



# Executive Board Meeting AGENDA

## Foothill Transit

EXECUTIVE BOARD MEETING  
8:00 AM, September 27, 2013  
Foothill Transit Administrative Office  
2<sup>nd</sup> Floor Board Room  
100 South Vincent Avenue  
West Covina, CA 91790

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL: MEMBERS DE LA TORRE, HERRERA, LANTZ, SHEVLIN, TESSITOR
4. APPROVAL OF MINUTES FOR THE REGULAR MEETING OF AUGUST 30, 2013 AND SPECIAL MEETING OF AUGUST 30, 2013
5. PRESENTATIONS:
  - 5.1. Contractors' Employee Recognition
  - 5.2. New & Promoted Staff
6. PUBLIC COMMENT

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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.



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**CONSENT CALENDAR:** Items 7 through 10 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.

7. AUGUST 2013 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY

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

8. AUGUST 2013 PERFORMANCE INDICATORS REPORT

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

9. SEPTEMBER 2013 LEGISLATIVE SUMMARY

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

10. FLEET MAINTENANCE AUDIT RESULTS

*Recommended Action: Receive and file the results of the Fleet Maintenance Audits conducted in July 2013.*

**REGULAR AGENDA:**

11. FISCAL YEAR 2013 FINANCIAL AND COMPLIANCE AUDIT RESULTS

*Recommended Action: Receive and file the Fiscal Year 2013 financial and compliance audit results.*

12. CLASS PASS PROGRAM UPDATE

*Recommended Action: Receive and file an update on Foothill Transit's Class Pass Program.*

13. 25<sup>TH</sup> ANNIVERSARY

*Recommended Action: Provide direction on 25<sup>th</sup> Anniversary celebration preferences.*



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14. ACCIDENT COMMUNICATIONS POLICY

*Recommended Action: Approve Foothill Transit's Executive Board Accident Communications Policy.*

15. SAN GABRIEL VALLEY PARK & RIDE – CITY OF AZUSA

*Recommended Action: 1. Enter into a contract amendment with Choate Parking Consultants for Phase II architectural and engineering design services for the Azusa Intermodal Parking Facility in the amount of Eight hundred Seventy Two Thousand Seven Hundred Ninety Six Dollars(\$872,796); 2. Issue an Invitation for Bids (IFB) for the construction of the Azusa Intermodal Parking Facility; Issue a Request for Proposals (RFP) for materials testing and deputy inspection services for the Azusa Intermodal Parking Facility; and 4. Issue a Request for Proposals (RFP) for federal labor compliance services for the Azusa Intermodal Parking Facility.*

16. Foothill Transit Arcadia Facility Service and Maintenance Review

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

17. EXECUTIVE DIRECTOR COMMENT

18. BOARD MEMBER COMMENT

19. ADJOURNMENT

**The Next Regular Meeting of the Foothill Transit  
Executive Board is scheduled for  
Friday, October 25, 2013 at 8:00 a.m.**

**A Special Meeting of the Foothill Transit  
Governing Board is schedule for  
Wednesday, October 30, 2013 at 7:45 a.m.**