



**Foothill Transit**

**STATEMENT OF PROCEEDINGS FOR THE  
SPECIAL MEETING OF THE  
FOOTHILL TRANSIT EXECUTIVE BOARD**

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

**Friday, May 26, 2017  
9:00 a.m.**

**1. CALL TO ORDER**

The meeting was called to order by Chair Calaycay at 9:20 a.m.

**2. ROLL CALL**

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Sam Pedroza, Member Cynthia Sternquist, Member Carol Herrera, Vice Chair Corey Warshaw, Chair Corey Calaycay

**3. APPROVAL OF AGENDA**

The agenda was approved as presented.

**4. REVIEW & APPROVAL OF THE MINUTES**

Approval of the minutes for the Special Meeting of May 2, 2017.

Board Secretary Christina Lopez stated that there was correction to Page 4 under Item 14 Extension of Executive Director's Employment Agreement. In the motion it incorrectly indicated that the item was seconded by Vice Chair Warshaw. The correction is that it was seconded by Vice Chair Calaycay.

Motion by Vice Chair Warshaw, second by Member Herrera, the minutes for the Special Meeting of May 2, 2017 were approved as amended. Motion carried 5-0.

**5. PUBLIC COMMENT**

5.1 Executive Director Response to Public Comment



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

## **CONSENT CALENDAR**

### **6. APRIL 2017 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY**

Recommendation: Receive and file the Financial Statements and Investment Summary year-to-date report through April 30, 2017. The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of April 30, 2017 for the fiscal year ending June 30, 2017.

Motion by Member Pedroza, second by Member Sternquist, to receive and file. Motion carried 5-0.

### **7. FISCAL YEAR 2016/2017 THIRD QUARTER BUDGET UPDATE**

Recommendation: Receive and file the Third Quarter Budget Update for the fiscal year ending on June 30, 2017. The attached Departmental Third Quarter Budget summarizes Foothill Transit's expenditures through the third quarter and provides a forecast to complete the fiscal year.

Motion by Member Pedroza, second by Member Sternquist, to receive and file. Motion carried 5-0.

### **8. APRIL 2017 PERFORMANCE INDICATORS REPORT**

Recommendation: Receive and file the April 2017 Performance Indicators Report.

Motion by Member Pedroza, second by Member Sternquist, to receive and file. Motion carried 5-0.

### **9. MAY 2017 LEGISLATIVE SUMMARY**

Recommendation: Receive and file the May 2017 Legislative Summary. Adopt a support position on AB 301.

Motion by Member Pedroza, second by Member Sternquist, to receive and file and adopt a support position on AB 301. Motion carried 5-0.



10. **HOLIDAY SERVICE SCHEDULE FOR FISCAL YEAR 2017/2018**

Recommendation: Approve the proposed FY 2017-2018 Holiday Service Schedule.

Motion by Member Pedroza, second by Member Sternquist, to approve. Motion carried 5-0.

11. **RESOLUTION FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM**

Recommendation: Adopt the following resolution: Resolution No. 2017-04: Authorization for the Execution of the Low Carbon Transit Operations Program (LCTOP) Project "Foothill Transit Line 280 Expansion and Electrification" in the Amount of \$243,693 (Attachment A).

Motion by Member Pedroza, second by Member Sternquist, to adopt. Motion carried 5-0.

12. **RESOLUTIONS FOR THE CALIFORNIA TRANSIT SECURITY GRANT PROGRAM**

Recommendation: Adopt the following resolutions: Resolutions No. 2017-05 and 2017-06: Authorization for the Execution of the California Transit Security Grant Program (CTSGP-CTAF) Project "Facility Security Upgrades" in the Amount of \$588,948 (\$327,193 for FY2015-16 and \$261,755 for FY2016-17) (Attachments A and B).

Motion by Member Pedroza, second by Member Sternquist, to adopt. Motion carried 5-0.

13. **CITY OF WEST COVINA FUND EXCHANGE**

Recommendation: Authorize the Executive Director to execute an assignment agreement with the City of West Covina to exchange general use funds for Proposition A Local Return funds.

Motion by Member Pedroza, second by Member Sternquist, to approve. Motion carried 5-0.

14. **EXERCISE OF OPTION - INTERIOR PLACEMENT CARDS**

Recommendation: Authorize the Executive Director to exercise the second two-year option (Option Years 3 and 4) in the amount of \$146,648 for the printing of Interior Placement Cards with Kandid Graphics (14-046).



Motion by Member Pedroza, second by Member Sternquist, to approve.  
Motion carried 5-0.

15. **REQUEST TO ISSUE REQUEST FOR PROPOSALS (RFP) - TRANSIT STORE SECURITY SERVICES**

Recommendation: Authorize the Executive Director to issue Request for Proposal (RFP) No. 17-098 to provide security services at Foothill Transit's El Monte Transit Store.

Motion by Member Pedroza, second by Member Sternquist, to approve.  
Motion carried 5-0.

16. **CONTRACT AMENDMENT - SMARTBUS SYSTEM SUPPORT AND MAINTENANCE**

Recommendation: Authorize the Executive Director to execute an amendment to Agreement No. 05-011 with Xerox for Software Support and Maintenance of Foothill Transit's SMARTBus System. The amendment will extend services on a month to month basis until the replacement solution (Avail) is fully operational.

Motion by Member Pedroza, second by Member Sternquist, to approve.  
Motion carried 5-0.

**REGULAR AGENDA**

17. **SAN GABRIEL VALLEY MID-VALLEY ELECTRIC BUS RAPID TRANSIT (EBRT) PROJECT**

Recommendation: Action: Authorize Foothill Transit to serve as the lead agency on a technical study focusing on the Ramona Boulevard segment between El Monte Bus Station and the Baldwin Park Transit Center as a demonstration phase of the San Gabriel Valley Mid-Valley eBRT Project.

Joe Raquel, Director of Planning, presented this item.

Mr. Raquel reported that the project is a partnership between Foothill Transit and L.A. County, led by Supervisor Hilda Solis, cities of Baldwin Park and El Monte, the San Gabriel Valley Council of Governments, and L.A. Metro. The goal of the project is to build a bus rapid transit (BRT) corridor from El Monte Station to the 57 Freeway along Ramona and Badillo. This would include electric charging infrastructure at El Monte Station. A preliminary



study was conducted in 2010, but there is still need for a more in-depth study with current data to determine feasibility of the project. Funding for the new study is expected to come from the countywide BRT project from L.A. Metro.

If the study shows that a BRT corridor is feasible, the first phase will be a five mile demonstration from El Monte Station to the Baldwin Park Metrolink Station. The demonstration project is expected to be funded with the San Gabriel Valley Measure M funds.

The next steps will be to procure a technical study on the corridor, which will look at the corridor, project feasibility, and the project's impact on traffic and parking, and the potential for transit oriented developments. The study will take approximately one year to complete. If feasible and if funding is in place, construction can begin on the first phase.

Mr. Javier Hernandez from Supervisor Hilda Solis' office addressed the Executive Board. Mr. Hernandez stated that this is an incredibly exciting project. The project would reduce greenhouse gas emissions and get people out of single occupancy trips.

Doran Barnes, Executive Director, clarified that the recommendation is to authorize Foothill Transit as the lead agency. The budget that was adopted by the Governing Board does not have funding for this project specifically identified. Staff will be working with the various funding partners to identify funding and advance the project. This may require action by the Governing Board to amend the budget.

Motion by Vice Chair Warshaw, second by Member Pedroza, to approve. Motion carried 5-0.

18. **ART COMPONENT AND COST SHARING FOR THE AZUSA INTERMODAL TRANSIT CENTER PROJECT**

Recommendation: Provide direction to staff regarding the cost sharing between Foothill Transit and the City of Azusa that should be used to complete the art component of the Azusa Intermodal Transit Center Project.

Doran Barnes, Executive Director, presented this item.

Mr. Barnes reported that Foothill Transit had partnered with the City of Azusa and Gold Line Construction Authority on the construction of the Azusa Intermodal Transportation Center, which includes parking for the Gold



Line and Foothill Transit customers, along with a transit center. The total funding for the project was \$13.2 million with a funding split with Foothill Transit providing 44 percent of the funding and 56 percent of funding provided by other funding partners. Actual funding utilized was approximately \$12.4 million. There is a remaining balance on both the City of Azusa and Foothill Transit commitment that was not expended.

Approximately two years ago, staff brought forward a component of the project from the City of Azusa where the City had requested an art enhancement. The initial cost of the art enhancement was \$170,000 and due to some contracting issues, the actual cost for that enhancement is \$191,000, and the City of Azusa incurred an initial design cost of \$10,000 that they paid directly. There was a misunderstanding on how the art component would be paid for and Foothill Transit was under the impression that the funding split that was in place during the entire project would be utilized for the art component and that funding would come from the \$775,000 that the project was under budget. The City of Azusa's understanding was that Foothill Transit would pay for 100 percent of the art component and that they would have no obligation. The City of Azusa was informed by L.A. Metro that the amount of funding that they had in savings could not be used for the art component.

The City Manager for Azusa has proposed to resolve this matter and has proposed that the costs be split 50/50, and that Foothill Transit allow the City to repay Foothill Transit over a five year timeframe. That will allow the City to use funding that goes into their city art fund, which is based on developer fees.

Motion by Vice Chair Warshaw, second by Member Pedroza, to amend the recommendation and authorize a Memorandum of Understanding with the City of Azusa to pay for 50 percent of the cost and repay Foothill Transit over a five year period. Motion carried 5-0.

19. **EXECUTIVE DIRECTOR COMMENT**

Comments by Mr. Doran J. Barnes, Executive Director, Foothill Transit.

Mr. Barnes reported the following:

- The July Executive Board Meeting will be cancelled.
- Through the efforts of Vice Chair Warshaw, a meeting was held with Starwood, the owners of the West Covina Plaza, about the possible development of a transit center. Another meeting with Starwood



representatives is tentatively scheduled for July 2017.

20. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Executive Board.

- Vice Chair Warshaw thanked the Executive Board for approval of the preliminary design of the West Covina Transit Center. The preliminary design made a great impression with the Starwood representatives.

21. **ADJOURNMENT**

Adjournment for the May 26, 2017 Foothill Transit Special Executive Board Meeting.

There being no further business, the Foothill Transit Special Executive Board meeting adjourned at 9:45 a.m.