



**Foothill Transit**

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

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

**Friday, May 31, 2024  
8:00 a.m.**

**1. CALL TO ORDER**

The meeting was called to order by Chair Moss at 8:10 a.m.

**2. ROLL CALL**

Roll call was taken by Christina Lopez, Board Secretary.

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

Chair Moss recessed the meeting at 8:10 a.m.

Chair Moss reconvened the meeting at 9:32 a.m.

**3. CONFIRMATION OF AGENDA BY CHAIR AND CHIEF EXECUTIVE OFFICER**

Doran Barnes, CEO, requested the removal of agenda item 12, Cal Poly Pomona Bus Shelters. The item will be reconsidered at a future meeting.

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

**4. PRESENTATIONS**

**4.1. Introduction of Foothill Transit Business Partners**

There were no presentations by Foothill Transit Business Partners.

**5. PUBLIC COMMENT**

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



## **CONSENT CALENDAR**

6. **APPROVAL OF MINUTES FOR THE SPECIAL MEETING OF APRIL 26, 2024, REGULAR MEETING OF APRIL 26, 2024, AND SPECIAL MEETING OF MAY 13, 2024**

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

7. **MAY 2024 PROCUREMENT MONTHLY REPORT**

Recommendation: Receive and file the Procurement Monthly Report for May 2024.

The Executive Board received and filed the May 2024 Procurement Monthly Report.

8. **TRANSPORTATION FUND EXCHANGE - CITY OF WEST COVINA**

Recommendation: Authorize the Chief Executive Officer to execute an assignment agreement with the City of West Covina to exchange Foothill Transit general use funds for Proposition A Transportation Local Return funds.

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

9. **AUTHORIZATION TO AWARD SOLE SOURCE CONTRACT FOR BUSINESS INTELLIGENCE SOFTWARE**

Recommendation: Authorize the Chief Executive Officer to enter into a sole source agreement with TransTrack for the provision of software and service in a not to exceed amount of \$274,147 over the five-year potential life of the agreement. The contract will have a three-year base term with two one-year options.

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

10. **AUTHORIZATION TO AWARD CONTRACT FOR FUEL MANAGEMENT SYSTEM**

Recommendation: Authorize the Chief Executive Officer to award a contract in the amount of \$910,912.00 to S & A Systems, Inc. dba Fleetwatch for

implementing and maintaining a fuel monitoring system at the Foothill Transit Operation and Maintenance Facilities. The contract term will include three years of software licensing, maintenance and support.

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

## **REGULAR AGENDA**

### **11. EXECUTIVE BOARD ELECTION FOR Foothill TRANSIT CHAIR AND VICE CHAIR**

Motion by Vice Shevlin, second by Member Calaycay, to re-elect Chair Moss, Chair. Motion carried 5-0.

Motion by Chair Moss, second by Member Calaycay, to re-elect Vice Chair Shevlin, Vice Chair. Motion carried 5-0.

### **12. CAL POLY POMONA BUS SHELTERS**

Recommendation: The recommendation is to authorize the Foothill Transit Chief Executive Officer to enter into an agreement with Cal Poly Pomona in the amount of \$350,000 for the installation of bus shelters at the on-campus Silver Streak stop.

The item was removed from the agenda and will be reconsidered at a future meeting.

### **13. Foothill TRANSIT'S MEMBERSHIP WITH THE CALIFORNIA JOINT POWERS INSURANCE AUTHORITY (CJPIA)**

Recommendation: Authorize the Chief Executive Officer to execute an Agreement making Foothill Transit a member of the California Joint Powers Authority.

LaShawn King Gillespie, Deputy CEO, presented this item.

Ms. Gillespie reported on the growth of insurance costs and on Foothill Transit's application to join the California Joint Powers Insurance Authority and their five-step application process. Foothill Transit's annual contribution to the CJPIA would be \$456,600 for Primary Liability and Workers' Compensation coverage. Foothill Transit is not eligible for commercial property and business auto coverage through CJPIA for Fiscal Year 2025. Foothill Transit is currently in discussions with Acrisure, the agency's current

insurance provider for commercial property and business auto coverage.

Motion by Vice Chair Shevlin, second by Member Calaycay, to approve.

Motion carried 5-0.

14. **CHIEF EXECUTIVE OFFICER COMMENT**

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

Mr. Barnes reported the following:

- Announced that he has contributed a chapter to the new published book, "The New Future of Public Transportation."

15. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Executive Board.

- Chair Moss thanked members of the Executive Board for their support in her re-election as Executive Board Chair.

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

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

Agency Negotiator(s): Doran J. Barnes, Sharlane Bailey, Darold D. Pieper, LaShawn King Gillespie, Phillip Bonina

Negotiating Parties: Jaime Alvarez

Under Negotiation: Price and Terms

The Executive Board recessed into Closed Session at 9:43 a.m.

17. **CLOSED SESSION REPORT**

The Executive Board reconvened at 9:55 a.m.

General Counsel Darold Pieper reported that the Executive Board voted unanimously to authorize the CEO to enter into a lease, based on an agreed upon term sheet.

18. **ADJOURNMENT**

Adjournment for the May 31, 2024 Foothill Transit Executive Board Meeting.

There being no further business, the Foothill Transit Executive Board meeting adjourned at 9:55 a.m.

Prepared by:



Christina Lopez, Board Secretary

Approved on: 06/28/2024