



**Foothill Transit**

**STATEMENT OF PROCEEDINGS FOR THE  
REGULAR MEETING OF THE  
FOOTHILL TRANSIT GOVERNING BOARD**

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

**Friday, January 31, 2020  
7:45 a.m.**

**1. CALL TO ORDER**

The meeting was called to order by Vice Chair Sternquist at 7:54 a.m.

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Member Calaycay.

**3. FOCUS ON SAFETY**

Roberto Estrella, Safety Compliance Coordinator, presented a safety message on driver safety.

**4. ROLL CALL**

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Corey Calaycay, Member Robert Torres, Member Emmett Badar, Member Jorge Marquez, Member Gary Boyer, Member Albert Ambriz, Member Tony Wu, Member Roger Chandler, Member Richard Barakat, Member Tzeitel Paras-Caracci, Member Becky Shevlin, Member Margaret McAustin, Member Nanette Fish, Member Nancy Lyons, Member Cory Moss, Member Hector Delgado, Member Sam Pedroza, Member Jimmy Lin, Member Cynthia Sternquist

Absent: Member Charlie Rosales, Member Andrew Rodriguez, Member Uriel Macias, Member Ricardo Pacheco, Member Jessica Ancona, Member Valerie Munoz

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

Approval of the minutes for the Regular Meeting of December 20, 2019.



Motion by Member Chandler, second by Member Fish, the minutes for the Regular Meeting of December 20, 2019 were approved. Motion carried 18-0. Abstention Member Lyons.

**6. APPROVAL OF AGENDA**

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

**7. PRESENTATIONS**

7.1 Contractors' Employee Recognition

Bill Jackson, General Manager, introduced the Arcadia location Transdev employees of the month.

Christopher Tran - Employee of the Month

Brian Otchis, General Manager, introduced the Pomona location Keolis employees of the month.

Joe Loera - Employee of the Month

Elizabeth Rudolph - Operator of the Month

Araceli Lopez, General Manager, introduced the Transit Stores, Transdev employee of the quarter.

Lisa Arellano - Employee of the Quarter.

**8. PUBLIC COMMENT**

Terry Mallet, Chairman and CEO, Transdev addressed the Governing Board. Mr. Mallet thanked the Governing Board for their longtime partnership and wished Foothill Transit much success.

8.1 Executive Director Response to Public Comment

There was no response to Public Comment by the Executive Director.

**CONSENT CALENDAR:**

**9. NOVEMBER 2019 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY**



Recommended Action: Receive and file the Financial Statements and Investment Summary year-to-date report through November 30, 2019. The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of November 30, 2019, for the fiscal year ending June 30, 2020.

Motion by Member Calaycay, second by Member Marquez, to receive and file. Motion carried 19-0.

10. **DECEMBER 2019 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY**

Recommended Action: Receive and file the Financial Statements and Investment Summary year-to-date report through December 31, 2019. The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of December 31, 2019, for the fiscal year ending June 30, 2020.

Motion by Member Calaycay, second by Member Marquez, to receive and file. Motion carried 19-0.

**REGULAR AGENDA**

11. **RECESS MEETING FOR SPECIAL ELECTION FOR CLUSTER 4 (DIAMOND BAR, EL MONTE, INDUSTRY, LA PUENTE, SOUTH EL MONTE) TO ELECT EXECUTIVE BOARD MEMBER (SHOULD THE ELECTION OF AN EXECUTIVE BOARD ALTERNATE ALSO BE REQUIRED, THAT ELECTION WILL ALSO BE HELD)**

The meeting recessed at 8:05 a.m.

12. **RECONVENE MEETING AND ANNOUNCE THE SPECIAL ELECTION RESULTS FOR CLUSTER 4**

Member Lyons announced that Member Moss would serve as Executive Board Member and Member Munoz would remain the Executive Board Alternate.

13. **ROSE BOWL SERVICE UPDATE**

Recommendation: Receive and file the Rose Bowl Service Update.

Tanya Pina, Operations Contract and Customer Service Manager, presented this item.



Ms. Pina provided an update on shuttle service to the Rose Bowl. Service is provided for UCLA football games, the Rose Bowl football game, and other events. For the 2019 season, Foothill Transit transported nearly 81,000 customers.

Received and filed.

14. **2020 Foothill Transit Bus Roadeo Preview**

Recommendation: Receive and file the preview of the 2020 Foothill Transit Bus Roadeo.

Tanya Pina, Operations Contract and Customer Service Manager, presented this item.

Ms. Pina reported that on Saturday, March 7, 2020 Foothill Transit will host its annual Bus Roadeo. The Roadeo theme will be superheroes. The event will take place at the Arcadia/Irwindale Operations and Maintenance Facility. Operators and maintenance teams will compete to determine who will represent Foothill Transit in San Antonio, Texas for the American Public Transportation Association International Roadeo.

The Bus Roadeo is a platform to encourage safety, professionalism, and to recognize excellence amongst bus operators who are the face of Foothill Transit. An invitation was extended to Governing Board Members to attend.

Received and filed.

15. **Fiscal Year 2019-2020 Business Plan Initiatives Update**

Recommendation: Action: Receive and file an update on Foothill Transit's FY2019-2020 Business Plan Initiatives.

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

Mr. McDonald presented updates on Foothill Transit's agency-wide initiatives, which include the Covina Transit Center, Express Lanes Operation, Fare Restructuring Implementation Phase II, Fare Technology, Fleet Electrification, Mobility as a Service, Mt. SAC Transit Center and Website Redesign.

Receive and filed.



16. **FISCAL YEAR 2019-2020 SECOND QUARTER PERFORMANCE INDICATORS REPORT**

Recommendation: Receive and file the FY2019-2020 Second Quarter Performance Indicators Report.

Paulina Ruiz, Transportation Business Intelligence Analyst, presented this item.

Ms. Ruiz reported on the key performance indicators for the second quarter of Fiscal Year 2019-2020. In the second quarter, six of eight key performance indicators were met. The indicators met include Miles Between Technical Roadcalls, Complaints per 100,000 Boardings, Boardings per Vehicle Service Hour, Average Weekday Boardings, Farebox Recovery Ratio, Average Cost per Vehicle Service Hour. The indicators not met were Preventable Collisions per 100,000 Miles and Schedule Adherence.

Receive and filed.

17. **EXECUTIVE DIRECTOR COMMENT**

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

Mr. Barnes reported the following:

- Mt. SAC is generating six to seven percent of Foothill Transit's ridership.
- Foothill Transit is working on a partnership with Cal Poly Pomona to enter into a Class Pass agreement. In addition, Foothill Transit is partnering up with professors at Cal Poly Pomona on having students work on design concepts for a transit center on campus.
- Invited Governing Board Members to attend Bus Rodeo on March 7, 2020.
- Covina Transit Center and Park & Ride Grand Opening is tentatively scheduled for April 17, 2020.
- Nine Governing Board Meetings are scheduled for 2020. A survey will be conducted mid-year to seek feedback on the frequency, timing, and content of meetings.
- Work has begun on the development of the FY2020-2021 budget.



18. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Governing Board.

- Member Chandler invited member cities to host events at the races. He asked that people call 574-RACE for additional information.
- Member Lin shared that he visited Asia and visited one of the largest transit systems in the world, the system carries a couple of million passengers per day. Ninety-five percent of the passengers use a TAP system. Passengers are required to tap when they board and tap when they exit the bus; the data is used for planning purposes. Member Lin asked how often did Foothill Transit conduct origin and destination surveys. Joe Raquel, Planning Director, responded to Member Lin's question, and stated that origin and destination surveys are conducted as part of the Comprehensive Operational Analysis.
- Member Wu stated that they are working on synchronized lighting on Azusa Avenue from the Gold Line Station to the 60 Freeway.
- Vice Chair Calaycay encouraged coordination between Foothill Transit and member cities on improvement projects. He stated that Claremont and Pomona just completed improvement projects on Foothill Boulevard and Garey Avenue.

**ADJOURNMENT**

Adjournment for the January 31, 2020 Foothill Transit Governing Board Meeting.

There being no further business, the Foothill Transit Governing Board meeting adjourned at 9:07 a.m.

Prepared by:

  
Christina Lopez, Board Secretary

Approved on: 05/29/2020