



Foothill Transit

EXECUTIVE BOARD MEETING

West Covina, CA
Friday, January 30, 2026



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.

EMBRACIVE

We are committed to creating a culture that enthusiastically embraces and supports the active participation of all team members, valuing the unique perspectives and life experiences 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.



Foothill Transit

Executive Board Meeting **AGENDA**

EXECUTIVE BOARD MEETING
8:00 AM, JANUARY 30, 2026
Foothill Transit Administrative Office
2nd Floor Board Room
100 South Vincent Avenue
West Covina, CA 91790

1. CALL TO ORDER
2. ROLL CALL
3. CONFIRMATION OF AGENDA BY CHAIR AND CHIEF EXECUTIVE OFFICER
4. PUBLIC COMMENT
5. PRESENTATIONS
 - 5.1. Introduction of Foothill Transit Business Partners

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 2 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, 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.



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CONSENT CALENDAR: Items 6 through 7 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.

6. APPROVAL OF MINUTES FOR THE REGULAR MEETING OF DECEMBER 12, 2026

7. JANUARY 2026 PROCUREMENT MONTHLY REPORT

Recommended Action: Receive and file the Procurement Monthly Report for January 2026.

REGULAR AGENDA:

8. CITY OF WEST COVINA BUS STOP ENHANCEMENT PROGRAM AWARD

Recommended Action: Authorize the Chief Executive Officer to award the city of West Covina a Bus Stop Enhancement Award in the amount of \$350,000.

9. CHIEF EXECUTIVE OFFICER COMMENT

10. BOARD MEMBER COMMENT

11. 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

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

Property Address/Location: APN: 8265-004-041

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

Negotiating Parties: Puente Hills Land Venture

Under Negotiation: Price and Terms



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13. CLOSED SESSION REPORT

14. ADJOURNMENT

The Executive Board Strategic Planning Session
is scheduled for
Friday, February 27, 2026, at 8:00 a.m.



**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 12, 2025
8:30 a.m.**

DRAFT

1. CALL TO ORDER

The meeting was called to order by Chair Shevlin at 8:36 a.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice Chair Sternquist.

3. ROLL CALL

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Edward Alvarez, Member Corey Calaycay, Member Cory Moss, Vice Chair Cynthia Sternquist, Chair Becky Shevlin

4. CONFIRMATION OF AGENDA BY CHAIR AND CHIEF EXECUTIVE OFFICER

Doran Barnes, Chief Executive Officer, requested that Public Comment be taken prior to Item 5, Presentations.

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

5. PRESENTATIONS

5.1. Introduction of Foothill Transit Business Partners

Laura Hendricks, Chief Executive Officer, Transdev, addressed the Governing Board.

Susan Sweat, Chief Operating Officer Transit, Transdev, addressed the Governing Board.

Ryan Adams, Executive Vice President of Market Development and Innovation, Keolis, addressed the Governing Board.

Lisa Wharton, Account Executive, Pulsar Advertising, addressed the Governing Board.

5.2. Contractors' Employee Recognition

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

Edgard Adrian Rojas – Employee of the Month
Alejandro Aguilera – Operator of the Month

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

Jesus Martinez – Employee of the Month
Norel Oliva – Operator of the Month

6. **PUBLIC COMMENT**

Armando Herman and Lupe Carranza, ATU, addressed the Foothill Transit Executive Board.

CONSENT CALENDAR

The Executive Board took action on a single motion on items 7-12.

7. **APPROVAL OF MINUTES FOR THE REGULAR MEETING OF OCTOBER 24, 2025 AND SPECIAL MEETING OF NOVEMBER 14, 2025**

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

8. **DECEMBER 2025 PROCUREMENT MONTHLY REPORT**

Recommendation: Receive and file the Procurement Monthly Report for December 2025.

The Executive Board received and filed the December 2025 Procurement Monthly Report.

9. **OCTOBER 2025 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY**

Recommendation: Receive and file the Financial Statements and Investment Summary year-to-date report through October 31, 2025. The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of October 31, 2025, for the fiscal year (FY) ending June 30, 2026.

The Executive Board received and filed the October 2025 Financial Statements and Investment Summary report.

10. **RESOLUTION APPROVING THE ANNUAL CLAIM FORMS FOR FISCAL YEAR 2025-2026 FOR THE TRANSPORTATION DEVELOPMENT ACT, ARTICLE IV AND STATE TRANSIT ASSISTANCE FUNDS**

Recommendation: Adopt the following resolution: Resolution No. 2025-05: Authorization for the Approval of the Annual Claim Forms for Transportation Development Act, Article IV and State Transit Assistance Funds.

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

11. **AUTHORIZATION TO AMEND CONTRACT FOR SECURITY GUARD SERVICES**

Recommendation: Authorize the Chief Executive Officer to execute Amendment No. 2 to Contract No. 23-002 with GardaWorld Security Services (GWS) for added transit security guards in the amount of \$240,000 per year for the two remaining option years.

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

12. **FISCAL YEAR 2025 ANNUAL COMPREHENSIVE FINANCIAL AUDIT REPORT RESULTS**

Recommendation: Receive and file the Fiscal Year 2025 financial and compliance audit results. The Annual Comprehensive Financial Report (ACFR) including the auditor's opinions and required communication letter

has been provided for you as a separate attachment.

The Executive Board received and filed the Fiscal Year 2025 Annual Comprehensive Financial Audit Report Results report.

REGULAR AGENDA

13. INSURANCE UPDATE

Recommendation: Receive and File the Foothill Transit Insurance Coverage Update.

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

Mr. Curley provided an update on Foothill Transit's insurance coverage, reviewing the agency's various policies, including general liability, property, workers' compensation, and cyber & data privacy. He reported that Foothill Transit utilizes a hybrid approach for insurance coverage. The California Joint Powers Insurance Authority (CJPIA) provides the primary liability, workers' compensation, and cyber & data coverages. Foothill Transit Vice Chair Cynthia Sternquist also serves on the CJPIA board. Acrisure provides commercial property and business auto coverage.

Staff responded to comments and questions from the Executive Board. The Executive Board received and filed the Insurance Update.

14. AUTHORIZATION TO ISSUE REQUEST FOR QUALIFICATIONS FOR 21ST CENTURY FOOTHILL TRANSIT SECURITY PROJECT

Recommendation: Authorize the Chief Executive Officer to issue Request for Qualifications and Request for Proposals for design build services for security video camera and access control systems.

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

Mr. Curley reported on the progress of the 21st Century Foothill Transit Security Project. He stated that work to date includes development of the overall security strategy, completion of site visits and assessments, and finalization of the project scope of work. The scope of work includes replacing access control & camera at six locations; design and build of turnkey systems; coordination with consultants and Foothill Transit's operations and maintenance contractors, and development of formal

guidelines for ownership, administration, and viewing of video surveillance systems.

Motion by Member Moss, second by Member Calaycay, to approve. Motion carried 5-0.

15. **AUTHORIZATION TO ISSUE INVITATION FOR BIDS FOR FOOTHILL TRANSIT'S ADMINISTRATIVE BUILDING SOLAR CARPORT PROJECT**

Recommendation: Authorize the Chief Executive Officer to issue Invitation for Bids for construction services related to Foothill Transit's Administrative Building solar carport project.

Vincent Saucedo, Capital Projects Manager, presented this item.

Mr. Saucedo provided a project overview, and reported that the project would support sustainability values and reduce building operating costs. The project would consist of four carport structures, replace existing parking lot lighting with LED fixtures, adding additional EV charging stations, enhanced perimeter fencing, and surveillance camera infrastructure.

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

16. **FOOTHILL TRANSIT BOARD ADOPTED POLICIES AND GOVERNANCE DOCUMENTS UPDATE**

Recommendation: Receive and file an update on Foothill Transit's board adopted policies and governance documents.

Christina Lopez, Board Secretary, presented this item.

Ms. Lopez reported on the implementation of a policy review schedule for Foothill Transit board approved policies and governance documents. Staff anticipates bringing forward at least two policies per board meeting for reaffirmation and/or recommended revisions. It is anticipated that policies will start going before the Executive Board for action in early 2026.

The Executive Board received and filed the Foothill Transit Board Adopted Policies and Governance Documents Update

17. **CHIEF EXECUTIVE OFFICER COMMENT**

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

Mr. Barnes reported the following:

- Foothill Transit will be providing shuttle services for the Rose Bowl game on January 1, 2026.
- Foothill Transit will participate in the following upcoming community events: City of Pomona Holiday Parade, Assistance League of Covina Valley Christmas Tree Brunch, and the Casa Colina Toy Delivery.
- He Reported that Foothill Transit has not received any funding related to the procurement of Hydrogen buses.
- The next Executive and Governing Board Meetings is scheduled for January 30, 2026.

18. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Executive Board.

- Chair Shevlin wished everyone Happy Holidays and Merry Christmas.

19. **ADJOURNMENT**

Adjournment for the December 12, 2025 Foothill Transit Executive Board Meeting.

There being no further business, the Foothill Transit Executive Board meeting adjourned at 9:29 a.m.



January 30, 2026

To: Executive Board

Subject: **January 2026 Procurement Monthly Report**

Recommendation

Receive and file the Procurement Monthly Report for January 2026.

Awarded Procurements:

Since the previous month's Executive Board meeting on December 12, 2025, there have been two awards of agreements over \$100,000.00 but below the Executive Board's approval threshold of \$250,000.00.

- Abigail Electric Inc. was awarded Contract No. 25-103 for the replacement of the exterior color-changing LED lighting on the Administrative Building. The Independent Cost Estimate for this project was \$146,356. The contract was awarded in the amount of \$204,173.47 and was awarded to lowest priced firm out of six bidders.
- Axelliant, LLC was awarded Contract No. 26-023 for the replacement of the Intermediate Distribution Frames (IDF) switches and associated licenses supporting data and communication services in the Administrative Building. The Independent Cost Estimate for this labor was \$228,756.65. The contract was awarded to Axelliant LLC as the lowest of the six responsive bids at \$202,834.33. This amount includes all materials, licenses, and services for a 36-month terms.

Upcoming Procurements:

Since the previous month's Executive Board meeting, the Procurement Department has not initiated any procurements over \$100,000.00 but below the Executive Board's approval threshold of \$250,000.00.

Sincerely,

Christopher Pieper
Director of Procurement

Doran J. Barnes
Chief Executive Officer



January 30, 2026

To: Executive Board

Subject: **City of West Covina Bus Stop Enhancement Program Award**

Recommendation

Authorize the Chief Executive Officer to award the city of West Covina a Bus Stop Enhancement Award in the amount of \$350,000.

Analysis

Foothill Transit developed the Bus Stop Enhancement Program (BSEP) in FY 1997 with Transit Development Act funds to provide financial assistance to entities (member cities, counties, and the state) who are interested in making improvements to their bus stops serviced by Foothill Transit. With the philosophy that a bus stop is the start of a customer's experience, Foothill Transit developed the BSEP to help entities improve or add to their existing amenities. Popular bus stop improvements include: solar lighting, shelters, benches, and trash receptacles.

In 2007, the Foothill Transit administrative building moved from Barranca Street in West Covina to its current building on Vincent Avenue in West Covina. There are two bus stops adjacent to the office, on northbound Vincent and West Covina Parkway and on southbound Vincent. These stops service the Silver Streak and Line 480 and are the closest stops to the Foothill Transit Administrative Building.

Upon Board approval, the city of West Covina is requesting a BSEP award of \$350,000 to construct bus shelters and accompanying amenities at the two stops previously referenced in this report. Because of the proximity of these stops to the Foothill Transit Administrative building, the stops will be considered an extension of the Foothill Transit Administrative Building.

Budget Impact

The \$350,000 award amount has been programed in the FY2026 Capital Projects Budget.

Sincerely,

Joseph Raquel
Director of Service Development and IT

Doran J. Barnes
Chief Executive Officer