



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, March 29, 2019
9:00 a.m.**

1. CALL TO ORDER

The meeting was called to order by Chair Calaycay at 9:32 a.m.

2. ROLL CALL

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Gary Boyer, Member Richard Barakat, Member Sam Pedroza, Vice Chair Carol Herrera, Chair Corey Calaycay

3. APPROVAL OF AGENDA

Doran Barnes, Executive Director, requested that Consent Calendar Item 6, March 2019 Legislative Summary, be pulled for presentation.

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

4. REVIEW & APPROVAL OF THE MINUTES

Approval of the minutes for the Regular Meeting of January 25, 2019 and Strategic Planning Workshop of February 22, 2019.

Motion by Vice Chair Herrera, second by Member Gary Boyer, the minutes for the Regular Meeting of January 25, 2019 were approved. Motion carried 5-0. The minutes for the Strategic Planning Workshop of February 22, 2019 were approved. Motion carried 4-0. Member Barakat abstention.

5. PUBLIC COMMENT

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



CONSENT CALENDAR

6. MARCH 2019 LEGISLATIVE SUMMARY

Recommendation: Receive and file the March 2019 Legislative Summary. Adopt a support position on H.R. 6016.

This item was pulled from the consent calendar for presentation by David Reyno, Director of Government Relations.

Mr. Reyno reported that there was a mistake in the legislative summary report. The federal bill that the Executive Board was being asked to support shown as H.R. 6016 in the report, is actually H.R. 1139. The bill was introduced last year and died with the end of the session. It was reintroduced this year as H.R. 1139.

Motion by Vice Chair Herrera, second by Member Pedroza, to receive and file, and adopt. Motion carried 5-0.

7. RESOLUTION FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM

Recommendation: Adopt the following resolution: Resolution No. 2019-01: Authorization for the Execution of the Low Carbon Transit Operations Program (LCTOP) Project "Foothill Transit Line 280 Expansion and Electrification" in the Amount of \$817,916 (Attachment A).

Motion by Member Barakat, second by Member Boyer, to adopt. Motion carried 5-0

REGULAR AGENDA

8. CONTRACT AMENDMENT - CNG BUSES PROCUREMENT

Recommendation: Authorize the Executive Director to exercise an option to purchase CNG buses and amend Contract No. 18-043 with Creative Bus Sales in the amount of \$6,536,860, including California Sales Tax, for the purchase of ten 40-ft. low floor CNG transit buses.

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

Mr. Cordero reported that Foothill Transit has ten 1500 series CNG buses that have over 600,000 miles and are over 12 years old, which meets FTA



guidelines for retirement. The buses also have CNG tanks that will expire at the end of the year. Tanks cannot be used beyond the expiration date. The expiration of the CNG tanks does not allow Foothill Transit to wait to determine if the coaches can be replaced with electric buses.

Motion by Member Barakat, second by Vice Chair Herrera, to approve.
Motion carried 5-0

9. **CONTRACT AWARD - FINANCIAL AUDIT SERVICES**

Recommendation: Recommended Action: Authorize the Executive Director to enter into Contract No. 19-046 with Crowe LLP in an amount not to exceed \$236,560.00 for audit services. This price includes a base term of three years, plus two one-year options, which can be authorized at Foothill Transit's sole discretion.

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

Ms. Caldwell reported that Foothill Transit is required by the Federal Transit Administration (FTA), State of California, LA Metro, and financial accounting best practices to contract with an independent certified public accounting firm to performance audits of Foothill Transit's consolidated financial statements each year.

A Request for Proposals (RFP) for audits services was issued on January 10, 2019. Five firms responded to the RFP, and interviews of the top three firms were conducted in February. Crowe LLP was ranked highest in final overall scoring. Crowe LLP provides extensive public transportation experience, superior knowledge of the FTA/FHWA Guidelines, and experience performing tests for compliance for state and locally funded propositions and measures.

Motion by Member Barakat, second by Member Boyer, to approved. Motion carried 5-0.

10. **EXECUTIVE DIRECTOR COMMENT**

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

Mr. Barnes reported the following:



- He thanked staff for all their work on the various projects they are working on. He stated that staff continues to work on the new meeting format. His hope and goal is to carry out the vision of getting the Governing Board more engaged.

11. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Executive Board.

- Member Pedroza stated he appreciated the new Governing Board Meeting format.
- Member Barakat stated that the benefit of having the new format is that when members have an opportunity to serve on the Executive Board, they will be more up to speed and will understand what is going on.
- Member Herrera stated that she felt that today's Governing Board Meeting went well and that a lot of important conversation was held.

12. **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

The Executive Board recessed into Closed Session at 9:45 a.m.

13. **CLOSED SESSION REPORT**

The Executive Board reconvened at 10:17 a.m. Chair Calaycay reported that there was no reportable action.

14. **ADJOURNMENT**

Adjournment for the March 29, 2019 Foothill Transit Executive Board Meeting.

There being no further business, the Foothill Transit Executive Board meeting adjourned at 10:18 a.m.