



**Foothill Transit**

## **GOVERNING BOARD MEETING**

West Covina, CA  
Friday, October 25, 2024





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.



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

Si necesita servicios de traducción, comuníquese con la oficina del Director Ejecutivo llamando al (626) 931-7300, extensión 7204, al menos 48 horas antes de la reunión.

若需要翻譯服務，請在會議前至少 48 小時聯絡執行長辦公室 (626) 931-7300 分機 7204

Nếu quý vị yêu cầu dịch vụ dịch thuật, vui lòng liên hệ với văn phòng Giám Đốc Điều Hành theo số (626) 931-7300, số máy lẻ 7204, ít nhất 48 giờ trước cuộc họp

Kung kailangan mo ng serbisyong pagsasalin, mangyaring makipag-ugnayan sa tanggapan ng Punong Ehekutibong Opisyal sa numerong (626) 931-7300 ekstensyon 7204, hindi bababa ng 48 oras bago ang pagpupulong

번역 서비스가 필요한 경우, 회의가 시작되기 최소 48 시간 전에 (626) 931-7300 내선 7204 번으로 최고경영자실에 연락하십시오.

通訳／翻訳サービスが必要な際は、ミーティング 48 時間前までに、CEO/最高経営責任者事務所までに連絡してください。CEO 事務所連絡先：(626) 931-7300 内線 7204

اگر به خدمات ترجمه نیاز دارید، لطفاً دست کم 48 ساعت قبل از شروع جلسه با دفتر مدیر عامل به شماره تلفن (626) 931-7300 داخلی (626) 931-7300 تماس بگیرید

Եթե Ձեզ թարգմանչական ծառայություններ են հարկավոր, հանդիպումից առնվազն 48 ժամ առաջ զանգահարեք Գլխավոր գործադիր տնօրենի գրասենյակ՝ (626) 931-7300 լրացուցիչ 7204 հեռախոսահամարով:

ប្រសិនបើលោកអ្នកត្រូវការសេវាកម្មបកប្រែភាសា សូមទាក់ទងការិយាល័យនាយកភ្នាក់ងារប្រតិបត្តិការទូរស័ព្ទលេខ (626) 931-7300 លេខភ្ជាប់បន្ត 7204, ដែលមានរយៈពេលយ៉ាងតិច 48 ម៉ោងមុនកិច្ចប្រជុំ

في حالة الحاجة لخدمات الترجمة، يرجى الاتصال بمكتب الرئيس التنفيذي على رقم الهاتف (626) 931-7300 (الرقم الداخلي 7204) وذلك قبل 48 ساعة على الأقل من الاجتماع

หากคุณต้องการบริการล่าม โปรดติดต่อสำนักงานประธานเจ้าหน้าที่บริหารที่ (626) 931-7300 ต่อ 7204 อย่างน้อย 48 ชั่วโมงก่อนการประชุม

သင်သည် ဘာသာပြန် ဝန်ဆောင်မှုများကို လိုအပ်ပါက အစည်းအဝေးမစတင်မီ အနည်းဆုံး 48 နာရီအလို၌ အလုပ်အမှုဆောင်အရာရှိချုပ်ရုံး၊ ဖုန်းနံပါတ် (626) 931-7300 လိုင်းခွဲ 7204 သို့ ဆက်သွယ်ပေးပါ။

如果您需要翻譯服務，請至少在會議開始前 48 小時撥打(626) 931-7300 轉 7204，聯繫首席執行官辦公室。

اگر ضرورت به خدمات ترجمانی دارید، لطفاً حداقل 48 ساعت قبل از برگزاری جلسه، با دفتر مدیر عامل ذریعة نمبر (626) 931-7300 و نمبر داخلی 7204 به تماس شوید.



در صورت نیاز به خدمات ترجمه، لطفا حداقل 48 ساعت  
قبل از جلسه از طریق شماره 931-7300 (626) داخلی  
7204 با دفتر مدیر عامل تماس بگیرید.

Inā pono e loa 'a iā 'oe kekahi kōkua 'unuhi 'ōlelo 'ē, 'olu'olu e ka 'a 'ike aku me ka Pouhana ma (626) 931-7300 ma ka laina 7204, e kelepona au ho 'i ma kahi o 48 mau hola ma mua o ka hui pū 'ana aku me lākou.

अगर आपको अनुवाद सेवाओं की आवश्यकता है, तो कृपया बैठक से कम से कम 48 घंटे पहले, मुख्य कार्यपालक अधिकारी के कार्यालय का संपर्क (626) 931-7300 एक्सटेंशन 7204 नंबर पर करें।

No kasapulam ti serbisio ti panagipatarus, maidawat nga kontakem ti opisina ti Chief Executive Officer iti (626) 931-7300 extension 7204, di kumurang a 48 nga oras sakbay ti miting

နမူနာလုပ်ငန်း တပ်တော်မဟုတ်ဘဲ တပ်ကတိကျစွာအစီအစဉ်, ဝမ်းစူးဆေးကျဘက် ပါဆွါအံ့ကွပ်  
မူဒါလုပ် အဝဲဒါး ဖဲ (626) 931-7300 လီတဲစီနီဂံဒဲ 7204, အစုကတော် 48 နံနံ  
တချိုးတပ်ထံလိာ်အိပ်ဖိုဉ်သကိးနံတကွပ်.

ຖ້າທ່ານຕ້ອງການບໍລິການແປພາສາ, ຕິດຕໍ່ຫ້ອງການຫົວໜ້າຜູ້ບໍລິຫານທີ່ເປີ (626) 931-7300 ຕໍ່ຫາ 7204 ຢ່າງ  
ໜ້ອຍ 48 ຊົ່ວໂມງກ່ອນການປະຊຸມ.

如果您需要翻译服务，请至少在会议  
开始前 48 小时拨打(626) 931-7300 转  
7204，联系首席执行官办公室。

Afai ete manaomia ni auaunaga faaliliu, faamolemole faafesoota'i le ofisa o le Pule Sili i le (626) 931-7300 extension 7204, a itiiti mai i le 48 itula a'o le'i faia le fono.

Tercüme hizmetine ihtiyacınız varsa, lütfen toplantıdan en az 48 saat önce (626) 931-7300 dahili 7204 numaralı telefondan İcra Kurulu Başkanının ofisiyle irtibata geçin.

Agar siz tarjima xizmatlariga ehtiyoj sezsangiz, uchrashuvdan kamida 48 soat oldin (626) 931-7300 raqamining 7204 kengaytmasi orqali Markaziy Boshqaruv Ofisiga murojaat qiling.



**Foothill Transit**

# Governing Board Meeting **AGENDA**

GOVERNING BOARD MEETING  
8:00 AM, OCTOBER 25, 2024  
Foothill Transit Administrative Office  
2<sup>nd</sup> Floor Board Room  
100 South Vincent Avenue  
West Covina, CA 91790

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. CONFIRMATION OF AGENDA BY CHAIR AND CHIEF EXECUTIVE OFFICER
5. PRESENTATIONS
  - 5.1. Gary Boyer Recognition
  - 5.2. Introduction of Foothill Transit Business Partners
  - 5.3. Contractors' Employee Recognition

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Public Comment: Any individual may request to address the Executive Board at this time. Public comments are allowed only during the Public Comment portion of the agenda. Speakers may speak only once for up to 3 minutes total time during which they may address both on- and off- agenda items. If there are any public hearings scheduled, individuals will be given an additional opportunity to comment under said items. Speakers are not permitted to yield their time to another speaker. 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) 931-7300 extension 7204, emailing [board.secretary@foothilltransit.org](mailto:board.secretary@foothilltransit.org), 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.

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 Chief Executive Officer's office at (626) 931-7300 extension 7204, at least 48 hours prior to the meeting.



8:00 AM, October 25, 2024

2<sup>nd</sup> Floor Board Room, 100 South Vincent Avenue, West Covina, CA 91790

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6. PUBLIC COMMENT

CONSENT CALENDAR: Items 7 through 9 are consent items which may be received and filed and/or approved by the board in a single motion. If any member of the Executive Board wishes to discuss a consent item, please request that the item be pulled for further discussion and potential action.

7. APPROVAL OF MINUTES FOR THE GOVERNING BOARD MEETING OF AUGUST 30, 2024

8. SEPTEMBER 2024 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY

*Recommended Action: Receive and file the Financial Statements and Investment Summary year-to-date report through September 30, 2024. The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of September 30, 2024, for the fiscal year (FY) ending June 30, 2025.*

9. FISCAL YEAR 2025 FIRST QUARTER BUDGET UPDATE

*Recommended Action: Receive and file the Fiscal Year 2025 First Quarter Budget Update.*

REGULAR AGENDA:

10. ANNOUNCEMENT OF CLUSTER 2 SPECIAL ELECTION RESULTS

11. PUBLIC OUTREACH FOR LINE 492 PILOT

*Recommended Action: Authorize the Chief Executive Officer to seek public input and conduct public outreach regarding the Line 492 Pilot.*

12. PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP) UPDATE - THIRD REVISION

*Recommended Action: Receive and file Foothill Transit's update on the Public Transportation Agency Safety Plan (PTASP).*

13. CHIEF EXECUTIVE OFFICER COMMENT

14. GOVERNING BOARD MEMBER COMMENT

15. ADJOURNMENT





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

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

**Friday, August 30, 2024  
8:00 a.m.**

**DRAFT**

**1. CALL TO ORDER**

The meeting was called to order by Chair Moss at 8:04 a.m.

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Chair Moss.

**3. ROLL CALL**

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Emmett Badar, Member Rick Crosby, Member Victor Preciado, Member Linda Freedman, Member Edward Alvarez, Member Emmanuel Estrada, Member Walt Allen, Member Gary Boyer, Member Larry G. Burrola, Member Rosario Diaz, Member Eileen Wang, Member Richard Barakat, Member Becky Shevlin, Member Felicia Williams, Member Edward Chen, Member Jessica Ancona, Member Cory Moss, Member Valerie Munoz, Member Cynthia Sternquist, Member Dr. John P. Lloyd, Member Sam Pedroza

Absent: Member Corey Calaycay, Member Cesar Garcia, Member Steve Tye, Member Hector Delgado,

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

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

5. **PRESENTATIONS**

5.1. Introduction of Foothill Transit Business Partners

Lieutenant Miguel Villasenor, Baldwin Park California Highway Patrol and PIO Joseph Davila, Baldwin Park California Highway Patrol addressed the Governing Board.

Brad Thomas, President and CEO, Keolis U.S. Transit addressed the Governing Board.

W.C. Pihl, Senior Vice President of Business Development, Transdev addressed the Governing Board.

5.2. Contractors' Employee Recognition

Doug Brockwell, General Manager, introduced the Pomona location Keolis employees of the month.

Regi Verduzco – Employee of the Month  
Anthony Wimberly – Operator of the Month

Shawn Chavira, General Manager, introduced the Arcadia location Transdev employees of the month.

Ernest Buenrostro – Employee of the Month  
Brendan Ramirez – Operator of the Month

After discussion, by Common Consent, and there being no objection, the Board recognized the operators and employees of the month.

6. **GENERAL PUBLIC COMMENT**

Lupe Carranza, ATU, addressed the Governing Board for three minutes.

**CONSENT CALENDAR**

The Executive Board took action on a single motion on items 7-9.

7. **APPROVAL OF MINUTES FOR THE ANNUAL GOVERNING BOARD MEETING OF MAY 31, 2024**

Motion by Member Boyer, second by Member Sternquist, to approve. Motion carried 21-0.



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8. **June 2024 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY**

Recommended Action: Receive and file the Financial Statements and Investment Summary year-to-date report through June 30, 2024. The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of June 30, 2024, for the fiscal year (FY) ending June 30, 2024.

The Governing Board received and filed the June 2024 Financial Statements and Investment Summary.

9. **FISCAL YEAR 2024 FOURTH QUARTER BUDGET UPDATE**

Recommendation: Receive and file the Fiscal Year 2024 Fourth Quarter Budget Update.

The Governing Board received and filed the Fiscal Year 2024 Fourth Quarter Budget Update.

**REGULAR AGENDA**

10. **CLUSTER 2 SPECIAL ELECTION NOTIFICATION**

Recommendation: Receive notification of Cluster 2 Special Election to be held on October 25, 2024.

Christina Lopez, Board Secretary, presented this item.

Ms. Lopez notified members of Cluster 2 that Executive Board Member Gary Boyer submitted his resignation as a member of the Executive Board that is effective October 24, 2025. A Special Election will be held on October 25, to fill the Cluster 2 Executive Board Member vacancy, and if needed elect an Executive Board Alternate. The newly elected Executive Board Member(s) will serve the remainder of the term, which extends through May 2026.

The Governing Board received notification of Cluster 2 Special Election to be held on October 25, 2024.

11. **FEDERAL TRANSIT ADMINISTRATION TRIENNIAL REVIEW FOR FEDERAL FISCAL YEARS (FFY 2022 - 2024)**

Recommendation: Receive and file the results of the Federal Transit Administration's (FTA) Triennial Review of Foothill Transit.

LaShawn King Gillespie, Deputy Chief Executive Officer, presented this item.

Mr. Gillespie presented the results of the FTA Triennial Review. She presented a review of the process, review areas, and schedule. She reported that at the exit conference the reviewers reported that there were no deficiencies in the management of Foothill Transit's program.

Staff responded to questions and comments from the Governing Board.

The Governing Board received and filed the results of the Federal Transit Administration's (FTA) Triennial Review of Foothill Transit.

12. **FISCAL YEAR 2024 KEY PERFORMANCE INDICATORS REPORT**

Recommendation: Receive and file the Fiscal Year 2024 Key Performance Indicators Report.

Paulina Ruiz, System Performance and Improvement Manager, presented this item.

Ms. Ruiz reported on the the overall system performance for Fiscal Year 2024. Compared to Fiscal Year 2023 in Fiscal Year 2024 there was a 17 percent increase in total boardings, 12 percent increase in fare revenue, service hours were up 5 percent, and operating expenses increased by 16 percent due to a new purchased transportation contract for the Arcadia/Irwindale Facility.

In Fiscal Year 2024, Foothill Transit achieved five out of eight key performance indicators. The indicators achieved include, schedule adherence, boardings per vehicle service, average weekday boardings, farebox recovery ratio, and average cost per vehicle service hour.

Staff responded to comments and questions from the Governing Board regarding accidents resulting in injuries, and how Foothill Transit's ridership compares to other agencies.

The Governing Board received and filed Fiscal Year 2024 Key Performance Indicators Report.

13. **CHIEF EXECUTIVE OFFICER COMMENT**

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

Mr. Barnes reported the following:

- ARCHES funding will bring in \$62 million in funding for HFC program. Staff is still in process of reviewing the contract.
- Retail space at Covina Transit Center is close to being leased to Girasol Cocina Mexicana Restaurant.
- Foothill Transit will be awarded the Business of the Year award at the SGVEP Awards Gala on October 24, 2024. Seats are available for those interested in attending.
- American Bus Benchmarking Group (ABBG) is made up of a group of transit agencies that includes Foothill Transit that come together to use common definitions for key performance indicators. Their annual conference will be held in Pasadena on September 9 - 12.
- The next Governing Board meeting is scheduled for October 25, 2024.

14. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Governing Board.

- Member Badar thanked the board for allowing him to fill-in for Member Corey Calaycay.
- Member Lloyd reported that Cal Poly Pomona and Foothill Transit continue to work on a partnership to bring a mobility hub to the campus

15. **ADJOURNMENT**

Adjournment for the August 30, 2024 Foothill Transit Governing Board Meeting.

There being no further business, the Foothill Transit Governing Board meeting adjourned at 9:19 a.m.



October 25, 2024

To: Governing Board

Subject: **September 2024 Financial Statements and Investment Summary**

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### **Recommendation**

Receive and file the Financial Statements and Investment Summary year-to-date report through September 30, 2024.

The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of September 30, 2024, for the fiscal year (FY) ending June 30, 2025.

### **Balance Sheet Analysis** (Attachment A):

#### Assets

The balance sheet, as of September 30, 2024, shows total assets at \$415.49 million. This total consists primarily of \$202.90 million in fixed assets, \$183.41 million in cash and investments and \$28.82 million in receivable and prepaid assets. Foothill Transit's cash position of \$183.41 million is \$0.84 million more than the previous month, and is \$2.28 million more than last year in September.

#### Liabilities

The accounts payable and accrued liabilities balance is \$16.29 million. Accounts payables and accrued liabilities include operation and maintenance expenses for \$13.87 million and \$1.82 million for fuel.

The deferred revenue of \$161.40 million represents funds that are reserved for planned capital expenditures, such as, upcoming bus procurements and security enhancements, and construction activities at Arcadia-Irwindale and Pomona yards.

Our current investments are held in financial instruments pursuant to Foothill Transit's investment policy. The cash balance includes \$80.30 million in liquid accounts held with Bank of Montreal (BMO) and \$10.59 million in interest bearing money market accounts with BMO.





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

Foothill Transit invested \$68.52 million in the Local Agency Investment Fund (LAIF), and invested funds in multiple certificates of deposit (CDs) with staggered maturity dates to minimize any potential cash flow concerns. The total return of investment for these CDs is projected to be \$1.04 million and potentially more when funds are re-invested after maturity. The breakdown of the investments are listed on Attachment B.

With the higher yielding money market accounts, Foothill Transit plans to allocate more money from the general checking account to money markets accounts to maximize investment opportunities while conservatively planning to meet cash flow needs.

#### **Operating and Capital Revenues and Expense Analysis** (Attachment C)

Fare revenues FY to date were up 1.86% compared to budget due to gradual ridership increases in the Los Angeles Region. TAP stored value usage have been gradually increasing throughout the FY as ridership experienced a similar increase.

Revenues for FY25 reflect application of the American Rescue Plan Additional Assistance (ARPA) federal funds. To date, Foothill Transit have spent the remaining balance of \$25 million of the emergency federal funds on operating expenses.

Operating costs through September 2024 were \$37.32 million, which is \$3.42 million less than the budget and \$5.64 million more than September 2023. The variance in operating cost as the new contract for the Arcadia Operations and Maintenance facility started in late March 2024. Of the \$37.32 million expenditures, \$29.64 million reflects operating costs for the Arcadia-Irwindale and Pomona operations contractors. Other operating expenses include fuel, which was \$2.84 million through September 2024.

Capital expenditures through September were \$1.73 million compared with \$2.48 million last year at this time. The annual budget for capital expenditures include the procurement and construction of 19 zero-emission buses and a security enhancements at the Arcadia-Irwindale and Pomona operations and maintenance facilities, and CNG equipment replacement at the Pomona



operations and maintenance facility. Due to the need to re-procure the 19 buses originally awarded to El Dorado, Foothill Transit has awarded a contract to New Flyer and anticipates the cost of these buses will be incurred in FY 2025.

**Total Disbursements** (Attachment D)

Total disbursements reflect invoices paid for the month of September 2024; 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 track the expenses properly during the month in which they actually occurred. Total disbursements for September 2024 were \$8.04 million. Capital disbursements totaled \$0.39 million and other significant disbursements include \$3.80 million to Keolis and \$2.07 million to Transdev for bus operating services.

Sincerely,

Joyce Rooney  
Director of Finance

Doran J. Barnes  
Chief Executive Officer

Attachments

# Foothill Transit Balance Sheet as of September 30, 2024

**Assets**

## Current Assets:

Cash and Investments	\$183,407,329
Due from government agencies	23,713,793
Other receivables	3,515,317
Other assets	1,594,862
Total Current Assets	\$212,231,301

## Non current Assets:

Notes receivable	356,582
Property & Equipment (net of depreciation)	202,900,239
Total Non Current Assets	203,256,821

## Total Assets

\$415,488,122

**Liabilities and Equity**

## Current Liabilities:

Accounts payable and accrued liabilities	\$16,287,943
Deferred Revenue	162,477,944
Total Liabilities	\$178,765,887

**Equity**

## Fund Balance:

Investment in Capital Assets	\$202,900,239
Current Year Change	(11,803,553)
Reserve	45,625,548
Total Equity	\$236,722,235

## Total Liabilities and Equity

\$415,488,122

**Summary of Cash and  
Investment Account  
For September 30, 2024**

	Interest Rate	Term	Principal/ Book & Market Value
Cash:			
Bank of Montreal-Reg. Checking	N/A	Demand Deposit	\$64,195,649
Petty Cash	N/A	N/A	600
Revolving Fund - Transit Stores	N/A	N/A	400
Bank of Montreal-Excise Tax/LCFS #1106	N/A	Demand Deposit	16,099,481
Bank of Montreal-Money Market #1110	3.79%	Demand Deposit	5,306,591
Bank of Montreal-Money Market #1111	3.79%	Demand Deposit	5,264,157
Bank of Montreal-LCTOP #1108	2.08%	Demand Deposit	17,201
Total Cash			<u>\$90,884,079</u>
Investments:			
LAIF Investment #1141	4.55%	Demand Deposit	\$68,523,250
Bank of Montreal - Certificate Deposit (CD)			
1 Maturity - 12/12/2024 - 12 months	5.50%	Certificate Deposit	10,000,000
2 Maturity - 06/26/2025 - 12 months	5.00%	Certificate Deposit	6,000,000
3 Maturity - 09/12/2025 - 12 months	3.266%	Certificate Deposit	8,000,000
Subtotal Investments			<u>\$92,523,250</u>
Total Cash and Investments			<u>\$183,407,329</u>



**Foothill Transit**  
**Statement of Revenue and Expense**  
**For Month Ended September 30, 2024**

	Actual YTD September 2024	Budget YTD September 2024	Variance	Actual YTD September 2023
<b>Fare Revenue</b>				
Farebox	\$961,345	\$971,511	(1.05%)	\$952,461
Pass Sales	666,427	695,749	(4.21%)	579,791
TAP Cash Purse	683,249	596,928	14.46%	573,033
MetroLink & Access Service	89,648	105,020	(14.64%)	73,821
EZ Transit Pass	46,180	32,906	40.34%	47,008
Total Operating Revenue	\$2,446,850	\$2,402,113	1.86%	\$2,226,115
<b>Operating Subsidies and Other</b>				
Transportation Development Act	\$0	\$0	-	\$4,828,110
State Transit Assistance (STA)	942,819	1,808,638	(47.87%)	-
Senate Bill 1 - STA	1,371,814	1,371,814	0.00%	-
Senate Bill 1 - STA BSCP	158,709	158,709	0.00%	-
CalTrans-LCTOP	483,811	483,811	0.00%	-
Prop A 40% Discretionary	1,550,243	1,550,243	0.00%	-
Prop A 40% BSCP	583,146	583,146	0.00%	-
Prop C BSIP	268,949	268,949	0.00%	261,115
Prop C Base Restructuring	577,673	577,674	0.00%	560,848
Prop C Transit Service Expansion	96,265	96,265	0.00%	93,461
Transit Security	321,740	321,740	0.00%	344,630
Measure R	2,072,377	2,072,377	0.00%	-
Measure M	1,395,896	1,395,896	0.00%	-
Federal ARP Act 5307	25,000,000	25,000,000	0.00%	23,362,483
Miscellaneous Transit Revenues	-	-	-	-
Total Subsidies and Other	\$34,823,442	\$35,689,261	(2.43%)	\$29,450,646
Total Operating Revenue	\$37,270,292	\$38,091,375	(2.16%)	\$31,676,762
<b>Other Revenues</b>				
Gain on Sale of Fixed Assets	\$66,692	\$0	-	\$7,310
Auxiliary Revenue	149,434	216,125	(30.86%)	188,815
Total Other Revenues	216,125	216,125	0.00%	\$196,125
Total Operating and Other Revenues	\$37,486,417	\$38,307,500	(2.14%)	\$31,872,887
<b>Operating Expenses</b>				
Customer Service & Operations	\$33,184,660	\$34,758,880	(4.53%)	\$27,998,416
Maintenance & Vehicle Technology	359,039	375,436	(4.37%)	304,952
Marketing & Communications	469,027	651,045	(27.96%)	506,919
Information Technology	625,517	980,667	(36.22%)	462,276
Administration	402,709	618,981	(34.94%)	463,174
Procurement	209,433	267,865	(21.81%)	197,554
Government Relations	145,665	215,577	(32.43%)	107,533
Finance	525,100	603,794	(13.03%)	458,708
Safety and Security	630,166	1,244,616	(49.37%)	542,912
Planning	292,588	404,073	(27.59%)	242,713
Facilities	472,124	612,849	(22.96%)	391,605
Total Operating Expenses	\$37,316,028	\$40,733,783	(8.39%)	\$31,676,762
<b>Other Expenses</b>				
Property Management	\$116,125	\$116,125	0.00%	\$116,125
Special Services	54,264	100,000	0.00%	80,000
Total Other Expenses	\$170,389	\$216,125	(21.16%)	\$196,125
Total Operating and Other Expenses	\$37,486,417	\$40,949,908	(8.46%)	\$31,872,887
<b>Capital Revenues</b>				
Capital Grants	\$1,726,678	\$26,886,015	(93.58%)	\$2,483,984
<b>Capital Expenditures</b>				
Capital Expenditures	\$1,726,678	\$26,886,015	(93.58%)	\$2,483,984

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## ATTACHMENT D

Posting Date	Document Type	Document No.	Vendor	Amount	Entry No.
09/03/24	Payment	W001555	Southern California Edison Co. ZBA	106.36	904496
09/03/24	Payment	W001556	Charter Communications Inc. ZBA	212.54	904498
09/03/24	Payment	W001557	Frontier ZBA	511.27	904500
09/03/24	Payment	W001558	Verizon Business-15043 ZBA	2,264.60	904502
09/04/24	Payment	W001559	International City Management Assoc. Retirement Co	111,282.91	904504
09/05/24	Payment	E101488	Gotcha Media Holdings, LLC	6,980.00	901534
09/05/24	Payment	10003CK	Westgate Ctr for Leadership Management Development	1,595.00	903142
09/05/24	Payment	10004CC	AT and T - 5075	42.44	903144
09/05/24	Payment	10005CK	ODP Business Solutions, LLC	138.91	903146
09/06/24	Payment	95642	ACC Business	1,080.53	901877
09/06/24	Payment	95643	Adt Security Services, Inc.	535.80	901880
09/06/24	Payment	95644	AFLAC	1,792.40	901882
09/06/24	Payment	95645	Allied Administrators for Delta Dental	14,997.52	901885
09/06/24	Payment	95646	Bashful Butler Catering	1,697.74	901887
09/06/24	Payment	95647	C.A.T. Specialties	3,329.41	901889
09/06/24	Payment	95648	CA Newspaper Service Bureau	149.90	901891
09/06/24	Payment	95649	CaliforniaChoice Benefit Administration	148,817.78	901894
09/06/24	Payment	95650	Chamber of Commerce - EM / SEM	425.00	901896
09/06/24	Payment	95651	Cintas Corporation #2	208.99	901898
09/06/24	Payment	95652	City of Industry, CNC Equestrian Management Services	700.00	901900
09/06/24	Payment	95653	Claremont After-School Programs, Inc.	500.00	901902
09/06/24	Payment	95654	Coalition for Clean Air	7,000.00	901904
09/06/24	Payment	95655	Digium Cloud Services, LLC	2,828.51	901907
09/06/24	Payment	95656	Greater West Covina Business Assoc.	1,500.00	901909
09/06/24	Payment	95657	Hendy Satya	25.00	901911
09/06/24	Payment	95658	Our Lady of Assumption Church	500.00	901913
09/06/24	Payment	95659	Puente Hills Mitsubishi	247.13	901915
09/06/24	Payment	95660	Sensis Inc	9,964.98	901918
09/06/24	Payment	95661	The Poly Post	5,560.00	901920
09/06/24	Payment	95662	Thomas J. Koontz	366.03	901922
09/06/24	Payment	95663	Vision Service Plan - (CA)	2,974.89	901925
09/06/24	Payment	95664	Pre-Paid Legal Services, Inc	144.55	901927
09/06/24	Payment	95665	HealthiestYou	1,177.00	901930
09/06/24	Payment	95666	Landmark Healthplan of California, Inc.	2,609.07	901933
09/06/24	Payment	10006CC	ECAMSECURE	7,059.80	903148
09/06/24	Payment	10007CC	ECAMSECURE	6,457.54	903150
09/06/24	Payment	10008CC	ECAMSECURE	8,978.04	903152
09/06/24	Payment	10009CC	ECAMSECURE	7,753.10	903154
09/06/24	Payment	W001560	Verizon Business-15043 ZBA	42.06	904506
09/06/24	Payment	W001561	AT and T- 5019 ZBA	943.55	904508
09/06/24	Payment	W001562	Verizon Business-15043 ZBA	3,757.73	904510
09/09/24	Payment	E101507	Elerts Corporation	13,125.00	903156
09/09/24	Payment	E101508	Powell Consulting DC, LLC	6,000.00	903158
09/09/24	Payment	W001563	Frontier ZBA	257.06	904512
09/09/24	Payment	W001564	The Gas Co. ZBA	351.97	904514
09/10/24	Payment	E101509	Thompson Coburn LLP	3,421.26	903160
09/10/24	Payment	E101510	Darold D. Pieper Attorney at Law	9,377.00	903162
09/10/24	Payment	W001565	Frontier ZBA	452.64	904516
09/11/24	Payment	E101511	Life Insurance Company of North America	6,875.91	903164
09/12/24	Payment	95667	Birdi Systems, Inc.	6,443.09	902647

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Posting Date	Document Type	Document No.	Vendor	Amount	Entry No.
09/12/24	Payment	95668	CA Newspaper Service Bureau	153.86	902649
09/12/24	Payment	95669	CMAX Commercial Maintenance Inc	2,500.00	902651
09/12/24	Payment	95670	Concur Technologies, Inc.	2,703.25	902653
09/12/24	Payment	95671	Donald Luey	63,993.36	902655
09/12/24	Payment	95672	Grainger	52.63	902657
09/12/24	Payment	95673	Green Thumb Indoor Plant	738.75	902660
09/12/24	Payment	95674	Pride Industries One Inc.	1,757.31	902662
09/12/24	Payment	95675	Qualified Mobile, Inc.	363.01	902664
09/12/24	Payment	95676	Tri - Signal Integration, Inc.	175.00	902670
09/12/24	Payment	95677	United Site Services of California, Inc.	1,657.84	902673
09/12/24	Payment	10010CC	Suburban Water Systems	450.27	903166
09/12/24	Payment	10011CC	Suburban Water Systems	570.92	903168
09/12/24	Payment	10012CC	Suburban Water Systems	175.58	903170
09/12/24	Payment	10013CK	Steven Leonard Gandara	64.59	903172
09/12/24	Payment	10014CC	Walnut Valley Water District	318.26	903174
09/12/24	Payment	10015CK	Qualified Mobile, Inc.	337.08	903176
09/12/24	Payment	10016CC	SmartRise Elevator Service Inc	383.00	903178
09/12/24	Payment	10017CC	Tri - Signal Integration, Inc.	500.00	903180
09/12/24	Payment	E101512	Apollo Electric	8,850.00	903182
09/12/24	Payment	W001566	Azusa Light & Water ZBA	60.53	904518
09/12/24	Payment	W001567	Azusa Light & Water ZBA	100.59	904520
09/12/24	Payment	W001568	Azusa Light & Water ZBA	102.93	904522
09/12/24	Payment	W001569	Azusa Light & Water ZBA	137.27	904524
09/12/24	Payment	W001570	Azusa Light & Water ZBA	517.26	904526
09/12/24	Payment	W001571	AT and T- 5019 ZBA	753.08	904528
09/12/24	Payment	W001572	Frontier ZBA	1,793.95	904530
09/12/24	Payment	W001573	Verizon Business-15043 ZBA	3,630.23	904532
09/12/24	Payment	W001574	Verizon Business-15043 ZBA	16,769.44	904534
09/13/24	Payment	95678	Check for Vendor V1448	68,820.00	902675
09/13/24	Payment	10018CK	TransitTalent.com LLC	155.00	903184
09/13/24	Payment	10019CK	Thomas J. Koontz	6,252.00	903186
09/13/24	Payment	10020CK	Thomas J. Koontz	1,544.00	903188
09/13/24	Payment	10021CK	Thomas J. Koontz	6,252.00	903190
09/13/24	Payment	E101513	Connixt, Inc.	211,596.00	903192
09/13/24	Payment	E101514	AVI-SPL LLC	280.77	903194
09/13/24	Payment	E101515	AVI-SPL LLC	763.91	903196
09/13/24	Payment	W001575	Courval Scheduling Inc. ZBA	4,221.00	904536
09/13/24	Payment	W001576	Wright Express ZBA	231.71	904538
09/13/24	Payment	W001577	Frontier ZBA	960.14	904540
09/16/24	Payment	W001578	Athens Services- 54957 ZBA	271.38	904542
09/16/24	Payment	W001579	Athens Services- 54957 ZBA	1,370.09	904544
09/17/24	Payment	E101516	ChargePoint, Inc.	20,787.00	903198
09/17/24	Payment	E101517	Keolis Transit America, Inc.	22,500.00	903200
09/17/24	Payment	E101518	Clean Energy	13,750.00	903202
09/17/24	Payment	E101519	Transdev Services, Inc.	4,494.89	903204
09/17/24	Payment	E101520	Life Insurance Company of North America	6,627.59	903206
09/17/24	Payment	W001580	Verizon Business-15043 ZBA	993.34	904546
09/17/24	Payment	W001581	AT and T ZBA	1,721.63	904548
09/17/24	Payment	W001582	Verizon Business-15043 ZBA	2,591.52	904550
09/18/24	Payment	E101521	AVI-SPL LLC	159.29	903208
09/18/24	Payment	E101522	Transdev Services, Inc.	6,629.85	903210

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Posting Date	Document Type	Document No.	Vendor	Amount	Entry No.
09/18/24	Payment	E101523	Transdev Services, Inc.	14,589.51	903212
09/18/24	Payment	W001583	International City Management Assoc. Retirement Co	58,164.40	904552
09/18/24	Payment	W001584	BMO Financial Group-Corporate Credit Card ZBA	44,044.14	904554
09/19/24	Payment	95679	Azteca Landscape	4,845.68	902715
09/19/24	Payment	95680	B and H Foto and Electronics Corp.	649.01	902718
09/19/24	Payment	95681	CA Newspaper Service Bureau	303.76	902721
09/19/24	Payment	95682	CDW Government Inc.	3,676.07	902723
09/19/24	Payment	95683	Cintas Corporation #2	537.43	902725
09/19/24	Payment	95684	Corodata Records Management, Inc.	93.50	902727
09/19/24	Payment	95685	Crowe LLP	23,500.00	902729
09/19/24	Payment	95686	E.S.G.Valley Japanese Community Ctr	1,000.00	902731
09/19/24	Payment	95687	ECAMSECURE	23,951.95	902733
09/19/24	Payment	95688	Fleet Refinishing So Cal Wraps	300.04	902735
09/19/24	Payment	95689	God's Pantry	2,500.00	902737
09/19/24	Payment	95690	Home Depot Credit Services	1,839.54	902739
09/19/24	Payment	95691	IMPEX Technologies, Inc.	149,805.83	902741
09/19/24	Payment	95692	Insight Public Sector, Inc.	6,871.45	902743
09/19/24	Payment	95693	Iteris, Inc.	62,225.92	902745
09/19/24	Payment	95694	ODP Business Solutions, LLC	469.65	902748
09/19/24	Payment	95695	Pre-Paid Legal Services, Inc	144.55	902750
09/19/24	Payment	95696	Qualified Mobile, Inc.	285.23	902752
09/19/24	Payment	95697	San Gabriel Valley Economic	2,200.00	902754
09/19/24	Payment	95698	Skyline Pest Control	115.00	902756
09/19/24	Payment	95699	Stantec Architecture	6,368.50	902758
09/19/24	Payment	95700	State of California Department of Transportation	18,103.20	902760
09/19/24	Payment	95701	Tangled Web Solutions: Investigations & Consulting	311.25	902762
09/19/24	Payment	95702	Thomas J. Koontz	767.34	902764
09/19/24	Payment	95703	T-Mobile USA Inc.	779.04	902766
09/19/24	Payment	95704	Van Dermyden Makus Law Corporation	1,020.00	902768
09/19/24	Payment	95705	Walnut Valley Water District	193.90	902770
09/19/24	Payment	95706	Zonar Systems Inc.	6,035.00	902773
09/19/24	Payment	E101524	Clean Energy	143,327.14	903214
09/19/24	Payment	E101525	Keolis Transit America, Inc.	167,306.25	903216
09/19/24	Payment	E101526	Prestige Analytics, Inc.	20,400.00	903218
09/19/24	Payment	E101527	Dean Gazzo Roistacher LLP	455.70	903220
09/19/24	Payment	E101528	Dean Gazzo Roistacher LLP	998.20	903222
09/19/24	Payment	E101529	Transdev Services, Inc.	58,727.53	903224
09/19/24	Payment	E101530	Transdev Services, Inc.	58,727.53	903226
09/20/24	Payment	10023CK	EarthLink, LLC	950.00	903228
09/20/24	Payment	10024CK	EarthLink, LLC	600.00	903230
09/20/24	Payment	10025CC	Granite Telecommunications, LLC	15,420.56	903232
09/20/24	Payment	W001585	Azusa Light & Water ZBA	179.31	904556
09/23/24	Payment	E101531	Thompson Coburn LLP	34,028.87	903234
09/23/24	Payment	E101532	Transdev Services, Inc.	2,049,253.03	903236
09/23/24	Payment	E101533	RTS Solutionz, Inc.	2,704.68	903238
09/23/24	Payment	W001586	Southern California Edison Co. ZBA	2,960.79	904558
09/23/24	Payment	W001587	Southern California Edison Co. ZBA	40,091.55	904560
09/24/24	Payment	E101534	Stantec Consulting Services Inc.	2,268.50	903240
09/24/24	Payment	E101535	Translating Services, Inc.	36.25	903242
09/24/24	Payment	E101536	Transdev Services, Inc.	6,609.91	903244



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Posting Date	Document Type	Document No.	Vendor	Amount	Entry No.
09/24/24	Payment	E101537	Apollo Electric	3,731.00	903246
09/24/24	Payment	10026CK	Thomas J. Koontz	305.39	903505
09/24/24	Payment	10027CK	Qualified Mobile, Inc.	311.16	903507
09/25/24	Payment	10028CK	Industry Public Utility Commission	1,400.48	904003
09/25/24	Payment	10029CC	SmartRise Elevator Service Inc	1,330.00	904005
09/25/24	Payment	10030CK	Grainger	131.21	904007
09/25/24	Payment	W001588	Southern California Edison Co. ZBA	453.66	904562
09/25/24	Payment	W001589	Southern California Edison Co. ZBA	20,252.10	904564
09/26/24	Payment	E101538	AlxTel, Inc.	17,360.00	903509
09/26/24	Payment	95707	A1 Event & Party Rentals	514.30	903601
09/26/24	Payment	95708	ACE Pelizon Plumbing	588.00	903603
09/26/24	Payment	95709	ATKINSON ANDELSON LOYA RUUD AND ROMO	2,224.50	903605
09/26/24	Payment	95710	B and H Foto and Electronics Corp.	1,614.32	903607
09/26/24	Payment	95711	Birdi Systems, Inc.	7,234.51	903609
09/26/24	Payment	95712	C.A.T. Specialties	635.96	903612
09/26/24	Payment	95713	CA Newspaper Service Bureau	264.74	903614
09/26/24	Payment	95714	Commercial Building Management Services, Inc.	4,996.97	903616
09/26/24	Payment	95715	Commercial Door Metal Systems, Inc.	2,757.05	903618
09/26/24	Payment	95716	Connecta Satellite Solutions LLC	128.74	903620
09/26/24	Payment	95717	Diamond Environment Services LP	683.79	903622
09/26/24	Payment	95718	EarthLink, LLC	1,000.00	903624
09/26/24	Payment	95719	Envision WC Toy Auto LLC	46.40	903626
09/26/24	Payment	95720	Fleet Refinishing So Cal Wraps	8,220.74	903628
09/26/24	Payment	95721	Houalla Enterprises, Ltd.	29,323.82	903631
09/26/24	Payment	95722	Lourdes L. Alvarez	334.34	903633
09/26/24	Payment	95723	Paseo Pasadena Hotel Investment, LLC	7,742.66	903636
09/26/24	Payment	95724	Pulsar Advertising	36,147.75	903642
09/26/24	Payment	95725	TransitTalent.com LLC	155.00	903644
09/26/24	Payment	95726	Tri - Signal Integration, Inc.	1,983.65	903646
09/26/24	Payment	10031CK	County of L.A. - Sheriff's Dept.	91,551.46	904009
09/26/24	Payment	W001590	Frontier ZBA	78.79	904566
09/26/24	Payment	W001591	ReadyRefresh ZBA	79.91	904568
09/27/24	Payment	10032CK	HD Supply Facilities Maintenance	434.91	904011
09/27/24	Payment	E101539	Keolis Transit America, Inc.	445.39	904013
09/27/24	Payment	E101540	Matthew Nakano	208.67	904015
09/27/24	Payment	E101541	Transdev Services, Inc.	17,627.91	904017
09/27/24	Payment	E101542	Gotcha Media Holdings, LLC	6,980.00	904019
09/27/24	Payment	E101543	Jorge Anthony Quintana Jr.	320.41	904021
09/27/24	Payment	E101544	AlxTel, Inc.	3,399.20	904023
09/27/24	Payment	E101545	Thompson Coburn LLP	4,019.40	904025
09/27/24	Payment	W001592	GIRO Inc. ZBA	22,761.00	904570
09/30/24	Payment	E101546	Transdev Services, Inc.	7,522.47	904027
09/30/24	Payment	E101547	Transdev Services, Inc.	9,217.03	904029
09/30/24	Payment	E101548	Keolis Transit America, Inc.	1,340,059.36	904031
09/30/24	Payment	E101549	Stantec Consulting Services Inc.	1,299.00	904033
09/30/24	Payment	E101550	Keolis Transit America, Inc.	2,437,384.37	904035
09/30/24	Payment	W001593	Quadient Finance USA, Inc.	560.00	904572
General Checking				8,042,703.32	



October 25, 2024

To: Governing Board

Subject: **Fiscal Year 2025 First Quarter Budget Update**

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### **Recommendation**

Receive and file the Fiscal Year 2025 First Quarter Budget Update.

### **Analysis**

As of September 30, 2024, Foothill Transit is \$3.4 million under the approved year-to-date operating budget of \$40.7 million. The organization is continuing to work toward achievement of its goals and objectives identified in the FY2025 Business Plan and Budget.

### **Operating Accomplishments**

Foothill Transit prioritizes safety of customers and staff as its highest priority. Each department has continued to work diligently to deliver service to Foothill Transit customers throughout the San Gabriel and Pomona Valleys.

Operating accomplishments during the first quarter of FY2025 included the following: continued daily operations of all Foothill Transit service with approximately 99% of service hour delivery; operations of Rose Bowl service for the summer concert series and the kickoff of UCLA football season; continued transition of a new operating and maintenance contract at the Arcadia Irwindale facility; continued operations of hydrogen fuel cell buses and extended Silver Streak Service to Cal Poly Pomona; increased security presence on-board and at all Foothill Transit facilities; and successful marketing campaigns that have boosted ridership with students' return to school. Each department has remained within their fiscal constraints while working to achieve their goals for the year.

### **Capital Program Accomplishments**

Through the first quarter of Fiscal Year 2025, Foothill Transit has spent about \$1.8 million across its capital program of 72 projects. Included are expenditures related to the purchase of 19 hydrogen fuel cell buses and 24 zero-emission double deck buses, which the executive board approved in September. Work has also continued on the bus heavy maintenance program, which prioritizes the state of good repair of Foothill Transit's fleet to promote safety and reliability of service. Consulting work is being completed for the



expansion of hydrogen technology and the procurement process is underway to build a new station at the Arcadia Irwindale facility. The Facilities team has also continued work on the Pomona steam bay lift replacement and Arcadia HVAC replacement. The Information Technology team continues to work to improve its data center to ensure business continuity and a secure cyber space for the organization. As we look forward to the rest of the fiscal year, we expect to incur more expenditures related to progress payments of the 19 fuel cell buses and continued progress for facility and information technology related investments.

### **Budget Impact**

Through the first quarter, Foothill Transit is experiencing its most significant operating underruns in Purchased Transportation and Fuel. Most of this underrun allows flexibility for Foothill Transit to adjust service to meet customer demand. We are also experiencing underruns related to professional and technical services and other contracted services. This is largely due to the timing of invoices as consultants are used throughout the year on various projects. In addition, we expect to continue incurring additional supplemental law enforcement fees amid an increased security presence throughout our system, which will result in the reduction of the overall budget variance.

Foothill Transit collected \$2.5 million of fare revenues through the first quarter of FY2025. This is slightly above the targeted fare revenue of \$2.4 million. Fare revenues are trending similarly to prior year and performance is on target with the budget despite not having a summer sale promotion this year.

The budget will continue to be reviewed and analyzed on a quarterly basis to ensure budget adherence and identify any future improvements.

Sincerely,

Jorge Quintana  
Budget and Grants Manager

Doran J. Barnes  
Chief Executive Officer

Joyce Rooney  
Director of Finance

Attachment

**TOTAL BUDGET BY DEPARTMENT**  
**FY 2025 QUARTERLY BUDGET VARIANCE REPORT QTR 1**  
**07/01/2024 to 09/30/2024**

Dept #	DEPARTMENTS	Annual Budget	Budget Y-T-D	Actual Y-T-D	Variance Fav(unf)
10	Customer Service & Operations	\$ 137,904,960	\$ 34,758,880	\$ 33,184,660	\$ 1,574,220
11	Maintenance & Vehicle Technology	1,575,530	375,436	359,039	16,397
20	Marketing and Communications	2,604,190	651,045	469,027	182,018
30	Information Technology	2,870,760	980,667	625,517	355,150
40	Administration	2,300,920	618,981	402,709	216,272
41	Procurement	1,097,460	267,865	209,433	58,432
42	Government Relations	862,290	215,577	145,665	69,912
60	Finance	2,408,990	603,794	525,100	78,694
70	Safety and Security	4,978,460	1,244,616	630,166	614,450
80	Planning	1,616,290	404,073	292,588	111,485
90	Facilities	2,581,590	612,849	457,479	155,370
	<b>TOTAL</b>	<b>\$ 160,801,440</b>	<b>\$ 40,733,783</b>	<b>\$ 37,301,383</b>	<b>\$ 3,432,400</b>



October 25, 2024

To: Governing Board

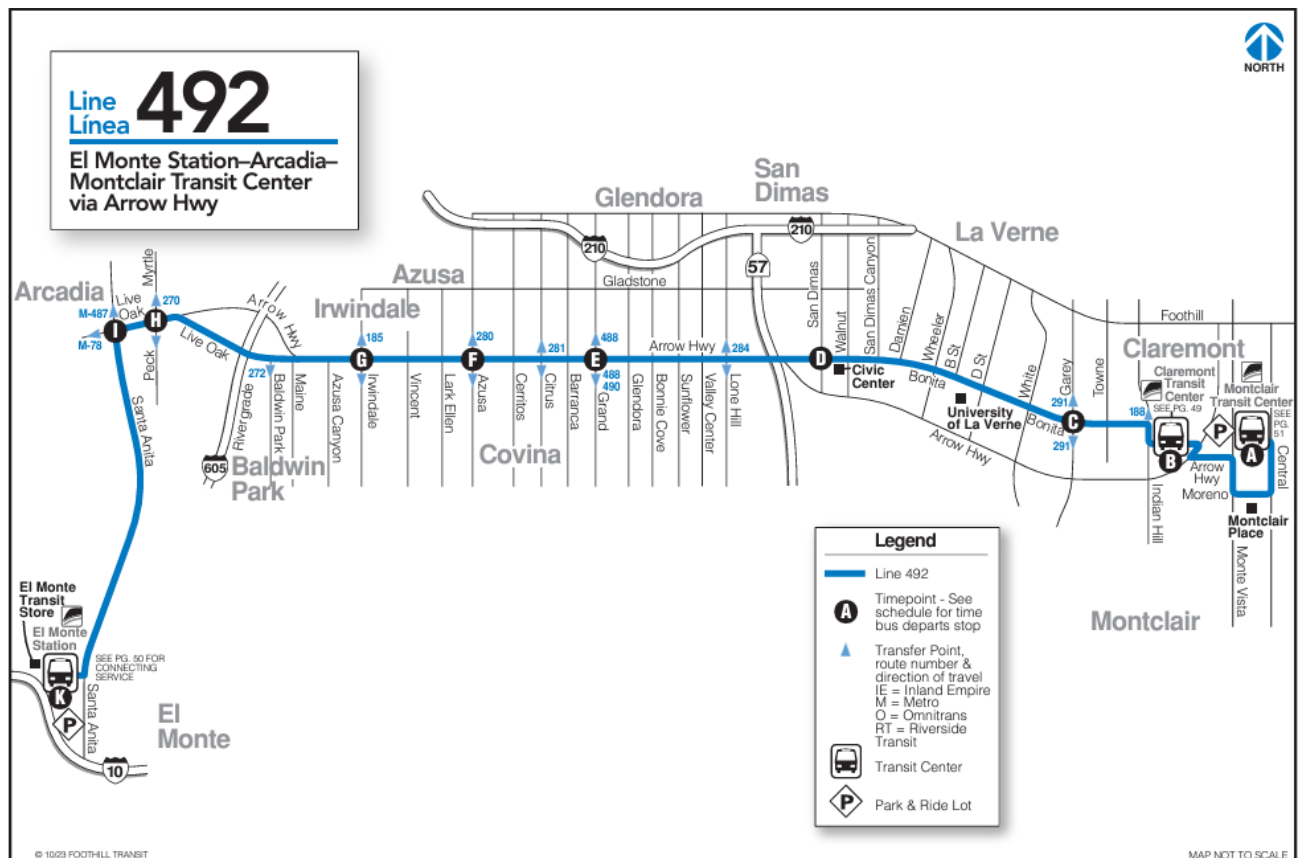
Subject: **Public Outreach for Line 492 Pilot**

## Recommendations

Authorize the Chief Executive Officer to seek public input and conduct public outreach regarding the Line 492 Pilot.

## Analysis

Line 492 travels between El Monte Station and Montclair Transit Center along Arrow Highway. At the April 2024 service change, the Executive Board approved the frequency modification from thirty minutes to twenty minutes throughout the day for weekday service to augment Foothill Transit's Frequent Network.







Foothill Transit's Frequent Network are lines that travel on key corridors in the service area at twenty minutes or better frequency. Since the implementation of the increased of frequency, Line 492 has seen a nineteen percent increase in ridership when compared to the same period last year. See chart below.

Before Change			After Change		
Month	Ridership		Month	Ridership	Change
Apr-23	39,800		Apr-24	49,509	24%
May-23	42,639		May-24	51,193	20%
Jun-23	42,461		Jun-24	46,094	9%
Jul-23	40,257		Jul-24	48,853	21%
Aug-23	44,442		Aug-24	52,439	18%
Sept-23	43,243		Sept-24	51,539	19%
Total	252,842		Total	299,627	19%

### **Public Outreach and Next Steps**

Since the Line 492 pilot affects more than 25 percent of the service hours, this is considered a major service change. Foothill Transit staff will conduct the necessary outreach and review as required by the Federal Transit Administration to ensure changes have no disparate impacts on Black, Indigenous, and other People of Color or disproportionate burden on low income populations in our service area.

Foothill Transit will hold a public hearing to gather public comments on the frequency change to Line 492. At the conclusion of the Public Comment period and Public Hearing, staff will review the comments and bring back a recommendation to the Governing Board to determine if the proposed change will become permanent.



The table below outlines the next steps with anticipated timelines for various outreach gatherings.

<b>Next Steps</b>	
Authorization to seek Governing Board to conduct public outreach by Executive Board	August 30, 2024
Seek Governing Board authorization to conduct public outreach	October 2024
Conduct Public Outreach in accordance with Title VI, including Public Hearing	November/ December 2024
Present final recommendations to the Executive Board	December 2024
Present final recommendations to the Governing Board for approval	January 2025

### **Budget Impact**

The increased frequency to Line 492 has been programmed in the FY 24-25 purchased transportation budget.

Sincerely,

Henry Lopez  
Transit Planner

Doran J. Barnes  
Chief Executive Officer



October 25, 2024

To: Governing Board

Subject: **Public Transportation Agency Safety Plan (PTASP) Update - Third Revision**

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### **Recommendation**

Receive and file Foothill Transit's update on the Public Transportation Agency Safety Plan (PTASP).

### **Analysis**

Foothill Transit's mission is to be the premier public transit provider committed to safety, courtesy, quality, responsiveness, efficiency, and innovation. Listed first among Foothill Transit's organizational values is Accountability that drives a strong focus on safety.

In keeping with Foothill Transit's organizational focus on safety, we have developed a robust safety and security program in partnership with our two transit Contractors. As the Security and Emergency Preparedness Plan drives "security" posture the Public Transportation Safety Plan drives "safety". Our business model demands the Contractors be responsible for the safety and security of the passengers and Facilities and Equipment provided by Foothill Transit for the Contractor's use. Furthermore, the Contractors must work cooperatively with Foothill Transit staff, other Contractors, and local, state, and federal representatives in developing and implementing security procedures (Sec. 20 (a) Contractor language). Therefore, the "necessity for compatibility with equipment and services already in use" is firmly based on the contractual agreement of "working cooperatively" in the interest of employee, Contractor, and passenger safety.

On July 19, 2019, the Federal Transportation Administration (FTA) mandated all public transit agencies that receive federal funding create, approve, and implement their own Public Transportation Agency Safety Plan (PTASP) no later than July 20, 2020. As a result, the Executive Board adopted Foothill Transit's PTASP on January 31, 2020.

In the summer of 2021, staff accompanied our partners from APTA for a robust internal audit where they interviewed, examined, and inspected key personnel and policies. Implementing the Safety Management Systems (SMS)



for continual overall improvement was the goal of the audit and the program was aligned with Safety Management Systems as well as the requirements from the FTA State Safety Oversight (49 U.S.C. Part 674) and Public Transportation Agency Safety Plan (49 U.S.C. Part 673 Rules). The criteria for the audit contained the most cutting edge and advanced safety issues in the Public Transportation industry. The last APTA audit prior to this one was in August 2017.

On December 17, 2021, the APTA auditors provided a high-level overview of the audit to the Governing Board and staff used the findings for future planning and maintaining a contemporary and practical PTASP.

On June 24, 2022, the Executive Board adopted the second revision to Foothill Transit's PTASP with the significant change of Foothill Transits' formal tracking of bus operator assaults.

On September 27, 2024, the Executive Board adopted the third revision to Foothill Transit's PTASP with the significant change of Foothill Transits' formal tracking of bus operator assaults. This revised version of the PTASP is available to the Governing Board upon request.

### **Budget Impact**

Funds for the PTASP program are included in the adopted in the FY2025 Business Plan and Budget.

Sincerely,

John Curley  
Chief of Safety and Security

Doran J. Barnes  
Chief Executive Officer