



Executive Board Meeting AGENDA

Foothill Transit

EXECUTIVE BOARD MEETING
8:00 AM, August 30, 2013
Foothill Transit Administrative Office
2nd Floor Board Room
100 South Vincent Avenue
West Covina, CA 91790

Corrected Agenda

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL: MEMBERS DE LA TORRE, HERRERA, LANTZ, MCAUSTIN, TESSITOR
4. APPROVAL OF MINUTES FOR THE REGULAR MEETING OF JULY 26, 2013
5. PRESENTATIONS:
 - 5.1. Contractors' Employee Recognition
 - 5.2. New & Promoted Staff
6. PUBLIC COMMENT

CONSENT CALENDAR: Items 7 through 16 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.

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.

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) 967-3147 extension 7204, at least 48 hours prior to the meeting.

Limited English Proficiency (LEP) persons, if you require translation services, please contact the Executive Director's office at (626) 967-3147 extension 7204, at least 48 hours prior to the meeting.

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



8:00 AM, August 30, 2013
2nd Floor Board Room, 100 South Vincent Avenue, West Covina, CA 91790
Page 2

7. FY 2013 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY

Recommended Action: Receive and file the Financial Statements and Investment Summary for Fiscal Year 2013.

8. JULY 2013 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY

Recommended Action: Receive and file the Financial Statements and Investment Summary for Fiscal Year 2014.

9. JULY PERFORMANCE INDICATORS REPORT

Recommended Action: Receive and file the July 2013 Performance Indicators Report.

10. 2013 LEGISLATIVE SUMMARY

Recommended Action: Receive and file the August 2013 Legislative Summary. There are no recommended positions on bills this month.

11. Foothill Transit Disproportionate Burden and Disparate Impact Policies

Recommended Action: Authorize the Executive Director to conduct public outreach to collect public input on Foothill Transit's draft Disproportionate Burden and Disparate Impact policies (Attachment A).

12. DONATION OF RETIRED TRANSIT BUSES

Recommended Action: Authorize the Executive Director to donate a maximum of six retired diesel-fueled transit coaches to The Community College Foundations to be used as mobile computer labs.

13. FISCAL YEAR 2014 HOLIDAY SERVICE SCHEDULE

Recommended Action: Approve the proposed FY 2014 Holiday Service Schedule.

14. REVISIONS TO PROCUREMENT POLICIES AND PROCEDURES

Recommended Action: Approve revisions to Foothill Transit's Procurement Policies and Procedures to reflect the most recent revised Federal Transit Administration requirements.

15. TRANSIT MUTUAL ASSISTANCE COMPACT (TRANSMAC)

Recommended Action: Authorize the Executive Director to enter into a reciprocal agreement for mutual



8:00 AM, August 30, 2013
2nd Floor Board Room, 100 South Vincent Avenue, West Covina, CA 91790
Page 3

support known as the California Transit Mutual Assistance Compact (TransMAC).

16. AMENDMENT TO PULSAR ADVERTISING CONTRACT (NO. 12-038)

Recommended Action: Approve an amendment to the Pulsar Advertising general marketing Contract (No. 12-038) in the amount of \$213,627, for: The development and implementation of a College Pass Marketing Program for both the 15-month Mt. SAC Class Pass pilot program and the University of La Verne Class Pass pilot program (\$115,990). The full redesign of foothilltransit.org to include mobile app creation, NextBus integration, new CMS backend, enhanced online research analytics, and Title VI compliant multi-lingual translation capability (\$97,637).

REGULAR AGENDA:

17. NORTH AMERICAN BUS INDUSTRIES – TRANSFER OF AGREEMENT

Recommended Action: Consent to the transfer from North American Bus Industries (NABI) to NABI Bus per Section 58 of Foothill Transit's Agreement No. 12-040 with NABI, and per Section 46 of Foothill Transit's Agreement No. 09-001 with NABI.

18. CONTRACT OPTION ORDER – 30 CNG BUSES

Recommended Action: Authorize the Executive Director to exercise an existing option under Agreement No. 12-040 and negotiate final terms and conditions with North American Bus Industries Bus (NABI Bus) for the purchase of thirty (30) compressed natural gas-fueled, 42-foot buses at a total cost of Sixteen Million Six Hundred Eighty-Eight Thousand Two Hundred Ninety Dollars (\$16,688,295). Sales/Use tax on this procurement will be paid separately by Foothill Transit.

19. PROPOSED SILVER STREAK PERMANENT FARE REDUCTION

Recommended Action: Recommended that the Governing Board authorize the Executive Director to conduct public hearings regarding the Proposed Silver Streak Permanent Fare Reduction.

20. FOOTHILL TRANSIT ARCADIA FACILITY SERVICE AND MAINTENANCE REVIEW

Recommended Action: Receive and file a report on Foothill Transit's on-street service and fleet and facility maintenance at the Arcadia Operations and Maintenance facility.

21. EMERGENCY OPERATIONS PLAN

Recommended Action: Receive and file a report on Foothill Transit's Emergency Operations Plan.



8:00 AM, August 30, 2013
2nd Floor Board Room, 100 South Vincent Avenue, West Covina, CA 91790
Page 4

22. EMERGENCY COMMUNICATION PROTOCOL

Recommended Action: Provide direction to staff related to emergency communications preferences, particularly in the event of a nighttime occurrence.

23. EXECUTIVE DIRECTOR COMMENT

24. BOARD MEMBER COMMENT

25. ADJOURNMENT

**The Next Regular Meeting of the Foothill Transit
Executive Board is scheduled for
Friday, September 27, 2013 at 8:00 a.m.**