



Foothill Transit

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

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

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

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.

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.

Ms. 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.

Prepared by:



Christina Lopez, Board Secretary

Approved on: 10/25/2024