



Foothill Transit

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

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

**Friday, May 26, 2017
7:45 a.m.**

1. CALL TO ORDER

The meeting was called to order by Chair Herrera at 7:50 a.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chair Herrera.

3. FOCUS ON SAFETY

Ali Showkatian, Safety Compliance Manager, presented a safety message on combating prescription drug abuse.

4. ROLL CALL

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Corey Calaycay, Member John C. King, Member Gary Boyer, Member Manuel R. Garcia, Member Corey Warshaw, Member Roger Chandler, Member Richard Barakat, Member Tzeitel Paras-Caracci, Member Becky Shevlin, Member Margaret McAustin, Member Cynthia Sternquist, Member Carol Herrera, Member Juventino Gomez, Member Cory Moss, Member Valerie Munoz, Member Hector Delgado, Member Sam Pedroza

Absent: Member Charlie Rosales, Member Robert Torres, Member Emmett Badar, Member Bob Pacheco, Member Uriel Macias, Member Ricardo Pacheco, Member Michael De La Torre, Member David Rodriguez

5. APPROVAL OF AGENDA

The agenda was approved as presented.



6. REVIEW & APPROVAL OF THE MINUTES

Approval of the minutes for the Governing Board Meeting of March 24, 2017.

Motion by Member Shevlin, second by Vice Chair Calaycay, the minutes for the Regular Meeting of March 24, 2017 were approved. Motion carried 17-0.

7. PUBLIC COMMENT

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

8. PRESENTATIONS

8.1 SCAG Clean Cities Coalition 2017 Clean Cities Recognition Award

Executive Director Doran Barnes announced that at the Southern California Association of Governments (SCAG) General Assembly, that Foothill Transit was the recipient of the Clean Cities Coalition 2017 Clean Cities Recognition Award for its Electric Bus Program. This is the first time that SCAG has presented this award. Mr. Barnes thanked the Board Members who were in attendance to receive the award.

REGULAR AGENDA

9. PROPOSED FARE RESTRUCTURING (GB)

Recommendation: In accordance with the Executive Board's recommendation, approve the fare restructuring as proposed.

John Xie, Fare Revenue Manager, presented this item.

Mr. Xie reported on the public outreach process in response to the proposed fare restructuring. During the period of March 24th through April 23rd, six public workshops were held throughout the service area prior to the official public hearing held at the Foothill Transit administrative offices on April 22, 2017. During the comment period, Foothill Transit received 51 comments related to the fare changes. Twenty-eight of the comments agreeing with the proposal, as most customers understood the need for the fare change since Foothill Transit has not had a fare change since 2010. Customers were pleased with the proposed introduction of a day pass and inclusion of the Silver Streak in the day pass. Some customers expressed concern over the elimination of transfers, but when customers were explained the benefit of the day pass, most were satisfied.



An equity analysis was also conducted in order to comply with the federal Civil Rights Act. The results of the fare equity analysis show that there are no disparate adverse impacts on minorities and no disproportionate burdens on low income customers.

Staff is not recommending any changes to the original proposal for the cash and TAP fares. Most of the comments received were positive in regards to using the TAP card in order to pay a lower fare. Public comment received expressed concern over the proposed price for a student local 31-day pass of \$40. They felt it was a significant increase based on the current price of a student local 31-day pass of \$33. Based on the comments, staff proposed that the Student Local 30-Day price change from \$33 to \$36 in Phase 1 and to \$40 during Phase 2. Another addition to the proposed fare restructuring is to increase the Class Pass reimbursement rate from 60 cents to 75 cents per ride.

If the Proposed Fare Restructuring is approved, implementation will take place in October 2017, which is in conjunction with the proposed service changes. From adoption to implementation, preparation activities will begin such as programming the fareboxes with the new fare structure, training the coach operators and customer service representatives, and a massive marketing and communications campaign will begin.

Motion by Member Chandler, second by Member Paras-Caracci, to approve. Motion carried 17-0.

10. **PROPOSED FISCAL YEAR 2017/2018 SERVICE CHANGES (GB)**

Recommendation: In accordance with the Executive Board's recommendation, approve the proposed service changes for Fiscal Year 2017/2018.

Josh Landis, Planning Manager, presented this item.

Mr. Landis reported that several proposals have been modified in response to the feedback received from the public. Approximately 200 comments were received from email, phone calls, mail, and in person at Foothill Transit Stores and public workshops. Additionally, informal Meet the Planner discussions were held at Citrus College, Pomona Transit Center, Azusa, Walnut, and a presentation was made to Employee Transit Coordinators in Pasadena. The Marketing and Communications Department coordinated efforts to reach out to customers on social media.

The proposal for Line 187 is to split the line in half at the Azusa Gold Line Station. The western portion of the line will be called Line 187 and the



eastern portion proposed to be called 188. The feedback received regarding the proposed change to Line 187 was positive and there are no changes to this recommendation. The proposal for Line 291 is to have select northbound trips continue up Garey to Town and serve Baseline. There are no changes to the recommendation for Line 291. The proposal is to modify Line 292 and cancel Line 855, two low performing lines that only operate during peak times. After feedback from the public, staff is proposing to modify Line 292. The first option for the route variant is the recommendation from the May 2nd executive board meeting and subsequent to the Executive Board action, additional comments were received from customers. Staff presented an alternative Option B for consideration. Option B has no fiscal impact and would alleviate some of the traffic along Indian Hill while being able to service customers that travel along Claremont Boulevard. Vice Chair Calaycay stated that the alternative Option B is based on feedback received from a constituent who stated that the original option would eliminate service on the eastside of Claremont and there would be a lot of overlapping service on Indian Hill. The other benefit is that in August a Class Pass Pilot Program with the Claremont Colleges and Option B would provide more efficient services for the students. The proposal for Line 480 was to move the western terminus from West Covina to Eastland Center. Public comment was received in opposition to this change. The recommendation is to continue with the proposal to serve Mt. SAC and leave the starting and ending terminus in West Covina. The proposal for Line 493 is to move the eastern terminus from Diamond Bar to the Industry Park and Ride. There are no changes to the recommendation for Line 493. The proposal for Line 690 is to change the routing to travel up Lone Hill to Foothill and terminate at the Citrus Gold Line Station. There are no changes to the recommendation for Line 690. The proposal to Line 494 is to cancel the line, some comments in opposition were received. After the proposal for Line 690 was explained, customers retracted their opposition, as Line 690 would become the preferred alternative. There are no changes to the recommendation for Line 494. The proposal for Line 481 was to cancel the line due to most of the routing being outside of the Foothill Transit service area and duplication of L.A. Metro rail and bus lines. The proposal to Line 481 did receive comments in opposition, however the recommendation to cancel this line still gives customers an ample amount of duplicate service to meet their needs and the savings from this cancellation can be used to enhance other Foothill Transit lines within the core service area. The proposal for Line 851 was to cancel the line. Public comment was received in opposition to the cancellation. Staff is now proposing to reduce the frequency on Line 851.

David Torres, Claremont resident, addressed the Governing Board.

The recommendation was amended to include Option B for Line 292. Motion by Vice Chair Calaycay, second by Member Warshaw, to approve. Motion



carried 17-0.

11. **PROPOSED FISCAL YEAR 2017/2018 BUSINESS PLAN AND BUDGET (GB)**

Recommendation: In accordance with the Executive Board's recommendation, adopt Foothill Transit's proposed Business Plan, Budget and Performance Targets for Fiscal Year 2017/2018.

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

Ms. Caldwell reported that the business plan and budget development process has been under way for the past several months. She reported that they are not anticipating growth in ridership during 2017/2018 and have budgeted ridership to remain constant. The proposed budget includes \$17.4 million for fare revenues representing an approximate 8 percent increase in revenues over the current year estimate. The increase is in anticipation of the fare restructuring. Vehicle service hours will remain at the current level with 872,171 service hours proposed. The transit operating budget is estimated at \$98.2 million. The increase in FY2017/2018 is a result of the award of the new Pomona contract, which includes negotiated wage increases, and agreed upon increases with our existing contracts.

The target for Preventable Accidents per 100,000 Miles is set at 0.70 accidents per 100,000 miles for FY2017/2018. The target for Complaints per 100,000 Boardings has been set for 20 complaints per 100,000 for FY2017/2018. The Boardings per Vehicle Service Hour is projected at 15.5 boardings per hour for FY2017/2018. The target for Cost per Vehicle Service Hour is \$112.63 per hour reflects the increased costs of the new Pomona contract award and other increases. The FY2017/2018 target for Farebox Recovery Ratio is 17.7 percent. The proposed fare restructuring is anticipated to improve the farebox recovery ratio in future years. The business plan includes agency wide initiatives. These initiatives were approved by the Executive Board in February 2017.

The total FY2016/2017 budget was \$150 million, while the proposed budget for FY2017/2018 is \$161 million. This is a 7 percent increase in expenditures. The capital budget is nearly the same between the two fiscal years. The budget increase is primarily in the transit operating expense. Customer Service and Operations is responsible for ensuring the safe and efficient daily operations of Foothill Transit service. At \$84.5 million this department budget consists of 85 percent of the total transit operating expenses of \$98.2 million. The current five year capital program consists of 88 different capital projects with a total life-of-project budget of \$286 million. The total proposed budget for FY2017/2018 is \$160.9 million. The proposed operating



budget is \$99.8 and the capital budget is \$61.0 million, with 827,171 vehicle service hours and 13.5 million customer boardings.

Motion by Board Member Chandler, second by Member Barakat, to adopt. Motion carried 17-0.

12. **RECESS BOTH MEETINGS FOR CLUSTERS TO ELECT EXECUTIVE BOARD MEMBERS AND ALTERNATES FOR CLUSTER 2 (AZUSA, BALDWIN PARK, COVINA, GLENDORA, IRWINDALE AND WEST COVINA) AND CLUSTER 3 (ARCADIA, BRADBURY, DUARTE, MONROVIA, PASADENA AND TEMPLE CITY) (GB & EB)**

The Foothill Transit Governing Board and Executive Board recessed to allow Cluster 2 and Cluster 3 to elect their representatives.

13. **RECONVENE BOTH MEETINGS AND ANNOUNCE THE EXECUTIVE BOARD MEMBER AND ALTERNATE FOR CLUSTER 2 AND CLUSTER 3 (GB & EB)**

The Foothill Transit Governing and Executive Board reconvened to announce the election results for Cluster 2 and Cluster 3.

Member Corey Warshaw (West Covina) announced that he was re-elected to serve as Executive Board Member and the Alternate is Member Gary Boyer (Glendora).

Member Chandler announced that the representative for Cluster 3 on the Executive Board is Member Cynthia Sternquist (Temple City) and the Alternate is Member Richard Barakat (Bradbury).

14. **EXECUTIVE BOARD NOMINATIONS FOR Foothill TRANSIT CHAIR AND VICE CHAIR (EB)**

On motion of Member Sternquist, second by Member Pedroza, unanimously carried, Vice Chair Calaycay was elected Chair of the Foothill Transit Executive Board.

On motion of Chair Herrera, second by Member Sternquist, unanimously carried, Member Warshaw was elected Vice Chair of the Foothill Transit Executive Board.

15. **GOVERNING BOARD RATIFICATION OF THE EXECUTIVE BOARD NOMINATIONS FOR Foothill TRANSIT CHAIR AND VICE CHAIR (GB)**

The Executive Board recommended ratification of the Executive Board Officers to the Governing Board as follows: Corey Calaycay, Chair; Corey



Warshaw, Vice Chair.

Motion by Member Chandler, second by Member Shevlin, the Governing Board ratified the Executive Board nominations for Foothill Transit Chair and Vice Chair. Motion carried 17-0.

16. **EXECUTIVE DIRECTOR COMMENT**

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

Mr. Barnes reported the following:

- Citrus College students voted on the Class Pass this week, and it was approved by 83.4 percent.
- The Federal Transit Administration Triennial Review was conducted two weeks ago. In a typical triennial review there are eight findings, Foothill Transit had two findings. One finding is more of a regional finding as it's related to the paratransit program. The reviewer commented that Foothill Transit was the best organized of all the reviews that she had conducted this year.
- At the national level, Mr. Barnes reported that in his role as Chair of the American Public Transportation Association, he led the delegation that were the first transit professionals that met with Transportation Secretary Elaine Chao. Mr. Barnes thanked the Governing Board for allowing him to serve in that capacity.
- The next Governing Board Meeting is scheduled for November 2017. He wished the Governing Board an enjoyable summer.

17. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Governing Board.

- Vice Chair Warshaw announced that Foothill Transit was a sponsor of Temple City's first Mayoral Color Run. Vice Chair Warshaw participated and thanked Mayor and Executive Board Member Cynthia Sternquist. Vice Chair Warshaw earned a trophy for Foothill Transit.
- Member Sternquist thanked Foothill Transit for its support of the Mayoral Color Run.
- Member Pedroza congratulated staff and Katie Gagnon for the passing of the Class Pass Program at Citrus College. He hopes that Cal Poly Pomona will be next.
- Member Paras-Carracci congratulated Chair Calaycay and Vice Chair Warshaw. She thanked Member Shevlin and Member Sternquist for their service on the San Gabriel Valley Council of Governments and



thanked Member Sternquist and Member Barakat for representing Cluster 3 on the Foothill Transit Executive Board. She also thanked Customer of Service and Operations Director LaShawn King Gillespie for the volunteering for the Duarte-Pasadena NAACP ACT-SO competition and awards, and Public Affairs Manager Yoko Igawa for inviting her to a California Girls State event she'll be participating in.

- Chair Calaycay thanked Member Herrera for a great two years of leadership as Chair. Chair Calaycay stated he is honored to assume the chairmanship of Foothill Transit.

18. **ADJOURNMENT**

Adjournment for the May 26, 2017 Foothill Transit Joint Meeting of the Annual Governing Board Meeting and Executive Board Meeting.

There being no further business, the Foothill Transit Joint Meeting of the Annual Governing Board Meeting and Executive Board Meeting adjourned at 9:12 a.m.