



Foothill Transit

Foothill Transit MISSION

To be the premier public transit provider committed to:

SAFETY

COURTESY

QUALITY

RESPONSIVENESS

EFFICIENCY

INNOVATION



Foothill Transit VALUES

SAFETY

We educate, encourage, and endorse a strong culture of safety at all levels of the organization, valuing the responsibility entrusted in us by the communities that we serve.

RESULTS

We value the achievement of organizational goals and initiatives as defined in our business plan and involving all levels of the organization.

INTEGRITY

We are committed to high ethical standards based on accountability, honesty, respect, transparency, and a high level of fiscal responsibility.

GRATITUDE

We are a team united in thankfulness for each other; we express gratitude for our many opportunities by investing our time and energy in our community and industry, and through the open expression of appreciation.

DIVERSITY

We create an environment rich with talented people and differing viewpoints, valuing the unique perspectives that everyone brings.

TEAM MEMBERS

Our team members are the key to Foothill Transit's success and we are committed to supporting them through education, development, and recognition.

COMMUNICATION

We value and are committed to open honest respectful discussion which is responsive, informative, and constructive.

SUSTAINABILITY

We embrace sustainability because it benefits all aspects of our business while helping our communities by protecting the environment through measured and responsible stewardship of resources.



Foothill Transit

Governing Board Meeting AGENDA

GOVERNING BOARD MEETING - TELECONFERENCE

7:45 AM, SEPTEMBER 25, 2020

Foothill Transit Administrative Office

2nd Floor Board Room

100 South Vincent Avenue

West Covina, CA 91790

FOOTHILL TRANSIT IS TAKING ALL PRECAUTIONS POSSIBLE TO PREVENT THE SPREAD OF COVID-19. FOR THE HEALTH AND SAFETY OF ALL GOVERNING BOARD MEMBERS, FOOTHILL TRANSIT STAFF, AND THE PUBLIC, PARTICIPATION IN THE MEETING WILL BE DONE REMOTELY VIA TELECONFERENCE USING THE FOLLOWING ZOOM MEETING LINK: <https://foothilltransit.zoom.us/j/87063538980>. ALTERNATIVELY, TO PARTICIPATE VIA PHONE, DIAL (669) 900-6833 AND ENTER MEETING ID: 870-6353-8980.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF MINUTES FOR THE GOVERNING BOARD MEETING OF AUGUST 28, 2020
5. APPROVAL OF AGENDA
6. PUBLIC COMMENT

IF PARTICIPATING VIA ZOOM, CLICK ON "RAISE HAND" TO INDICATE YOU WOULD LIKE TO SPEAK. IF PARTICIPATING VIA PHONE CALL, SUBMIT A REQUEST TO BOARD.SECRETARY@FOOTHILLTRANSIT.ORG BY CLOSE OF BUSINESS ON SEPTEMBER 24, 2020.

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 two 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.

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.



7:45 AM, September 25, 2020
2nd Floor Board Room, 100 South Vincent Avenue, West Covina, CA 91790
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6.1. Executive Director Response to Public Comment

CONSENT CALENDAR: Item 7 is a consent item which may be received and filed and/or approved by the board in a single motion. If any member of the Governing Board wishes to discuss a consent item, please request that the item be pulled for further discussion and potential action.

7. JULY 2020 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY

Recommended Action: Receive and file the Financial Statements and Investment Summary year-to-date report through July 31, 2020. The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of July 31, 2020, for the fiscal year ending June 30, 2021.

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) 931-7300 extension 7204, at least 48 hours prior to the meeting.

If you require translation services, please contact the Executive Director's office at (626) 931-7300 extension 7204, at least 48 hours prior to the meeting.

Si necesita servicios de traducción, por favor póngase en contacto con la oficina del Director Ejecutivo en el (626) 931-7300, extensión 7204, al menos 48 horas antes de la reunión.

如果需要翻译服务, 请至少于会议前48小时致电高级主任办公室: (626) 931-7300 分机 7204。

Nếu Quý vị có yêu cầu dịch vụ dịch thuật, xin vui lòng liên hệ với văn phòng Giám đốc Điều hành tại (626) 931-7300 số lẻ 7204, ít nhất 48 giờ trước khi cuộc họp.

Kung nangangailangan ka ng mga serbisyo sa pagsasalin, pakisuyong makipag-ugnayan sa opisina ng Executive Director sa (626) 931-7300 extension 7204, ng hindi bababa sa 48 oras bago ang pulong.

번역 서비스가 필요하시면 미팅 최소 48시간 이전에 임원 사무실로 (626-931-7300, 내선 번호 7204) 전화주시기 바랍니다.

翻訳サービスが必要な方は、会議の48時間前までに(626) 931-7300 内線 7204のエグゼクティブディレクター事務所にご連絡ください。

إن كنت بحاجة إلى خدمات ترجمة، برجاء الاتصال بالمدير التنفيذي للمكتب على رقم (626)931-7300 (الرقم الداخلي 7204) قبل الاجتماع بـ 48 ساعة على الأقل.

Եթե Ձեզ թարգմանչական ծառայությունների են հարկավոր, հանդիպումից առնվազն 48 ժամ առաջ խնդրում ենք զանգահարել Գործադիր տնօրենի գրասենյակ՝ (626) 931-7300 լրացուցիչ՝ 7204 հեռախոսահամարով:

ប្រសិនបើលោកអ្នកស្នើសុំសេវាកម្មបកប្រែភាសា សូមទាក់ទងមកការិយាល័យនាយកប្រតិបត្តិ តាមលេខទូរស័ព្ទ៖ (626) 931-7300 លេខបញ្ជូនបន្ត 7204 ដែលមានរយៈពេលយ៉ាងតិច 48 ម៉ោង មុនពេលកិច្ចប្រជុំ។

در صورت نیاز به خدمات ترجمه، لطفاً حداقل 48 ساعت قبل از جلسه ملاقات با مدیر اجرایی دفتر به شماره (626)931-7300 داخلی 7204 تماس حاصل فرمایید.

หากคุณต้องการบริการการแปลภาษากรุณาติดต่อสำนักงานผู้อำนวยการบริหารที่ (626) 931-7300 ต่อ 7204, อย่างน้อย 48 ชั่วโมงก่อนที่จะมีการประชุม



7:45 AM, September 25, 2020

2nd Floor Board Room, 100 South Vincent Avenue, West Covina, CA 91790

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REGULAR AGENDA:

8. SEPTEMBER 2020 STATE LEGISLATIVE SUMMARY

Recommended Action: Receive and file the September 2020 State Legislative Summary.

9. FISCAL YEAR 2020 YEAR-END BUDGET UPDATE

Recommended Action: Receive and file the year-end budget update for the fiscal year ending on June 30, 2020.

10. LA METRO APP AND APPLE WALLET LAUNCH

Recommended Action: Receive and file this report on the LA Metro TAP App and Apple Wallet Launch.

11. TITLE VI OVERVIEW

Recommended Action: Receive and file the Title VI Overview.

12. COVID-19 TRANSIT OPERATIONS

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

13. EXECUTIVE DIRECTOR COMMENT

14. GOVERNING BOARD MEMBER COMMENT

15. ADJOURNMENT

**The next meeting of the Governing Board
is scheduled for
Friday, October 30, 2020 at 7:45 a.m.**



Foothill Transit

**STATEMENT OF PROCEEDINGS FOR THE
REGULAR MEETING OF THE
FOOTHILL TRANSIT GOVERNING BOARD
TELECONFERENCE VIA ZOOM**

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

**Friday, August 28, 2020
7:45 a.m.**

1. CALL TO ORDER

The meeting was called to order by Chair Sternquist at 7:46 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 Robert Torres, 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 Becky Shevlin, Member Margaret McAustin, Member Fernando Vizcarra, Member Steve Tye, Member Jessica Ancona, Member Cory Moss, Member Sam Pedroza, Member Jimmy Lin, Member Cynthia Sternquist,

Absent: Member Emmett Badar, Member Paul Hernandez, Member Tzeitel Paras-Caracci, Member Valerie Munoz, Member Hector Delgado

4. REVIEW & APPROVAL OF THE MINUTES

Approval of the minutes for the Governing Board Meeting of July 24, 2020.

Motion by Vice Chair Calaycay, second by Member Chandler, the minutes for the Regular Meeting of July 24, 2020 were approved. Motion carried 20-0.

5. APPROVAL OF AGENDA

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

6. PUBLIC COMMENT

Laura Hendricks, President, Transdev addressed the Executive Board. She expressed her appreciation for Transdev and Foothill Transit's leadership for continuing to enhance the protocols for COVID-19. She also congratulated Transit Store General Manager Araceli Lopez for 28 years of service with Transdev and thanked her for her contributions.

6.1. Executive Director Response to Public Comment

Doran Barnes, Executive Director, thanked Ms. Hendricks for her partnership and he thanked her for everything she has done for the local Transdev team. He also stated that Araceli Lopez has served all her 28 years with Transdev serving Foothill Transit.

CONSENT CALENDAR

7. JUNE 2020 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY

Recommendation: Receive and file the Financial Statements and Investment Summary year-to-date report through June 30, 2020. The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of June 30, 2020, for the fiscal year ending June 30, 2020.

Motion by Vice Chair Calaycay, second by Member Chandler, to receive and file. Motion carried 20-0.

REGULAR AGENDA

8. PROPOSED FISCAL YEAR 2021 BUSINESS PLAN AND BUDGET

Recommendation: In accordance with the Executive Board's recommendation, adopt Foothill Transit's proposed Business Plan, Budget, and Performance Targets for Fiscal Year 2021.

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

Ms. Caldwell reported that at a special meeting of the Executive Board on May 8, 2020, the Executive Board approved preparing a three-month (July, August, September) budget for Fiscal Year 2021. This would allow more time to assess the impacts of COVID-19.

Foothill Transit has developed a budget with adequate revenues to fund all expenses. The operating expenses for FY2021 are budgeted at \$107.4 million. This represents a three percent increase over the FY2020 operating budget. The capital budget is projected at \$89.4 million. The capital program includes 53 previously approved capital projects and two new projects approved by the Governing Board in June 2020.

Foothill Transit is proposing a \$196.8 million total budget of which \$107.4 million are operating expenses and \$89.4 million in capital investments. Foothill Transit expects to operate approximately 865,000 vehicle service hours and have 7.5 million passenger boardings in FY2021.

Motion by Member Shevlin, second by Member Marquez, to adopt. Motion carried 20-0.

9. **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 on safety practices, complexities of service level changes, operations practices, and customer communications. Service levels resumed to 99 percent of pre-COVID-19 levels. The average daily ridership is 61 percent of pre-COVID-19 ridership. Express service ridership is 19 percent pre-COVID-19 ridership. The Southern California Association of Governments (SCAG) issued a report on the impacts of COVID-19 on public transportation, and it reports that Foothill Transit had the lowest drop in ridership in April and May 2020. Staff believes that maintaining high levels of service, instead of cutting service was a contributing factor for that indicator. Installation of driver barriers will begin in August 2020. Fare collection resumption is scheduled to begin on Sunday, October 18. The suspension of fares during the COVID-19 pandemic has resulted in rides without destinations. It is

anticipated that this practice will diminish with resumption of fare collection.

Ms. Friesema provided an update on communications. With school starting and all campuses converting to distance learning for the fall semester, Class Pass campaigns have been adjusted to focus on safe riding protocols and maintaining public trust. School websites have Foothill Transit information available. Quality, customized, and safety tested face masks have been distributed to all bus operators, front line teams, customer service representatives, and administrative team members. She reported that Foothill Transit has had a total of 23 confirmed COVID-19 cases among the two operating facilities and the administrative office. Eleven have recovered and returned to work and there have been no fatalities.

Received and filed.

10. **AUGUST 2020 LEGISLATIVE SUMMARY**

Recommendation: Receive and file the August 2020 Legislative Summary.

David Reyno, Director of Government Relations and Jan Powell, Foothill Transit's advocate in Washington, DC, presented this item.

Mr. Reyno reported on the Federal response to COVID-19. Foothill Transit received \$33 million in CARES Act funding. This provided enough funding to cover farebox revenue, sales tax revenue, and COVID-19 related costs that will allow Foothill Transit to maintain service over the next fiscal year. Pending bills include house bill H.R. 6800 Health and Economic Recovery Omnibus Emergency Solutions (HEROES Act), which would provide \$11.75 billion for transit and \$4 billion in transit grants. The senate Health, Economic, Liability Protection and Schools (HEALS) Act would not provide any funding for transit. The Fixing America Surface Transportation (FAST) Act is the current bill that funds transportation. It is scheduled to expire on September 20, 2020. Advocacy in Washington, DC has included requests for an on time surface transportation bill.

Ms. Powell provided information on the INVEST in America Act. The bill would provide \$494 billion over five years. Transit would receive \$105 billion in funding. She also reported that the FAST Act will likely be extended. She reported that there is substantial increases for zero emission buses and in general there is an emphasis on transit as a necessity in the economy.

Received and filed.



11. EXECUTIVE DIRECTOR COMMENT

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

Mr. Barnes reported the following:

- Reported that Member Castellanos had a technical issue during the approval of the FY2021 Budget vote. Mr. Castellanos restated his vote as a “yes” vote.
- Foothill Transit’s electric double decker buses are about 90 percent complete. Buses should arrive in November 2020. Foothill Transit has received six Compressed Natural Gas (CNG) articulated buses, these buses are scheduled to replace Silver Streak buses.
- Positive discussions continue with Cal Poly Pomona in regards to Class Pass. The program launch has been delayed due to COVID-19 and discussions continue on constructing a Transit Center on the Cal Poly Pomona campus.

12. BOARD MEMBER COMMENT

Comments by Members of the Foothill Transit Governing Board.

- Member Barakat stated that the electric bus program needs to be evaluated. Recently, the state suffered rolling blackouts. Foothill Transit needs to think about having enough CNG buses as back up to provide minimum service. He understands that the agency is being forced to go zero emission, but it needs to be communicated to people in Sacramento that it’s not realistic if the power grid is not upgraded.
- Member Lin asked for clarification on riders that are riding the bus with no destination. Mr. Barnes stated that these riders are riding Foothill Transit’s longer routes. Staff has tried to reach out to social service and law enforcement partners to assist.
- Member Tye asked how Mr. Barnes’ granddaughter Olivia was doing. Mr. Barnes thanked Member Tye for asking and reported that Olivia just celebrated her 100-day birthday.
- Member Moss wished Member Ancona a very happy birthday.

13. ADJOURNMENT

Adjournment for the August 28, 2020 Foothill Transit Governing Board Meeting.



There being no further business, the Foothill Transit Governing Board meeting adjourned at 9:06 a.m.



September 25, 2020

To: Governing Board

Subject: **July 2020 Financial Statements and Investment Summary**

Recommendation

Receive and file the Financial Statements and Investment Summary year-to-date report through July 31, 2020.

The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of July 31, 2020, for the fiscal year ending June 30, 2021.

Balance Sheet Analysis (Attachment A):

Assets

The balance sheet, as of July 31, 2020, shows total assets at \$347.17 million. This total consists primarily of \$222.79 million in fixed assets, \$105.8 million in cash and investments and \$17.94 million in receivable and prepaid assets. Foothill Transit's cash position of \$104.81 million is \$2.71 million less than the previous month, and is \$39.08 million more than last year in July.

Liabilities

The accounts payable balance is \$13.98 million. Accounts Payables include operation and maintenance expenses for \$10.89 million and \$0.46 million for fuel.

The deferred revenue of \$64.22 million represents funds that are reserved for planned capital expenditures, such as, upcoming bus procurements and transit center construction activities.

Investments (Attachment B)

Our current investments are held in financial instruments pursuant to Foothill Transit's investment policy. The cash and investments balance includes \$30.29 million in liquid accounts held with Bank of the West; \$12.87 million in interest bearing money market accounts with Bank of the West; \$68,000 with Chase; \$1 million with US Treasury and \$61.58 million invested in the Local Agency Investment Fund (LAIF).

The current interest rates on all accounts are included on Attachment B. The LAIF investment, the CD investments, and the deposits with Chase earn interest and are held for future capital and operating funding requirements.



Operating and Capital Revenues and Expense Analysis (Attachment C)

July 2020 year-to-date fare revenues were \$0. This is because we continue rear door boarding to ensure minimal interactions at the farebox to assist with both Operator and customer safety. Last year in July, the fare revenues were \$1,314,198. This loss in fare revenues was mitigated with application of the CARES Act federal funds.

Operating costs through July 2020 were \$8.37 million, which is \$0.84 million less than the budget and \$0.39 million more than July 2019. Of this \$8.37 million, \$6.94 million reflects operating costs for the Arcadia and Pomona operations contractors. Other operating expenses include fuel which was \$0.46 million through July 2020.

Capital expenditures through July were \$13,294 compared with \$91,767 last year at this time. The annual budget for capital expenditures includes the purchase of CNG buses and two Double Deck electric buses, construction for the Covina Park & Ride and Transit Center project and completion of the farebox refurbishment project.

Farebox Recovery Ratio

The July year-to-date farebox recovery ratio was 0 percent, as fare collection is not currently being enforced as we encourage customers to board through the rear doors. Farebox recovery ratio is calculated by dividing the total fare revenue of \$0 by the total bus operating expense of \$8,367,923. The July 2019 farebox recovery ratio was 16.47.

Total Disbursements (Attachment D)

Total disbursements reflect invoices paid for the month of July 2020; they do not reflect the total expense incurred for the month. If an expense has been incurred but not yet invoiced or paid, Foothill Transit accrues the expense to properly track the expenses during the month in which they actually occurred. Total disbursements for July 2020 were \$9.51 million. Capital disbursements totaled \$0.62 million and other significant disbursements include \$2.42 million to Keolis and \$4.02 million to Transdev for bus operating services.

Sincerely,

Michelle Lopes Caldwell
Director of Finance and Treasurer

Doran J. Barnes
Executive Director

Attachments

Foothill Transit
Balance Sheet
As of July 31, 2020

Assets

Current Assets:

Cash	\$104,808,859
Investments	995,396
Due from government agencies	9,311,460.15
Other receivables	7,060,527.41
Other assets	1,563,292.35

Total Current Assets	<u>\$123,739,534</u>
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Non current Assets:

Notes receivable	646,517
Property & Equipment (net of depreciation)	222,787,722

Total Non Current Assets	<u>223,434,239</u>
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Total Assets	<u><u>\$347,173,773</u></u>
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Liabilities and Equity

Current Liabilities:

Accounts payable and accrued liabilities	\$20,934,975
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Deferred Revenue	64,217,297
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Total Liabilities	<u><u>\$85,152,272</u></u>
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Equity

Fund Balance:

Investment in Capital Assets	\$222,787,722
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Current Year Change	(3,116,764)
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Reserve	42,350,542
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Total Equity	<u>\$262,021,501</u>
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Total Liabilities and Equity	<u><u>\$347,173,773</u></u>
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Summary of Cash and
Investment Account
For July 31, 2020

Cash:	Interest Rate	Term	Principal/ Book & Market Value
Bank of the West-Reg. Checking	N/A	Demand Deposit	\$17,154,400
Petty Cash	N/A	N/A	\$400
Revolving Fund - Transit Stores	N/A	N/A	\$1,200
Bank of the West-Excise Tax/LCFS #1106	N/A	Demand Deposit	\$13,139,391
BOW-Prop 1B-Cal Grants #1105	0.70%	Demand Deposit	\$2,280,333
Bank of the West-Money Market #1110	0.70%	Demand Deposit	\$4,968,394
Bank of the West-Money Market #1111	0.70%	Demand Deposit	\$4,928,664
Bank of the West-LCTOP #1108	0.70%	Demand Deposit	\$689,120
Chase Business Saving #1109	0.24%	Demand Deposit	\$68,021
LAIF Investment #1141	1.47%	Demand Deposit	\$61,578,937
Subtotal Cash on Hand			<u>\$104,808,859</u>
 Investments:			
Bank of the West:			
Wells Fargo			
1	Maturity - 12/03/2020 - 6 months	0.112%	US Treasury Bill
			995,396
			<u>0</u>
			<u>995,396</u>
			<u><u>105,804,254</u></u>

Foothill Transit
Statement of Revenue and Expense
For Month Ended July 31, 2020

	Actual YTD July 2020	Budget YTD July 2020	Variance	Actual YTD July 2019
Fare Revenue				
Farebox	\$0	\$0	0.00%	\$534,844
Pass Sales	0	0	0.00%	301,538
TAP Cash Purse	0	0	0.00%	331,075
MetroLink & Access Service	0	0	0.00%	47,381
EZ Transit Pass	0	0	0.00%	99,360
Total Operating Revenue	\$0	\$0	0.00%	\$1,314,198
Operating Subsidies and Other				
Transportation Development Act	\$394,270	\$2,069,889	(80.95%)	\$1,471,070
State Transit Assistance (STA)	\$0	\$0.00	0.00%	438,800
Senate Bill 1 - STA	\$0	\$0.00	0.00%	285,755
Senate Bill 1 - STA BSCP	\$0	\$0.00	0.00%	31,322
Prop A 40% Discretionary	\$0	\$0.00	0.00%	1,380,001
Prop A 40% BSCP	\$0	\$0.00	0.00%	443,207
Prop A Exchange	\$750,000	0	0.00%	0
Prop C BSIP	\$81,467	81,467	(0.00%)	81,467
Prop C Base Restructuring	\$0	0	0.00%	174,982
Prop C Transit Service Expansion	\$29,159	29,159	0.00%	29,159
Transit Security	\$86,838	86,838	0.00%	86,838
Measure R	\$0	0	0.00%	1,020,435
Measure M	\$0	0	0.00%	1,055,465
Federal Cares Act 5307	\$6,936,994	6,936,994	0.00%	0
Miscellaneous Transit Revenues	\$89,195	0	0.00%	163,831
Total Subsidies and Other	\$8,367,923	\$9,204,348	(9.09%)	\$6,662,332
Total Operating Revenue	\$8,367,923	\$9,204,348	(9.09%)	\$7,976,530
Other Revenues				
Gain on Sale of Fixed Assets	\$1,862	\$0	0.00%	\$13,267
Auxiliary Revenue	16,237	18,099	0.00%	32,794
Total Other Revenues	18,099	18,099	0.00%	\$46,061
Total Operating and Other Revenues	8,386,022	9,222,447	(9.07%)	\$8,022,590
Operating Expenses				
Customer Service & Operations	\$7,628,653	\$7,753,268	(1.61%)	\$7,101,651
Maintenance & Vehicle Technology	\$66,252	\$77,505	(14.52%)	85,905
Marketing & Communications	\$78,367	\$179,467	(56.33%)	101,305
Information Technology	\$108,134	\$172,631	(37.36%)	129,258
Administration	\$9,945	\$179,296	(94.45%)	199,898
Procurement	\$38,164	\$69,934	(45.43%)	44,249
Government Relations	\$145,861	\$78,309	86.26%	0
Finance	\$107,588	\$162,743	(33.89%)	144,030
Planning	\$59,110	\$313,197	(81.13%)	74,161
Facilities	\$125,848	\$217,998	(42.27%)	97,247
Total Operating Expenses	\$8,367,923	\$9,204,348	(9.09%)	\$7,977,706
Other Expenses				
Property Management	\$18,099	\$18,099	0.00%	\$32,772
Dial-A-Ride	0	0	0.00%	0
Special Services	0	0	0.00%	12,113
Total Other Expenses	\$18,099	\$18,099	0.00%	\$44,885
Total Operating and Other Expenses	\$8,386,022	\$9,222,447	(9.07%)	\$8,022,590
Capital Revenues				
Capital Grants	\$13,294	\$7,243,303	(99.82%)	\$91,767
Capital Expenditures				
Capital Expenditures	\$13,294	\$7,243,303	(99.82%)	\$91,767

Bank Account - Check Details

Period: 07/01/20..07/31/20
Foothill Transit

Friday, August 21, 2020
FOOTHILLTRANSIT\LHERNADEZ

This report also includes bank accounts that only have balances.
Bank Account: Date Filter: 07/01/20..07/31/20

Check Date	Check No.	Vendor Name	Description	Amount	Printed Amount	Voided Amount	Entry Status
B001	General Checking						
		Phone No.	800-488-2265				
07/01/20	E01557	International City Management Assoc. Retirement Co	Payroll ending 6/27/20	46,563.45	0.00	0.00	Posted
07/05/20	E01552	Keolis Transit Services LLC	5/16-31 Pomona contractor services	1,351,541.13	0.00	0.00	Posted
07/05/20	E01553	Transdev Services, Inc.	05-1-31 Ebus Charging at Azusa	7,407.73	0.00	0.00	Posted
07/05/20	E01554	Transdev Services, Inc.	5/16/31 Arcadia contractor services	2,205,129.53	0.00	0.00	Posted
07/05/20	E01555	Transdev Services, Inc.	6/20 Agreement for management services	163,613.00	0.00	0.00	Posted
07/05/20	E01556	Transdev Services, Inc.	reimbursement for bus 2119 Transmission	5,496.90	0.00	0.00	Posted
07/07/20	A000042	City of Temple City	Prop A exchange	562,500.00	0.00	0.00	Posted
07/07/20	56147	Alandale Ins. Agency	7/1/20-7/1/21 Prepay Insurance Premiums	201,643.85	201,643.85	0.00	Posted
07/09/20	56148	ACC Business	Admin building internet	2,916.74	2,916.74	0.00	Posted
07/09/20	56149	ACC Business	Arcadia/Irwindale Yard phone internet	1,080.01	1,080.01	0.00	Posted
07/09/20	56150	Alltech Industries, Inc.	05/2020 DTLA Security Services	5,436.38	5,436.38	0.00	Posted
07/09/20	56151	Americaneagle Computer Products, Inc	Mobile Ticketing and Retail Point of Sale System	36,855.00	36,855.00	0.00	Posted
07/09/20	56152	APTA	7/1/20-6/30/21 Membership Dues	43,000.00	43,000.00	0.00	Posted
07/09/20	56153	Ardent Technologies, Inc	3/1/20-3/31/20 Website Maintenance	195.50	195.50	0.00	Posted
07/09/20	56154	AT and T - 5025	El Monte phone line (626)452-1579 & (626)452-1587	482.18	482.18	0.00	Posted
07/09/20	56155	AT and T - 5025	El Monte phone line router management	285.43	285.43	0.00	Posted
07/09/20	56156	Athens Services- 54957	06/2020 Covina P&R Trash	191.86	191.86	0.00	Posted
07/09/20	56157	Azusa Light & Water	06/2020 Covina P&R Fire SVC Retail(5/20-6/18)	50.10	50.10	0.00	Posted
07/09/20	56158	Azusa Light & Water	06/2020 Covina P&R Domestic SVC Parking	83.46	83.46	0.00	Posted
07/09/20	56159	Azusa Light & Water	06/2020 Covina P&R Domestic SVC Retail	106.13	106.13	0.00	Posted
07/09/20	56160	Azusa Light & Water	06/2020 Covina P&R Fire SVC Parking	113.32	113.32	0.00	Posted
07/09/20	56161	Azusa Light & Water	06/2020 Covina P&R Landscape Water(5/20-6/18)	367.50	367.50	0.00	Posted
07/09/20	56162	Birdi Systems, Inc.	Security Maintenance Services March7 20-April6 20	5,800.00	5,800.00	0.00	Posted
07/09/20	56163	Birdi Systems, Inc.	Security Maintenance Services April 7 20-May 6 20	5,800.00	5,800.00	0.00	Posted
07/09/20	56164	Birdi Systems, Inc.	Security Maintenance Services May 7 20-June 6 20	5,800.00	5,800.00	0.00	Posted
07/09/20	56165	CALTEC Corporation	Admin Restroom Renovations	44,626.25	44,626.25	0.00	Posted
07/09/20	56166	County of L.A. - Sheriff's Dept.	4/3-4/27/20 Transit service	6,930.92	6,930.92	0.00	Posted
07/09/20	56167	Daley and Heft, LLP	05/20 Legal Fees	1,373.50	1,373.50	0.00	Posted
07/09/20	56168	David Lam Lo	Reimbursable expenses 2/24/20-2/27/20	219.76	219.76	0.00	Posted
07/09/20	56169	Day - Lite Maintenance Co. Inc.	5th Floor Ballast/Light Replacements	775.38	775.38	0.00	Posted
07/09/20	56170	Day - Lite Maintenance Co. Inc.	04/2020 Monthly Lighting Maintenance	96.00	96.00	0.00	Posted
07/09/20	56171	Digium Inc.	Pomona Yard phone service 6/26/20-7/25/20	987.17	987.17	0.00	Posted
07/09/20	56172	Digium Inc.	Arcadia/Irwindale Yard phone service 062620-072520	1,141.97	1,141.97	0.00	Posted
07/09/20	56173	FEDEX Corp.	Express Mail	9.50	9.50	0.00	Posted
07/09/20	56174	FEDEX Corp.	Express Mail	9.94	9.94	0.00	Posted
07/09/20	56175	FEDEX Corp.	Express Mail	506.81	506.81	0.00	Posted
07/09/20	56176	Fred Pryor Seminars	Sales & Use Tax Workshop 5/13/20	357.00	357.00	0.00	Posted
07/09/20	56177	Frontier	Internet	1,899.90	1,899.90	0.00	Posted
07/09/20	56178	Frontier	local phone calls	2,667.32	2,667.32	0.00	Posted
07/09/20	56179	Frontier	Admin Building Analog Phone Lines	654.93	654.93	0.00	Posted

Check Date	Check No.	Vendor Name	Description	Amount	Printed Amount	Voided Amount	Entry Status
07/09/20	56180	Frontier	Arcaida/Irwindale Yard computer phone line	193.60	193.60	0.00	Posted
07/09/20	56181	Graingers	Spray Chalk Paint	113.17	113.17	0.00	Posted
07/09/20	56182	Graingers	Spray Chalk Paint	120.76	120.76	0.00	Posted
07/09/20	56183	Graingers	Spray Chalk Paint	242.20	242.20	0.00	Posted
07/09/20	56184	Grand Car Wash	Vehicle washing June 2020	51.95	51.95	0.00	Posted
07/09/20	56185	HD Supply Facilities Maintenance	Gloves, Four Boxes	91.94	91.94	0.00	Posted
07/09/20	56186	Hendy Satya	Travel & Mileage Reimbursement 12/6/19-2/26/20	312.16	312.16	0.00	Posted
07/09/20	56187	Home Depot Credit Services	06/2020 Facility Supplies	953.79	953.79	0.00	Posted
07/09/20	56188	Industry Hills Charity Pro Rodeo	2020 Rodeo	1,000.00	1,000.00	0.00	Posted
07/09/20	56189	Industry Public Utility Commission	05/2020 Industry P&R Electricity (5/10-6/10)	1,079.65	1,079.65	0.00	Posted
07/09/20	56190	LA Opinion	Advertising (05/01/20-05/31/20)	3,160.00	3,160.00	0.00	Posted
07/09/20	56191	Linda Apodaca	Expense/Travel Reimbursement 1/1/20-5/20/20	532.20	532.20	0.00	Posted
07/09/20	56192	Newage PHM, LLC	07/2020 Transit Store 2 Lease	7,575.68	7,575.68	0.00	Posted
07/09/20	56193	Office Depot	Office Supplies (Informational INV#474538620001)	381.94	381.94	0.00	Posted
07/09/20	56194	ReadyRefresh	6/20 Drinking Water (5/21/20-6/20/20)	92.25	92.25	0.00	Posted
07/09/20	56195	Rivet Campus Media	APU, Mt. SAC, Rio Hondo	6,756.00	6,756.00	0.00	Posted
07/09/20	56196	San Gabriel Valley Economic	7/1/20-6/30/21 Membership Renewal	6,000.00	6,000.00	0.00	Posted
07/09/20	56197	San Gabriel Valley NAACP	2020 MLK Event	2,500.00	2,500.00	0.00	Posted
07/09/20	56198	San Gabriel Valley Newspaper	ROP advertising 5/1/20-5/31/20	6,195.32	6,195.32	0.00	Posted
07/09/20	56199	Socal Office Technologies/MWB Business Systems	Copier usage 4/1/20-4/30/20	118.47	118.47	0.00	Posted
07/09/20	56200	Stantec Architecture	OCS (2017)-TO2	1,315.20	1,315.20	0.00	Posted
07/09/20	56201	Stantec Architecture	5/22/20 Covina PNR Task 7 A/ E Service	652.50	652.50	0.00	Posted
07/09/20	56202	The Gas Co.	06/2020 Admin Bldg Gas (5/19-6/18)	523.04	523.04	0.00	Posted
07/09/20	56203	Thomas J. Koontz	20 Floor Decals	518.18	518.18	0.00	Posted
07/09/20	56204	Thompson Coburn LLP	4/20 General Legal	5,719.50	5,719.50	0.00	Posted
07/09/20	56205	Thompson Coburn LLP	4/20 Operations RFPs and Contracts	9,439.50	9,439.50	0.00	Posted
07/09/20	56206	Thompson Coburn LLP	5/20 General Legal	2,278.50	2,278.50	0.00	Posted
07/09/20	56207	Thompson Coburn LLP	5/20 Covina and West Covina Park & Ride	1,023.00	1,023.00	0.00	Posted
07/09/20	56208	Thompson Coburn LLP	5/20 General Procurement	36,177.00	36,177.00	0.00	Posted
07/09/20	56209	Thompson Coburn LLP	5/20 Bus Thermal Event	10,509.00	10,509.00	0.00	Posted
07/09/20	56210	Thompson Coburn LLP	5/20 Operations RFPs and Contracts	4,696.50	4,696.50	0.00	Posted
07/09/20	56211	T-Mobile USA Inc.	Vericity cellular sim 5/21/20-6/20/20	571.87	571.87	0.00	Posted
07/09/20	56212	Tri - Signal Integration, Inc.	6/2 Sprinkler Leak/Fire Alarm Issues	1,050.00	1,050.00	0.00	Posted
07/09/20	56213	Tri - Signal Integration, Inc.	6/11 Preaction System Issues	1,400.00	1,400.00	0.00	Posted
07/09/20	56214	Tri - Signal Integration, Inc.	05/2020 Monthly Fire Pump Test & System Inspection	230.00	230.00	0.00	Posted
07/09/20	56215	Ultimate Maintenance Services, Inc	05/2020 Admin Bldg Janitorial Services	3,000.00	3,000.00	0.00	Posted
07/09/20	56216	Universal Waste Systems	6/20 Emergency Portable Restrooms	2,730.80	2,730.80	0.00	Posted
07/09/20	56217	Verizon Business - 15043	MPLS POM, ARC, WC, Park & Ride, El Monte, Puente H	10,093.39	10,093.39	0.00	Posted
07/09/20	56218	Verizon Wireless	Cell Phone and avail cellular 5/23/20-6/22/20	4,197.40	4,197.40	0.00	Posted
07/09/20	56219	Verizon Wireless	5/23/20-6/22/20 Cell Phone and avail cellular	19,780.47	19,780.47	0.00	Posted
07/09/20	56220	Wright Express	June Fuel bill 2020	178.53	178.53	0.00	Posted
07/15/20	E01558	International City Management Assoc. Retirement Co	Payroll ending 7/11/20	45,096.01	0.00	0.00	Posted
07/16/20	56221	Air & Lube Systems Inc.	In-Ground Lift Decommission & Floor Coating	63,165.00	63,165.00	0.00	Posted
07/16/20	56222	Alltech Industries, Inc.	06/2020 DTLA Security Services	5,695.25	5,695.25	0.00	Posted
07/16/20	56223	Azusa Light & Water	6/7-6/30/2020 Electricity and water	10,694.03	10,694.03	0.00	Posted
07/16/20	56224	Brand Makers, LLC	1250 Hand Sanitizers	5,975.00	5,975.00	0.00	Posted
07/16/20	56225	Cintas Corporation #2	First Aid Kit Supplies	131.44	131.44	0.00	Posted
07/16/20	56226	City of South El Monte	BSEP Project	40,000.00	40,000.00	0.00	Posted
07/16/20	56227	Digital Scepter Corporation	replacement firewall	147,493.15	147,493.15	0.00	Posted

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07/16/20	56228	File Keepers LLC	5/20 Shredding Services	44.00	44.00	0.00	Posted
07/16/20	56229	Frontier	Fax line (07/01/20-07/31/20)	436.74	436.74	0.00	Posted
07/16/20	56230	Hill International, Inc	Covina P&R - Labor Compliance	6,670.00	6,670.00	0.00	Posted
07/16/20	56231	Los Angeles County Fair Association	1st Qtr. 2020 Membership - President's Breakfast	100.00	100.00	0.00	Posted
07/16/20	56232	Office Depot	Office Supplies	1,829.01	1,829.01	0.00	Posted
07/16/20	56233	Oscar Benavente	Aflac Reimbursement (Aflac refund-ck#R010300987)	668.74	668.74	0.00	Posted
07/16/20	56234	PlanetBids, Inc.	PlanetBids Services for FY21 (07/20-06/21)	24,024.09	24,024.09	0.00	Posted
07/16/20	56235	Proterra Inc	RETAIN FROM KPO 17-085	71,081.91	71,081.91	0.00	Posted
07/16/20	56236	Psomas	4/24/20-5/28/20A&E Mt. SAC Transit Center Project	19,506.36	19,506.36	0.00	Posted
07/16/20	56237	Sensis Inc	Sitemap	33,325.00	33,325.00	0.00	Posted
07/16/20	56238	Southern California Edison Co.	06/2020 CTC Electricity - 1118 N Citrus	172.96	172.96	0.00	Posted
07/16/20	56239	Southern California Edison Co.	06/2020Covina P&R Parking Electricity (5/20-6/19)	591.03	591.03	0.00	Posted
07/16/20	56240	Stantec Architecture	5/22/20 Bus Stop	751.00	751.00	0.00	Posted
07/16/20	56241	Staples Business Adv.-Dept. LA	Office Supplies	128.40	128.40	0.00	Posted
07/16/20	56242	Suburban Water Systems	06/2020 Admin Bldg Water	882.61	882.61	0.00	Posted
07/16/20	56243	Team One Management	Window Washing	3,500.00	3,500.00	0.00	Posted
07/16/20	56244	Thomas J. Koontz	Bus Window Decals	14,067.90	14,067.90	0.00	Posted
07/16/20	56245	Tri - Signal Integration, Inc.	12/2019 Monthly Fire Pump Test & System Inspection	690.00	690.00	0.00	Posted
07/16/20	56246	Verizon Business - 15043	800 Ride info line (06/01/2020-06/30/2020)	7,865.98	7,865.98	0.00	Posted
07/16/20	56247	W.M. Klorman Construction Corp.	5/31/20 Covina Park & Ride Design-Build Phase 2	41,601.45	41,601.45	0.00	Posted
07/16/20	56248	Walnut Valley Water District	06/2020 Industry P&R Landscape Water	195.52	195.52	0.00	Posted
07/16/20	56249	Weatherite Corporation	06/2020 Admin Bldg HVAC Maintenance	1,557.00	1,557.00	0.00	Posted
07/22/20	A000043	Darold D. Pieper Attorney at Law	6/20 Legal Fees	7,897.92	0.00	0.00	Posted
07/22/20	A000044	Powell Consulting DC, LLC	6/20 Public Affairs	4,800.00	0.00	0.00	Posted
07/22/20	A000045	Translating Services, Inc.	"Keep Your Distance" translation	170.00	0.00	0.00	Posted
07/22/20	A000046	Translating Services, Inc.	06/20 Translating services	4.35	0.00	0.00	Posted
07/22/20	E01559	Keolis Transit Services LLC	6/1-15 Pomona Contractor services	1,048,225.63	0.00	0.00	Posted
07/22/20	E01560	Transdev Services, Inc.	6/1-7 Arcadia Contractor services	733,224.48	0.00	0.00	Posted
07/22/20	E01561	Transdev Services, Inc.	6/8-15 Arcadia Contractor services	914,897.90	0.00	0.00	Posted
07/23/20	56250	AFLAC	7/2020 AFLAC insurance premium	1,766.28	1,766.28	0.00	Posted
07/23/20	56251	Allied Administrators for Delta Dental	8/2020 Dental insurance premium	6,708.40	6,708.40	0.00	Posted
07/23/20	56252	Amazon Web Services, Inc	Website hosting (June 1-June 30, 2020)	603.03	603.03	0.00	Posted
07/23/20	56253	AT and T - 5019	Phone Service 7/20	417.52	417.52	0.00	Posted
07/23/20	56254	AT and T - 5025	7/20 El Monte Phone line general	1,522.29	1,522.29	0.00	Posted
07/23/20	56255	Azteca Landscape	06/2020 Landscape Maintenance	3,089.52	3,089.52	0.00	Posted
07/23/20	56256	California Choice	08/2020 Health Insurance Premium	59,593.99	59,593.99	0.00	Posted
07/23/20	56257	CALTEC Corporation	Admin Restroom Renovations 6/30/20	23,322.50	23,322.50	0.00	Posted
07/23/20	56258	CIGNA Group Insurance	6/20 Life insurance premium	4,844.06	4,844.06	0.00	Posted
07/23/20	56259	Crown Castle USA Inc.	07/20 Tower rental	819.63	819.63	0.00	Posted
07/23/20	56260	Daley and Heft, LLP	5/20 Legal Fees	1,414.50	1,414.50	0.00	Posted
07/23/20	56261	David Lam Lo	Educational Assistance and Reimbursement0106-30120	2,515.00	2,515.00	0.00	Posted
07/23/20	56262	Deluxe Business Forms and Supplies	Blank stock check & Double Window Envelopes	1,832.84	1,832.84	0.00	Posted
07/23/20	56263	Farid Mosri Duran	Educational Assistance and ReimbursementB301-40120	865.67	865.67	0.00	Posted
07/23/20	56264	File Keepers LLC	6/20 Shredding Services	44.00	44.00	0.00	Posted
07/23/20	56265	Finley and Cook, PLLC	4/21/20-4/20/21 Jet Reports Maintenance	2,798.00	2,798.00	0.00	Posted
07/23/20	56266	Frontier	7/20 Covina P&R parking structure phone lines	3,178.55	3,178.55	0.00	Posted
07/23/20	56267	GA Technical Services, Inc.	Pomona Fuel Station phone line repair	3,798.95	3,798.95	0.00	Posted
07/23/20	56268	Imperial College Projects Limited	4/1/20-3/31/21 Membership Fee	23,000.00	23,000.00	0.00	Posted
07/23/20	56269	Landmark Healthplan of California, Inc.	7/20 Chiropractor insurance premium	976.00	976.00	0.00	Posted

Check Date	Check No.	Vendor Name	Description	Amount	Printed Amount	Voided Amount	Entry Status
07/23/20	56270	Paulina Ruiz	Educational Assistance and ReimbursementU323-53120 through 6/30/20A&E Mt. SAC Transit Center Project	480.00	480.00	0.00	Posted
07/23/20	56271	Psomas	Radio maintenance 7/1/20-7/31/20	48,691.04	48,691.04	0.00	Posted
07/23/20	56272	Raycom	Educational Assistance and Reimbursement0331-60220	317.00	317.00	0.00	Posted
07/23/20	56273	Sabrina Ashley Muhne	ROP Advertisig 6/1/20-6/30/20	2,149.92	2,149.92	0.00	Posted
07/23/20	56274	San Gabriel Valley Newspaper	06/20Advertising	7,642.68	7,642.68	0.00	Posted
07/23/20	56275	Sing Tao Daily	06/2020 Admin Bldg Electricity	4,147.20	4,147.20	0.00	Posted
07/23/20	56276	Southern California Edison Co.	Pomona transit center electricity usage -713	20,066.29	20,066.29	0.00	Posted
07/23/20	56277	Southern California Edison Co.	Pomona Facility charger usages -0713	4,846.18	4,846.18	0.00	Posted
07/23/20	56278	Southern California Edison Co.	6/26/20 TO9 Arcadia Roof Replacement	795.88	795.88	0.00	Posted
07/23/20	56279	Stantec Architecture	Interior Cards, Laminated	16,134.31	16,134.31	0.00	Posted
07/23/20	56280	Thomas J. Koontz	Wisetrack software maintenance renewal 3yr.	29,506.84	29,506.84	0.00	Posted
07/23/20	56281	TVL Inc.	6/20 Janitorial Supplies	4,017.60	4,017.60	0.00	Posted
07/23/20	56282	Ultimate Maintenance Services, Inc	4/20 DTLA Portable Light Towers	343.40	343.40	0.00	Posted
07/23/20	56283	United Rentals (North America), Inc.	7/2020 Vision insurance premium	2,126.00	2,126.00	0.00	Posted
07/23/20	56284	Vision Service Plan - (CA)	6/20 Agency credit card usages	2,671.36	2,671.36	0.00	Posted
07/24/20	E01562	Bankcard Center-Bank of the West	Postage meter refill 6/10/20	6,323.22	0.00	0.00	Posted
07/27/20	E01563	Quadient Leasing USA, Inc.	Payroll ending 7/25/20	280.00	0.00	0.00	Posted
07/29/20	E01564	International City Management Assoc. Retirement Co	5/2020 Pomona PMI's	44,830.18	0.00	0.00	Posted
07/29/20	E01565	Keolis Transit Services LLC	6/1-30 Ebus Charging at Azusa	22,500.00	0.00	0.00	Posted
07/29/20	E01566	Transdev Services, Inc.	07/2020 CTC Retail Trash	6,893.24	0.00	0.00	Posted
07/30/20	56285	Athens Services- 54957	07/2020 Admin Bldg Sweeping	212.02	212.02	0.00	Posted
07/30/20	56286	Athens Services- 54957	07/2020 Admin Bldg Trash	387.88	387.88	0.00	Posted
07/30/20	56287	Athens Services- 54957	Security Maintenance Services June 7 20-July 6 20	1,163.29	1,163.29	0.00	Posted
07/30/20	56288	Birdi Systems, Inc.	O & M - Phone line issue - progress (6/8/2020)	5,800.00	5,800.00	0.00	Posted
07/30/20	56289	BroadLux Inc.	Half page advertising	5,737.91	5,737.91	0.00	Posted
07/30/20	56290	Business Life Magazine	7/20 admin building cable	1,225.00	1,225.00	0.00	Posted
07/30/20	56291	Charter Communications Inc.	5/2020 Arcadia O & M	178.74	178.74	0.00	Posted
07/30/20	56292	Clean Energy	07/2020 HVAC Parts	770,417.68	770,417.68	0.00	Posted
07/30/20	56293	Climatec Building Technologies LLC	6/20 Legal Fees	3,615.69	3,615.69	0.00	Posted
07/30/20	56294	Daley and Heft, LLP	Admin Bld Lighting - Time Clock Repair	2,911.00	2,911.00	0.00	Posted
07/30/20	56295	Day - Lite Maintenance Co. Inc.	07/2020 Indoor Plant Care	1,979.40	1,979.40	0.00	Posted
07/30/20	56296	Green Thumb Indoor Plant	03/2020 Lightbulb Purchase	899.50	899.50	0.00	Posted
07/30/20	56297	HD Supply Facilities Maintenance	Advertising (6/1/20-6/30/20)	581.40	581.40	0.00	Posted
07/30/20	56298	LA Opinion	7/20 Mobile Radio / Portable Radio Analog Service	4,340.00	4,340.00	0.00	Posted
07/30/20	56299	Mobile Relay Associates Inc.	07/2020 Transit Store 2 Electricity	21,126.15	21,126.15	0.00	Posted
07/30/20	56300	Newage PHM, LLC	Computer Supplies	193.85	193.85	0.00	Posted
07/30/20	56301	PC Connection Sales Corp.	General Marketing & Administration FY2019-2020	460.41	460.41	0.00	Posted
07/30/20	56302	Pulsar Advertising	Monthly copier usage	39,846.75	39,846.75	0.00	Posted
07/30/20	56303	Socal Office Technologies/MWB Business Systems	06/2020 Parking Services	317.62	317.62	0.00	Posted
07/30/20	56304	Standard Parking Corporation	02/2020 - 06/2020 Airspace Lease - 17th & Grand	3,003.28	3,003.28	0.00	Posted
07/30/20	56305	State of California Department of Transportation	06/2020 Admin Fire Pump Water	94,800.00	94,800.00	0.00	Posted
07/30/20	56306	Suburban Water Systems	07/2020 Admin Bldg Gas	147.59	147.59	0.00	Posted
07/30/20	56307	The Gas Co.	400 Bus Floor Decals	502.28	502.28	0.00	Posted
07/30/20	56308	Thomas J. Koontz	08/2020Airspace Lease-17th & Grand(LAX010-0042-07)	20,837.35	20,837.35	0.00	Posted
07/30/20	56309	State of California Department of Transportation	7/1/20 - 9/30/20 Industry P&R Elevator Maintenance	15,800.00	15,800.00	0.00	Posted
07/30/20	56310	ThyssenKrupp Elevator Corporation	07/2020 Industry P&R Monthly Monitoring Agreement	495.77	495.77	0.00	Posted
07/30/20	56311	Tri - Signal Integration, Inc.	07/2020 Admin Bldg Janitorial Services	140.00	140.00	0.00	Posted
07/30/20	56312	Ultimate Maintenance Services, Inc		3,545.00	3,545.00	0.00	Posted

Check Date	Check No.	Vendor Name	Description	Amount	Printed Amount	Voided Amount	Entry Status
07/30/20	56313	Universal Waste Systems	06/2020 DTLA Sanitation Services	2,774.00	2,774.00	0.00	Posted
07/30/20	56314	Waste Management Collection & Recycling, Inc.	07/2020 Arcadia Warehouse Trash	363.25	363.25	0.00	Posted
07/30/20	56315	Zonar Systems Inc.	Renewal EVIR GSM FOO0655 GTC July 2020	3,332.00	3,332.00	0.00	Posted
07/31/20	E01567	California Dept. of Tax and Fee Administration -	Q2 2020 Sales and Use Tax Return	4,584.00	0.00	0.00	Posted
General Checking				9,505,022.75	2,323,044.08	0.00	



September 25, 2020

To: Executive Board

Subject: **September 2020 State Legislative Summary**

Recommendations

Receive and file the September 2020 State Legislative Summary.

Analysis

A summary of state and federal legislation and corresponding status is attached.

Federal Issues:

On September 8, the Senate released the text and summary of their new “skinny” COVID-19 relief package, the \$500 billion **Delivering Immediate Relief to America’s Families, Schools and Small Businesses Act**. While the legislation does not include any additional funding or flexibility for transit and transportation agencies at the federal, state, and local levels, the package does include liability protections for local government agencies and extends the CARES Act deadline for localities and states to spend already appropriated Coronavirus Relief Fund (CRF) money (from Dec. 30, 2020 to Sept. 30, 2021). The bill and the legislation failed to receive the 60 votes needed to overcome a filibuster.

State Issues:

The California Legislature adjourned the 2019-20 Regular Legislative Session, at midnight on August 31, concluding all foreseeable legislative action for the 2020 calendar year. The COVID-19 Pandemic made this session a truly unparalleled one. The Legislature dealt with a worsening public health crisis, a huge budget deficit, and renewed calls for racial justice amidst a compressed legislative timeline. As a result, most legislative priorities without a connection to COVID-19 were tabled for the year and efforts to secure economic stimulus for hard hit public transit, were put on hold until the state’s economic outlook becomes clearer. Nevertheless, the Legislature acted on a number of bills that impacted transit.

SB 288 (Wiener) would exempt from the requirements of the California Environmental Quality Act (CEQA) certain projects, including projects for the institution or increase of new bus rapid transit, bus, or light rail services on public rail or highway rights-of-way, as specified, whether or not the right-of-



way is in use for public mass transit. The bill would additionally exempt transit prioritization projects, projects that improve customer information and wayfinding for transit riders, bicyclists, or pedestrians, projects by a public transit agency to construct or maintain infrastructure to charge or refuel zero-emission transit buses, projects carried out by a city or county to reduce minimum parking requirements, and projects for pedestrian and bicycle facilities.

SB 1159 (Hill) would create a rebuttable presumption for COVID-19 related workers' compensation claims, filed by employees working outside of the public safety and health professions, that is triggered by an "outbreak" of the virus at a "specific place of employment."

SB 1351 (Beall) would authorize the state to issue revenue bonds, backed by a portion of the Transportation Improvement Fee, to fund capital improvements needed to preserve and protect the state highway system. However, the bill has the potential to adversely impact transit operators within the Local Partnership Program and concerns were raised by transit agencies.

AB 107 (Committee on Budget) would, among other things, authorize a transit agency to expend funds apportioned for the 2019-20 to 2021-22 fiscal years, inclusive, on any operating or capital costs necessary to maintain transit service levels, provided the governing board of the recipient transit agency makes a declaration that the expenditure of those funds is necessary to prevent transit service levels from being reduced or eliminated.

This bill, if enacted, would build on AB 90 (Committee on Budget) earlier this year, which included various other statutory relief measures pursued by the Association to:

- Institute a hold harmless provision for calculation and allocation of State Transit Assistance Program, STA-State of Good Repair, and LCTOP allocations;
- Temporarily suspend the financial penalties associated with the Transportation Development Act's requirements that transit agencies obtain specified fixed percentages of their operating budgets from passenger fares; and,
- Temporarily suspend the financial penalties associated with the State Transit Assistance Program's requirement that transit agencies'



operating cost per revenue vehicle hour may not exceed operating cost per revenue vehicle hour adjusted by regional CPI, year over year.

Governor Newsom has until September 30 to act on bills sent to him in the final two weeks of the Session. The Legislature will reconvene for the 2021-22 Legislative Session on December 7 for swearing in of members and introduction of new bills. Priority issues for the new Session are expected to be Housing, Economic Stimulus, Wildfires, Racial Justice and Cap & Trade.

AB5, popularly known as the “gig worker bill,” was signed into law by Governor Newsom in September 2019 and went into effect on Jan. 1, 2020. It required companies that hire independent contractors to reclassify them as employees, with a few exceptions. The bill expands on a ruling made in a case that reached the California Supreme Court in 2018, Dynamex Operations West, Inc. vs. Superior Court of Los Angeles.

On August 10 a San Francisco Superior Court Judge granted the state’s request for a preliminary injunction blocking Uber and Lyft from classifying their drivers as independent contractors rather than employees. On August 20, a California appeals court judge reversed that decision and granted Uber and Lyft’s emergency stay. This means the preliminary injunction that sought to force companies to reclassify their drivers as employees did not go into effect. The court is now reviewing Uber and Lyft’s appeal to overturn the trial court’s ruling. Oral arguments in the case are set for October 13.

California Proposition 22, the App-based Drivers as Contractors and Labor Policies Initiative, is on the ballot in California as an initiated state statute on November 3, 2020. This Proposition would override AB 5 by considering app-based drivers as independent contractors, and not employees or agents.

Prop 22 proponents argue that it protects the ability of app-based drivers to choose to work as independent contractors with control over where, when, how long, and for whom to work. Other benefits asserted by proponents include new benefits like minimum wage earnings and health care benefits, saving hundreds of thousands of jobs in California, and implementing new safety protections, like regular background checks of drivers and mandatory safety courses. Opponents to this proposition argue that companies like Lyft and Uber are unfairly asking for an exemption to existing law in order to avoid paying their drivers minimum wage, healthcare, paid sick leave, unemployment insurance, and workers’ compensation benefits.



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Questions have been raised as to what impact Transportation Network Companies (TNC's), like Uber and Lyft have on transit ridership. A 2017 U.C. Davis study concluded an approximate 6 percent reduction in bus ridership based on a sampling of seven major metropolitan areas in the U.S. including Los Angeles. A 2018 SCAG study indicated TNC's having minimal impact on transit use. There is no way to know for certain whether or how passage or failure of Prop. 22 will impact transit.

Sincerely,

David Reyno
Director of Government Relations

Doran J. Barnes
Executive Director

2020 Legislation Summary

Current as of 9/10/2020

(Amendments and Bills with updated status or requesting action are indicated in **bold**)

Bill No.	Author	Analysis	Potential Impacts	Location	Outside Agency Positions	Recommended Position
AB 315	Garcia	This bill would prohibit trade associations, comprised of public agency members and established for the expressed purpose of lobbying, from expending public dollars for purposes beyond lobbying the State Legislature or United States Congress or on strictly educational activities. This bill would further prohibit associations from incurring any travel-related expense except as may be necessary for the association to hold an annual conference or other gathering of its members. This bill's proposed limitations on the use of public dollars is a majority of the California Transit Association's (CTA) operating budget.	The bill would undermine core functions the Association's members, which includes Foothill Transit, have come to expect. In particular, this bill would undermine their ability to: engage in litigation against the state/federal government; lobby the California Air Resources Board (CARB), California Public Utilities Commission (CPUC) and Governor's Office; form workgroups or task forces for external or internal policy development; conduct their iTransit campaign; and, manage their finances.	Died in Assembly Committee on Local Government	CTA - Oppose	Oppose Position Adopted 8/23/2019
AB 784	Mullin	Would exempt zero-emission transit buses from the state portion of the sales tax until January 1, 2024. The high upfront cost of zero-emission transit buses (ZEBs) and supporting infrastructure as well as budget constraints continues to be a challenge for transit agencies throughout the state as they begin compliance with the California Air Resources Board (CARB) December adoption of their Innovative Clean Transit regulation.	This bill will provide cost savings to agencies in California including Foothill Transit. Assuming average costs of \$775,000 for a battery-electric bus, this bill would save Foothill Transit approximately \$35,000 in state tax savings per bus for this technology.	Signed by the Governor and Chaptered and Effective 10/9/2019	CTA - Support	Support Position Adopted 4/26/2019

2020 Legislation Summary

Current as of 9/10/2020

(Amendments and Bills with updated status or requesting action are indicated in **bold**)

Bill No.	Author	Analysis	Potential Impacts	Location	Outside Agency Positions	Recommended Position
AB 1568	McCarty	<p>Would attempt to increase housing production by requiring local governments to meet specified housing production targets before receiving the funding for city streets and county roads enacted by SB 1 - The Road Repair and Accountability Act of 2017.</p>	<p>Foothill Transit is a member of the Fix Our Roads Coalition that united transportation, business, and labor organizations from across the state to advocate to enact SB 1. The Coalition was successful protecting the bill from being used for general fund purposes through passage of Proposition 69, and a referendum to overturn it by defeating Proposition 6.</p> <p>This bill would withhold transportation funding for streets, roads, or public transit. This goes against the will of the voters who have repeatedly and overwhelmingly dedicated transportation funds for local transportation improvements and transit needs.</p>	Died in Assembly Committee on Appropriations	CTA - Oppose	Oppose Position Adopted 4/26/2019

2020 Legislation Summary

Current as of 9/10/2020

(Amendments and Bills with updated status or requesting action are indicated in **bold**)

Bill No.	Author	Analysis	Potential Impacts	Location	Outside Agency Positions	Recommended Position
H.R. 2	DeFazio	<p>The United States House of Representatives passed H.R. 2, the Moving Forward Act, a \$1.5 trillion plan to rebuild all aspects of America's infrastructure. The bill, which subsumes the "Investing in a New Vision for the Environment and Surface Transportation (INVEST) in America Act", authorizes surface transportation programs for five years with a total investment of \$494 billion, including \$319 billion for highways, \$105 billion for public transportation, and \$60 billion for commuter rail, Amtrak, and other high-performance passenger rail. Included in the \$105 billion for public transportation is \$5.8 billion in supplemental funding in Fiscal Year 2021 to address the immediate funding needs of transit agencies grappling with the financial and operational impacts of the COVID-19 pandemic.</p> <p>While H.R. 2 started out as the five-year, \$494 billion bill reauthorizing the federal highway, mass transit, highway and motor carrier safety, and railroad programs that expire on September 30 of this year, the Democratic leadership added another trillion dollars of other provisions, \$130 billion for public school infrastructure, \$100 billion for public housing, another \$100 billion for broadband Internet development, and several hundred billion more for things like clean water grants, safe drinking water programs, electrical grid infrastructure, health care infrastructure, next generation 911, and new vehicles for the Postal Service.</p>	<p>ZERO EMISSION BUS GRANTS Provides \$1.7 billion for FY22 through FY25 and an average annual increase of 500 percent over FAST Act funding. Sets procurement minimums to ensure transit agencies are investing appropriately in zero emission bus fleets and the necessary charging infrastructure. To qualify for these funds, a transit authority would need to procure at least 10 zero emission buses (or if the agency operates less than 50 buses in peak periods, the procurement would have to be for at least 5 ZEBs).</p> <p>FLEXIBILITY IN THE CHARTER SERVICE RULE Provides transit agencies more flexibility to meet community needs with limited exemptions to the charter service rule. More clarification will be forthcoming on this when we see report language, but those exemptions in the statutory language of the bill appear to include operating a fixed route service that is (1) for a period of less than 30 days (2) accessible to the public and (3) contracted by a local government entity that provides local cost share.</p>	U.S. Senate	APTA - Support	Support

2020 Legislation Summary

Current as of 9/10/2020

(Amendments and Bills with updated status or requesting action are indicated in **bold**)

Bill No.	Author	Analysis	Potential Impacts	Location	Outside Agency Positions	Recommended Position
			<p>NATIONAL TRANSIT FRONTLINE WORKFORCE TRAINING CENTER Focus will include developing training standards, training for new technologies including zero emission buses, and training on safety and emergency preparedness.</p> <p>BUS PROCUREMENT STREAMLINING Requires the use of performance-based specifications in a procurement, instead of specifying individual components. Requires a rulemaking to establish a list of components and subcomponents that are waived from the performance-based specification requirement.</p> <p>IMPACT OF COVID ON FUTURE APPORTIONMENTS Ensures that transit data from FY2020 and impacted by COVID-19 will not be used in the calculation of transit formula apportionments.</p> <p>COVID-RELATED FLEXIBLE FUNDING MEASURES Allows funds to be used for both capital and operating expenses, including the purchase of PPE and paying for administrative leave costs due to service reductions.</p>			

2020 Legislation Summary

Current as of 9/10/2020

(Amendments and Bills with updated status or requesting action are indicated in **bold**)

Bill No.	Author	Analysis	Potential Impacts	Location	Outside Agency Positions	Recommended Position
			Allows funds obligated in FY21 to be up to a 100% federal share.			
HR 1139	Napolitano/ Katko	<p>The Bus Operator and Pedestrian Protection Act, authored by Congress Members Grace Napolitano (D, CA) and John Katko (R, NY) will provide much needed safety improvements to bus operations in order to address the rising concern of assaults on bus drivers and avoidable accidents due to blind spots on buses. The bill requires transit agencies to develop Bus Operations Safety Risk Reduction Programs to improve safety by reducing the number of bus accidents due to blind spots, preventing assaults on bus drivers, and improving bus driver seating to reduce ergonomic injuries. It gives transit agencies two years to create these programs in partnership with their transit workforce, and with oversight from the U.S. Department of Transportation (DOT). The bill authorizes \$25 million/year for 5 years to pay for the implementation of these programs.</p> <p>Transit agencies will be required to implement the following safety improvements as a part of</p>	While this bill has some areas of concern including its driver barrier, ergonomic and retrofit provisions without adequate federal funding to assist transit agencies in order to comply as well as its one size fits all approach, its intent to improve overall safety for our operators and customers is what is most important. The authors understand the transit industry concerns and has expressed willingness to work with us to find appropriate solutions.	Subcommittee on Highways and Transit		Support Position Adopted 3/29/2019

2020 Legislation Summary

Current as of 9/10/2020

(Amendments and Bills with updated status or requesting action are indicated in **bold**)

Bill No.	Author	Analysis	Potential Impacts	Location	Outside Agency Positions	Recommended Position
		<p>their Bus Operations Safety Risk Reduction program:</p> <ul style="list-style-type: none"> • Assault mitigation infrastructure and technology, including barriers to prevent assault on bus drivers. • De-escalation training for bus drivers. • Modified bus specifications and retrofits to reduce visibility impairments. • Driver assistance technology that reduces accidents. • Installation of bus driver seating to reduce ergonomic injuries. <p>The bill will also require transit agencies to report all assaults on bus drivers to the U.S. DOT's National Transit Database (NTD).</p>				
HR 2164	Brownley	<p>The Green Bus Act would take the state policy to the federal level by increasing funding to improve green bus technology and help deploy it nationwide, increasing funding to ensure that transit agencies have the resources necessary to purchase and deploy zero-emission bus fleets and requiring all buses purchased with federal funds be zero-emission, starting Oct. 1, 2029. Specifically, the law will increase funds for the Federal Transit Administration's Low or No Emission Vehicle Component Assessment Program from \$3 million to \$5 million, annually. It will also increase funds for the FTA's Transit Cooperative Research Program (TCRP) from \$5 million to \$20 million, annually, which will prompt more federal research on ways to reduce emissions and develop and deploy zero-emission technology nationwide.</p>	<p>This bill will support Foothill Transit's Electric Bus Program by providing more opportunities for funding our buses and charging infrastructure. The increased research funding at the national level could lead to future cost savings for all transit agencies.</p>	Subcommittee on Highways and Transit		Support Positon Adopted 6/28/2019



September 25, 2020

To: Governing Board

Subject: **Fiscal Year 2020 Year-End Budget Update**

Recommendation

Receive and file the year-end budget update for the fiscal year ending on June 30, 2020.

Analysis

As of June 30, 2020, Foothill Transit ended the fiscal year \$5.3 million under the approved year-to-date operating budget of \$103.4 million despite additional non-budgeted expenses related to COVID-19 procurements. Please note that these are unaudited results and could change slightly once the annual audit is conducted.

Operating Accomplishments

Throughout the fiscal year, all Foothill Transit team members worked diligently to provide transit service to customers throughout the San Gabriel and Pomona Valleys. Foothill Transit has always placed safety first for our employees and customers. This value was emphasized even more stringently during FY2020 as we worked to provide service during the coronavirus pandemic.

Operating accomplishments during FY2020 include the following: further expansion of the Class Pass program; the launch of new express service from the Covina Park & Ride; implementation of Phase II of the Fare Restructuring program; and providing essential services to customers in the Foothill Transit service area during a global pandemic. All Foothill Transit team members played a key role in mitigating the impacts of the coronavirus pandemic and while maintaining business continuity and remaining within fiscal constraints.

Capital Program Accomplishments

Achievements during FY2020 in capital programs include continued progress on the Downtown Los Angeles Layover; the opening of the Covina Park & Ride; construction and implementation of 13 battery electric bus in-depot chargers; and the delivery of 11 new CNG buses. In addition to these planned



capital expenditures, team members procured goods necessary to provide safe and effective service during the coronavirus pandemic.

Fiscal Impact

As mentioned earlier in the fiscal year, we anticipated an overrun in CNG fuel costs. As the year progressed, our team members were able to finish the year within the approved budget. The primary reason for this is due to the suspension of express and school designated lines in mid-March due to the pandemic. Foothill Transit express service resumed on June 8, 2020. We have made the necessary fuel adjustments for the FY2021 budget. In addition, Foothill Transit spent approximately \$383K for COVID-19 related expenses related to additional communications campaigns and personal protective equipment for both administrative and contractor staff.

Ridership decreased by 21.75 percent in FY2020 compared to FY2019 and fare revenue decreased 25.83 percent. The significant decreases to ridership and fare revenue were unforeseen as they are directly related to the coronavirus pandemic. With stay-at-home orders going into effect in mid-March and the suspension of fare collection, both of these performance indicators were negatively impacted. Budget savings and the CARES Act allocation are intended to mitigate the impacts of no fare revenues until we begin collecting fares again in October 2020.

The figures reported have been reviewed by internal staff and are unaudited. Foothill Transit's audited financial performance will be included in the Comprehensive Annual Financial Report (CAFR) for 2020.

Sincerely,

Michelle Lopes Caldwell
Director of Finance and Treasurer

Doran J. Barnes
Executive Director

Attachment

TOTAL BUDGET BY DEPARTMENT
FY19/20 Quarterly Budget Variance Report QTR 4
07/01/2019 to 06/30/2020

07/01/2019 to 06/30/2020

DEPARTMENTS		Budget Y-T-D	Actual Y-T-D	Variance Fav(unf)
1	Customer Service & Operations	\$87,880,200	\$86,201,837	\$1,678,363
2	Maintenance & Vehicle Technology	783,210	844,175	(60,965)
3	Marketing and Communications	2,238,710	1,626,771	611,939
4	Information Technology	2,362,140	1,820,430	541,710
5	Administration	3,431,980	2,633,317	798,663
6	Procurement	884,550	827,151	57,399
7	Finance	1,769,180	1,490,566	278,614
8	Planning	1,705,600	1,021,456	684,144
9	Facilities	2,368,460	1,649,627	718,833
10	TOTAL	\$103,424,030	\$98,115,329	\$5,308,701



September 25, 2020

To: Governing Board

Subject: **LA Metro TAP App and Apple Wallet Launch**

Recommendation

Receive and file this report on the LA Metro TAP App and Apple Wallet Launch.

Analysis

On September 3, 2020, LA Metro unexpectedly launched two new mobile fare tools that have potentially significant impacts on how all TAP-enabled transit agencies handle mobile ticketing onboard their systems.

The unexpected nature of the launch was due to a non-disclosure agreement between LA Metro and Apple, Inc. Foothill Transit was informed of the launch shortly before LA Metro's communications team began their media outreach.

The two new tools - direct Apple Wallet TAP access and the TAP LA app - allow customers with an iPhone 8 or above to use their iPhones or Apple Watches as they would use a TAP card to pay their fares.

To use the Apple Wallet, iPhone users need only click the 'add card' symbol on the top right of the wallet. The TAP card is automatically displayed as one of the transit card options available to iPhone users. Stored value can then be added to the digital TAP card directly in the Apple Wallet using linked payment accounts. Transit passes, like the Foothill Transit 31-Day Pass, cannot be added in the Apple Wallet. For passes, customers must use the TAP LA app instead.

The TAP LA app is a more user-friendly version of the taptogo.net website. Using an established or new TAP account, customers can add stored value or passes to their digital TAP card from any of the 26 TAP-enabled transit agencies. Fare media and stored value are immediately available for use. Seniors, people with disabilities, Medicare cardholders, and students with discount TAP accounts will automatically have access to their discounted fare media in the TAP LA app when they log in using their established TAP accounts. New customers who are eligible for discounts may apply for discount access through taptogo.net.

At present, this form of mobile ticketing is only available to iPhone users. An Android version of the TAP LA app is expected to launch in October or November of this year.



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LA Metro TAP App and Apple Wallet Launch
Page 2

A customer information campaign promoting these new mobile fare options is coinciding with the fare collection campaign to encourage customers to adopt this new, touchless fare payment option for safe and speedy boarding for when fare collection resumes on Foothill Transit service in October.

Budget Impact

This regional mobile fare solution was developed solely by LA Metro and Apple, Inc. and levies no direct cost to Foothill Transit or any of the other TAP-enabled agencies at this time. Indirect costs are tied to mobile ticketing projects in development that have been rendered ineffective in the face of an improved regional mobile TAP product.

Sincerely,

Felicia Friesema
Director of Marketing and Communications

Doran J. Barnes
Executive Director



September 25, 2020

To: Governing Board

Subject: **Title VI Overview**

Recommendation

Receive and file the Title VI Overview.

Analysis

Since 1972, the Federal Transit Administration (FTA) has required recipients of federal assistance to provide assessments of compliance with Title VI of the Civil Rights Act of 1964 as part of the grant approval process. Title VI regulations mandate that no person in the United States shall, on the ground of race, color and national origin, be excluded from participation in, or be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance from the FTA.

In October 2012, updated Title VI guidelines were released by the FTA which clarified the reporting responsibilities of transit agencies, and added additional responsibilities. In accordance with FTA Circular 4702.1B, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients," Foothill Transit's Title VI report covers all aspects of the agency's program and monitoring efforts, and contains the following elements:

1. Information about how Foothill Transit communicates the rights granted by Title VI to its customers, including information about how it collects and addresses Title VI related complaints.
2. Information regarding Foothill Transit's public outreach program and strategy including its plan to integrate Limited English Proficient people.
3. Foothill Transit's system wide Standards and Policies including vehicle load, vehicle headway, on-time performance, service availability, distribution of transit amenities and vehicle assignment.
4. Demographic analysis of the population within Foothill Transit's service area.
5. Policies regarding major service changes and measuring service change impacts on minority and low-income neighborhoods, including a summary of service changes undertaken since Foothill Transit's last Title VI program review.



6. The results of the monitoring program to assess Foothill Transit’s compliance with its own policies and procedures.

Foothill Transit’s service area is diverse, covering all spectrums of the economic and demographic scale. We provide transit service to a majority minority area; the average minority population of the Foothill Transit service area is 79%. High percentage minority populations exist mainly in areas of Rowland Heights, West Covina, Walnut, Industry, Temple City, and Baldwin Park. The highest percentage minority populations in the Foothill Transit service area are identified as Latino and Asian. Spanish, Chinese, Korean, Vietnamese, and Tagalog are the highest Limited English Proficient populations in the service area.

The average low-income population in the Foothill Transit service area is 18.3%. Foothill Transit adapted the California Department of Housing and Community Development’s definition of “extremely low income” which is a household that earns 30 percent or less of the median household income. The median household income in Foothill Transit’s service area is \$67,857; 30% of the median income is \$20,357.10. Because the census reports household income in \$10,000 increments (after \$15,000), Foothill Transit considers any household with an income less than \$25,000 as “low-income.” High percentage low-income populations live in Pomona and El Monte.

An updated plan must be submitted by grantees every three years; Foothill Transit will submit its next report by October 1, 2020. While the responsibility for implementation of the program falls among several departments, the Planning team takes lead in ensuring that the proper policies and procedures are in place to meet the FTA guidelines.

Budget Impact

There is no financial impact associated with this update.

Sincerely,

Lourdes Álvarez
Transit Planner

Doran J. Barnes
Executive Director



September 25, 2020

To: Governing Board

Subject: **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.

Analysis

The Governing Board was provided an update on Foothill Transit Operations in response to the COVID-19 pandemic at the May 29, June 26, July 24, and August 28, 2020 meetings. The updates have provided an overview of the actions taken at Foothill Transit in response to the pandemic and the state and local orders to control the spread of the pandemic from March 4, 2020, when Governor Gavin Newsom proclaimed a State of Emergency. This report will provide the most recent actions that have been taken.

On March 23, 2020, Express Services, and service on Line 690 (linking the Azusa Gold Line station to cities to the east during peak hours only), and Lines 851, 853, and 854 that primarily serve middle and high schools was suspended in light of the health emergency and the “Safer-At-Home” Executive Order, which resulted in school and non-essential workplace closures. This had reduced service levels by approximately 20 percent. We continued to operate other Local and Silver Streak service in an effort to provide critical lifeline transit services while encouraging social distancing onboard the transit coaches.

On June 8, 2020 Express Service was restored following the phased reopening guidelines provided by LA County, bringing on-street service to 99 percent of pre-COVID-19 pandemic levels. Service on Lines 851, 853, and 854 remained suspended. Additionally, the El Monte and Puente Hills Mall Transit Stores reopened to walk-in traffic.

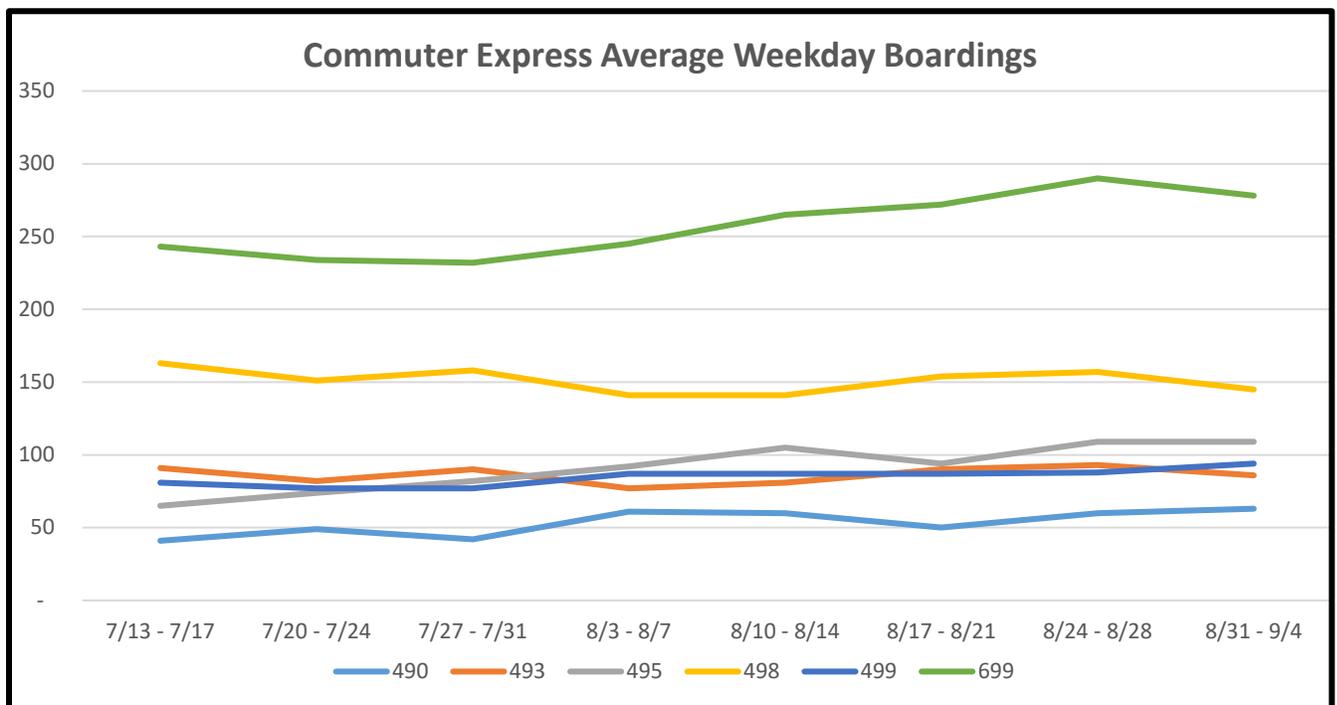
Governor Newsom, Los Angeles Mayor Eric Garcetti, and L.A. County Supervisor Kathryn Barger all issued revised Health Orders on Monday, July 13 that require the closure of offices in non-critical sectors, as well as closure of places of worship, personal care services, and indoor malls in an effort to slow the increased spread of the virus since Phase 3 reopening. This order also resulted in the closure of the Foothill Transit Stores to walk-in traffic.



Ridership and Service Levels:

Average weekday ridership is approximately 59.3 percent of the ridership levels in the months prior to the Safer-At-Home Executive Order compared to August ridership. Weekday ridership on Local Service has slightly increased this month to approximately 63 percent of pre-COVID-19 levels.

Since the restoration of Commuter Express Service, ridership on those lines has also slightly increased to 688 passengers per day, which is 80 percent below the ridership levels on these lines prior to the pandemic. These lines continue to be evaluated on a regular basis to monitor for appropriate service levels. Ridership trends by week on each of Foothill Transit’s six Commuter Express Lines can be seen on the chart below.



Onboard Physical Distancing:

In May 2020, the agency implemented strategic procedures help ensure adequate social distancing onboard our transit coaches. Since that time customers have been directed to enter and exit through the rear doors unless they need to utilize the ramp at the front door or the wheelchair securement locations at the front of the bus. Once onboard, signage placed throughout the buses reminds customers of proper hygiene practices and directs them to space themselves appropriately as they take a seat to provide physical distancing. A plastic chain barrier was also placed across the aisle at the front



of the bus to ensure passengers remain behind the bus operator compartment. Since the beginning of the pandemic, administrative and operations teams have been evaluating methods to further encourage physical distancing among customers.

In other areas of the bus, signs were placed suggesting seating configurations that will allow for some social distance, specifically when customers are riding unaccompanied.

Facility Cleaning, Personal Protective Equipment, and Safety Protocols:

At the operations and maintenance facilities, Keolis and Transdev have put procedures in place to allow physical distancing for the members of their staff. Signage is placed throughout the buildings to remind members of the team to adhere to proper procedures regarding physical distancing, frequent handwashing, not touching one’s face, staying home when sick, etc. They have also issued and continue to issue on an ongoing basis, face coverings, hand sanitizer, disinfectant wipes, gloves, and other personal protective equipment (PPE). In addition, hand sanitizer units are placed throughout the buildings. Over the past several months, 40,000 masks have been donated to Foothill Transit. These masks were distributed to the operations and customer service teams for use by operators, and to be provide to customers on an as-needed basis. Foothill Transit provided reusable cloth masks to both operations and maintenance contractors, the Customer Service and Facilities contractor, and to members of the administrative team with instructions for daily cleaning and disinfecting.

Each operating facility is cleaned and disinfected throughout each day using disinfecting products from the EPA’s list of registered antimicrobial products for use against Novel Coronavirus SARS-CoV-2, the Cause of COVID-19. The janitorial crew contracted to clean the administrative offices also disinfect high-touch surfaces throughout the offices each day. The Transdev Facility team have reviewed and updated their cleaning protocols at the Foothill Transit owned Park & Rides and facilities to align with recommended guidelines for cleaning and safety.

Fleet Cleaning Protocols:

Both operations and maintenance contractors continue to perform enhanced daily cleaning protocols for the bus fleet. Prior to any bus being placed into service each day, it is first thoroughly cleaned and disinfected using disinfecting products from the EPA’s list. The service attendants responsible for daily cleaning of the buses have all been issued and are directed to consistently use appropriate PPE to ensure their health and safety.



Operator Barriers:

The installation of permanent operator safety and security barriers on the Foothill Transit buses that do not currently have them installed is currently underway. The first set barriers were delivered and installed at the Arcadia/Irwindale Operations and Maintenance Facility. At the time of this report, 10 barriers have been installed. The Foothill Transit Maintenance and Vehicle Technology team continues to work with the installers with a goal of having the majority of the installations completed by October 18, 2020, the date planned for the resumption of fare collection. Since the installations began, additional teams of installers have been scheduled, design work for the installations on the electric buses has been refined, and work with the Operations and Maintenance Contractors has continued to identify improvements to streamline the process and meet the deadline. As the barriers are manufactured, weekly shipments and installations of these barriers will continue, including transitioning the installation activities to the Pomona Operations and Maintenance Facility until project completion.

Resumption of Fare Collection:

The resumption of fare collection has been scheduled for Sunday, October 18. It is anticipated that the majority of the Foothill Transit fleet will have operator barriers installed by this date. Customers who board buses that have barriers installed, will board at the front doors, allowing for them to interact with the farebox while maintaining a safer environment for the operators.

Onboard Safety & Security:

While fare enforcement has been suspended as part of the COVID-19 Operations plan to further maintain social distancing for the operator and customers, Foothill Transit has seen an increase in boardings by people who may be experiencing homelessness using the buses for shelter and those riding without a destination. In light of the target loads put in place to support COVID-19 Social Distancing requirements, these boardings significantly reduce and sometimes eliminate available seating for persons needing to use the service for essential trips.

We anticipate that the resumption of fare enforcement will reduce the number of instances of persons riding without a destination, however we are continuing to explore relationships with law enforcement, social service agencies, and other community groups to support the safety of the customers and operators.



Customer Communication Activities:

The Marketing and Communications team remains at the forefront of keeping Foothill Transit customers and the community informed of service impacts, agency initiatives, and health advisories. In addition to daily service advisories, communications campaigns focused on revised bus boarding practices, social distancing efforts, utilizing service for essential trips, face coverings, and overall health practices have been developed and are disseminated through a variety of communications methods.

Onboard signage will be undergoing a shift as we transition from rear door boarding and no fare collection enforcement to front door boarding. Fare collection stopped being enforced in April 2020 in order to protect both the bus operator and the boarding customer by maintaining physical distance. With the installation of new plexiglass bus operator barriers, fares can once again be safely collected at the front of the bus. New signage on the doors of the bus will redirect customers to the front doors and will remind them to have their fares ready. Mask requirement signs will still be prominently posted next to the boarding directions.

LA Metro recently launched a new regional mobile fare payment tool via Apple Wallet and the new TAP LA app. This new mobile payment tool is accepted by all 26 TAP enabled agencies and allows a customer's iPhone or Apple Watch to be used as a TAP card. This new touchless fare payment system increases ease of access to local fares and passes while reducing customer contact and increasing physical distancing. As we work to resume fare collection, promotion of this new fare payment option will be included in all fare collection communications.

Customer surveys were deployed last month to gauge customer sentiment regarding perceived safety and communications efficacy on board buses. Analysis of those surveys is ongoing and will inform the direction of future messaging as we enter the fall and winter months. Early data suggests that most people (84%) are very concerned or concerned about COVID-19. They feel safest exercising outside (61%), but the second safest activity is riding our buses (19%). About half the respondents hadn't ridden in the past 30 days (41%), but those who did were primarily commuters (58%). Exactly half of the non-riders will come back after the stay home orders are lifted, but 31% aren't sure. At a glance, hand sanitizer, mask enforcement, and very low passenger loads are the most requested accommodations.

Along with many other transit agencies across the country, Foothill Transit has joined APTA's Health and Safety Commitment Program. This program is



part of a national effort designed to empower public transit agencies to develop individualized policies and practices that transit users have indicated they want and expect. Foothill Transit has deployed all recommended strategies since the beginning of the pandemic and was proud to be an early signatory of the program.

The core digital repository of all Foothill Transit pandemic response information resides at foothilltransit.org/covid. From there, one can navigate to the agency’s infection tracking database, sharable graphics for download, and pandemic related service alerts

Transit Store Operations:

Customer service has been provided through our contracted Customer Service Representatives who have continued to provide Foothill Transit customers with information through a decentralized call center since the Transit Stores closed to walk-in traffic on March 23, 2020. With the resumption of fare enforcement scheduled for October 18, the El Monte Station and West Covina Transit Stores will be reopened on October 5. The stores will be following guidelines developed by Los Angeles County Department of Public Health. These guidelines are also displayed for the public at all stores. Information about the reopening plans for the Pomona and Puente Hills Mall Stores will be provided as soon as information is received from the City of Pomona and Mall management about reopening plans for those locations. The Marketing & Communications team have begun sending notifications to customers about the reopening of the Transit Stores as well as the safety protocols that will be followed.

Sincerely,

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Felicia Friesema
Director of Marketing and Communications

Doran J. Barnes
Executive Director