



**Foothill Transit**

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

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

**Friday, August 2, 2019  
8:00 a.m.**

**1. CALL TO ORDER**

The meeting was called to order by Chair Herrera at 8:00 a.m.

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Chair Herrera.

**3. ROLL CALL**

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Richard Barakat, Member Gary Boyer, Member Corey Calaycay, Vice Chair Cynthia Sternquist, Chair Carol Herrera

**4. APPROVAL OF AGENDA**

Doran Barnes, Executive Director, requested Items 6 and 8 be presented first, followed by Closed Session, and then Item 7.

After discussion, by Common Consent, and there being no objection, the Board approved the agenda as revised.

**5. PUBLIC COMMENT**

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

**6. FARE RESTRUCTURING IMPLEMENTATION - PHASE II**

Recommendation: Provide direction to staff.

Doran J. Barnes, Executive Director, introduced the presentation and stated that John Xie, Revenue Manager, would provide an overview on the Fare Restructuring implementation. The key topic for the Executive Board's



consideration was the implementation of Phase II and potential impact on ridership. Should Phase II of the Fare Restructuring be implemented as planned or does the Executive Board consider postponing implementation.

John Xie, Revenue Manager, presented an overview of the Fare Structuring. He reviewed the project timeline and stated that Phase II of the Fare Restructuring was scheduled for implementation in September 2019.

Phase I of the Fare Restructuring was a success, there was an increase use in adult local 31-day passes and there was an increase in TAP card usage. Several new features were introduced such as reloading of TAP cards at the farebox, and the introduction of day passes. Phase I metrics show a decline in cash boardings and increase in TAP usage. Ridership declined during Phase 1 implementation and fare revenue remained stable. Other local transit agencies are looking at fare policy to stimulate ridership growth. Some agencies are offering subsidies for low-income riders and another is offering free rides during the summer for K-12 students.

Phase II of the Fare Restructuring is scheduled for September 2019. Changes for the Phase II include a base fare increase, pass prices increase, but the senior/disabled local base fare will remain the same. In the recently adopted FY 2019-2020 budget fare revenue was projected at \$16.9 million and ridership was projected at 11.5 million. If it's decided to postpone Phase II implementation, the revised revenue expectation for Fiscal Year 2019-2020 is \$15.8 million and ridership is estimated at 11.8 million. New sources of revenue have been identified since the implementation of the Fare Restructuring, such as the Prop. A fund exchange, Measure M, and Senate Bill 1.

Doran Barnes, Executive Director, stated that the Governing Board's policy position is to move forward with the Fare Restructuring. If the Executive Board proposes to the Governing Board postponing Phase II, then over the next few months' staff would take a comprehensive look at various aspects of the fare structure and what it might do at increasing ridership. Member Barakat asked how the Phase 1 projections compare to the actuals. After a robust discussion on ridership between staff and Executive Board Members it was determined by the Executive Board that Phase II of the Fare Restructuring move forward as scheduled in September 2019.



**7. Foothill Transit Arcadia Facility Transit Services Agreement**

Recommendation: Provide direction to staff.

Kevin Parks McDonald, Deputy Executive Director, presented this item.

Mr. McDonald reported that at their April 26, 2019 meeting the Executive Board authorized exercise of the available four-year option with Transdev Services Inc., for transit services out of the Arcadia Operations & Maintenance Facility. Subsequent to that meeting, Transdev's corporate leadership requested that the Executive Board reconsider the option exercise due to financial considerations they are experiencing in California and Nevada.

Mr. McDonald set forth the available alternatives to the Executive Board, which include going month-to-month, continue the course, rescind the option exercise and initiate a procurement, or terminate for convenience. The Executive Board directed staff to prepare a recommendation and present it at the next Executive Board Meeting.

**8. Low Income Fare is Easy (LIFE) Program**

Recommendation: Provide direction to staff.

Linda Apodaca, Manager of Community Engagement, presented this item.

Linda Apodaca reported that at the May 2019 Governing Board Meeting, the Governing Board authorized the Executive Director to enter into a Memorandum of Understanding (MOU) with LA Metro to allow Foothill Transit to accept LIFE TAP media at a reimbursement rate of \$1.14 per boarding. Ms. Apodaca presented an overview of the LIFE program, which is a subsidy program that offers discounts to select customers based on income requirements.

Since May 2019, staff has learned that the LIFE Limited Rides portion of the program may be of some concern. Limited Rides are for individuals experiencing homelessness, people discharged from the hospital, formerly incarcerated individuals, or victims of domestic violence. Agencies authorized to distribute limited rides are pre-approved by Metro. Limited rides come in the form of a 4-Regional Ride paper pass, a taxi coupon, or a variable value voucher coupon. Distributing agencies are expected to validate their clients need and use discretion when distributing passes. User logs must be completely filled out by the distributing agency for reporting



purposes.

Doran Barnes, Executive Director, reported that he has asked staff to monitor the program closely. He stated that Foothill Transit has an obligation to provide transit services to anyone who wants ride, but there could be repercussions to feeling unsafe on the bus. Member Barakat stated that Foothill Transit needs to provide more driver safety. Foothill Transit will continue to participate in the program and staff will keep the Executive Board updated.

9. **EXECUTIVE DIRECTOR COMMENT**

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

Mr. Barnes reported the following:

- A Study Session on Foothill Transit's Safety and Security Program will be held on August 19, 2019.
- The Irwindale Planning Commission approved the Arcadia facility solar canopy project.
- Foothill Transit will be providing a shuttle route for the LA County Fair this year, staff will be making a presentation on Foothill Transit's service to the fair at the August 23, 2019, Executive Board Meeting.

10. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Executive Board.

- Chair Herrera reported that an Ad Hoc Committee consisting of herself and Vice Chair Sternquist has been created to review the CEO evaluation tool.
- Member Barakat stated that the study sessions that have been held have allowed him to keep up to speed on various topics.

The Executive Board recessed into Closed Session at 9:12 a.m.

11. **CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL—POTENTIAL LITIGATION** pursuant to Government Code Section 54956.9 (d): Claim received from Rochelle & Jerry Bryant obo Julian Shelby-Bryant, a minor

12. **CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION** Existing Litigation, Government Code § 54956.9(a)



Name of Case: Gabriela Cabrera v. Foothill Transit  
Superior Court of California County of Los Angeles, Case Number BC723268

13. **CLOSED SESSION REPORT**

The Executive Board reconvened at 9:43 a.m. Chair Herrera reported that there was no reportable actions on Closed Session Items 11 and 12.

14. **ADJOURNMENT**

Adjournment for the August 2, 2019 Foothill Transit Executive Board Meeting.

There being no further business, the Foothill Transit Executive Board meeting adjourned at 10:20 a.m.