



**STATEMENT OF PROCEEDINGS FOR THE
REGULAR MEETING OF THE
FOOTHILL TRANSIT GOVERNING BOARD
FOOTHILL TRANSIT ADMINISTRATIVE OFFICE
2ND FLOOR BOARD ROOM
100 SOUTH VINCENT AVENUE
WEST COVINA, CALIFORNIA 91790**

Friday, March 1, 2013

7:45 AM

CALL TO ORDER

1. Call to order. (13-1110)

The meeting was called to order by Chair Wallach at 7:50 a.m.

PLEDGE

2. Pledge of Allegiance. (13-1111)

The Pledge of Allegiance was led by Vice Chair Doug Tessitor.

ROLL CALL

3. Roll call. (13-1112)

Roll call was taken by Ms. Martha Arana, Staff, Board of Supervisors Executive Office, Commission Services Division. Member Violeta Lewis was not present during roll call.

Present: Member Corey Calaycay, Member Paula Lantz, Member Robert F. Rodriguez, Member Antonio Cartegena, Member Keith Hanks, Member Doug Tessitor, Member Robert Harbicht, Member Tzeitel Paras-Caracci, Member Becky A. Shevlin, Member Margaret McAustin, Member Cynthia Sternquist, Member Jack Tanaka, Member Jeff Parriott, Member Violeta Violeta Lewis, Member Hector Delgado, Member Pat Wallach and Member David C. Rodriguez

Excused: Member Emmett Bader, Member Marlen Garcia, Member Peggy A. Delach, Member Manuel Garcia, Member Richard G. Barakat, Member Juventino "J" Gomez and Member Michael De La Torre

I. ADMINISTRATIVE MATTERS

4. Approval of the minutes for the Governing Board Meeting of October 19, 2012. (13-1113)

On motion of Member Corey Calaycay, seconded by Member Tzeitel Paras-Caracci, unanimously carried this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

II. PUBLIC COMMENT

5. Public Comment. (13-1114)

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

III. PRESENTATIONS

6. FOOTHILL TRANSIT PROGRAM UPDATES

6.1 SILVER 2 SILVER UPDATE (13-1115)

Felicia Friesema, Director of Marketing and Communication, Foothill Transit, presented this item and reported the following:

The Silver 2 Silver Program (Program) servicing the area between El Monte Station and Downtown (Silver Corridor) is a cooperative Program between Los Angeles Metro Silver Line and Foothill Transit Silver Streak. The Program is a one-year Program allowing Foothill Transit Passholders to board the Metro Silver Line and Metro Passholders to board the Foothill Transit Silver Streak. The Program was launched on October 14, 2012, which coincided with the opening of El Monte Metro Station. The Program will be assessed in July 2013, and a decision will be made to either to continue or discontinue the Program based on the results of ridership numbers.

Generally, there is a drop in ridership during the period of October through December in comparison to the period of January through September, due to the holiday season and shorter work-week period. Additionally, in October 2012, gas prices increased significantly. Despite this, the numbers on the bus pass sharing Program revealed that 27,487 Metro pass holders boarded Foothill Transit buses during the months of October 2012 through January 2013, resulting in a 6% increase in ridership for Foothill Transit.

To enhance the Program, Foothill Transit will employ “On site Ambassadors” at the El Monte Metro Station to assist customers and brochures will be provided to the regional transit agencies for the cities of Torrance and Montebello.

In response to questions posed by a member of the Governing Board, Ms. Friesema reported that Metro pass holders board Foothill Transit buses with Metro pass. Funding for the Program is provided by a \$3.5 million Express Lane Project adequately covering expenses for the Program. Rider data for the Program will be monitored throughout the year to examine if a fiscal accommodation needs to be considered.

Doran Barnes, Executive Director reported Foothill Transit buses are running 1/3 of the service on the Silver Corridor and Metro is running 2/3.

6.2 PARK & RIDES UPDATE (13-1116)

Roland Cordero, Director of Facilities, Foothill Transit, presented this item and reported the following:

Azusa Intermodal Park and Ride Project

- The Azusa Cultural and Historic Commission and Planning Commission reviewed the Draft Environmental Impact Report (EIR) on August 13 and 15, 2012, respectively.
- The Azusa City Council requested further analysis of alternative sites north of the Gold Line rail tracks between Azusa and Dalton Avenues.
- The Gold Line Authority issued a deadline of July 1, 2013, to complete an environmental process for sites north of the Gold Line rail tracks.
- The Environmental Consultant has been working diligently on the Environmental Impact Report to meet deadline set by the Gold Line Authority.

Diamond Bar Park and Ride Project

- At a November 30, 2012 meeting with Caltrans and the City of Diamond Bar staff, Caltrans identified two issues that needed to be addressed before the conveyance of property for the proposed Park and Ride.
- The first issue is that the construction of a parking structure for a park and ride would preclude the ability to build the missing connectors between the north/southbound 57 freeway and the east/westbound 60 freeway.
- The second issue is an existing storm drain across the property. The storm drain is only two feet below ground level providing challenges to the design and construction of the parking structure.

Additionally, upon transfer of the property, the owner would need to maintain the storm drain on the property.

- At the December 14, 2012, Executive Board meeting, the Board voted not to proceed with the project based on the aforementioned two issues.

West Covina Transit Center and Park and Ride Project

- The West Covina Center Park and Ride Project involves constructing a Transit Center on an existing surface parking lot at Westfield Mall along West Covina Parkway and a three-level, 500 space parking structure south of Macy's Project also includes relocating bus stops between Sunset and Vincent Avenues to improve traffic flow.
- The Parking structure will provide parking to patrons using the Silver Streak Line, one of busiest Foothill Transit express routes to Downtown Los Angeles.
- The City of West Covina received approval from the Oversight Board to the Successor Agency of the West Covina Redevelopment Agency to transfer properties to City Parking Authority on December 6, 2012.
- The Department of Finance has until Mid-March of 2013 to complete its review and relay its decision, approval or non-response, for the transfer of property, to the City of West Covina.

Industry Park and Ride Project

- The Industry Park & Ride structure at 600 Brea Canyon Road in the City of Industry is progressing after rain delays during the months of November 2012 through January 2013.
- The Executive Board approved a contract with Klorman Construction in the amount of \$9,530,932.
- The project has reached several milestones such the completion of: 1) the foundation excavation on October 31, 2012; 2) the electrical feeders storm drains and foundation drains; and 3) the installation of perimeter footing, columns, and shear walls.
- The approved project change orders to date are \$147,000 or 1.5% of the bid price. Industry standard change orders for this type of construction contract range between 10 to 15% of the bid price.

Mr. Cordero expressed his gratitude to the four cities and their staff for their time and effort moving these projects forward. Foothill Transit values the partnership that has been developed in the process.

In response to questions posed by Members of the Governing Board, Mr. Cordero responded with the following:

- **The project includes solar panels on the roof top of the parking structure.**
- **The cost per parking space for this project is approximately \$18,000 to \$19,000.**
- **200 parking spaces underground are for Metrolink riders; 423 spaces above ground are for the Foothill Transit riders; and parking for Metrolink riders is free in the structure.**

6.3 COLLEGE PASS PROGRAM (13-1117)

Kevin McDonald, Deputy Executive Director, Foothill Transit, presented this item and reported the following:

Rio Hondo College

- **In 2007 Foothill Transit in collaboration with the Montebello Metro Transit and Los Angeles Sunshine launched the Rio Hondo Ridership Program (Program).**
- **The Program was offered to full-time students only.**
- **Foothill Transit received a subsidy of \$4,779 per semester during the initial trial phase of the Program.**
- **The Program has grown significantly since its inception.**
- **Currently, the student registration includes a \$5.00 fee per semester for the Program.**
- **At the inception of the Program, ridership data collection was done manually by the operator of the buses; the student identification cards had a sticker which identified participants of the Program which the operators used to tally ridership. Beginning 2012, Smart Tap cards were introduced and are used for collection of ridership data.**
- **The renegotiated Memorandum of Understanding with Rio Hondo College in 2012, includes an increase in subsidy of \$17,500 per academic year.**
- **In 2012, per the collected data, 29,000 student riders boarded Line 274.**

Pasadena City College

Foothill Transit and Metro started a Ridership Program (Program) in 2010 with the introduction of the iTap Program.

The Program has had a steady student boarding of 70,000 per year on Line 187. The Memorandum of Understanding (MOU) between Foothill Transit and the Pasadena City College was extended keeping the subsidy level at \$30,000 per year. The renegotiated MOU changed the duration of the contract from semester to yearly.

Claremont College

Member Corey Calaycay has facilitated discussions between Claremont College and Foothill Transit on a potential Ridership Program (Program). The issue of distance and the location of the campus are unique challenges for a Program; however, discussions are underway to address this issue.

Mt. San Antonio College (Mt. SAC)

Member Cynthia Sternquist has facilitated discussions between Mt. SAC and Foothill Transit. Mt. SAC's Administration is interested in having full-time and part-time students participate in the College Pass Program. A draft MOU is in place for the first eighteen months of the Program. Foothill Transit will provide Measure R funds for the pilot Program.

Citrus College

Members Becky Shevlin and Tzeitel Paras Caracci have facilitated discussions between Citrus College and Foothill Transit. The college administration is in full support of College Pass Program.

Member Tzeitel Paras Caracci reported she is happy to be a member of this body that has enabled her to help Foothill Transit in moving forward a College Pass Program at Citrus College.

6.4 PRELIMINARY FISCAL YEAR 2014 BUDGET (13-1118)

Richard Hasenohrl, Director of Finance, Foothill Transit, presented this item and reported the following:

- The preliminary Fiscal Year 2014 Budget is balanced without fare increases.
- Operations cost increased by 3%, which includes \$2.7 million for service enhancements.
- A \$30 million capital program has been set aside mainly for the bus replacement program.

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- **Last year's total Revenues were higher than expenditures. Surplus is available for use in the upcoming Fiscal year.**

Mr. Doran Barnes, Executive Director, Foothill Transit, reported that a full budget will be provided to the Governing Board in May 2013, for approval. Mr. Barnes added that he is glad for no fare increases, and that surplus funds will be used for service enhancements.

6.5 FLEET REPLACEMENT PLAN (13-1119)

Lauren Cochran Festner, Director of Maintenance and Vehicle Technology, Foothill Transit, presented this item and reported the following:

The Federal Regulated Threshold for Fleet Replacement stipulates that buses in service for 12 years or more with 500,000 miles can be replaced. The plan reduces the maintenance cost, decreases the frequency of mechanical service interruptions, and provides the agency with a positive image.

The Governing Board, at the May 9, 2012 meeting, adopted the Foothill Transit Fleet Replacement Business Plan for Fiscal Year 2012-2013. The plan stipulated buses with seven years of service and 375,000 miles could be replaced. The buses on average travel 50,000 miles or more in a year.

In 2002, legislation for Alternative Clean Air was introduced. That same year, Foothill Transit began purchasing Compressed Natural Gas (CNG) buses for its fleet. Foothill Transit fleet currently includes 308 CNG buses which constitutes 94% of its fleet. The current contract with North American Bus Industries, Inc. (NABI) includes 34 CNG buses which are replacement for the remaining 17 Diesel buses and the first series of CNG buses (2000 series) purchased in 2002.

A separate procurement contract with NABI was established in December 2012 for the purchase of additional 30 CNG buses (2100 series) with the option of purchasing an additional 120 CNG buses within the next five years. Foothill Transit received \$10.2 million from the Transit Investments for Green House Gas and Energy Reduction (TIGGER) funds. The acquisition plan includes using the TIGGER funds for the procurement of nine additional electric buses.

The new procured buses will have the following standard vehicle amenities:

- **Overhead reading lights**
- **Luggage racks**
- **High back reclining seats**

In response to questions posed by Members of the Governing Board, Ms. Festner reported the following:

- **Retired Foothill Transit buses are sold at auctions; Foothill Transit decals are removed from buses prior to the sale.**

Mr. Barnes reported that a Federal Transit rule stipulated that buses sold below \$5,000 allowed the agency to keep funds. However, for any bus sold for an amount over \$5,000, 80% of the funds were required to be returned to the Federal Transit funds. This rule has been modified and currently buses sold for amounts over \$5,000 can be kept by the transit agencies with a requirement that funds be reinvested in new buses.

- **Zero Emission Board Rule stipulates that agencies with a fleet over 200 buses, when procuring new buses, 15% should include zero emission buses. With the purchase of the additional nine electrical buses, which satisfies the Zero Emission rule, Foothill Transit will have a total of 12 electric buses.**
- **Three of the electric buses will be used for spare parts. With the purchase of additional electric buses, Line 291 will be fully electrified.**
- **The battery pack on the electric buses works for 250,000 miles. The down time, due to battery pack issues, is only 3%.**

IV. EXECUTIVE DIRECTOR COMMENT

7. **Comments by Mr. Doran Barnes, Executive Director, Foothill Transit Executive Board. (13-1120)**

Mr. Barnes reported the following:

- **The Governing Board used to have Cluster Breakfast meetings and it was more of a duplicate meeting; these meetings will no longer be scheduled since the same information is provided at the regular Governing Board meeting. The plan going forward includes scheduling two Governing Board meetings, one early in the year and one mid-year meeting. Additional Governing Board meetings will be scheduled as needed.**

Currently staff is working on the service enhancement programs, and upon completion, a Governing Board meeting will be scheduled.

- The Foothill Transit Annual Governing Board is scheduled for Friday, May 17, 2013, at 7:45 a.m. The following three items are scheduled on the agenda:
 - 1) Consideration and approval of the Proposed Fiscal Year 2014 Business Plan
 - 2) Consideration and approval of the Proposed Budget Fiscal Year 2014
 - 3) Election of Executive Board Members and Alternates for Cluster 5 (Los Angeles County) and election of Officers for the Executive Board.

Members of the Governing Board requested that the Annual Governing Board be rescheduled from May 17, 2013 to May 15, 2013 to accommodate members' conflicts in schedules. After discussion, the Annual Governing Board was rescheduled to May 15, 2013.

- Foothill Transit's Annual Bus Rodeo is scheduled for March 16, 2013, at the Arcadia Operating Facility. Additional information will be provided in the Executive Director's Weekly Report.

After discussion, by common consent and there being no objection, this item was received and filed.

V. GOVERNING BOARD MEMBER COMMENT

8. Comments by Members of the Foothill Transit Governing Board. (13-1121)
Member Doug Tessitor reported that Member, Keith Hanks, City of Azusa, is retiring. Member Tessitor thanked Member Hanks for his support of Foothill Transit, the Gold Line, and the Azusa community. Member Wallach thanked Mr. Hanks for his service on the Foothill Transit Governing Board.

After discussion, by common consent and there being no objection, this item was received and filed.

VI. ADJOURNMENT

9. Adjournment for the March 1, 2013, Foothill Transit Governing Board Meeting. (13-1124)
There being no further business, the Foothill Transit Governing Board meeting adjourned at 9:08 a.m.

