



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, September 27, 2024
8:00 a.m.**

1. CALL TO ORDER

The meeting was called to order by Chair Moss at 8:11 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 Gary Boyer, Member Corey Calaycay, Member Cynthia Sternquist, Chair Cory Moss

Vice Chair Becky Shevlin temporarily absent.

Vice Chair Shevlin joined the meeting at 8:12 a.m.

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

There were no presentations by Foothill Transit business partners.

5.2. Contractors' Employee Recognition

Jeffrey Moore, Assistant General Manager, introduced the Pomona location Keolis employees of the month.

Lorena Serrano - Employee of the Month

Rosa Molina – Operator of the Month

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

Dina Reab – Employee of the Month

Vivian Morales – 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. PUBLIC COMMENT

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

CONSENT CALENDAR

The Executive Board took action on a single motion on items 7-13.

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

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

8. AUGUST 2024 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY

Recommendation: Receive and file the Financial Statements and Investment Summary year-to-date report through August 31, 2024. The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of August 31, 2024, for the fiscal year (FY) ending June 30, 2025.

The Executive Board received and filed the August 2024 Financial Statements and Investment Summary.

9. SEPTEMBER 2024 PROCUREMENT MONTHLY REPORT

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

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

10. **MT. SAN ANTONIO COLLEGE BALLOT MEASURE V**

Recommendation: Adopt a SUPPORT position on November 2024 Ballot Measure V.

Motion by Vice Chair Shevlin, second by Member Sternquist, to adopt.
Motion carried 4-0. Member Calaycay abstained.

11. **TRANSPORTATION FUND EXCHANGE - CITY OF SAN DIMAS**

Recommendation: Authorize the Chief Executive Officer to enter into an agreement with the City of San Dimas to exchange Foothill Transit general use funds for Proposition A Transportation Local Return funds and to negotiate final terms and conditions.

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

12. **RESOLUTION FOR THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM**

Recommendation: Adopt the following resolution: Resolution No. 2024-09: Authorization for the Execution of the Certifications and Assurances for the California State of Good Repair Program (Attachment A).

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

13. **TITLE VI ANALYSIS UPDATE FOR POMONA TRANSIT STORE**

Recommendation: Receive and file the Title VI analysis update report for the closure of Pomona Transit Store (PTS).

The Executive Board received and filed the Title VI Analysis Update for Pomona Transit Store.

REGULAR AGENDA

14. **PUBLIC TRANSPORTATION AGENCY SAFETY PLAN UPDATE - THIRD REVISION**

Recommendation: Adopt Foothill Transit's Public Transportation Agency Safety Plan (PTASP).

John Curley, Chief of Safety and Security, presented this item.

Mr. Curley presented an overview and reviewed proposed revisions to Foothill Transit's formal tacking of bus operator assaults. He also reviewed the safety performance categories, which include fatalities, preventable collisions, injuries, safety events, system reliability, and transit worker assaults.

Staff responded to questions and comments from the Executive Board regarding recent incidents, and the Metro bus hijacking.

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

15. **AUTHORIZATION TO PURCHASE 12 ADDITIONAL BATTERY ELECTRIC DOUBLE-DECK BUSES**

Recommendation: In lieu of the previous purchase of 12 Battery Electric Double Deck buses, authorize the Chief Executive Officer to purchase a total of 24 Electric Double-Deck buses under Contract No. 24-055 with Alexander Dennis for the total amount of Forty-Five Million Four Hundred Twenty-One Thousand Five Hundred Fifty-Four (\$45,421,554), exclusive of California sales and use tax.

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

Mr. Cordero reported that the Fiscal Year 2025 Life of Project budget for the zero emissions double-deck buses has increased to \$48 million. This would allow for the purchase of 12 additional buses, bringing the grand total to 24 zero emissions double-deck buses. The new buses will be operated on the Silver Streak route.

Staff responded to questions regarding the buses longevity, warranty, and bike racks.

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

16. **DUARTEBUS SERVICE AGREEMENT NO. 18-007 - OPTION EXERCISE**

Recommendation: Authorize the Chief Executive Officer to enter into the second of two three-year options on our Agreement No. 18-007 with the City of Duarte to operate the duartEbus service.

Joe Raquel, Director of Planning, presented this item.

Mr. Raquel reported that Foothill Transit assumed operations of the city's fixed route bus service six years ago. The first three-year option of the Memorandum of Understanding with the city expires on October 31, 2024. At Duarte's last council meeting the council approved exercising the second three-year option to have Foothill Transit to continue to operate the service through October 31, 2027.

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

17. **AUTHORIZATION TO ISSUE REQUEST FOR PROPOSALS FOR TEMPORARY MOBILE REFUELER**

Recommendation: Authorize the Chief Executive Officer to issue Request for Proposals (RFP) No. 25-022 for a temporary mobile refueler at the Arcadia/Irwindale Operations and Maintenance Facility.

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

Mr. Cordero reported that construction of the hydrogen infrastructure at the Arcadia/Irwindale facility is scheduled for completion in the third quarter of 2026. Delivery of the 19 fuel cell buses is scheduled to begin in November 2025. The temporary mobile refueler is needed in order to do acceptance testing of the buses and the mobile refueler will stay for six months, once the hydrogen infrastructure is complete in case of any system failures.

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

18. **AUTHORIZATION TO AWARD SOLE SOURCE CONTRACT FOR BUS ROUTER REPLACEMENT**

Recommendation: Authorize the Chief Executive Officer to enter into a sole source agreement with Avail Technologies, Inc. in the amount of \$2,327,180 for the replacement and support of the Cradle Point Routers on the Foothill Transit fleet.

Joe Raquel, Director of Planning, presented this item.

Mr. Raquel reported that the mobile routers are one of the key components of the computer aided dispatch and automatic vehicle location (CAD/AVL) system. They transmit data between buses and the Avail system. The current routers on the buses were installed over ten years ago. The new routers support the 5G cellular network, which will transmit data faster.

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

19. **PUENTE HILLS MALL TRANSIT CENTER UPDATE**

Recommendation: Receive and file the Puente Hills Mall Transit Center Update.

Joe Raquel, Director of Planning, presented this item.

Mr. Raquel provided an update on the Puente Hills Mall Transit Center. The mall was sold to RCB Equities in August 2024. The new mall owners have reached out to Foothill Transit indicating their desire to extend the lease for another year at the same rate of \$5,000 per month.

The Executive Board received and filed the Puente Hills Mall Transit Center Update.

20. **CHIEF EXECUTIVE OFFICER COMMENT**

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

Mr. Barnes reported the following:

- Rose Bowl shuttle services have begun for UCLA football games.
- Clean Air Day is October 2, and Foothill Transit will be offering free rides.
- A celebration of Congresswoman Grace Napolitano is scheduled on November 7, 2024.

- A presentation on the ARCHES Program will be presented at the next board meeting.
- The APTA TRANSform Conference is taking place September 29 through October 2. Chair Moss and Member Sternquist will be participating.
- Mr. Barnes will be participating in the Transit Research Board meeting and the California Joint Powers Insurance Authority – Risk Management Forum.
- The December 13, 2024, Executive Board Meeting start time may be adjusted.
- A draft of the 2025 Meeting Schedule will be sent to the Executive Board for feedback.

21. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Executive Board.

- Member Shevlin stated she is thankful for Foothill Transit's de-escalation training. She expressed that mental health issues need to be addressed.

22. **ADJOURNMENT**

Adjournment for the September 27, 2024, Foothill Transit Executive Board Meeting.

There being no further business, the Foothill Transit Executive Board meeting adjourned at 9:33 a.m.

Prepared by:



Christina Lopez, Board Secretary

Approved on: 10/25/2024