



Foothill Transit

**STATEMENT OF PROCEEDINGS FOR THE
JOINT MEETING OF THE
FOOTHILL TRANSIT ANNUAL GOVERNING BOARD
AND EXECUTIVE BOARD - TELECONFERENCE**

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

**June 26, 2020
7:45 a.m.**

1. CALL TO ORDER

The meeting was called to order by Chair Sternquist at 7:52 a.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chair Sternquist.

3. ROLL CALL

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Corey Calaycay, Member Rick Crosby, Member Emmett Badar, Member Andrew Rodriguez, Member Edward Alvarez, Member Jorge Marquez, Member Gary Boyer, Member Albert Ambriz, Member Dario Castellanos, Member Roger Chandler, Member Richard Barakat, Member Tzeitel Paras-Caracci, Member Becky Shevlin, Member Terry Tornek, Member Fernando Vizcarra, Member Steve Tye, Member Cory Moss, Member Hector Delgado, Member Sam Pedroza, Member Jimmy Lin, Member Cynthia Sternquist

Absent: Member Robert Torres, Member Paul Hernandez, Member Jessica Ancona, Member Valerie Munoz

4. APPROVAL OF AGENDA

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



5. **REVIEW & APPROVAL OF THE MINUTES FOR THE GOVERNING BOARD MEETING OF MAY 29, 2020**

Approval of the minutes for the Governing Board Meeting of May 29, 2020.

Motion by Member Paras-Caracci, second by Vice Chair Calaycay, the minutes for the Regular Meeting of May 29, 2020 were approved. Motion carried 20-0.

6. **PUBLIC COMMENT**

No members of the public addressed the Foothill Transit Governing Board.

7. **ANNOUNCEMENT OF CLUSTERS 2 AND 3 ELECTION RESULTS**

Member Boyer (Glendora) announced that he was reelected to serve as Executive Board Member and Member Castellanos (West Covina) was elected to serve as Executive Board Alternate for Cluster 2.

Member Barakat (Bradbury) announced that Member Shevlin (Monrovia) was elected to service as Executive Board Member and Member Paras-Caracci was elected to serve as Executive Board Alternate for Cluster 3.

8. **PROPOSED FISCAL YEAR 2021 FIRST QUARTER BUDGET**

Recommendation: As recommended by the Executive Board, approve Foothill Transit's proposed first quarter budget for Fiscal Year 2021.

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

Ms. Caldwell report that at the May 8, 2020 Executive Board Meeting, the Executive Board voted to prepare a 3-month budget for Fiscal Year 2021. This would allow time to assess the impacts of COVID-19 on the FY21 budget. Staff would return to the July and August meetings with a complete FY21 budget and business plan.

The proposed operating budget for the first quarter is \$27.1 million and the proposed capital budget is \$21.7 million. The total proposed budget for the first quarter of FY21 is \$48.8 million

Motion by Member Chandler, second by Vice Chair Calaycay, to approve. Motion carried 20-0.



9. **TRANSPORTATION FUND EXCHANGES**

Recommendation: Receive and file this report discussing the ability of cities to exchange Proposition A Transportation Local Return funds for Foothill Transit general use funds.

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

Ms. Lopes provided an overview of the fund exchange process. Each city in Los Angeles County receives Transportation Local Return Funds. Funds are strictly for transit related uses, and on occasion cities may have a surplus. Foothill Transit is willing to exchange those Transportation Local Return Funds for General Use Funds. The exchange process is coordinated with LA Metro and the exchange takes place within 30 days of an agreement execution.

Received and filed.

10. **COVID-19 TRANSIT OPERATIONS UPDATE**

Recommendation: Receive and file an update on Foothill Transit operations during the COVID-19 pandemic and Los Angeles County Safer-At-Home order.

LaShawn King Gillespie, Director of Customer Service and Operations, and Felicia Friesema, Director of Marketing and Communications, presented this item.

Ms. Gillespie reported that service levels are at 99 percent and daily ridership is 50 percent of pre COVID-19. Express service ridership is 87 percent below pre COVID-19. There has been a slight increase since June 8, 2020. Ms. Gillespie also provided updates on facility and fleet cleaning, operator barriers, and Transit Store operations.

Ms. Friesema provided an overview and update on onboard, digital, bus stop, and collaborative communications, and administrative office communications.

Received and filed.

11. **GOVERNING BOARD MEMBER COMMENT**



Comments by Members of the Foothill Transit Governing Board.

- Chair Sternquist welcomed newly appointed Governing Board Members Rick Crosby, Edward Alvarez, Dario Castellanos, and Fernando Vizcarra.
- Member Ambriz congratulated Member Boyer on being reelected and Member Castellanos election to represent Cluster 2 on the Executive Board.

12. **EXECUTIVE DIRECTOR COMMENT**

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

Mr. Barnes reported the following:

- Foothill Transit was awarded a grant from CalTrans for \$490k. The funds will be used for a Comprehensive Operational Analysis.
- The APTA TransFORM Conference has been moved from October 2020 to March 2021. It is still scheduled to take place in Anaheim, California.
- Welcomed the newly elected Executive Board Members and thanked Member Barakat for his service on the Executive Board.
- Requested that the meeting be adjourned in the memory of Gordon Tavares, Transdev Coach Operator.

13. **ADJOURNMENT OF ANNUAL GOVERNING BOARD MEETING**

Adjournment for the June 26, 2020 Foothill Transit Annual Governing Meeting.

There being no further business, the Foothill Transit Governing board meeting adjourned in the memory of Gordon Tavares at 8:49 a.m.

14. **EXECUTIVE BOARD ELECTION FOR Foothill TRANSIT CHAIR AND VICE CHAIR**

On motion of Vice Chair Calaycay, second by Member Moss, Chair Sternquist was reelected Chair of the Foothill Transit Executive Board.
Motion carried 5-0.

On motion of Chair Sternquist, second by Member Boyer, Vice Chair Calaycay was reelected Vice Chair of the Foothill Transit Executive Board.
Motion carried 5-0.



15. **ADJOURNMENT OF EXECUTIVE BOARD MEETING**

Adjournment for the June 26, 2020 Foothill Transit Executive Board Meeting.

There being no further business, the Foothill Transit Executive Board meeting adjourned at 8:54 a.m.

Prepared by:

A handwritten signature in blue ink that reads "Christina Lopez". The signature is written in a cursive style and is positioned above a horizontal line.

Christina Lopez, Board Secretary

Approved on: 07/24/2020