



Foothill Transit

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

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

**Friday, December 20, 2019
9:00 a.m.**

1. CALL TO ORDER

The meeting was called to order by Chair Herrera at 9:13 a.m.

2. ROLL CALL

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Richard Barakat, Member Gary Boyer, Member Corey Calaycay, Vice Chair Cynthia Sternquist, Chair Carol Herrera

3. APPROVAL OF AGENDA

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

4. REVIEW & APPROVAL OF THE MINUTES

Approval of the minutes for the Special Meeting of September 17, 2019, Special Meeting of October 9, 2019, and Regular Meeting of October 25, 2019.

Motion by Member Calaycay, second by Member Barakat, the minutes for the Special Meeting of September 17, 2019, Special Meeting of October 9, 2019, and Regular Meeting of October 25, 2019 were approved. Motion carried 5-0.

5. PUBLIC COMMENT

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



CONSENT CALENDAR

6. CONTRACT AWARD - SECURITY SYSTEM MAINTENANCE

Recommendation: Authorize the Executive Director to enter into Contract No. 20-014 with Birdi and Associates Inc. for the provision of security maintenance services of Foothill Transit's Electronic Security Systems (ESS) in the amount of \$384,588, which includes a base contract term of three years in the amount of \$219,420 and two one-year options in the amounts of \$80,568 and \$84,600.

Motion by Member Calaycay, second by Vice Chair Sternquist, to approve.
Motion carried 5-0.

7. REQUEST TO ISSUE REQUEST FOR QUALIFICATIONS (RFQ) - 16TH AND MAPLE ARCHITECTURAL AND ENGINEERING SERVICE

Recommendation: Authorize the Executive Director to issue RFQ No. 19-063 seeking qualifications from proposers to provide architectural and engineering services related to future construction at the downtown Los Angeles 16th and Maple layover site.

Motion by Member Calaycay, second by Vice Chair Sternquist, to approve.
Motion carried 5-0.

8. REQUEST TO ISSUE REQUEST FOR QUALIFICATIONS (RFQ) - ON-CALL ARCHITECTURAL AND ENGINEERING SERVICES

Recommendation: Authorize the Executive Director to issue RFQ No. 20-038 for On-Call Architectural & Engineering Services.

Motion by Member Calaycay, second by Vice Chair Sternquist, to approve.
Motion carried 5-0.

REGULAR AGENDA

9. ZERO EMISSIONS BUS UPDATE

Recommendation: Receive and file the Zero Emissions Bus Update.

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



Mr. Cordero presented an overview of Foothill Transit's nine years of experience in operating grid-powered battery electric buses. Foothill Transit's fleet consists of 33 battery electric buses. Sixteen battery electric buses operate out of the Pomona facility, and the Arcadia/Irwindale facility operates 17 battery electric buses.

Mr. Cordero stated that staff has found that in-depot charging infrastructure is complicated. In addition, there are operational challenges, range limitations, and the complexity of utility rates. The Duarte service has also faced challenges; the 35-foot electric buses were expected to have a range of 220 miles per day, but with further testing, the battery electric buses only have a range of 150 miles per day due to traffic conditions. Proterra has provided two 35-foot backup buses. In October 2019, the Executive Board made the decision to purchase compressed natural gas buses in order to ensure continued bus service.

Mr. Cordero introduced Ryan Popple, Proterra President and CEO, who was present to provide an update on Proterra and address any questions the Executive Board may have. Mr. Popple reported that currently out of Foothill Transit's fleet of 33 battery electric buses, that four battery electric buses are down. One bus was returned to service in the last 24 hours that had been down for 40 days, which he stated is unacceptable. He reported that Proterra staff is working with Foothill Transit staff and contractors to put into place an operating model around spare part replacements. Mr. Popple went on to report on Proterra's and Foothill Transit's partnership history, and answered the Executive Board Members questions.

Received and filed.

10. **REPORT FROM THE AD HOC COMMITTEE ON BOARD MEETINGS**

Recommendation: Receive an oral report from the ad hoc committee on board meetings. Provide direction to staff if needed.

Gary Boyer, Executive Board Member, presented this item.

Member Boyer reported that the ad hoc committee met on November 20, 2019. He stated that the committee and staff discussed the effects of going from three to ten Governing Board meetings per year. He stated that staff assured the committee that having the Governing Board meetings on the same day as the Executive Board meetings was not an issue, as staff is already preparing for the Executive Board meetings. Another issue discussed was the optics of Executive Board Members getting multiple stipends for



back to back meetings, that matter was addressed at the Governing Board Meeting when the Board adopted a change to the stipend policy that limits the stipend to one stipend per day.

Doran Barnes, Executive Director, added that Governing Board Members will be sent surveys at the end of summer 2020 to provide feedback on meeting structure and the feedback will be used to assist in preparing the meeting calendar for 2021.

Received and filed.

11. **EXECUTIVE DIRECTOR COMMENT**

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

Mr. Barnes reported the following:

- A meeting has been scheduled with colleagues at SunLine Transit on January 10, 2020 to discuss their fuel cell program.
- Foothill Transit will be hosting the MAX Program on March 3-4, 2020. Currently, Foothill Transit, Santa Monica Big Blue Bus and Long Beach Transit staff participate in this leadership program.
- The grand opening for the Covina Transit Center is tentatively scheduled for April 17, 2020.
- Congress approved the compressed natural gas tax credit retroactive to last year and this year. This is approximately a \$3 million revenue gain for Foothill Transit.
- Paulina Ruiz, Transportation Business Intelligence Analyst, will be speaking at the national Transit Research Board Conference in January 2020.
- At the January 31st Governing Board Meeting, there will be a special election for Cluster 4 to elect an Executive Board Member, and at the Executive Board Meeting an election for Chair will take place.

12. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Executive Board.

There were no comments by members of the Executive Board.



13. **ADJOURNMENT**

Adjournment for the December 20, 2019 Foothill Transit Executive Board Meeting.

There being no further business, the Foothill Transit Executive Board meeting adjourned at 10:14 a.m.

Prepared by:

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

Christina Lopez, Board Secretary

Approved on: 01/31/2020