



Foothill Transit

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

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

**Friday, February 28, 2023
8:30 a.m.**

1. CALL TO ORDER

The meeting was called to order by Chair Calaycay at 8:33 a.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chair Calaycay.

3. ROLL CALL

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Gary Boyer, Member Becky Shevlin, Member Cynthia Sternquist, Chair Corey Calaycay

Absent: Vice Chair Cory Moss

4. CONFIRMATION OF AGENDA BY CHAIR AND CHIEF EXECUTIVE OFFICER

After discussion, by Common Consent, the Chair and Chief Executive Officer confirmed the agenda as presented.

5. PRESENTATIONS

5.1. Introduction of Foothill Transit Business Partners

W.C. Pihl, Senior Vice President of Business Development, Transdev addressed the executive board

5.2. Contractors' Employee Recognition

Claire Spielberg, Interim General Manager, Transdev, introduced and recognized the following Arcadia location Transdev operator and



employee of the month:

Cristal Cisneros, Employee of the Month
Emad Morcos, Operator of the Month

Doug Brockwell, General Manager, Keolis, introduced and recognized the following Arcadia location Transdev operator and employee of the month and employee of the year:

Edward Gonzalez, Employee of the Month
Roberto Ramirez, Operator of the Month
Raquel Martinez, Employee of the year

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

6. REVIEW & APPROVAL OF THE MINUTES

Approval of the minutes for the Regular Meeting of December 16, 2022 and Strategic Planning Workshop meeting of January 24, 2023.

Motion by Member Shevlin, second by Member Boyer, the minutes for the Regular Meeting of December 16, 2022, and Strategic Planning Workshop of January 24, 2023, were approved. Motion carried 4-0.

Chair Calaycay introduced the new Foothill Transit Governing Board Member appointee for the City of Arcadia, Councilmember Michael Cao.

CONSENT CALENDAR

Member Boyer requested that Item 14 be pulled for presentation. The Executive Board took action on a single motion on the remaining Items 7-13 of the Consent Calendar.

Mike Greenspan provided Public Comment on Consent Calendar Item 14. Armando Herman provided one minute of Public Comment.

7. DECEMBER 2022 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY

Recommendation: Recommended Action: Receive and file the Financial Statements and Investment Summary year-to-date report through December 31, 2022. The attached Financial Statements and Investment



Report summarize Foothill Transit's unaudited operations and financial condition as of December 31, 2022, for the fiscal year ending June 30, 2023.

Motion by Shevlin, second by Member Sternquist, to receive and file. Motion carried 4-0.

8. **FISCAL YEAR 2023 SECOND QUARTER BUDGET UPDATE**

Recommendation: Receive and file the Fiscal Year 2023 Second Quarter Budget Update.

Motion by Shevlin, second by Member Sternquist, to receive and file. Motion carried 4-0.

9. **FEBRUARY 2023 PROCUREMENT MONTHLY REPORT**

Recommendation: Receive and file the Procurement Monthly Report for February 2023.

Motion by Shevlin, second by Member Sternquist, to receive and file. Motion carried 4-0.

10. **AUTHORIZATION TO ISSUE REQUEST FOR QUALIFICATIONS FOR ON-CALL ARCHITECTURAL AND ENGINEERING SERVICES**

Recommendation: Authorize the Chief Executive Director to issue RFQ No. 23-048 for On-Call Architectural and Engineering Services.

Motion by Member Shevlin, second by Member Sternquist, to approve. Motion carried 4-0.

11. **AUTHORIZATION TO AMEND CONTRACT FOR POMONA HYDROGEN FUELING STATION DESIGN BUILD**

Recommendation: Authorize the Chief Executive Officer to approve a \$162,356.85 change order to Contract No. 21-091.

Motion by Member Shevlin, second by Member Sternquist, to approve. Motion carried 4-0.

12. **AUTHORIZATION TO AMEND CONTRACT FOR GENERAL LEGAL SERVICES**

Recommendation: Authorize the Chief Executive Officer to extend the



contract term for General Legal Services from June 30, 2023 to June 30, 2026.

Motion by Member Shevlin, second by Member Sternquist, to approve. Motion carried 4-0.

13. **PUBLIC PARTICIPATION PLAN 2023 UPDATE**

Recommendation: Receive and file the Public Participation Plan 2023 update.

Motion by Shevlin, second by Member Sternquist, to receive and file. Motion carried 4-0.

14. **AUTHORIZATION TO AWARD CONTRACT FOR POMONA OPERATIONS AND MAINTENANCE FACILITY TRANSIT SERVICES**

Recommendation: Authorize the Executive Director to award a contract to Keolis Transit Services, LLC, Inc. for transit operations and maintenance services at Foothill Transit's Pomona facility. The contract term will be four years. The projected four-year life of the contract is \$200,356,439.

LaShawn King Gillespie, Director of Operations and Customer Service, presented this item.

Ms. Gillespie reviewed the procurement and evaluation process, and pricing. She reported that Keolis' proposal ranked highest. The start-up date for services under the contract will be April 30, 2023. Ms. Gillespie introduced David Scorey, President and CEO, Keolis, who addressed the Executive Board.

Staff responded to questions and comments by the Executive Board.

Motion by Member Boyer, second by Member Sternquist, to approve. Motion carried 4-0.



15. **CHIEF EXECUTIVE OFFICER COMMENT**

Comments by Mr. Doran J. Barnes, Chief Executive Officer, Foothill Transit.

Mr. Barnes reported the following:

- Thanked the Executive Board for approving the Keolis contract and stated that he looks forward to continuing the partnership with Keolis.

16. **BOARD MEMBER COMMENT**

There were no comments by Members of the Foothill Transit Executive Board.

Mike Greenspan provided one minute Public Comment on Closed Session Items 17 and 18.

Armando Herman provided one minute Public Comment on Closed Session Items 17 and 18.

The Executive Board recessed into Closed Session at 9:04 a.m.

17. **CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code § 54956.8)**

Property Address/Location: 1118 N. Citrus Avenue, Covina, CA 91722

Agency Negotiator(s): Doran J. Barnes, Sharlane Bailey, Darold D. Pieper, Kevin Parks McDonald, Barry Foster

Negotiating Parties: Van Don dba Raising Claw Restaurant

Under Negotiation: Price and Terms

18. **CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov't Code § 54957)**

Title: Chief Executive Officer

The Executive Board reconvened at 10:13 a.m.

19. **CLOSED SESSION REPORT**

Chair Calaycay reported that there were no reportable actions on Items 17 and 18.



20. **GENERAL PUBLIC COMMENT**

Mike Greenspan provided one minute of General Public Comment.

Armando Herman provided one minute of General Public Comment.

21. **ADJOURNMENT**

Adjournment for the February 28, 2023, Foothill Transit Executive Board Meeting.

There being no further business, the Foothill Transit Executive Board meeting adjourned at 10:17 a.m.

Prepared by:

A handwritten signature in blue ink that reads "Christina Lopez". The signature is written over a horizontal line.

Christina Lopez, Board Secretary

Approved on: 03/28/2023