	13	22	35	13
	Superstructure	3	22	20	-2	
Industry	BUILDINGS	Buildings	1	5	75	70
	BUILDINGS SITEWORK	Site Electrical Utilities	2	5	14	9
		Site Improvements	2	5	18	13
	INTERIORS	Interior Construction	1	5	10	5
		Stairs	2	5	75	70
	SERVICES	Conveying	1	5	25	20
		Electrical	9	5	23	18
		Fire Protection	2	5	31	26
		HVAC	5	5	16	11
		Plumbing	1	5	10	5
SPECIAL CONSTRUCTION & DEMOLI..	Special Construction	1	5	12	7	
Pomona Transit Center	BUILDINGS	Buildings	1	4	75	71
	SERVICES	Electrical	6	4	26	22
		Fire Protection	1	4	12	8
		HVAC	4	4	15	11
	SHELL	Exterior Enclosure	1	4	75	71
Superstructure		1	4	20	16	
Arcadia Warehouse	BUILDINGS	Buildings	1	11	50	39
	BUILDINGS SITEWORK	Site Improvements	1	11	12	1
	EQUIPMENT & FURNISHINGS	Equipment	1	11	10	-1
	SERVICES	Electrical	1	11	25	14
		Fire Protection	2	11	31	20
	HVAC	1	11	15	4	
	Plumbing	1	11	35	24	

Appendix C: FTA Certifications & Assurances

FTA FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2018 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE

(Required of all Applicants for federal assistance to be awarded by FTA in FY 2018)

AFFIRMATION OF APPLICANT

Name of the Applicant: Foothill Transit

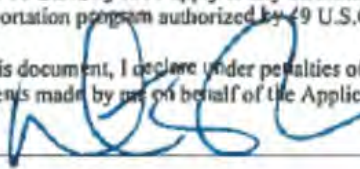
Name and Relationship of the Authorized Representative: Doran J. Barnes - Executive Director

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in federal fiscal year 2018, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply to each Award for which it now seeks, or may later seek federal assistance to be awarded during federal fiscal year 2018.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute.

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature  Date: 03/13/18

Name Doran J. Barnes
Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): Foothill Transit

As the undersigned Attorney for the above-named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature  Date: 03/13/18

Name Darold Pieper
Attorney for Applicant

Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.

FTA FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES

**FEDERAL FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES FOR
FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS**

(Signature pages alternative to providing Certifications and Assurances in TrAMS)

Name of Applicant: Foothill Transit

The Applicant agrees to comply with applicable provisions of Categories 01 – 21. All

OR

The Applicant agrees to comply with applicable provisions of the Categories it has selected:

<u>Category</u>	<u>Description</u>	
01.	Required Certifications and Assurances for Each Applicant.	_____
02.	Lobbying.	_____
03.	Private Sector Protections.	_____
04.	Rolling Stock Reviews and Bus Testing.	_____
05.	Demand Responsive Service.	_____
06.	Intelligent Transportation Systems.	_____
07.	Interest and Financing Costs and Acquisition of Capital Assets by Lease.	_____
08.	Transit Asset Management Plan, Public Transportation Safety Program, and State Safety Oversight Requirements.	_____
09.	Alcohol and Controlled Substances Testing.	_____
10.	Fixed Guideway Capital Investment Grants Program (New Starts, Small Starts, and Core Capacity Improvement).	_____
11.	State of Good Repair Program.	_____
12.	Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs.	_____
13.	Urbanized Area Formula Grants Programs and Passenger Ferry Grant Program.	_____
14.	Enhanced Mobility of Seniors and Individuals with Disabilities Programs.	_____
15.	Rural Areas and Appalachian Development Programs.	_____
16.	Tribal Transit Programs (Public Transportation on Indian Reservations Programs).	_____
17.	State Safety Oversight Grant Program.	_____
18.	Public Transportation Emergency Relief Program.	_____
19.	Expedited Project Delivery Pilot Program.	_____
20.	Infrastructure Finance Programs.	_____
21.	Construction Hiring Preferences.	_____



November 2, 2018

To: Executive Board

Subject: **Fiscal Year 2018-2019 First Quarter Budget Update**

Recommendation

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

Budget Update

As of September 30, 2018, Foothill Transit is approximately \$1.9 million under the approved year-to-date operating budget of \$25.6 million. Each department head has reviewed the first quarter budget and expenditures; overall, they have forecasted that Foothill Transit will end the fiscal year within the approved budget.

Operating Accomplishments

A major first quarter accomplishment was the operation of service to the Los Angeles County Fair. Other accomplishments include continued installation and operations of the CAD/AVL equipment, the new Hollywood Bowl service from Rowland Heights, and the continuing Rose Bowl service for UCLA Football games.

Capital Program Accomplishments

Achievements during the first quarter of FY18-19 in capital programs include continuing design of the Mt. SAC Transit Center and the Covina Transit Center. A large capital expenditure will be incurred during the second quarter as we break ground and begin construction on the Covina Transit Center.

Fiscal Year 2018-2019 Budgetary Variances

The first quarter budget analysis identified an overrun in CNG fuel. After an initial investigation it seems the price of CNG fuel has risen unexpectedly. The price variance will continue to be monitored in the upcoming months and any necessary adjustments will be updated to the board.

Ridership continues to be lower but only decreased by one percent this quarter. Fare revenue has shown an eight percent increase over the first quarter of last year. This is due to the fare restructuring implemented in October 2017.



The budget will continue to be reviewed and analyzed on a quarterly basis to ensure budget adherence and identify future improvements.

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

Attachment

TOTAL BUDGET BY DEPARTMENT

	Department	Budget Y-T-D	Actual Y-T-D	Variance
1	Customer Service & Operations	\$ 21,710,329	\$ 21,302,028	\$ 408,301
2	Maintenance & Vehicle Technology	220,678	187,001	33,677
3	Marketing and Communications	592,398	293,232	299,166
4	Information Technology	712,307	390,759	321,548
5	Administration	782,932	500,850	282,082
6	Procurement	234,045	74,328	159,717
7	Finance	475,361	356,090	119,271
8	Planning	305,300	168,358	136,942
9	Facilities	601,591	429,241	172,350
	TOTALS	\$ 25,634,941	\$ 23,701,886	\$ 1,933,055



November 2, 2018

To: Executive Board

Subject: **Keolis' MobileEye Technology Implementation**

Recommendation

Receive and file a report on Keolis' MobileEye technology implementation.

Analysis

Primary among Foothill Transit's goals is the operation of a safe transit system. In response to this goal, Keolis, the company contracted to provide operations and maintenance at the Foothill Transit Pomona facility, is currently completing the installation and implementation of the new MobilEye technology. This technology, which was included in their proposal to operate the service, is a method to improve Foothill Transit's safety performance. MobilEye is a supplier of software that enables Advanced Driver Assist Systems (ADAS). The MobilEye features include:

- **Forward Collision Warning** - Alerts when a collision is imminent with a car, truck, or motorcycle ahead of the vehicle.
- **Lane Departure Warning** - Alerts when a lane deviation occurs without proper signal notification.
- **Headway Monitoring Warning** - Alerts when the following distance from the vehicle ahead becomes unsafe.
- **Speed Limit Indicator** - Recognizes speed limit signs and alerts when the vehicle exceeds the posted limit.
- **Turn Signal Reminder** - Alerts the driver if one or both blinkers remain active for an extended period of time.
- **Low Visibility Indicator** - Notifies the driver during low visibility conditions. During these conditions, the system will continue to work; however, its ability to detect may be limited.

Keolis began the installation of the MobilEye sensors in the vehicle's cab and an EyeWatch display for the operators on the dash of all Foothill Transit's buses in July. This technology will work in conjunction with the DriveCam Camera System, which was previously installed, reducing the need for dual cameras.

"MobileEye will augment the existing technology provided to our operators and will help ensure safe delivery of service to our passengers, other



motorists, and pedestrians and will assist Keolis in providing Foothill Transit even better safety results," says Keolis General Manager Marc Perla. The next steps in the implementation include finalizing the installation of MobileEye in all Keolis operated Foothill Transit buses, which is expected to conclude by November 2018. Currently, 105 vehicles have been equipped with MobilEye technology. Once completely installed, Keolis staff will follow up with operator interviews to see how the product is being received, conduct additional training, and see what changes, if any, are required.

This technology is being deployed and evaluated at various transit properties throughout the country. The Transportation Research Board (TRB), a member of the National Academies of Sciences, Engineering, Medicine sponsored a project to analyze the impact of the technology on reducing collisions and claims. The final report for the Transit Innovations Deserving Exploratory Analysis Program (IDEA) was released in May 2017. This report highlighted the results of a field test and evaluation of the Central Aural Warning System (CAWS) in revenue service over a three-month period. Some of the highlights of the report include:

- "The most significant measure of acceptance of CAWS by the transit industry is expected to be the degree to which CAWS will reduce collisions and claims.
- "...as drivers gain experience with the equipped buses, they may be better able to anticipate adverse driving conditions, which would be reflected in fewer events per miles logged."
- The pilot test showed that although driver acceptance was mixed, there were large reductions in near-miss events for CAWS-equipped buses.

Based on this test, Pierce Transit made plans to conduct a full year of testing, data collection, analysis and evaluation. They anticipated that this would include 4.4 million miles of revenue service. Other transit agencies around the world are exploring this technology in hopes to both improve the safety of their transit systems and to determine other benefits including autonomous vehicle applications.

Keolis has made the implementation of MobileEye a corporate safety strategy and includes the investment to install the equipment on all 157 of the Foothill Transit buses in their contract, which will run approximately 550,000 miles per month. The results and experiences gained from the implementation of



Executive Board Meeting - 11/02/18
Keolis' MobilEye Technology Implementation
Page 3

this project will be valuable to continue to improve the safety of Foothill Transit's operation as well as provide insight into the effectiveness of this technology for public transit.

Sincerely,

A handwritten signature in blue ink, appearing to read 'L. King Gillespie'.

LaShawn King Gillespie
Director of Customer Service & Operations

A handwritten signature in blue ink, appearing to read 'D. Barnes'.

Doran J. Barnes
Executive Director



November 2, 2018

To: Executive Board

Subject: **Fiscal Year 2017-2018 Comprehensive Annual Financial Audit Report Results**

Recommendation

Receive and file the Fiscal Year 2017-2018 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, 2018 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, 2018, to properly reflect the financial position and changes in its financial position. This is the 15th 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 Executive Board on Friday, November 2, 2018.



A summary of the financial activities are as follows:

Total farebox revenue	\$	16,343,392
Other revenue		<u>1,344,772</u>
Total operating revenues		17,688,164
Operating expense before depreciation		93,218,066
Depreciation expense		<u>26,316,229</u>
Total operating expense		119,534,295
Operating loss		<u>(101,846,131)</u>
Operating grants		74,676,246
Other income (expense) net		(389,315)
Loss before capital contributions		(27,559,200)
Capital contributions		27,778,636
Change in net assets		219,436
Net assets at beginning of year		<u>246,990,744</u>
Net assets at end of year	\$	<u>247,210,180</u>
Farebox recovery ratio		17.72%



During fiscal year 2017–2018, Foothill Transit’s net position increased \$219,436 (0.1%) from the previous year resulting primarily from the capital asset acquisitions of \$18,845,534 and disposals of \$7,079,300, exclusive of depreciation. The capital additions were funded by federal, state, and local grants.

In fiscal year 2017–2018, operating expenses before depreciation increased \$6,233,107 (7.2%) 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, 2018, by \$247,210,180 (net position).

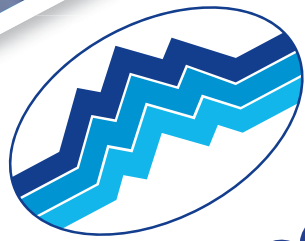
Attachment A is a copy of the audit report for your review.

Sincerely,

Michelle Lopes Caldwell
Director of Finance & Treasurer

Doran J. Barnes
Executive Director

Attachment



Foothill Transit

COMPREHENSIVE ANNUAL FINANCIAL REPORT

FOR THE FISCAL YEARS ENDED JUNE 30, 2018 AND 2017
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, 2018 and 2017

FOOTHILL TRANSIT
(A JOINT POWERS AUTHORITY)

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INTRODUCTION

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EXECUTIVE BOARD MEMORANDUM

To: Executive Board

October 19, 2018

Subject: 2018 Fiscal Year 2017/2018 Comprehensive Annual Financial Report

Enclosed is the Comprehensive Annual Financial Report of Foothill Transit for the fiscal year ended June 30, 2018. 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, 2018, 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, 2018, 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 3, 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 374 buses transporting 13 million passengers with 12.4 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 FY2017/2018 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 afford-ability...” 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 from 3% to 8%. Rail ridership has remained steady or

seen moderate growth, particularly in geographic corridors where new or improved rail service has been implemented.

The majority of Foothill Transit's funding is provided from local sales taxes. Although there was a modest increase in sales tax collections during FY2017/2018, 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, 2017. 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 Pro Tem Corey Calaycay
Mayor Opanyi K. Nasiali, Alternate

La Verne

Councilmember Charles A. Rosales
Councilmember Tim Hepburn, Alternate

Pomona

Councilmember Robert S. Torres
Mayor Tim Sandoval, Alternate

San Dimas

Councilmember Emmett Badar
Mayor Pro Tem John Ebner, Alternate

Walnut

Mayor Pro Tem Nancy Tragarz
Councilmember Andrew Rodriguez, Alternate

CLUSTER 2

Azusa

Councilmember Uriel Macias
Councilmember Edward J. Alvarez, Alternate

Baldwin Park

Mayor Pro Tem Ricardo Pacheco
Councilmember Cruz Baca, Alternate

Covina

Mayor Pro Tem Peggy A. Delach
Councilmember John C. King, Alternate

Glendora

Councilmember Gary Boyer
Councilmember Michael Allawos,
Alternate

Irwindale

Mayor Pro Tem Albert Ambriz
Councilmember Manuel R. Garcia, Alternate

West Covina

Councilmember Corey Warshaw
Councilmember James Toma, Alternate

CLUSTER 3

Arcadia

Councilmember Roger Chandler
Councilmember Tom Beck, Alternate

Bradbury

Councilmember Richard G. Barakat
Councilmember D. Montgomery Lewis, Alternate

Duarte

Councilmember Tzeitel Paras-Caracci
Councilmember Samuel Kang, Alternate

Monrovia

Mayor Pro Tem Becky Shevlin
VACANT, Alternate

CLUSTER 3 (continued)

Pasadena

Councilmember Margaret McAustin
Mayor Terry Tornek, Alternate

Temple City

Mayor Pro Tem Nanette Fish
Mayor William Man, Alternate

CLUSTER 4

El Monte

Mayor Pro Tem Juventino "J" Gomez
VACANT, Alternate

Diamond Bar

Mayor Pro Tem Carol Herrera
Councilmember Nancy A. Lyons,
Alternate

Industry

Mayor Pro Tem Cory C. Moss
Councilmember Abraham N. Cruz,
Alternate

La Puente

Councilmember Valerie Muñoz
Mayor Violeta Lewis, Alternate

South El Monte

Councilmember Hector Delgado
Mayor Gloria Olmos,
Alternate

CLUSTER 5

County of Los Angeles

Jimmy Lin
(Representing Supervisor Janice Hahn)
Cynthia Sternquist
(Representing Supervisor Kathryn Barger)
Sam Pedroza
(Representing Supervisor Hilda Solis)

EXECUTIVE BOARD

Chair

Corey Calaycay
Cluster 1 - Claremont

Vice Chair

Carol Herrera
Cluster 4 - Diamond Bar

Board Member

Corey Warshaw
Cluster 2 - West Covina

Board Member

Richard Barakat
Cluster 3 - Bradbury

Board Member

Sam Pedroza
Cluster 5 - County of Los Angeles

EXECUTIVE BOARD ALTERNATES

Cluster 1 - San Dimas

Emmett Badar

Cluster 2 - Glendora

Gary Boyer

Cluster 3 - Monrovia

Becky Shevlin

Cluster 4 - La Puente

Valerie Muñoz

Cluster 5 - County of Los Angeles

Cynthia Sternquist

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

Chris Pieper

Director of Finance and Treasurer

Michelle Lopes Caldwell

Director of Planning

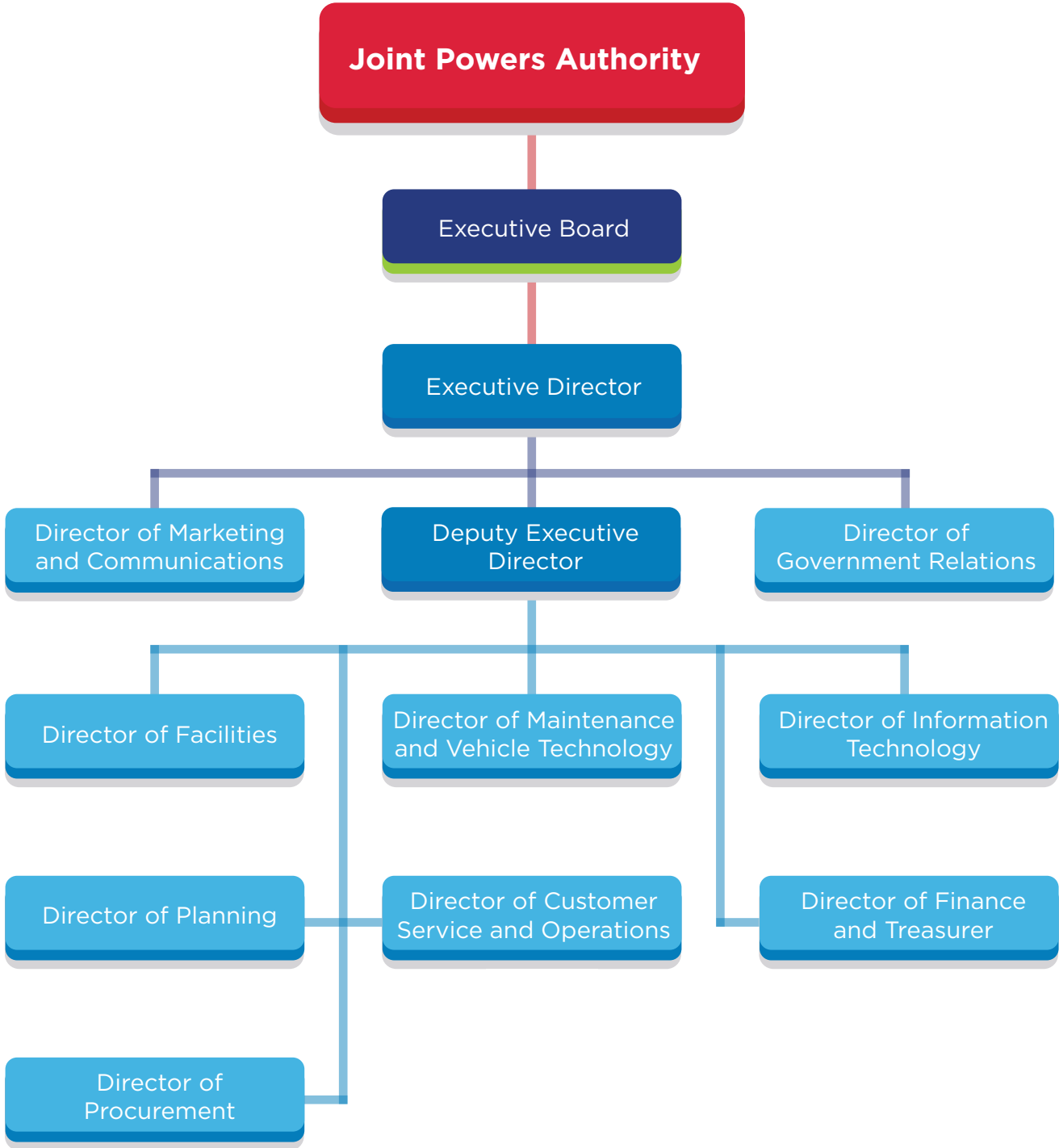
Joseph Raquel

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, 2017

Christopher P. Morrill

Executive Director/CEO



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, 2018 and 2017, 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, 2018, and 2017, 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 19, 2018 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 19, 2018

MANAGEMENT'S DISCUSSION AND ANALYSIS

JUNE 30, 2018

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, 2018, and June 30, 2017. 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 a 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, 2018, and June 30, 2017. 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, 2018, and June 30, 2017, 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, 2018, and June 30, 2017, 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 2017–2018, Foothill Transit’s net position increased \$219,436 (0.1 %) from the previous year resulting primarily from the capital asset acquisitions of \$18,845,534 and disposals of \$7,079,300, exclusive of depreciation. The capital additions were funded by federal, state, and local grants.
- In fiscal year 2017–2018, operating expenses before depreciation increased \$6,233,107 (7.2%) 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, 2018, by \$247,210,180 (net position).

CONDENSED STATEMENT OF NET POSITION

	2018	2017	2016
Non-capital assets	\$ 113,012,748	\$ 111,152,490	\$ 118,195,387
Capital assets, net	212,589,926	210,916,174	205,180,858
Total assets	325,602,674	322,068,664	323,376,245
Current liabilities	14,958,907	10,831,166	11,274,134
Noncurrent liabilities	63,433,587	64,246,754	73,964,274
Total liabilities	78,392,494	75,077,920	85,238,408
Net position:			
Net investment in capital assets	210,364,476	210,142,128	200,276,321
Unrestricted:			
Board designated - capital projects	36,845,704	36,848,616	37,861,516
Total net position	\$ 247,210,180	\$ 246,990,744	\$ 238,137,837

See discussion below

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Foothill Transit’s assets exceeded liabilities by \$247,210,180 as of June 30, 2018, and by \$246,990,744 as of June 30, 2017. Most of this is attributable to Foothill Transit’s \$210,364,476 and \$210,142,128 net investment in capital assets (property, plant, and equipment) as of June 30, 2018, and June 30, 2017. 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, 2018, and June 30, 2017 totaled \$36,845,704 and \$36,848,616 representing amounts that are designated by the Board for future capital projects.

Foothill Transit’s net position increased by \$219,436 during fiscal year 2017-2018 and by \$8,852,907 during fiscal year 2016-2017. These increases are primarily due to the addition of capital assets funded with capital grant revenues.

MANAGEMENT'S DISCUSSION AND ANALYSIS
 June 30, 2018 (CONTINUED)

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

	2018	2017	2016
Operating revenues - farebox and bus pass	\$ 16,343,392	\$ 16,082,346	\$ 17,144,739
Operating revenues - other	1,344,772	1,489,212	1,386,645
Operating grants	74,676,246	68,777,964	57,267,820
Other revenues (expenses)	(389,315)	4,070,709	5,375,847
Total revenues	91,975,095	90,420,231	81,175,051
Operating expenses:			
Operating expenses before depreciation	93,218,066	86,984,959	76,296,638
Depreciation	26,316,229	25,430,961	25,414,669
Total operating expenses	119,534,295	112,415,920	101,711,307
Loss before capital grants	(27,559,200)	(21,995,689)	(20,536,256)
Capital grants	27,778,636	30,848,596	27,386,888
Change in net position	219,436	8,852,907	6,850,632
Net position at beginning of year	246,990,744	238,137,837	231,287,205
Net position at end of year	\$ 247,210,180	\$ 246,990,744	\$ 238,137,837

REVENUES

Operating revenues in fiscal year 2018 increased \$116,606 (0.66 %) over 2017 and fiscal year 2017 operating revenues decreased \$959,826 (5.18 %) over 2016. The increase in operating revenue is a result of fare restructuring in October 2017. Operating grant revenues increased \$5,898,282 and capital grant revenues decreased \$3,069,960 in fiscal year 2018. Operating grant revenues increased \$11,510,144 and capital grant revenues increased \$3,461,708 in fiscal year 2017. 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 2018 resulted in 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. The capital grant contributions in fiscal year 2017 were related to the acquisition of 30 CNG buses and bus re-powering and painting.

OPERATING EXPENSES

Total operating expenses before depreciation increased \$6,233,107 (7.2 %) in fiscal year 2018 and \$10,688,321 (14.0 %) in fiscal year 2017. In fiscal year 2018, Purchased Transportation costs increased \$6,561,577 due to contract award of a new operating contract for operating services for the Pomona Yard and the rate increase of operating contract in Arcadia Yard (see Note 7).

MANAGEMENT'S DISCUSSION AND ANALYSIS

June 30, 2018 (CONTINUED)

CAPITAL ASSETS

As of June 30, 2018, and 2017, Foothill Transit had \$212,589,926 and \$210,916,174 invested in capital assets (net of accumulated depreciation), respectively. This represents a 0.79% increase in fiscal year 2018 and a 2.80% increase in fiscal year 2017. These assets include land, facilities, transit buses, other operating equipment, vehicles, and furniture and fixtures identified below. Depreciation expense increased \$885,268 in fiscal year 2018 and \$16,292 in fiscal year 2017, which is attributable to the age of the bus fleet.

	2018	2017	2016
Land	\$ 14,137,570	\$ 10,132,713	\$ 10,132,713
Construction in progress	10,142,910	4,971,739	2,291,601
Facilities	57,264,916	61,892,443	64,049,612
Transit buses	126,624,016	129,029,023	122,044,022
Other operating equipment	4,160,128	4,623,422	6,290,451
Vehicles	169,208	196,068	295,006
Furniture and fixtures	91,178	70,766	77,453
Capital assets	\$ 212,589,926	\$ 210,916,174	\$ 205,180,858

All assets have been purchased with federal, state, or local grants awarded to Foothill Transit. Significant capital projects with activity during fiscal years 2018 and 2017 include the following:

- Bus Fleet Replacement (Electric powered)
- City of Covina Transit Center
- Bus re-powering and repainting
- Electric bus charging equipment

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, 2018, 2017, and 2016, Foothill Transit had no long-term debt.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The Los Angeles County Economic Development Corporation (LAEDC) Institute for Applied Economics published the 2018-2019 Economic Forecast and Industry Outlook in February 2018. Foothill Transit used the summary when developing the FY2018/2019 budget. The LAEDC reported that "the US economy will remain on a fairly steady, though undistinguished, growth path over the next few years." They forecast that GDP will increase 2.3% in 2018 and 2.1% in 2019.

LAEDC also forecasts that "California will continue to outpace the nation in economic

MANAGEMENT'S DISCUSSION AND ANALYSIS

June 30, 2018 (CONTINUED)

growth, now accounting for 14.1% of US GDP.” The prediction that unemployment will continue to decline in 2018 and 2019 impacts the Foothill Transit labor pool. The high employment rates combined with changing minimum wage laws resulted in an overall budget increase of approximately 3%.

A major source of revenue for Foothill Transit is four local ½ cent sales taxes collected in Los Angeles County. The LAEDC forecasts that LA County’s “economic performance will continue to outpace the nation”. The forecast continues to predict a 2% growth in revenue. In addition to the local sales taxes, the FY2018-2019 Foothill Transit revenues also increased due to a statewide increase on gasoline tax.

Public transit ridership continues to decline in California and across the nation. Foothill Transit participated in a Regional Ridership Improvement Task Force to gain a better understanding of the county-wide metrics and to develop strategies for a ridership growth action plan. The FY2018/2019 budget fare revenue forecast assumed that revenues will remain steady due to the successful implementation of a fare restructuring program in FY2017/2018.

These factors were considered when preparing the Foothill Transit fiscal year 2018/2019 budget. The budget remains balanced with current year revenues sustaining current year expenses.

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.



MANAGEMENT'S DISCUSSION AND ANALYSIS
June 30, 2018 (CONTINUED)

2018-2019

Forecast At-A-Glance

ECONOMIC FORECAST & INDUSTRY OUTLOOK

EXHIBIT ES-1

United States Indicators

	HISTORICAL		FORECAST	
	2016	2017	2018f	2019f
Real GDP (annual percent change)	1.9	2.4	2.3	2.1
CPI (annual percent change)	1.3	2.1	2.4	2.2
Unemployment rate (percent)	4.9	4.4	4.0	3.9
Annual percent change in employment	1.8	1.6	1.6	1.5
Change in total nonfarm jobs	2,509,000	2,275,000	2,370,000	2,280,000

- The U.S. economy will remain on a fairly steady, though undistinguished, growth path over the next few years
- With growing confidence in their financial situation and continued job growth, consumer spending will stay on an upward trajectory
- Projected to increase, government spending will be a positive contributor to GDP growth in the U.S.

EXHIBIT ES-2

California Indicators

	HISTORICAL		FORECAST	
	2016	2017	2018f	2019f
Real GDP (annual percent change)	3.3	2.5	2.7	2.6
Population growth rate	0.6	0.8	0.9	0.9
Unemployment rate (percent)	5.4	4.8	4.4	4.2
Annual percent change in employment	2.6	1.8	1.9	1.8
Change in total nonfarm jobs	421,500	295,500	324,700	311,800

- California has and will continue to outpace the nation in economic growth, now accounting for 14.1 percent of U.S. GDP
- Already at full employment, unemployment will continue to decline, which should trigger upward wage pressure
- Job growth continues across most industry sectors, but is now likely to slow as the labor market tightens

EXHIBIT ES-3

Los Angeles County Indicators

	HISTORICAL		FORECAST	
	2016	2017	2018f	2019f
GDP				
Annual percent change in real GDP	2.1	3.2	2.4	2.2
Population (thousands)	10,215	10,278	10,328	10,382
Population growth rate	0.3	0.6	0.5	0.5
Unemployment rate (percent)	5.2	4.6	4.3	4.1
Annual percent change in employment	2.5	1.3	1.1	0.8
Change in total nonfarm jobs	108,900	56,900	47,800	34,300
Residential permits	20,213	22,010	23,061	23,143
Median home price	519,300	560,858	592,094	624,901

- Los Angeles County's economic performance will continue to outpace the nation
- The unemployment rate across Los Angeles County has fallen and will moderate over the next few years as job growth absorbs new labor market entrants
- Personal income has grown, and inflation-adjusted per capita incomes will continue to rise slightly as well

Somjita Mitra, Ph.D., Shannon M. Sedgewick, Tyler Laferriere, and Eric Hayes. LAEDC Institute for Applied Economics. Los Angeles County Economic Development Corporation. *Economic Forecast & Industry Outlook*. February 2018. Page i.

STATEMENTS OF NET POSITION JUNE 30, 2018 AND 2017

	2018	2017
Current assets:		
Cash and cash equivalents	\$ 20,109,459	\$ 19,831,177
Due from other governmental agencies	7,491,444	12,127,101
Receivables	1,546,942	1,239,061
Interest receivable	72,740	34,914
Prepaid items	1,355,310	1,047,156
Total current assets	30,575,895	34,279,409
Noncurrent assets:		
Cash and cash equivalents	50,164,612	42,042,791
Restricted cash and cash equivalents	6,341,383	7,591,290
Investments	25,930,858	27,239,000
Capital assets - non-depreciable	24,280,480	15,104,452
Capital assets - depreciable	405,440,361	393,674,127
Less accumulated depreciation	(217,130,915)	(197,862,405)
Total non-current assets	295,026,779	287,789,255
Total assets	\$ 325,602,674	\$ 322,068,664
Liabilities and Net Position		
Current liabilities:		
Accounts payable and accrued liabilities	\$ 14,958,907	\$ 10,831,166
Noncurrent liabilities:		
Unearned revenue	63,433,587	64,246,754
Total liabilities	78,392,494	75,077,920
Net position:		
Net investment in capital assets	210,364,476	210,142,128
Unrestricted	36,845,704	36,848,616
Total net position	247,210,180	246,990,744
Total liabilities and net position	\$ 325,602,674	\$ 322,068,664

See notes to financial statements

STATEMENTS OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION

YEARS ENDED JUNE 30, 2018 AND 2017

	2018	2017
Operating revenues:		
Farebox and bus pass	\$ 16,343,392	\$ 16,082,346
Special services	301,318	346,487
Dial-A-Ride	737,582	868,758
Other revenue	305,872	273,967
Total operating revenues	17,688,164	17,571,558
Operating expenses:		
Operating expenses before depreciation:		
Purchased transportation	72,828,345	66,266,768
Fuel costs	5,682,454	6,185,549
Salary and benefits	6,663,141	6,386,062
Special services	257,260	266,925
Dial-A-Ride	737,582	856,305
Professional services	3,238,546	3,464,219
Advertising	415,579	418,213
General and administrative	3,395,159	3,140,918
Operating expenses before depreciation	93,218,066	86,984,959
Depreciation expense	26,316,229	25,430,961
Total operating expenses	119,534,295	112,415,920
Operating loss	(101,846,131)	(94,844,362)
Non-operating revenues (expenses):		
Operating grants	74,676,246	68,777,964
Interest income	717,557	466,489
Net decline in fair value of investments	(547,040)	-
Property management income	61,935	47,892
Gain on disposal of assets	74,164	121,056
Excise tax refund	-	2,852,756
General Fund - Prop A Exchange	(1,500,000)	(1,335,866)
Other	804,069	1,918,382
Total non-operating revenues (expenses)	74,286,931	72,848,673
Loss before capital contributions	(27,559,200)	(21,995,689)
Capital contributions	27,778,636	30,848,596
Change in net position	219,436	8,852,907
Net position at beginning of year	246,990,744	238,137,837
Net position at end of year	\$ 247,210,180	\$ 246,990,744

See notes to financial statements



STATEMENTS OF CASH FLOWS

YEARS ENDED JUNE 30, 2018 AND 2017

	2018	2017
Cash flows from operating activities:		
Receipts from customers	\$ 17,366,970	\$ 18,434,830
Payments for transit operations	(72,913,791)	(66,224,722)
Payments for fuel costs	(5,682,455)	(6,649,550)
Payments to employees	(6,583,368)	(6,287,188)
Payments to other vendors	(5,557,189)	(4,187,276)
Net cash from operating activities	(73,369,833)	(64,913,906)
Cash flows from non-capital financing activities:		
Operating grants received	72,577,911	66,148,641
Receipts for excise tax credit	2,852,756	-
Proceeds from Prop A exchange	500,000	445,289
Proceeds from other nonoperating revenue	804,069	1,918,382
Net cash from non-capital financing activities	76,734,736	68,512,312
Cash flows from capital and related financing activities:		
Receipts from capital grants	28,746,937	28,453,228
Payments for capital assets	(26,538,579)	(35,296,767)
Proceeds from sale of capital assets	74,168	93,687
Proceeds from rental property	61,935	47,889
Net cash from capital and related financing activities	2,344,461	(6,701,963)
Cash flows from investing activities:		
Purchase of investments	(1,232,898)	(13,996,00)
Proceeds from maturing investments	1,994,000	1,245,000
Investment earnings	679,731	452,068
Net cash from investing activities	1,440,833	(12,298,932)
Net increase in cash and cash equivalents	7,150,197	(15,402,489)
Cash and cash equivalents at beginning of year	69,465,257	84,867,746
Cash and cash equivalents at end of year	\$ 76,615,454	\$ 69,465,257
Reconciliation of net operating expenses to net cash used in operating activities:		
Operating loss	\$ (101,846,131)	\$ (94,844,362)
Adjustments to reconcile operating loss to net cash used in operating activities:		
Depreciation	26,316,229	25,430,961
Changes in operating assets and liabilities:		
Decrease (increase) in operating receivables	(321,194)	863,272
Decrease (increase) in prepaid items	(308,154)	61,780
(Decrease) increase in operating accounts payable and accrued liabilities	2,789,417	3,574,443
Total adjustments	28,476,298	29,930,456
Net cash from operating activities	\$ (73,369,833)	\$ (64,913,906)
Non-cash investing and financing activities:		
Capital asset purchases in account payable	\$ 2,225,450	\$ 774,046
Capital grants included in due from other governmental agencies	\$ 1,829,651	\$ 3,241,204

See notes to financial Statements

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2018 AND 2017

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 374 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.

NOTES TO FINANCIAL STATEMENTS

YEARS ENDED JUNE 30, 2018 AND 2017

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

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.

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 2018 and 2017.

Capital assets are depreciated over their estimated useful lives using the straight-line method. The following estimated useful lives are used for Foothill'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, 2018 and 2017. 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 \$36,845,704 and \$36,848,616 as of June 30, 2018 and 2017, 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.

NOTES TO FINANCIAL STATEMENTS

YEARS ENDED JUNE 30, 2018 AND 2017

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

i. 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 2018 and 2017, Foothill Transit exchanged general funds for Proposition A Local Return funds from the City of Covina. During fiscal year 2018, \$1,500,000 general funds were exchanged for \$2,000,000 Prop A funds, and in fiscal year 2017, \$1,335,866 general funds were exchanged for \$1,781,155 Prop A funds. All Prop A funds were allocated for transportation operations.

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.

o. Reclassifications

Certain amounts in the 2017 financial statements have been reclassified to conform to the 2018 presentation. These reclassifications had no impact on net position or change in net position.

NOTE 3: CASH, CASH EQUIVALENTS AND INVESTMENTS

Cash and investments at June 30, 2018, and June 30, 2017, were reported in the accompanying financial statements as follows:

	2018	2017
Cash and cash equivalents, current	\$ 20,109,459	\$ 19,831,177
Cash and cash equivalents, noncurrent	50,164,612	42,042,791
Restricted cash and cash equivalents, noncurrent	6,341,383	7,591,290
Investments	25,930,858	27,239,000
Cash, cash equivalents and investments	\$ 102,546,312	\$ 96,704,258

Deposits:

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. At June 30, 2017, the carrying amount of Foothill Transit’s deposits was \$69,465,258 and the bank balance was \$69,891,757. The difference of \$426,499 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

NOTES TO FINANCIAL STATEMENTS

YEARS ENDED JUNE 30, 2018 AND 2017

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

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

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, 2018 and 2017, Foothill Transit maintained \$15,328,483 and \$15,161,229 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, 2018, and June 30, 2017, 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, 2018 and 2017. Foothill Transit's investments in certificates of deposit were not rated as of June 30, 2018, and June 30, 2017. As of June 30, 2018 and June 30, 2017, 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, 2018, and June 30, 2017, none of Foothill Transit's deposits or investments were exposed to custodial credit risk.

Concentration Risk:

Concentration risk is the risk associated with the magnitude of investment in any one issuer. 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, 2017, more than five percent of Foothill Transit's investments were in Federal Home Loan Mortgage Corporation and Federal Home Loan Banks, totaling \$19,000,000 and \$5,000,000, 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.

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;

NOTES TO FINANCIAL STATEMENTS

YEARS ENDED JUNE 30, 2018 AND 2017

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

Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

As of June 30, 2018, and June 30, 2017, Foothill Transit held negotiable certificates of deposit of \$1,243,550 and \$3,239,000 respectively, U.S. Treasury securities of \$1,236,688 and \$0, respectively, and government agency obligations of \$23,450,620 and \$24,000,000, respectively, all of which 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	2018			2017		
	Fair Value	Less Than 1 Year	1 to 5 Years	Fair Value	Less Than 1 Year	1 to 5 Years
Investment Type:						
Certificates of Deposit	\$ 1,243,550	\$ 1,243,550	\$ -	\$ 3,239,000	\$ 1,744,000	\$ 1,495,000
US Treasury	1,236,688	1,236,688	-	-	-	-
Government Callable Notes	23,450,620	-	23,450,620	24,000,000	-	24,000,000
Total	\$ 25,930,858	\$ 2,480,238	\$ 23,450,620	\$ 27,239,000	\$ 1,744,000	\$ 25,495,000

NOTE 4: REVENUE AND RECEIVABLES FROM OTHER GOVERNMENTAL AGENCIES

For the years ending June 30, 2018, and June 30, 2017, operating and capital grants earned from other governmental agencies consisted of the following:

	2018	2017
State and local grants		
Transportation Development Act	\$ 21,381,166	\$ 26,880,092
Proposition A Formula Subsidy	16,562,423	16,081,241
Measure R	10,442,879	10,411,724
Measure M	9,945,816	-
Proposition A Bus Service Continuation Program	4,592,402	4,558,875
Proposition A Local Return Exchange	2,000,000	1,781,155
Proposition C Base Restructuring	1,997,984	1,963,620
State Transit Assistance	1,991,204	1,841,803
CRD Subsidy	1,700,000	3,100,000
Senate Bill 1 - STA	1,614,533	-
Proposition C BSIP - Overcrowding Relief	930,206	914,207
Proposition C 5% Transit Security	900,983	918,025
Proposition C Transit Service Expansion - Line 690	332,948	327,222
Senate Bill 1 - STA BSCP	183,702	-
AQMD/MSRC - Clean Air Grant	100,000	-
Total operating grants	\$ 74,676,246	\$ 68,777,964
State and local grants		
Proposition C - MOSIP	\$ 7,539,531	\$ 7,271,943
Measure R-Clean Fuel & Facilities	3,570,412	27,368
Transportation Development Act	2,391,199	2,645,459
Proposition 1B	1,707,748	3,218,781
Cal Air Resource Board	1,440,000	-
Proposition C - Call for Projects	453,877	50,919
Senate Bill 1 - SGR	420,158	-
Toll Revenue Grant	3,977	-
CalTrans-LCTOP	-	167,914
Total state and local capital grants	17,526,902	13,382,384
Federal grants		
FTA Section 5307	9,953,077	17,297,660
FTA Section 5309	298,657	168,552
Total federal capital grants	10,251,734	17,466,212
Total capital grants	\$ 27,778,636	\$ 30,848,596

NOTES TO FINANCIAL STATEMENTS

YEARS ENDED JUNE 30, 2018 AND 2017

NOTE 4: REVENUE AND RECEIVABLES FROM OTHER GOVERNMENTAL AGENCIES (CONTINUED)

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, 2018, and June 30, 2017.

	2018	2017
State and local agencies		
Senate Bill 1 - State Transit Assistance	\$ 1,798,235	\$ -
CRD Subsidy	1,600,000	3,100,000
State Transit Assistance	1,555,637	920,902
Proposition C MOSIP	1,314,657	2,911,479
Proposition A	163,733	-
AQMD/MSRC - Clean Air Grant	100,000	-
Measure R - Clean Fuel & Facilities	357,539	27,368
Proposition C Call For Projects	73,872	118,688
Senate Bill 1 - State of Good Repair	420,158	-
Pass Sales	79,223	65,541
Proposition 1B	20,964	42,485
Pass Sales - Metrolink	7,227	7,596
Toll Revenue Grant	199	-
Transportation Development Act	-	1,911,734
Federal agencies		
Excise Tax Credit - IRS	-	2,852,756
Section 5309 Capital Grant - FTA	-	168,552
Total Due from Governmental Agencies	\$ 7,491,444	\$ 12,127,101

NOTE 5: RECEIVABLES

At June 30, 2018, and June 30, 2017, receivables consist of the following and are expected to be collected within one year:

	2018	2017
Trade Receivables (Pass Sales)	\$ 1,091,544	\$ 712,449
TAP Sales	305,050	406,112
Merchant Services	79,828	77,234
Miscellaneous	70,520	43,266
Total Receivables	\$ 1,546,942	\$ 1,239,061

Receivables are recorded when earned based on operating revenue recognition. Management believes that no provision for an allowance was necessary at June 30, 2018, and June 30, 2017.

NOTE 6: CAPITAL ASSETS

Changes in the capital assets by category for the years ended June 30, 2018, and June 30, 2017, are as follows:

	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	15,104,452	9,176,028	-	24,280,480
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	393,674,127	18,845,534	(7,079,300)	405,440,361
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	(197,862,405)	(26,316,229)	7,047,720	(217,130,915)
Other capital assets, net	195,811,722	(7,470,695)	(31,580)	188,309,446
Total capital asset, net	\$ 210,916,174	\$ 1,705,333	\$ (31,580)	\$ 212,589,926

NOTES TO FINANCIAL STATEMENTS

YEARS ENDED JUNE 30, 2018 AND 2017

NOTE 6: CAPITAL ASSETS (CONTINUED)

	Balance July 1, 2016	Additions	Reductions	Balance June 30, 2017
Capital assets not being depreciated				
Land	\$ 10,132,713	\$ -	\$ -	\$ 10,132,713
Construction in progress	2,291,601	2,680,138	-	4,971,739
Total capital assets not being depreciated	12,424,314	2,680,138	-	15,104,452
Other capital assets				
Facility	106,403,238	3,327,954	-	109,731,192
Transit buses	227,313,618	24,298,498	(14,021,912)	237,590,204
Other operating equipment	43,792,876	783,502	-	44,576,378
Vehicles	1,084,481	71,718	(210,961)	945,238
Furniture and fixtures	817,696	13,419	-	831,115
Total other capital assets	379,411,909	28,495,091	(14,232,873)	393,674,127
Accumulated depreciation				
Facility	(42,353,626)	(5,485,123)	-	(47,838,749)
Transit buses	(105,269,596)	(17,313,497)	14,021,912	(108,561,181)
Other operating equipment	(37,502,425)	(2,450,531)	-	(39,952,956)
Vehicles	(789,475)	(161,704)	202,009	(749,170)
Furniture and fixtures	(740,243)	(20,106)	-	(760,349)
Total accumulated depreciation	(186,655,365)	(25,430,961)	14,223,921	(197,862,405)
Other capital assets, net	192,756,544	3,064,130	(8,952)	195,811,722
Total capital asset, net	\$ 205,180,858	\$ 5,744,268	\$ (8,952)	\$ 210,916,174

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 contract with Keolis at Pomona compensates the contractor based on contractually determined rates per bus revenue miles and hours. Keolis also receives 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 \$29,068,932 and \$26,710,162 for the years ended June 30, 2018, and June 30, 2017, respectively.

In May 2016, TransDev was awarded a four-year contract with one four-year option for the operating services at the Arcadia Facility effective July 2016.

The operating contract with TransDev at the Arcadia facility compensates the contractor on a fixed monthly fee and an agreed rate per revenue mile and rate per revenue hour based on actual miles operated. Foothill Transit's related expense for service at the Arcadia

Facility was \$43,759,413 and \$39,556,606 for the years ended June 30, 2018, and June 30, 2017, 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, 2018, and June 30, 2017, was \$99,901 and \$98,602.

b. Capital Commitments

Foothill Transit has a commitment to purchase 34 new CNG buses for a total cost of \$22,050,000, including sales taxes; design and build services for City of Covina Transit Center and Park and Ride for \$13,484,000; bus on-board computer equipment for \$10,020,000; and, farebox equipment upgrade for \$3,843,000.

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 non-cancellable 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, 2018, and June 30, 2017, the carrying value of the leased space was \$3,505,701 and \$3,710,079, net of accumulated depreciation of \$2,476,711 and \$2,272,333, respectively.

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

Year Ending June 30	Lease Revenue
2019	\$ 418,197
2020	420,192
2021	434,189
2022	456,506
2023	462,845
Total	\$ 2,191,929

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, 2018, 2017, and 2016, 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 \$585,964 and \$540,943 to the 401(a) Plan during fiscal years 2018 and 2017, 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, 2018, and June 30, 2017, the balance invested in both plans by both employees and Foothill Transit totaled \$4,632,933 and \$3,385,612 respectively. There was no liability outstanding for either plan as of June 30, 2018, or June 30, 2017.



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.

Contents

Financial Trends

These schedules contain trend information to help the reader understand how the agency's financial performance and well-being have changed over time. **31**

Revenue Capacity

These schedules contain information to help the reader assess the agency's most significant local revenue sources and taxes. **37**

Debt Capacity

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. **40**

Demographic and Economic Information

These schedules offer demographic and economic indicators to help the reader understand the environment within which the agency's financial activities take place. **41**

Operating Information

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. **43**

Sources: Unless otherwise noted, the information in these schedules is derived from the Comprehensive Annual Financial Reports for the relevant year.

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FINANCIAL TRENDS - Net Position

Last Ten Fiscal Years

Fiscal Year	Net Investment in Capital Assets	Unrestricted	Total Net Position
2009	166,570,890	24,794,654	191,365,544
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

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
2009	18,291,655	84,782,327	(66,490,672)	49,642,554	(16,848,118)	28,220,627	11,372,509
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

Source: Foothill Transit Finance Department

FINANCIAL TRENDS - Operating Revenue by Source

Last Ten Fiscal Year

Fiscal Year	Farebox and Bus Pass Revenue	Special Services	Dial-A-Ride	Liquidated Damages	Other Revenue	Total
2009	16,811,793	612,964	583,902	204,050	78,946	18,291,655
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

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
2009	48,801,545	454,230	70,373			(41,694)		358,100	49,642,554
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 ²	3,854,145 ¹	78,977	62,643,667
2017	68,777,964	466,489	121,056		(1,335,866)	1,918,382 ²	2,852,756 ¹	47,892	72,848,673
2018	74,676,246	717,557	74,164	(547,040)	(1,500,000)	804,069 ²	-	61,935	74,286,931

Source: Foothill Transit Finance Department

¹ Compressed Natural Gas (CNG) fuel tax refund.

² Other Revenue includes Low Carbon Fuel Standard credits

³ Proposition A fund exchange was made from general funds

FINANCIAL TRENDS - Operating Expense

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
2009	47,926,526	9,042,246	6,617,100 ¹	412,170	572,315	1,098,836	337,098	1,969,613	16,806,423	84,782,327
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	131,384	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

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 transit stores and facilities management

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	Total
2009	5,666,928	18,957,172			3,440,035	156,492	28,220,627
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

Source: Foothill Transit Finance Department

Revenue Capacity - Tax Revenues - Foothill Transit and Los Angeles County

Last Ten Fiscal Years (In Thousands)

Fiscal Year	Foothill Transit ²							Total	% of LA County County
	TDA ³	STA ⁴	Prop A ⁵	Prop C ⁵	Measure R ⁵	Measure M ⁵	Senate Bill ₁ ⁶		
2009	23,059	8,667	13,800	7,665	-			53,191	2.62%
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%

Fiscal Year	Los Angeles County ¹							Total
	TDA ³	STA ⁴	Prop A ⁵	Prop C ⁵	Measure R ⁵	Measure M ⁵	Senate Bill ₁ ⁶	
2009	366,790	225,465	719,109	719,309	-			2,030,673
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

Source: Foothill Transit Finance Department

¹ Total LA County Transit Tax Revenues

² Share of Tax Revenues Allocated To Foothill Transit through Formula Allocation Program

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 1 1/2 % for all three

⁶ Senate Bill 1 funds allocated to Foothill Transit

Revenue Capacity - Annual Farebox and Bus Pass Revenue

Last Ten Fiscal Years

Fiscal Year	Cash	Passes	Stored Value	EZ Transit Passes	Other Revenue ¹	Total
2009	10,831,738	3,085,010	1,404,858	1,462,852	27,335	16,811,793
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 ²	18,441,434
2014	10,039,652	4,112,118	2,673,097	1,387,708	633,127 ²	18,845,702
2015	9,878,356	4,439,522	2,920,388	1,002,420	649,612 ²	18,890,298
2016	8,988,245	3,717,431	3,112,977	726,594	599,492 ²	17,144,739
2017	8,330,050	3,435,100	3,067,576	651,677	597,943 ²	16,082,346
2018	8,101,339	3,689,301	3,291,450	687,489	573,813 ²	16,343,392

Source: Foothill Transit Finance Department

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

² Increase in Other Revenue starting FY 2013 was due to new agreement with Access Services

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
2009	1.00	0.50	1.00	2.50	1.25	2.50	4.40	4.40	4.40
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

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

DEBT CAPACITY - Outstanding Debt

Last Ten Fiscal Years

Fiscal Year	Capital Lease	Total Debt
2009	1,300,000	1,300,000
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	-	-

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
2009	11.60%	10,409	1,632	550,831	42,784	223.2	-2.60%
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%

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

Last Ten Fiscal Years

Employer	2017 ¹			2016		
	Number of Employees	Percentage of Total	Rank	Number of Employees	Percentage of Total	Rank
County of Los Angeles	108,500	2.22%	1	107,500	2.25%	1
Los Angeles Unified School District	90,800	1.86%	2	90,800	1.90%	2
University of California, Los Angeles	63,500	1.30%	3	46,200	0.97%	4
City of Los Angeles	61,900	1.27%	4	49,500	1.04%	3
Federal Government	43,900	0.90%	5	45,000	0.94%	5
Kaiser Permanente	36,400	0.75%	6	36,900	0.77%	6
State of California	30,000	0.61%	7	29,900	0.63%	7
University of Southern California	20,100	0.41%	8	18,900	0.40%	8
Northrop Grumman Corp.	16,600	0.34%	9	16,600	0.35%	9
Providence Health & Services	15,200	0.31%	10	13,000	0.27%	11
Target Corp	15,000	0.31%	11	15,000	0.31%	10
All Other Employers	4,381,700	89.72%		4,309,500	90.18%	
Total	4,883,600	100.00%		4,778,800	100.00%	

Source: Foothill Transit Finance Department

¹Most current information available

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
2009	314	2	36	767	87.20	19.4	14,848	25.10%
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%

Source: Foothill Transit Finance Department

OPERATING INFORMATION - Full-Time Equivalent by Functions

Last Five Fiscal Years

	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	949

Source: Foothill Transit Finance Department

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

OPERATING INFORMATION - Miscellaneous Statistics

Last Ten Fiscal Years

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:	46
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	344
Electric Powered	30
Operational and Maintenance Facilities:	2
Sales Outlets (Transit Stores):	4
Bus Routes/Lines:	
Express	7
Local	30
Bus Stops	3,631
Annual Service Hours ¹	862,975
Annual Passengers ¹	12,543,650
Average Weekday Boardings ¹	40,968

Source: Foothill Transit Finance Department

¹ Fiscal year 2017-2018

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Foothill Transit



COMPLIANCE REPORTS

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SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

YEAR ENDED JUNE 30, 2018

<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 Administration:			
Federal Transit Cluster:			
Section 5309 - Capital Investment Grant	20.500	CA-04-0093	\$ 298,657
Section 5307 - Formula Grant	20.507	CA-2016-054	9,953,077
Total Federal Transit Cluster			<u>10,251,734</u>
Total U.S. Department of Transportation			<u>\$ 10,251,734</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 was 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 EXPENDITURES OF FEDERAL AWARDS (CONTINUED)

YEAR ENDED JUNE 30, 2018

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, 2018. 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, 2018, 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 19, 2018.

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 deficiency 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

Los Angeles, California
October 19, 2018

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, 2018. 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, 2018.

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 19, 2018

FOOTHILL TRANSIT, A JOINT POWERS AUTHORITY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year ended June 30, 2018

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

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



SUMMARY OF PRIOR YEAR FINDINGS

YEAR ENDED JUNE 30, 2018

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

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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, 2018.

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, 2018.

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 19, 2018

**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, 2018.

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, 2018.

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 19, 2018

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, 2018.

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, 2018.

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 19, 2018



November 2, 2018

To: Executive Board

Subject: **Resolution Adopting Executive and Governing Board Meeting Schedule for 2019**

Recommendation

Adopt Resolution No. 2018-05, the Executive and Governing Board Meeting Schedule for 2019.

Analysis

The schedule of Executive and Governing Board meetings and the annual meeting of the Governing Board are shown on the attached meeting schedule (**Attachment A**). Foothill Transit's Joint Powers Agreement (JPA) requires that meetings be fixed by resolution (**Attachment B**). Upon adoption, the resolution and meeting schedule will be filed with the JPA member cities and Los Angeles County.

At times, it may be necessary to modify the meeting schedule due to business issues that arise. Notification will be provided in a timely manner of any possible date or time changes and proper notifications will be posted.

Sincerely,


Christina Lopez
Board Secretary


Doran J. Barnes
Executive Director

Attachments



Foothill Transit

2019 Executive & Governing Board Meeting Calendar

January 2019	Friday, January 25 @ 7:45 a.m. - Governing Board Meeting Friday, January 25 @ 9:00 a.m. - Executive Board Meeting
February 2019	Friday, February 22 @ 8:00 a.m. - 3:00 p.m. - Strategic Planning Workshop, Location
March 2019	Friday, March 29 @ 7:45 a.m. - Governing Board Meeting Friday, March 29 @ 9:00 a.m. - Executive Board Meeting
April 2019	Friday, April 26 @ 8:00 a.m. - Executive Board Meeting
May 2019	Friday, May 31 @ 7:45 a.m. - Joint Meeting -Annual Governing Board & Executive Board Meeting
June 2019	Friday, June 28 @ 8:00 a.m. - Executive Board Meeting
July 2019	No Meetings scheduled in July
August 2019	Friday, August 23 @ 7:45 a.m. - Governing Board Meeting Friday, August 23 @ 9:00 a.m. - Executive Board Meeting
September 2019	Friday, September 27 @ 8:00 a.m. - Executive Board Meeting
October 2019	Friday, October 25 @ 7:45 a.m. - Governing Board Meeting Friday, October 25 @ 9:00 a.m. - Executive Board Meeting
November 2019	No meetings scheduled in November
December 2019	Friday, December 20 @ 7:45 a.m. - Governing Board Meeting Friday, December 20 @ 9:00 a.m. - Executive Board Meeting



RESOLUTION NO. 2018-05

**A RESOLUTION OF THE EXECUTIVE BOARD OF Foothill TRANSIT
ADOPTING THE 2019 MEETING SCHEDULE**

The Executive Board of Foothill Transit does resolve as follows:

1. Findings. The Executive Board hereby finds and declares the following:

A. The Joint Exercise of Powers Agreement governing Foothill Transit requires that the dates of the regular meetings of the Governing Board and Executive Board fixed by resolution.

B. It is most convenient and useful to the agency and its members to fix the dates of the regular meetings and of other significant meetings through the adoption of an annual schedule.

2. Action.

A. The Executive Board adopts the 2019 Executive and Governing Board Meeting Schedule attached as Attachment A.

3. Adoption. PASSED AND ADOPTED at a meeting of the Executive Board held on November 2, 2018, by the following vote:

AYES:

NOES:

ABSTAIN:

COREY CALAYCAY, CHAIR

APPROVED AS TO FORM:
DAROLD PIEPER, GENERAL COUNSEL

ATTEST:
CHRISTINA LOPEZ, BOARD SECRETARY

By:_____

By:_____



November 2, 2018

To: Executive Board

Subject: **Downtown Los Angeles Mid-day Layover**

Recommendation

Authorize the Executive Director to enter into a 20-year, three-party lease agreement with Caltrans in the amount of \$44,300 per month for property located in downtown Los Angeles to be used as a mid-day commuter bus layover. The lease agreement will include two 10-year options.

Analysis

At its meeting on April 13, 2018, the Executive Board authorized the Executive Director to enter into a short-term lease agreement through December 2018 with Caltrans for two parcels of land. One is a 3.28-acre parcel located at the intersection of 16th Street and Maple Avenue. The other is a 1.25-acre parcel located at the intersection of Grand Avenue and 17th Street. The intention was to enter into the lease and begin utilizing the downtown lots while LADOT negotiated a long-term lease with Caltrans for the same properties. LADOT's intent was to use the properties as a downtown operating facility for their City Ride service. They would agree to make the space available during the day for mid-day bus parking while the City Ride vehicles were in service.

LADOT no longer has a need for the property for overnight use for their City Ride vehicles and as such, it is proposed that Foothill Transit, AVTA, and LADOT enter into a three-party, long-term lease of the properties and revise the terms of the existing memorandum of understanding with AVTA and LADOT with regard to the capital cost sharing responsibilities of each agency. Under the terms of the lease, Foothill Transit is responsible for 41.8 percent of the operating costs associated with the downtown mid-day layover locations. This is based on the number of buses that Foothill Transit plans to park at the downtown lots as compared to the number of buses belonging to AVTA and LADOT that will be parked there.

Under the original concept, LADOT would be responsible for 69 percent of the cost of the capital improvements based on their need to utilize the site overnight for their City Ride service in addition to using it during the daytime for commuter bus parking. Now that LADOT's projected hours of use of the downtown mid-day layover facility will be the same as that of Foothill Transit



and AVTA, sharing the capital cost based solely on the number of spaces occupied at each of the two sites would be an equitable approach.

The combined 4.53 acres can be used for mid-day layover of up to 46 Foothill Transit buses as well as 56 LADOT buses, and eight AVTA buses, with an additional 18 spaces available for other transit agencies that might need to use the mid-day layover location. Utilizing these lots for mid-day bus layover will reduce mileage accumulation on each agency's buses as well as reduce the agencies' ongoing operating costs. Foothill Transit, LADOT, and AVTA will benefit from this arrangement by being able to use the space during mid-day hours to house commuter service coaches that deadhead to and from the San Gabriel and Pomona Valleys, the San Fernando Valley, and the Antelope Valley each weekday.

Foothill Transit operates six commuter routes that transport customers from various locations in the San Gabriel and Pomona Valleys to downtown Los Angeles each weekday morning and then back to the San Gabriel and Pomona Valleys in the evenings. Currently, at the end of each westbound morning peak period, buses return out of service (deadhead) to the Pomona and Arcadia Operations and Maintenance facilities before 65 buses deadhead back to downtown Los Angeles to transport customers eastbound on their afternoon trip home.

Each deadhead trip is approximately 35 miles long and consumes an average of 8.7 gallons of CNG fuel at cost of \$0.93 per gallon. Utilizing a convenient and affordable location near the last westbound drop-off location and the first eastbound pickup location will reduce the annual mileage accumulation on the fleet by approximately 600,000 miles. Additionally, by utilizing the downtown location, Foothill Transit is projected to experience an annual fuel cost savings of \$140,000. As Foothill Transit transitions to an all-electric bus fleet, the ability to park buses downtown between the morning westbound service and the afternoon eastbound service will also save on electric energy consumption.

AVTA, LADOT, and Foothill Transit are all currently pursuing electrification of their respective fleets, and grant funds are being jointly sought by all three organizations to add electric charging infrastructure to the downtown locations. The eventual electrification of the downtown mid-day layover lots will allow the agencies' commuter buses to be charged while they are parked downtown between the morning and afternoon peak service. As our fleet of electric buses grows and as electric buses are introduced into the commuter fleet, the opportunity to park and charge those buses downtown during the



day will ensure that the buses parked there have sufficient range to perform Foothill Transit's daily commuter service.

The 3.28-acre property at 16th/Maple has been appraised at \$28,500 per month and the 1.25-acre property at 17th/Grand at \$15,800 per month. Security services at an estimated monthly cost of \$6,400 will be required during the lease to ensure that the buses parked downtown are not vandalized, and shelter, restrooms, and facility custodial services at estimated monthly costs of \$2,000 and \$1,000, respectively will be needed. Costs of all capital improvements, including but not limited to reconfiguration of the driveways, paving and striping of the lot, demolition of the existing concrete pads where structures formerly stood, etc. will be shared with LADOT and AVTA. The total estimated cost of these capital improvements is approximately \$4 million; however, Foothill Transit, AVTA, and LADOT were recently awarded a \$3.2 million grant from the Bus Operators Subcommittee to fund up to 80 percent of the construction cost. Foothill Transit's share of the remaining costs for the capital improvement work at both downtown locations is estimated to be \$339,342.

Future electrification of the downtown locations is being considered jointly with AVTA and LADOT, and the preliminary rough order of magnitude estimate for that work is \$7.5 million. Because of the significant estimated cost, electrification of the downtown mid-day layover location will only be pursued if grant funding can be acquired to fund at least 75 percent of that cost. Until then, the downtown locations will be used solely for mid-day bus parking.

Reduced rates per revenue mile are being negotiated with Keolis and with Transdev, our operations and maintenance contractors, in recognition of the fact that the buses used for commuter service will accumulate fewer miles per year, thereby reducing parts and maintenance costs. The revised rates are projected to result in initial operating cost savings of approximately \$17,500 per month, with that savings doubled when construction on the second of the two downtown mid-day layover locations is completed in mid-2019.



Budget Impact

The estimated net operating cost impact of the proposed lease and revised commuter service operation is a savings of approximately \$62,802 per year (**Attachment A**). Capital cost savings will also be realized as a result of the extended life of the bus fleet due to the reduction in annual miles accumulated on the fleet.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kevin Parks McDonald'.

Kevin Parks McDonald
Deputy Executive Director

A handwritten signature in blue ink, appearing to read 'Doran J. Barnes'.

Doran J. Barnes
Executive Director

Attachment A

Estimates

	Capital Cost			Operating	
	17 th /Grand	16 th / Maple	Total	Annual Savings	Annual Cost
Fuel				\$ 140,000	
Operating Contracts				\$ 200,000	
Property Lease					\$ 531,600
Security					\$ 76,800
Restroom					\$ 24,000
Insurance					\$ 18,000
Cleaning					\$ 12,000
Existing Conditions	\$ 89,499	\$ 310,571			
Earthwork	\$ 70,634	\$ 245,105			
Site Improvements	\$ 451,504	\$ 1,566,753			
Utilities	\$ 14,068	\$ 48,817			
General Conditions	\$ 62,570	\$ 217,122			
Bonds and Insurance	\$ 13,766	\$ 47,769			
Contractor Fee	\$ 44,738	\$ 155,244			
A&E	\$ 75,000	\$ 260,255			
Contingency	\$ 82,178	\$ 285,164			
Total	\$ 903,957	\$ 3,136,800	\$ 4,040,757	\$ 340,000	\$ 662,400
BOS Grant			\$ 3,232,605		
Foothill Transit Share			\$ 339,342	\$ 340,000	\$ 277,198



November 2, 2018

To: Executive Board

Subject: **Line 497 Update**

Recommendation

Receive and file an update on Line 497.

Analysis

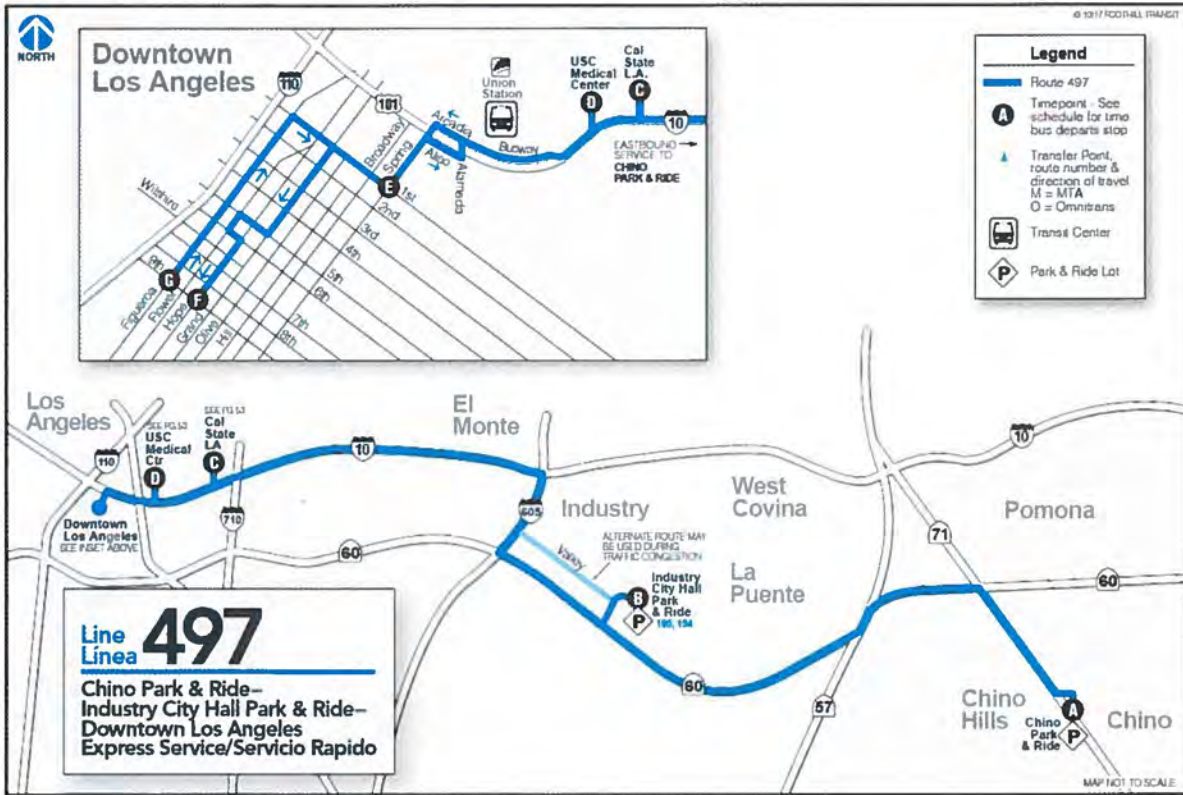
At the June 8th Governing Board meeting, the Governing Board authorized the Executive Director to seek public input and conduct a public hearing regarding a proposal to change Line 497.

Line 497 is a Foothill Transit express line that operates during peak service hours between the Chino Park & Ride and Downtown Los Angeles on weekdays. 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.



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



Public Outreach

After the June 8, 2018 Governing Board meeting, Foothill Transit staff began the outreach process to speak to customers. Rider alerts were sent out to customers, and bus stop notices were posted at both stops along Line 497 to notify customers about the proposal. Customers were able to email, call, fax, visit a Transit Store, or give their opinion at one of six public meetings (held at bus stops in Chino and City of Industry) or the public hearing. The multiple avenues to collect feedback resulted in over 160 comments being received so far. A Public Hearing also occurred on August 18, 2018 at the Foothill Transit administrative offices where customers were able to express their comment regarding the proposal. The below table outlines the number of comments received and whether their comment was in favor or against the proposed change to Line 497.

	Number of Comments
In Favor of Proposal	6
Against Proposal	161
Total	167

City of Chino Outreach

During the public outreach process, Foothill Transit received letters in opposition of the proposed change from the Mayors of Chino and Chino Hills. Foothill Transit staff met with the City of Chino at the bus stop to review the current safety concerns and established communication with Caltrans to find a solution to the parking challenges.

Additionally, follow up meetings were held between the City of Chino and Foothill Transit to coordinate a cost-sharing subsidy to continue providing service to the bus stop, which is outside of L.A. County. These conversations will continue as the City looks into their ability to provide a cost sharing allocation to Foothill Transit. At this point, the City continues to review their ability to provide funding and Foothill Transit continues to delay any potential changes to this line. Another meeting between representatives of the City of Chino and Foothill Transit staff is being planned to determine next steps.



Budget Impact

This is an informational update; there is no budget impact to the recommended action.

In the event that a cost sharing agreement is not agreed upon to provide a subsidy for Line 497, Foothill Transit staff will review the level of service in the spring of 2019 to recommend adjustments that support our goals of operating a safe and efficient transit service.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Joshua Landis'.

Joshua Landis
Planning Manager

A handwritten signature in blue ink, appearing to read 'Doran J. Barnes'.

Doran J. Barnes
Executive Director



November 2, 2018

To: Executive Board

Subject: **Silver Streak Realignment Analysis**

Recommendation

Receive and file this report and provide direction to staff regarding the Silver Streak realignment options.

Analysis

During the August 2018 Executive Board Meeting, the Board directed staff to investigate a possible realignment of the Silver Streak by removing the Montclair Transit Center and reroute the line to serve the Pomona Valley Hospital. That analysis was undertaken and included an impact assessment on ridership, travel time, potential routing realignments, and connectivity to the other routes in the system.

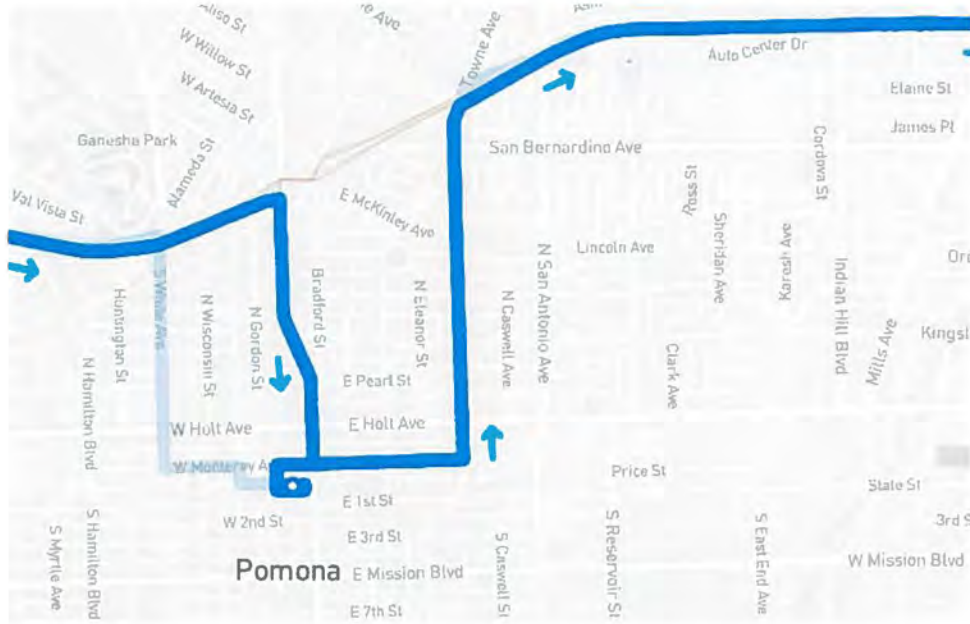
Silver Streak service was launched in 2007, and since then the line’s routing has not changed significantly, the only change being an extension of the western terminus in Downtown L.A. from Staples Center to the L.A. Metro Blue Line Station. The route travels between downtown L.A. and Montclair, with the majority of the stops located throughout Downtown L.A. East of El Monte Station, there are five stops; three in West Covina, one at the Pomona Transit Center, and one at the Montclair Transit Center. There are also two freeway stops along this segment, but they are both currently closed due to freeway construction.



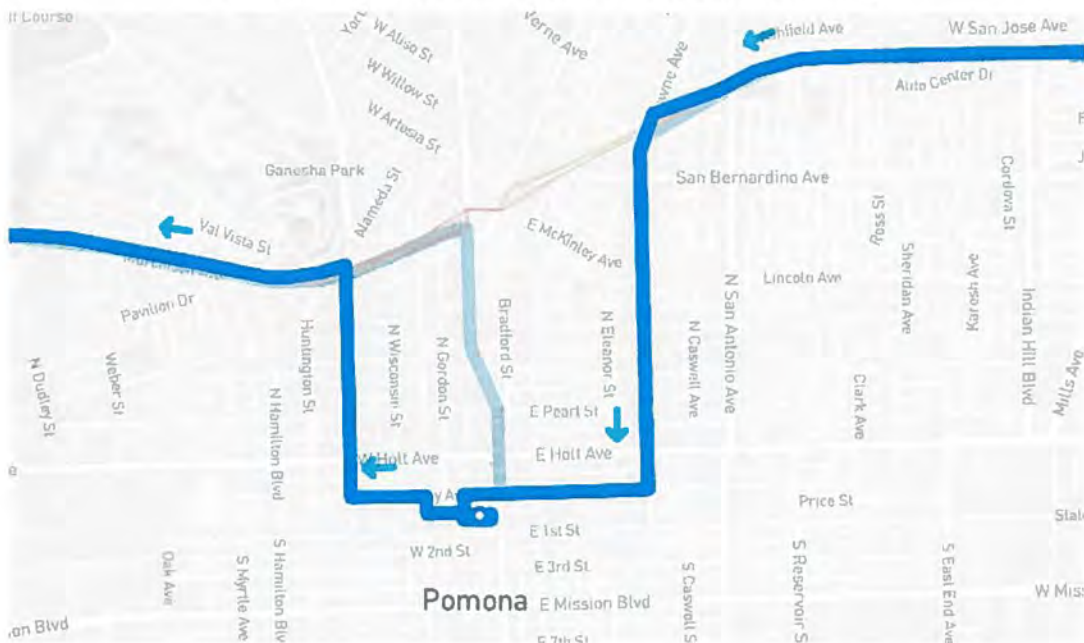


This analysis of the Silver Streak focuses specifically on the route segment in the City of Pomona. The graphics below show the current routing through Pomona:

Current Eastbound Silver Streak Routing



Current Westbound Silver Streak Routing



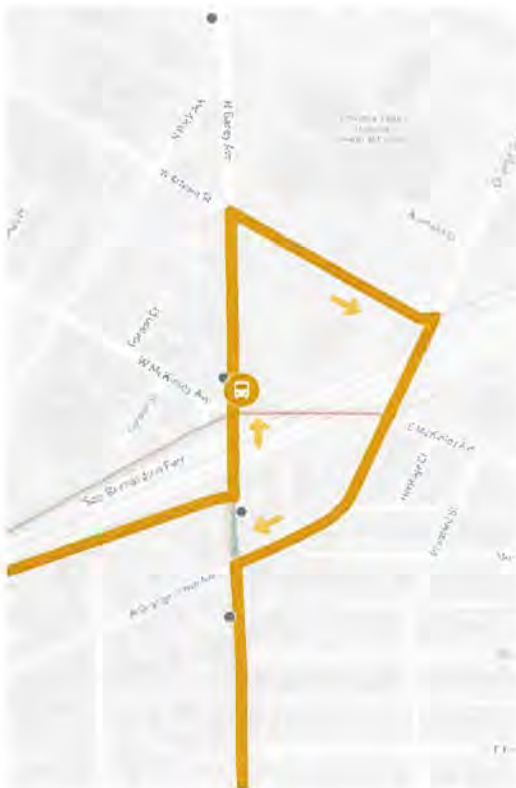


In this analysis, the option considered would revise the route so that Silver Streak service would terminate at the Pomona Transit Center instead of the Montclair Transit Center and the modified route would serve the Pomona Valley Hospital inbound to or outbound from the Pomona transit Center.

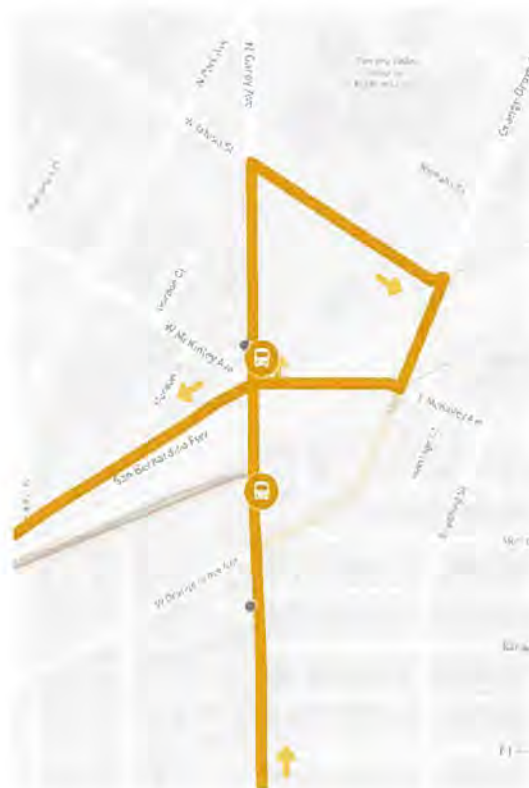
In order to incorporate the Pomona Valley Hospital eastbound trips on the Silver Streak would exit the 10 Freeway at Garey Avenue, make a left turn to travel north on Garey, make a right at Artesia, service the new hospital stop, then continue along Artesia, make a right on Orange Grove, then make a left on Garey and continue to the Pomona Transit Center.

The revised westbound route would have buses travel north on Garey from the Pomona Transit Center, turn right on Artesia to service the new hospital stop on Artesia St., then turn right on Orange Grove and right again onto McKinley to proceed to the Interstate 10 westbound on-ramp.

Eastbound Routing



Westbound Routing





Eliminating the Montclair Transit Center and rerouting the line to service the Pomona Valley Hospital would save around 10.6 miles round trip or about 5.3 miles each direction and an average of 21 minutes per trip, compared to the current Silver Streak routing. This amounts to an annual savings of approximately \$1.3 million based on current contractor billing rates. A portion of this saving would be reinvested into Lines 197 and 480 to facilitate timely transfers for customers who need to connect to the Montclair Transit Center.

Pomona Valley Hospital Connection

The Pomona Valley Hospital is currently serviced by Line 291, which travels north and south on Garey Avenue with service every 15 minutes during peak hours. The current Silver Streak routing travels past the hospital and there have so far not been any requests from hospital personnel to provide direct service to the hospital using the Silver Streak. The addition of the hospital to the current route will add five to eight minutes of travel time to make the loop and then return either to the westbound freeway or to the Pomona Transit Center. In order to not have a negative impact on ridership, Silver Streak service the hospital would need to generate a substantial number of boardings to offset the potential ridership loss from those customers who may choose options other than transferring between either Lines 197 or 480 and the Silver Streak.

Connections and Additional Fare to Access the Montclair Transit Center

Customers wishing to connect to the Montclair Transit Center, will need to transfer from the Silver Streak to Line 197 or Line 480. Removing the Montclair Transit Center from Silver Streak will save about 21 minutes per trip. The travel time on Line 197 from Pomona to Montclair is about 50 minutes and on Line 480 Pomona to Montclair takes about 44 minutes. Customers traveling to the Montclair Transit Center need to make this transfer and their travel time between Pomona and Montclair will double.

Customers who do not purchase a Day Pass or a 31-Day pass will need to pay the full local fare of \$1.50 as well as the \$2.75 Silver Streak fare (assuming the customer has no TAP card and is paying with cash). Instead of the \$2.75 fare these customers currently pay to get to Montclair, that trip would cost \$4.25.

Ridership

The Silver Streak was Foothill Transit's highest ridership line in FY17-18, producing 1,088,136 boardings and accounting for nine percent of the agency's overall ridership for the year. Automatic passenger counter (APC) data was analyzed to determine where customers were boarding and exiting



the bus. The stops were grouped into areas. The chart below shows the grouping and the percentage of riders who board and exit at each stop.

As expected, Downtown Los Angeles has the highest overall boardings and alightings because it is the main destination of the Silver Streak. Outside of Downtown Los Angeles, the Pomona Transit Center has the most boardings and alightings for a single stop, accounting for 15 percent of overall boardings and 14 percent of overall alightings. The next highest ridership stop outside of Los Angeles is located at West Covina Parkway and California Avenue. This stop accounts for almost 10 percent of the Silver Streak's boardings. The Montclair Transit Center accounts for six percent of total boardings and nine percent of total alightings. The table below summarizes these statistics.

Top Ten Foothill Transit Lines for FY 2017-2018 Based on Ridership
(Based on farebox)

Line	FY18/19 Ridership	% Overall Ridership
Silver Streak	1,088,136	9%
Line 486	1,040,631	8%
Line 187	875,959	7%
Line 280	820,024	7%
Line 178	723,897	6%
Line 492	718,091	6%
Line 190	698,222	6%
Line 194	681,115	5%
Line 480	582,812	5%
Line 482	563,320	4%

Silver Streak Ridership by Region (Based on APC data)

Region	# of Stops	FY15/16	FY16/17	FY17/18*	Total	% of Overall
Montclair	1	89,653	90,729	82,234	262,616	6%
Pomona	1	257,178	231,079	171,991	660,248	15%
West Covina	3	257,684	262,147	215,704	735,535	16%
El Monte Busway	3	309,505	254,969	176,761	741,235	16%
Downtown Los Angeles	10	832,986	717,918	594,116	2,145,020	47%
TOTAL		1,747,006	1,556,842	1,240,806	4,544,654	



*Note: During FY17/18, CAD/AVL system transition was taking place and there were a few months when there was no APC data collection.

Staff Recommendation

Based on the analysis herein, it is recommended that the Silver Streak maintain its current alignment and continue to serve the Montclair Transit Center.

Another factor to be considered is that Foothill Transit will be conducting a Bus Rapid Transit feasibility study that will look at our service areas and determine where BRT or BRT-like service can be implemented. The current alignment of the Silver Streak may play a factor in the success of other potential BRT lines in our service area.

Fiscal Impact

The operation of the Silver Streak in its current alignment has been budgeted in the FY18-19 budget. Realignment of the line will produce some initial cost savings, some of which will need to be reinvested in other lines to maintain connectivity and subsidy funding.

Sincerely,

Joseph Raquel
Planning Director

Doran J. Barnes
Executive Director



November 2, 2018

To: Executive Board

Subject: **Duarte Transit Service - Public Outreach Results**

Recommendation

Receive and file a report on the results of the Duarte Transit Service Public Outreach.

Analysis

In a special partnership with the city of Duarte, Foothill Transit will begin operation of two fixed route transit lines in the city starting in January 2019. The lines will be numbered Lines 860 and 861 and they will be operated using 35-foot, all-electric buses.

When Foothill Transit begins operation of the service, customers will pay Foothill Transit's fares for Local service. Foothill Transit and the City of Duarte held two workshops and one public hearing to answer questions and listen to concerns regarding the new service. The workshops were held on August 29, 2018 at 6:00PM in the Duarte Community Center and September 5, 2018 at 9:00AM in the Duarte Senior Center. The Public Hearing was held on Saturday September 15, 2018 at 10:00AM in the Duarte Senior Center.

Nine people attended the first workshop, ten attended the second, and 15 people attended the public hearing. Residents had questions about the actual routing of the service and the proposed span of service. There is no plan to operate routing that is different from the City of Duarte's current routing, but the number of trips may need to be changed to better accommodate the range of the electric buses that will be used exclusively for this service.

As expected, the biggest concern of the Duarte system's current customers is going from a free service on the City's current transit system to paying a fare on Foothill Transit's service. Duarte Assistant City Manager, Kristen Peterson helped address those concerns by noting that even if Foothill Transit were not to operate Lines 860 and 861, the City would eventually have to begin charging fares to continue providing service. The Foothill Transit team present at the meetings shared the various fare options, including the Day Pass and Monthly Passes, informing attendees that the passes are good on all Foothill Transit lines, not just the two new lines. Many of the attendees at the



events already had some form of a discounted TAP card, and overall, residents were looking forward to the new service, technologies, and the new electric buses.

The City of Duarte and Foothill Transit will hold more informational workshops targeting current and future customers to continue to inform them of the coming service before the official launch of service. The workshops will focus on fare payment procedures, fare options, NextTrip, and bus basics. Foothill Transit and the city of Duarte remain in regular communication to ensure the service launch is smooth and successful.

Budget Impact

The cost to operate the Duarte service has been programmed in the FY 18-19 operating budget.

Sincerely,



Joseph Raquel
Planning Director



Doran J. Barnes
Executive Director



November 2, 2018

To: Executive Board

Subject: **Fiscal Year 2018-2019 First Quarter Performance Indicators Report**

Recommendation

Receive and file the FY2018-2019 First Quarter Performance Indicators Report.

Analysis

This report provides an analysis of Foothill Transit's performance indicators for the First Quarter of Fiscal Year 2017-2018. Foothill Transit monitors a number of factors in evaluating the service provided to the public. There are key performance indicators that record the bus system safety, courtesy, and reliability standards, along with industry-standard measurements which are monitored to assess transit operations.

In the First Quarter, Foothill Transit achieved three out of eight key performance indicator goals. The performance indicator targets met for the quarter are: Boardings per Vehicle Service Hour, Farebox Recovery Ratio, 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 3,070,817 - which is one percent lower than during the same period last fiscal year.
- **Fare Revenue** - Total fare revenue in the First Quarter was \$4.09 million. The average fare was \$1.33 per boarding.
- **Operating Expenses** - Operating expenses incurred this quarter totaled \$23.6 million, resulting in an average cost per service hour of \$110.01.
- **Vehicle Collisions** - The system averaged 0.78 Preventable Collisions per 100,000 Miles in the First Quarter.
- **Customer Complaints** - Foothill Transit received 21.8 Complaints per 100,000 Boardings in the First Quarter. This is 31 percent lower than last fiscal year.



Analysis

In order to accomplish its mission, Foothill Transit has 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 CAD/AVL 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.

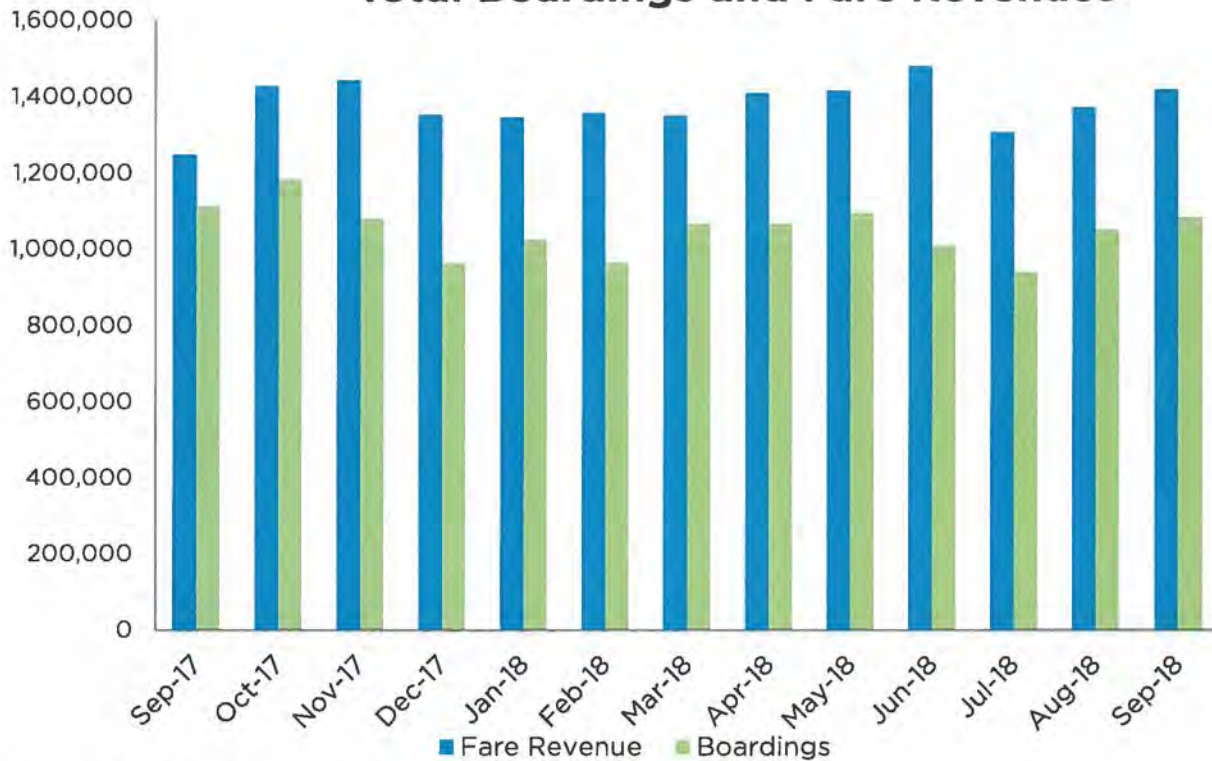
Total Boardings and Total Fare Revenues

In the First Quarter of FY2018-2019, there were 3,070,817 boardings on Foothill Transit buses. When compared with the previous fiscal year, overall ridership decreased by one percent. Foothill Transit is participating in a regional study along with the other transit operators in L.A. County to identify causes and solutions to the ridership declines being experienced countywide and nationwide.

Despite the slight decline in ridership, total fare revenue collected in the First Quarter rose by eight percent from the same period last year, to \$4.09 million.



Total Boardings and Fare Revenues



Vehicle Service Hours and Operating Expenditure

Foothill Transit operated 215,209 service hours in the first quarter of FY18-19, which represents essentially flat service levels compared to the same period last fiscal year.

In the First Quarter, Foothill Transit incurred \$23.7 million in operating expenses, which is one percent higher compared to the previous fiscal year.

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.

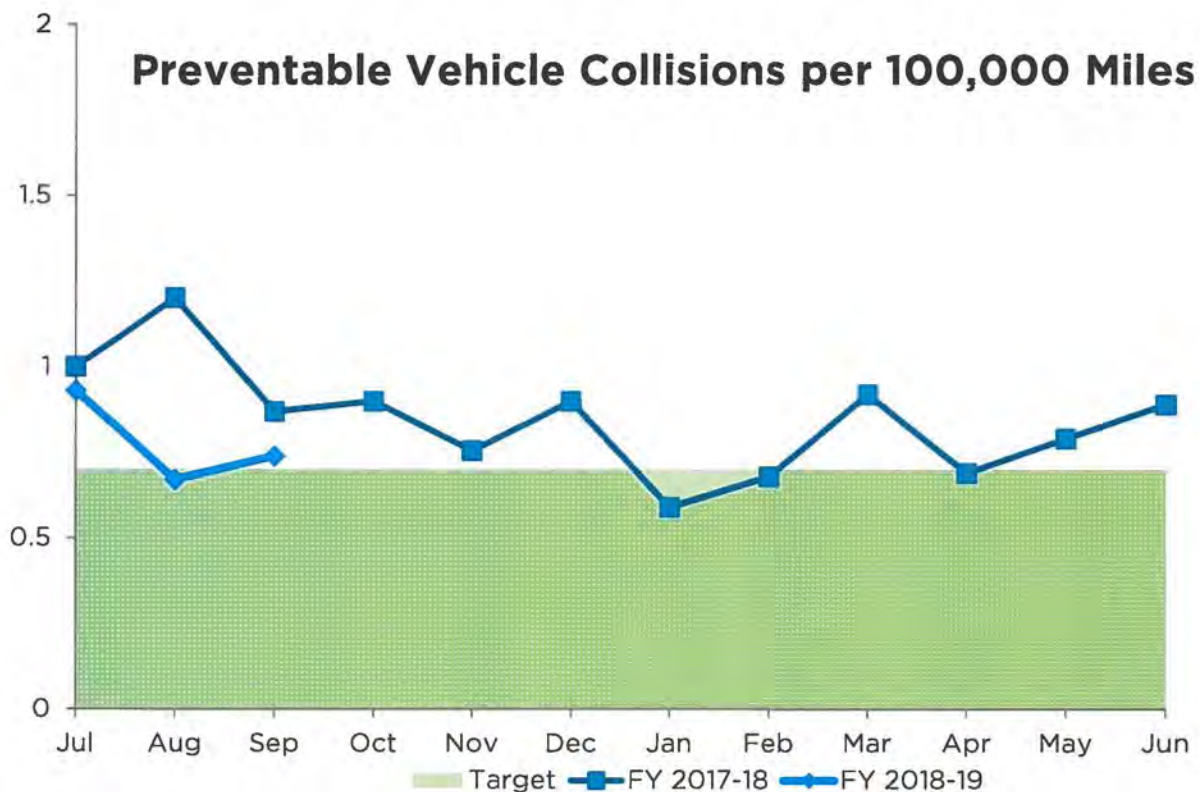
Preventable Vehicle Collisions per 100,000 Miles

In FY2018-2019, Foothill Transit has maintained the standard of 0.70 or fewer preventable accidents per 100,000 mile. There were 0.78 preventable vehicle collisions per 100,000 miles in the First Quarter, which is a 24 percent improvement compared to the same period last fiscal year. In July 2018 there were 0.93 preventable collisions per 100,000 miles, however, accidents



declined in August and September, with 0.67 preventable collisions per 100,000 miles in August and 0.74 in September. Preventable accidents in the First Quarter continue to result primarily from coaches making contact with fixed objects and sideswipes.

Keolis' and Transdev's safety committees, which are comprised of operators and administrative staff members meet on a monthly basis to go over trends, hazardous locations, facility improvements and other safety related matters. The committees then propose an action plan, which is subsequently reviewed and approved by the General Manager prior to implementation.



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.



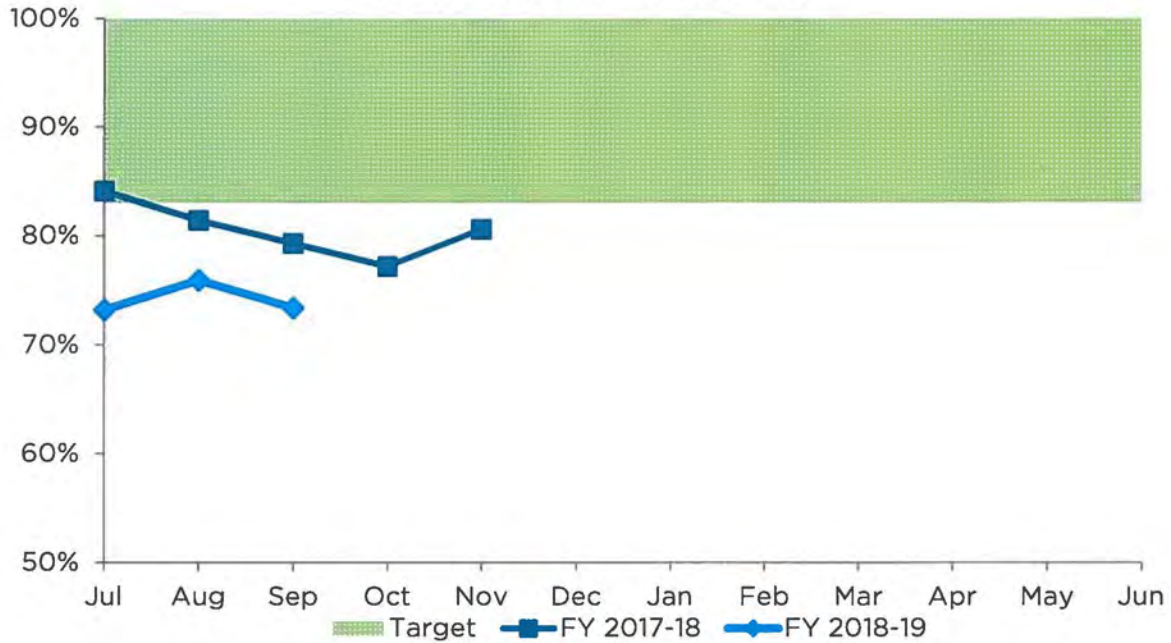
Schedule Adherence

Foothill Transit has set a performance target of 83 percent for on-time performance. If a bus departs from a timepoint ahead of schedule or departs from a timepoint more than five minutes past the scheduled time, that instance is recorded as an early or late departure, respectively, and that event negatively impacts reported OTP. Staff is working with Avail, our CAD/AVL vendor, to ensure that accurate on-time performance (OTP) data is reported by our new CAD/AVL system, and Avail is currently working to finalize their data cleansing algorithm so that early arrivals at a final stop on a route or early arrivals at drop-off only stops are not counted as OTP violations. These early arrivals appear to be severely impacting the OTP reported on Express service where all Express service operates on free running time at designated stops along the Busway so as not to have buses wait at a stop and potentially block other buses.

In December 2017, when the prior CAD/AVL system was removed from the fleet and when installation of the new system began, systemwide OTP data was unavailable. Preliminary OTP figures from the new CAD/AVL system show that for July through September 74.7 percent of bus departures from timepoints were on time. This is nine percent lower than OTP during the first quarter last fiscal year. Further analysis based on the preliminary data available shows OTP on Local lines at 74.6 percent with 6.3 percent early, and 19 percent late, and OTP on Express lines at 81.1 percent with 6.8 percent early, and 12.1 percent late. These data will be adjusted when the Avail system is fully implemented and the data cleansing algorithm is finalized and implemented.



Schedule Adherence

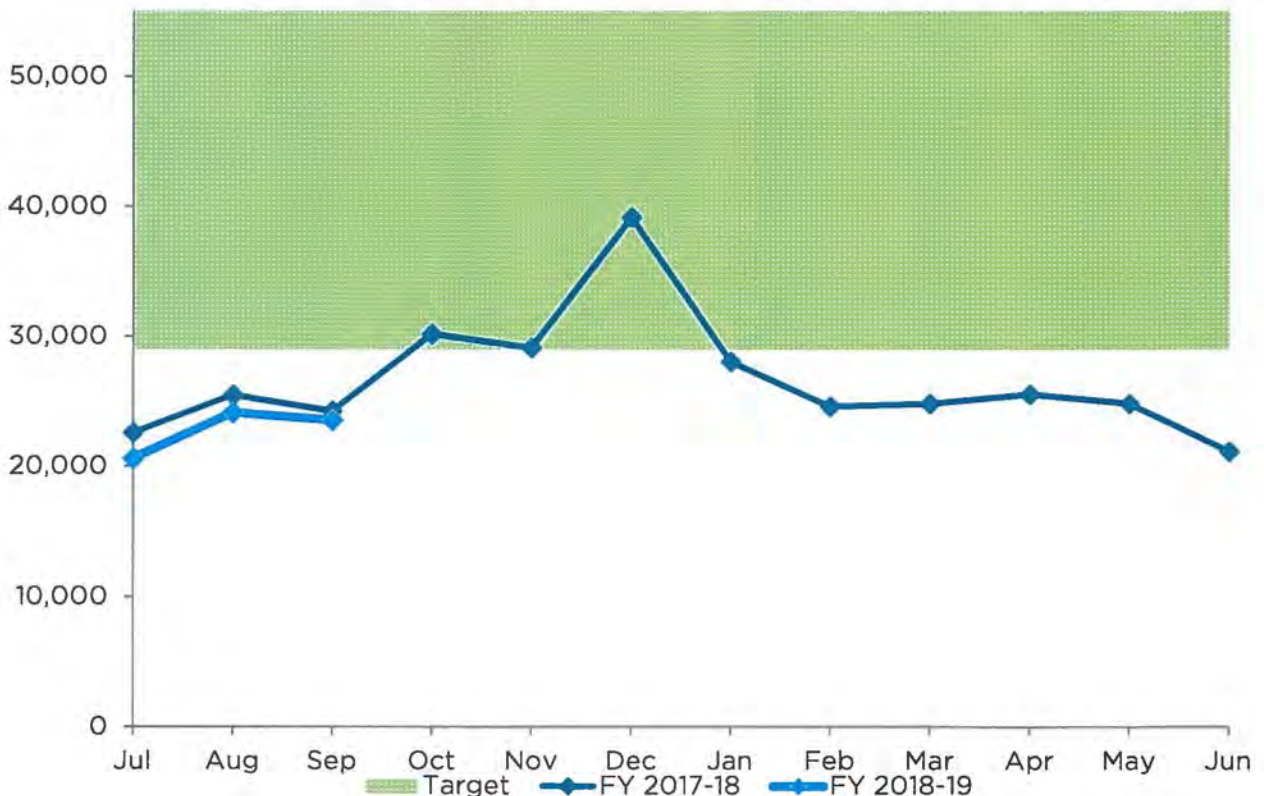




Average Miles between Mechanical Service Interruptions

Average miles between mechanical service interruptions is a maintenance performance indicator that measures the miles between mechanical roadcalls of a vehicle used during revenue service resulting in a service delay of more than five minutes. In the First Quarter, Foothill Transit averaged 22,676 miles between service interruptions. This target was increased from 20,000 to 29,000 this year as 34 new CNG coaches are on order with delivery planned for December 2018 and as the 14 new all-electric coaches were expected to have been placed into service, both actions replacing 48 of the oldest CNG coaches in the fleet. The CNG buses are still scheduled to be placed into revenue service in January 2019, however the electric charging infrastructure is not scheduled to be in place until May 2019. As a result, some of the older, more problematic CNG buses will remain in service longer than initially anticipated. As a result, Foothill Transit did not meet the maintenance reliability goal of at least 29,000 miles between mechanical service interruptions during the first quarter of the fiscal year and the metric is six percent lower compared to the same period last fiscal year.

Average Miles between Mechanical Service Interruptions

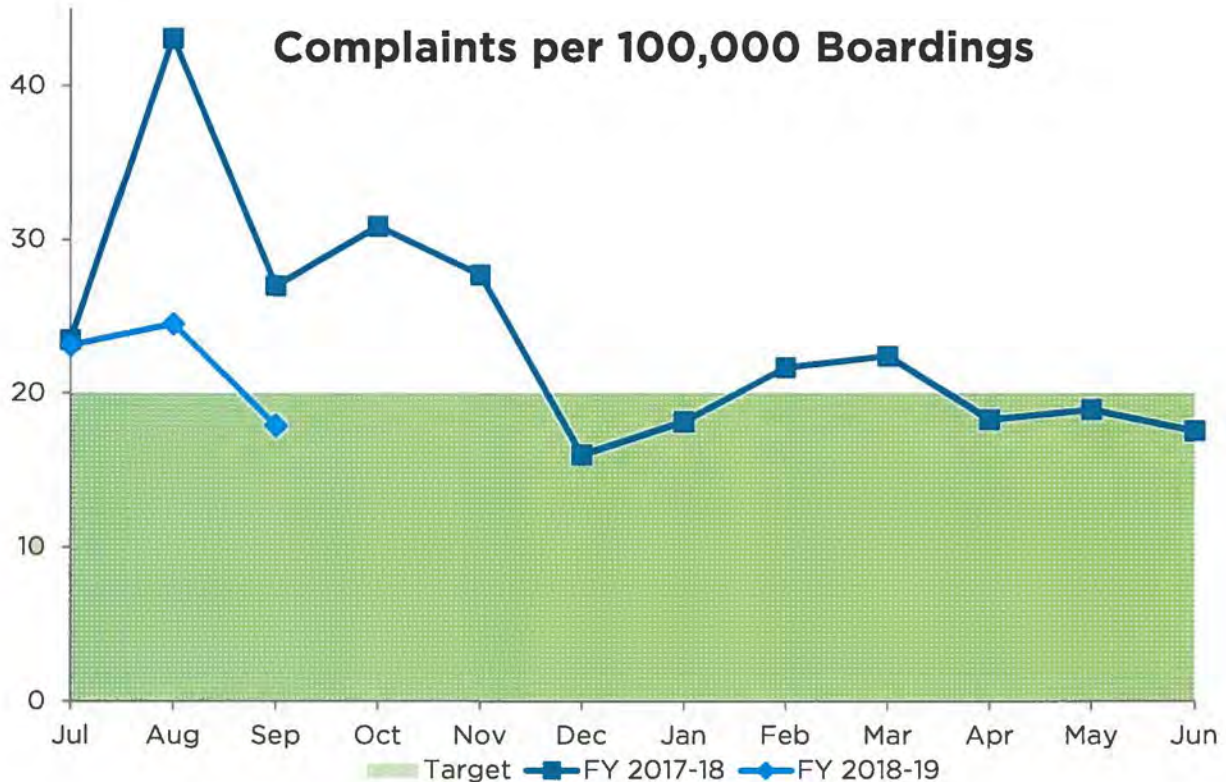




Complaints per 100,000 Boardings

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 received 21.8 complaints per 100,000 boardings, which represents a 31 percent decrease compared to the previous fiscal year.





Goal 3: Operate an Effective Transit System

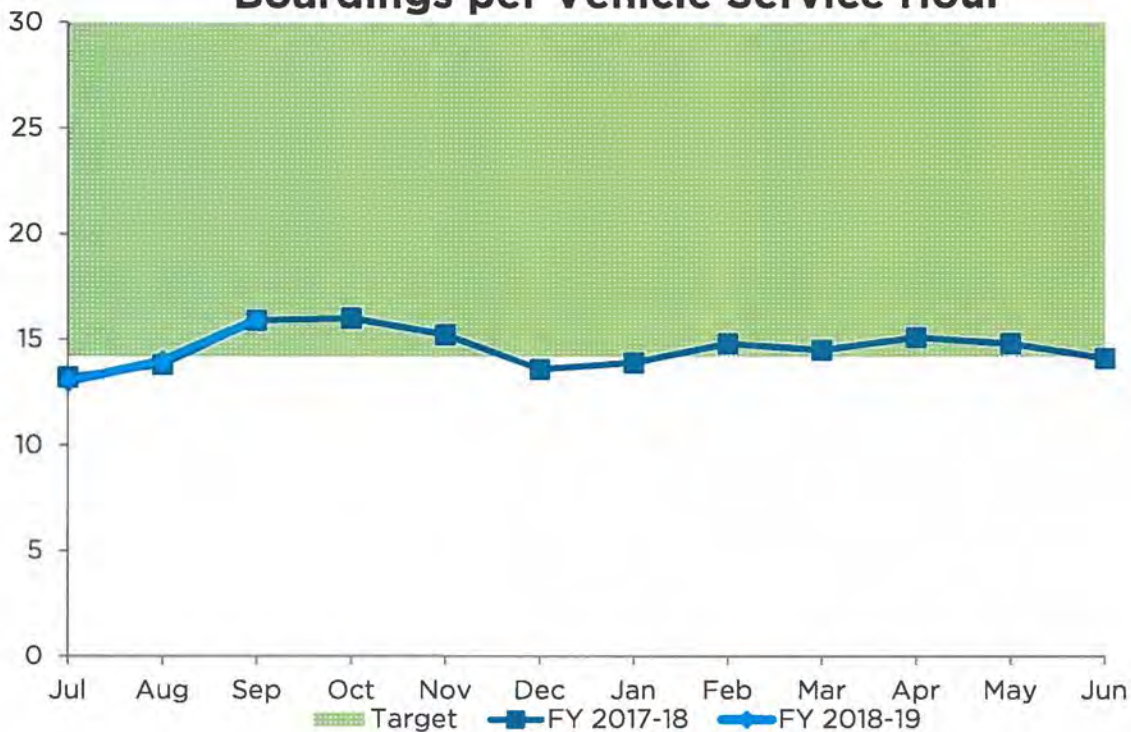
Foothill Transit measures service effectiveness by monitoring boardings per vehicle service hour and average weekday boardings.

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. During the First Quarter, there were 14.27 boardings per vehicle service hour, which meets the performance target of 14.13 or more boardings per service hour. This is essentially equal to the same period the previous year.

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

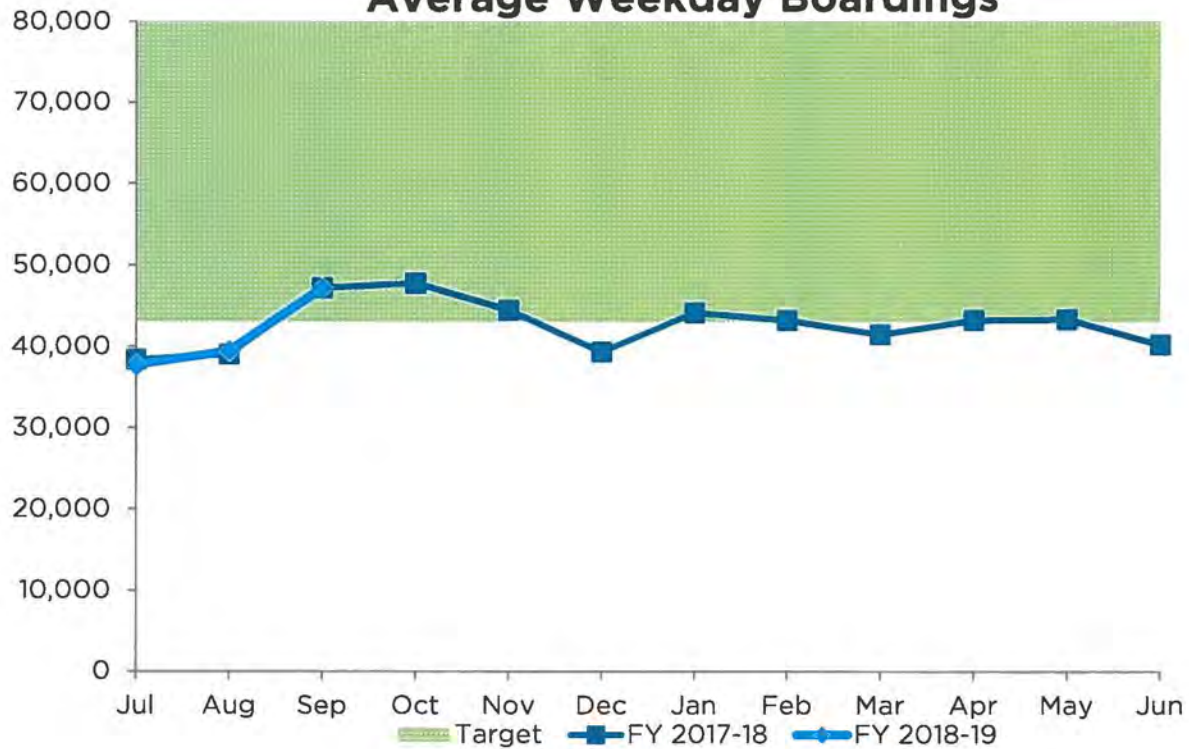




Average Weekday Boardings

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 FY2018-2019 performance target for this metric is to achieve at least 43,000 average weekday boardings. There were 41,216 average weekday boardings during the First Quarter, which is a one percent decrease from the same period the previous year and does not meet the target. This decrease mirrors the overall drop in boardings for the Quarter. Weekday Boardings in September showed a sharp increase as it has in prior years. This is primarily related to ridership from customers returning to school and the end of the summer vacation period.

Average Weekday Boardings





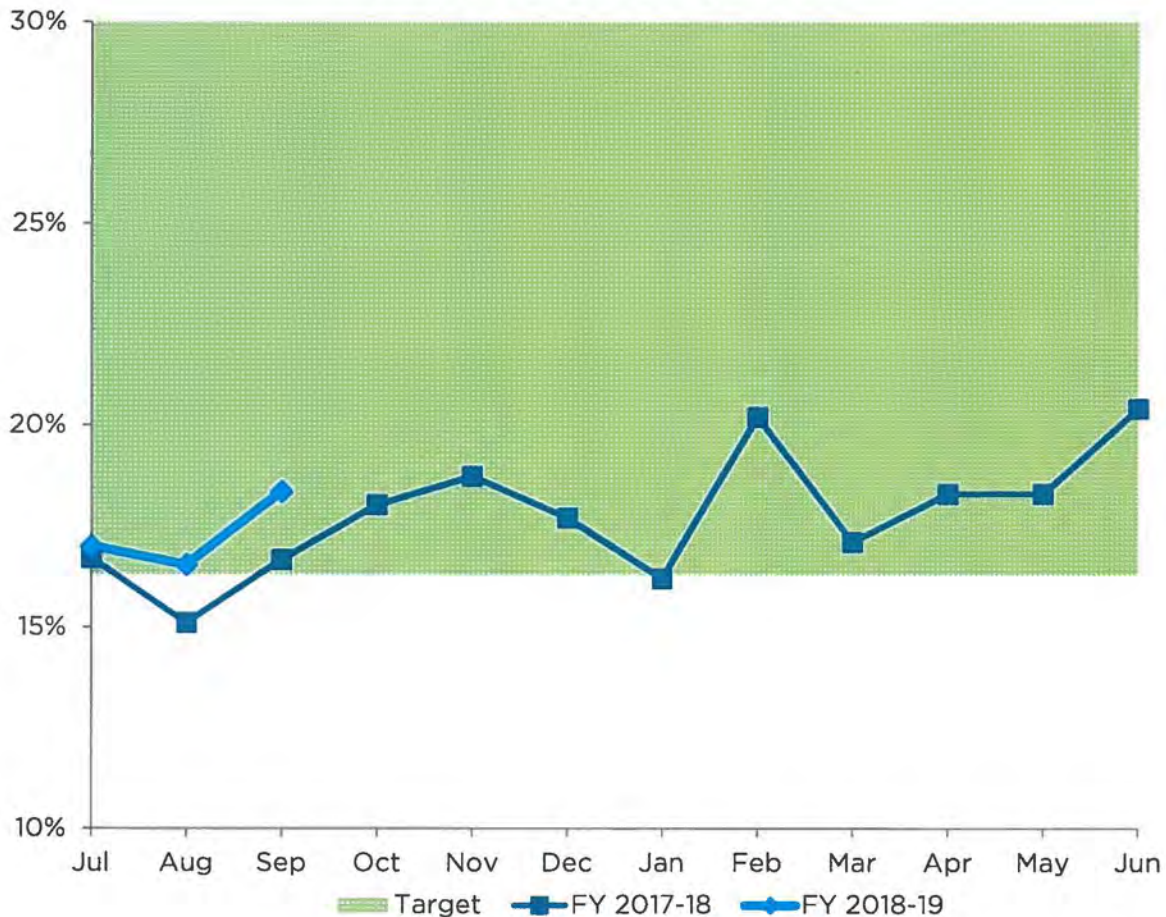
Goal 4: Operate an Efficient Transit System

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 17.28 percent, which surpasses the target of 16.3 percent, and is seven percent higher than the First Quarter of last fiscal year. This positive variance is a result of the fare restructuring which was implemented in October 2017.

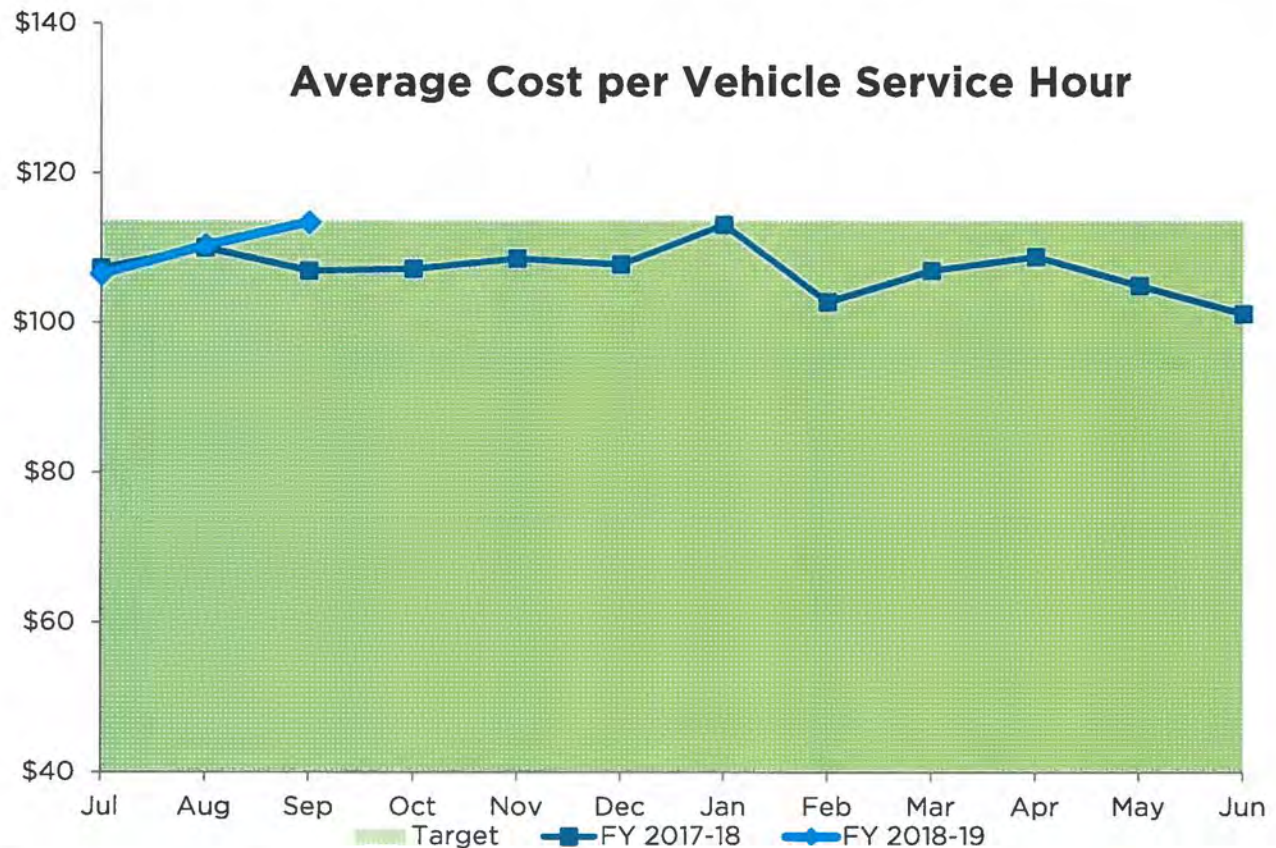
Farebox Recovery Ratio





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 in the First Quarter was \$110.01, which meets the fiscal year target of less than \$113.68, and is two percent higher than the previous fiscal year. This modest increase is due to the increase in operating expenses associated with annual cost increases included in the Arcadia and Pomona transit maintenance and operations agreements.



Sincerely,

LaShawn King Gillespie
Director of Customer Service and Operations

Doran J. Barnes
Executive Director

Attachments

Foothill Transit
First Quarter Key Performance Indicators
FY 2018 - 2019

Goal	Performance Indicator	First Quarter FY18-19	Met Target?	First Quarter FY17-18	% Improvement Over Same Quarter Last Year	FY18-19 YTD	Met Target?	FY17-18 YTD	% Improvement YTD	Performance Target
Overall System Performance	Total Boardings	3,070,817	-	3,093,076	(1%)	3,070,817	-	3,093,076	(1%)	
	Vehicle Service Hours	215,209	-	216,132	(0%)	215,209	-	216,132	(0%)	
	Total Fare Revenue	\$4,091,561	-	\$3,773,833	8%	\$4,091,561	-	\$3,773,833	8%	
	Total Operating Expense	\$23,598,444	-	\$23,401,746	(1%)	\$23,598,444	-	\$23,401,746	(1%)	
Safety	Preventable Vehicle Collisions per 100,000 Miles	0.78	No	1.03	24%	0.78	No	1.03	24%	≤ 0.70
Customer Service	Schedule Adherence	74.7%	No	81.6%	(9%)	74.7%	No	81.6%	(9%)	≥ 83%
	Miles Between Mechanical Service Interruptions	22,676	No	24,081	(6%)	22,676	No	24,081	(6%)	≥ 29,000
	Complaints per 100,000 Boardings	21.8	No	31.3	31%	21.8	No	31.3	31%	≤ 20.00
Effectiveness	Boardings per Vehicle Service Hour	14.27	Yes	14.31	(0%)	14.27	Yes	14.31	(0%)	≥ 14.19
	Average Weekday Boardings	41,216	No	41,431	(1%)	41,216	No	41,431	(1%)	≥ 43,000
Efficiency	Farebox Recovery Ratio	17.34%	Yes	16.13%	8%	17.34%	Yes	16.13%	8%	≥ 16.30%
	Average Cost per Vehicle Service Hour	\$109.65	Yes	\$108.28	(1%)	\$109.65	Yes	\$108.28	(1%)	≤ \$113.68

Foothill Transit First Quarter Operations Report

FY2018 - 2019

Goal	Performance Indicator	First Quarter FY18-19	First Quarter FY17-18	% Improvement Over Same Quarter Last Year	FY18-19 YTD	FY17-18 YTD	% Improvement YTD
Operations	Average fare per boarding	\$1.33	\$1.22	9.2%	\$1.33	\$1.22	9.2%
	Average cost per boarding	\$7.68	\$7.57	(2%)	\$7.68	\$7.57	2%
	Average subsidy per boarding	\$6.35	\$6.35	(0%)	\$6.35	\$6.35	0%
	Total vehicle miles	4,240,353	4,286,492	(1%)	4,240,353	4,286,492	(1%)
	Vehicle service miles	3,091,312	3,109,809	(1%)	3,091,312	3,109,809	(1%)
	Total vehicle hours	1,847,489	1,884,662	(2%)	270,351	266,931	1%
	In-service speed (mph)	14.36	14.39	(0%)	14.36	14.39	(0%)
	Boardings per vehicle service mile	0.99	1.09	(9%)	0.99	1.09	(9%)