



Foothill Transit

Governing Board Meeting AGENDA

SPECIAL GOVERNING BOARD MEETING

7:45 AM, April 15, 2016

Foothill Transit Administrative Office

2nd Floor Board Room

100 South Vincent Avenue

West Covina, CA 91790

REVISED

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. FOCUS ON SAFETY
4. ROLL CALL
5. APPROVAL OF MINUTES FOR THE SPECIAL GOVERNING BOARD MEETING OF MARCH 4, 2016
6. PUBLIC COMMENT
7. OPERATION OF LINES 190, 194, AND 270
8. FARE RESTRUCTURING STUDY UPDATE

Recommended Action: Provide direction on the potential transition of Lines 190, 194 and 270.

Recommended Action: Receive and file an update on the status of Foothill Transit's ongoing Fare Restructuring Study and provide input to staff on the conceptual fare options.

Public Comment: Members of the public shall have the right to address the Board on any item of interest which is within the jurisdiction of the Board before or during the Board's consideration of the item. Presentation shall not exceed three minutes in length. Action may be taken on any item identified on the agenda. Persons wishing to comment should submit a "Request to Speak" form to the Secretary. 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) 967-3147 extension 7204 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.



7:45 AM, April 15, 2016
2nd Floor Board Room, 100 South Vincent Avenue, West Covina, CA 91790
Page 2

- 9. CLUSTER BREAK-OUT SESSIONS
 - Fare Restructuring
- 10. CLUSTER BREAK-OUT SESSIONS REPORTS
- 11. EXECUTIVE DIRECTOR COMMENT
- 12. GOVERNING BOARD MEMBER COMMENT
- 13. ADJOURNMENT

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 Executive Director's office at (626) 931-7300 extension 7204, at least 48 hours prior to the meeting.

If you require translation services, please contact the Executive Director's office at (626) 931-7300 extension 7204, at least 48 hours prior to the meeting.

Si necesita servicios de traducción, por favor póngase en contacto con la oficina del Director Ejecutivo en el (626) 931-7300, extensión 7204, al menos 48 horas antes de la reunión.

如果需要翻译服务, 请至少于会议前48小时致电高级主任办公室: (626) 931-7300 分机 7204。

Nếu Quý vị có yêu cầu dịch vụ dịch thuật, xin vui lòng liên hệ với văn phòng Giám đốc Điều hành tại (626) 931-7300 số lẻ 7204, ít nhất 48 giờ trước khi cuộc họp.

Kung nangangailangan ka ng mga serbisyo sa pagsasalín, pakisuyong makipag-ugnayan sa opisina ng Executive Director sa (626) 931-7300 extension 7204, ng hindi bababa sa 48 oras bago ang pulong.

번역 서비스가 필요하시면 미팅 최소 48시간 이전에 임원 사무실로 (626-931-7300, 내선 번호 7204) 전화주시기 바랍니다.

翻訳サービスが必要な方は、会議の48時間前までに(626) 931-7300 内線 7204のエグゼクティブディレクター事務所にご連絡ください。

إن كنت بحاجة إلى خدمات ترجمة، برجاء الاتصال بالمدير التنفيذي للمكتب على رقم (626)931-7300 (الرقم الداخلي 7204) قبل الاجتماع بـ 48 ساعة على الأقل.

Եթե Ձեզ քարգմանչական ծառայությունների են հարկավոր, հանդիպումից առնվազն 48 ժամ առաջ խնդրում ենք զանգահարել Գործադիր տնօրենի գրասենյակ՝ (626) 931-7300 լրացուցիչ՝ 7204 հեռախոսահամարով:

ប្រសិនបើលោកអ្នកស្នើសុំសេវាកម្មបកប្រែភាសា សូមទាក់ទងមកការិយាល័យនាយកប្រតិបត្តិ តាមលេខទូរស័ព្ទ៖ (626) 931-7300 លេខបញ្ជូនបន្ត 7204 ដែលមានរយៈពេលយ៉ាងតិច 48 ម៉ោង មុនពេលកិច្ចប្រជុំ។

در صورت نیاز به خدمات ترجمه، لطفاً حداقل 48 ساعت قبل از جلسه ملاقات با مدیر اجرایی دفتر به شماره (626)931-7300 داخلی 7204 تماس حاصل فرمایید.

หากคุณต้องการบริการการแปลภาษากรุณาติดต่อสำนักงานผู้ชำนาญการบริหารที่ (626) 931-7300 ต่อ 7204, อย่างน้อย 48 ชั่วโมงก่อนที่จะมีการประชุม



Foothill Transit

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

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

**Friday, March 4, 2016
7:45 a.m.**

1. CALL TO ORDER

The meeting was called to order by Chair Herrera at 7:50 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 Corey Calaycay, Member Charlie Rosales, Member Emmett Badar, Member Antonio Cartagena, Member Cruz Baca, Member Peggy Delach, Member Gary Boyer, Member Albert Ambriz, Member Corey Warshaw, Member Roger Chandler, Member Richard Barakat, Member Tzeitel Paras-Caracci, Member Becky Shevlin, Member Margaret McAustin, Member Cynthia Sternquist, Member Carol Herrera, Member Juventino Gomez, Member Cory Moss, Member Valerie Munoz, Member Hector Delgado, Member David Rodriguez

Alternates: Member Edward Alvarez
Present

Absent: Member Paula Lantz, Member Uriel Macias, Member Michael De La Torre, Member Sam Pedroza

4. REVIEW & APPROVAL OF THE MINUTES

Approval of the minutes for the Governing Board Meeting of October 16, 2015.



Motion by Member Calaycay, second by Member Chandler, the minutes for the Governing Board Meeting of October 16, 2015 were approved.
Motion carried 22-0.

5. **PUBLIC COMMENT**

Noemi Navarro, ATU #1756, addressed the Governing Board.

6. **FOCUS ON SAFETY**

Ali Showkatian, Safety Compliance Coordinator, presented a safety message on building safety.

7. **PRESENTATIONS**

- **LOS ANGELES AND SAN BERNARDINO INTER-COUNTY TRANSIT AND RAIL CONNECTIVITY STUDY**

Steve Fox, Senior Regional Planner with SCAG presented a verbal report on the following:

Significant transportation improvements are under construction or are being planned in the Inter-County Study corridor. Those improvements include the Metro Gold Line extension 2B and 2C, speed and service improvements to the Metrolink San Bernardino Line, and new HOV/Express Lanes on the I-10 San Bernardino Freeway. SCAG is initiating the Inter-County Study in partnership with Metro and San Bernardino Associated Governments (SANBAG).

Metro seeks to evaluate the efficiency and effectiveness of providing both light rail transit and commuter rail service in the same corridor. SANBAG seeks to understand and ensure that San Bernardino County investments in direct rail transit service to Ontario International Airport will benefit San Bernardino County residents. SCAG's approach is to conduct a comprehensive corridor-level study.

The Inter-County Study schedule is as follows: the study initiation is scheduled through Spring 2016, the alternatives development and refinement Summer 2016 to Fall 2016, alternatives evaluation Winter 2016 to Spring 2017. In summer 2017 the study conclusions and recommendation go before the SCAG Transportation Committee and Regional Council. After approval by the SCAG Transportation



Committee & Regional Council the study will be handed off to Metro, SANBAG and implementing agencies.

After discussion, by Common Consent, and there being no objection, the Governing Board accepted Mr. Fox's report.

- **FAST ACT OVERVIEW**

Jan Powell, Senior Advisor, Government Relations & Public Policy, Baker, Donelson, Bearman, Caldwell & Berkowitz PC, presented a verbal report on the following:

The FAST Act was signed by President Obama on December 4, 2015. The FAST Act is a five-year authorization for surface transportation programs, fully funded through September 2020. The bill increases transit funding by nearly 18 percent over the next five years.

Other positive developments, the parity between transit and parking tax benefits were made permanent in the 2016 Omnibus Appropriations bill, Alternate Fuels Excise Tax Credit was extended for two years, the USDOT announced another round of TIGER grants.

After discussion, by Common Consent, and there being no objection, the Governing Board accepted Ms. Powell's report.

- **BIKE SGV**

Wesley Reutimann, Project Director with Bike San Gabriel Valley presented a verbal report on the following:

Bike SGV is an organization that supports a more bicycle, pedestrian, and transit-oriented friendly San Gabriel Valley since 2010.

The concept of Complete Streets references how streets should be designed to be convenient and comfortable for users of all ages and abilities regardless of their mode of transportation. Complete Streets allow for safe travel by those walking, cycling, driving automobiles, riding public transportation, delivering goods, etc.

Regional activities include the SGV Bicycle Master Plan, SGV Active Transportation Data Collection Project, and SGV Regional Greenway Network.



After discussion, by Common Consent, and there being no objection, the Governing Board accepted Mr. Reutimann's report.

8. OPERATION OF LINES 190, 194 AND 270

Recommendation: In accordance with the Executive Board's recommendation, authorize Foothill Transit to operate Lines 190, 194, and 270 should L.A. Metro decide to cancel them.

Joe Raquel, Director of Planning, presented this item.

Mr. Raquel reported that staff has been in discussions with LA Metro regarding Foothill Transit's operation of Lines 190, 194, and 270 should the lines be cancelled by LA Metro. Lines 190 and 194 travel between El Monte and Pomona and assuming ridership stays the same, Foothill Transit can expect a 2.2 million increase in average annual ridership, which equates to about 14 percent. Line 270 serves 780,000 riders per year and travels from Monrovia to the Norwalk Green Station. Foothill Transit is proposing running the northern portion of the line from Monrovia to El Monte. LA Metro and Norwalk Transit are in negotiations for Norwalk Transit to operate the southern section. Based on the current operating contract it would take \$7.1 million to operate the lines and Foothill Transit is looking at \$1.6 million in fare revenue, leaving \$5.5 million in operating cost. Foothill Transit is expecting subsidies from LA Metro to help cover operating costs. LA Metro has begun the cancellation process, they've held public hearings, and LA Metro staff is getting recommendations ready for the service council and board approval. Foothill Transit has begun the process to adopt the new lines. Foothill Transit held a public meeting and have closed the public comment period. A total of 14 comments were received by Foothill Transit. Thirteen in favor of Foothill Transit operating the lines.

Doran Barnes, Executive Director, clarified that the funding received through the FAP would pretty much cover the costs, it is not a guarantee, Foothill Transit could come out slightly ahead or slightly short, it will be close. Strategically the bus lines are very important because they fill out the rest of Foothill Transit's service area and having Foothill Transit be the primary provider is very important for the customers and residents of the San Gabriel Valley. Mr. Barnes suggested that the recommendation be revised to include the possibility of operating a portion or all of Line 270 and provide staff authority to negotiate what portion of Line 270 Foothill Transit will operate.



Motion by Member Calaycay, second by Member Baca, to approve the revised recommendation that includes the possibility of operating a portion or all of Line 270 and provide staff authority to negotiate what portion of Line 270 Foothill Transit will operate. Motion carried 22-0.

9. CLUSTER ELECTIONS OVERVIEW

Recommendation: Receive and file the Cluster Elections Overview.

Christina Lopez, Board Secretary, presented this item.

An overview of the upcoming cluster elections scheduled to take place at the May 12, 2016 Annual Governing Board Meeting was presented. In accordance with the Foothill Transit Rules, Cluster 5, the LA County cluster is schedule to hold their elections. The current executive board members for Cluster 5 are Michael De La Torre, Executive Board Member and Sam Pedroza, Executive Board Alternate. Ms. Lopez also provided a preview of the 2017 and 2018 cluster elections. Cluster 2 and 3 are scheduled to hold their elections 2017 and Cluster 1 and 4 are scheduled to hold their elections in 2018.

Executive Board Member Peggy Delach, representative for Cluster 2 announced that she planned on stepping down from her executive board seat due to family obligations. Executive Director Doran Barnes announced that a special election will be held at the May 12th Annual Governing Meeting to fill the remaining term for the Cluster 2 executive board seat.

Executive Board Member Becky Shevlin, representative for Cluster 3 announced that she planned on stepping down from her executive board seat due to council terms and term limits that do not coincide with the Foothill Transit terms. Executive Board Member Shevlin has agreed to step down and allow other members from Cluster 3 to have an opportunity to serve on the executive board. A special election will be held at the May 12th Annual Governing Meeting to fill the remaining term for the Cluster 3 executive board seat.

Mr. Barnes stated that if the executive board alternate for Cluster 2 and 3 is elected to the executive board seat, then that would create a vacancy in the executive board alternate seat, which would trigger a special election at the May 12th Annual Governing Board Meeting. If the executive board alternate does not advance to the executive board seat then the executive board alternate will continue to fill out their three year term.



Ms. Lopez reviewed the process for governing board members in Clusters 2, 3, and 5 interested in completing a Notification of Interest Form, which assists in notifying other members within the a cluster of a governing board member's interest in serving on the executive board. The Notification of Interest Form is optional and is not required in order to be elected to the executive board.

Motion by Member Paras-Caracci, second by Member Delach, to receive and file. Motion carried 22-0.

10. **EXECUTIVE DIRECTOR COMMENT**

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

Mr. Barnes reported the following:

- In the parking lot on display was a brand new Foothill Transit CNG bus, manufactured by New Flyer. It is part of a group of 30 buses that Foothill Transit has purchased. Mark Fisher with New Flyer was present to answer questions. Mr. Barnes also stated that the new buses include some new safety features, which includes a driver barrier and larger camera images. The new buses are the first to have the three position bike racks. Also on display was New Flyer's electric vehicle.
- A survey will be sent out to governing board members about Foothill Transit's electric vehicle program. Staff is looking get input and ideas from governing board members. The messaging for the electric vehicle program will be refreshed.
- Therese McMillan the current Acting Administrator for the Federal Transit Administration (FTA) will be joining LA Metro as the Chief Planning Officer. Ms. McMillan is a great leader and great asset to the Los Angeles area.
- Upcoming meetings are April 1 Executive Board Meeting, April 15 Special Governing Board Meeting, and the Annual Governing Board Meeting on May 12.
- Mr. Barnes continues to be involved at the national level preparing to serve as the Chair of the American Public Transportation Association and will take the gavel in September when the APTA Annual Meeting is



held in Los Angeles. On September 11 there will be a reception and he invited the governing board members to attend.

11. **GOVERNING BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Executive Board.

- Chair Herrera asked if any governing board members have an election coming up in their city, and if they have chosen not to run again for office. Governing Board Member Antonio Cartagena, City of Walnut, indicated he would not be running for re-election. Member Cartagena stated he served 16 years on the Walnut City Council. Governing Board Member Tzeitel Paras-Caracci, City of Duarte, thanked Member Cartagena for being a mentor and coach to her.
- Member Paras-Caracci announced that April 2 is Duarte's Wilderness Day and the city gets to highlight its Fish Canyon Falls and she invited everyone to visit the falls.
- Member Paras-Caracci announced that the Gold Line stations open on March 5 and the City of Duarte would be hosting a grand opening event.
- Vice Chair Shevlin indicated that the City of Monrovia would also be hosting a Gold Line event.

12. **ADJOURNMENT**

Adjournment for the March 4, 2016 Foothill Transit Special Governing Board Meeting.

There being no further business, the Foothill Transit Special Governing Board meeting adjourned at 9:31 a.m.



April 15, 2016

To: Governing Board

Subject: **Fare Restructuring Study Update**

Recommendation

Receive and file an update on the status of Foothill Transit's ongoing Fare Restructuring Study and provide input to staff on the conceptual fare options.

Analysis

On August 28, 2015, the Executive Board authorized the issuance of RFP No. 16-016, for Foothill Transit to seek proposals from qualified firms or individuals to conduct a fare restructuring study that will evaluate Foothill Transit's current fare structure, provide recommendations, and that will function as a predictive tool to be applied in the future, as needed.

On September 24, 2015, a pre-proposal conference was conducted and five potential proposers attended. Proposals were received from five firms on November 5, 2015. The four highest ranked firms were invited to an evaluation interview during the week of November 30, 2015. Four Nines Technologies was ranked highest by the evaluation team, and the Executive Board authorized award of a contract to Four Nines at their meeting on December 11, 2015.

Four Nines Technologies was formed in 2012 by a group of fare analysis and fare collection and technology experts. The firm has extensive transit industry experience conducting fare studies, modeling impacts of fare changes on ridership, preparing alternatives and recommendations to maximize the agency's goals and minimize negative impacts to customers and communities. Other recent engagements include regional fare policy for Boise VRT, fare structure study for Denver RTD, regional means-based transit fare pricing study for MTC in the San Francisco Bay Area, and fare policy and ridership estimates for SCRRRA (Metrolink).

The scope of work for the fare restructuring study includes the following:

- Analysis of Foothill Transit current fare structure and review of other peer agency fares
- Ranking criteria and alternative concepts for consideration



Special Governing Board Meeting – 04/15/16
Fare Restructuring Study Update
Page 2

- Development of technical model to test fare elasticity, ridership impacts, revenue and FAP changes
- Title VI analysis
- Recommendations for Board consideration

Representatives of Four Nines Technologies will present their findings at the April 15, 2016 Special Governing Board meeting and will seek the Board's input on conceptual fare options that should be moved forward in the study.

Budget Impact

Funding for this study is included in Foothill Transit's approved Fiscal Year 2015/2016 budget.

Sincerely,

A handwritten signature in blue ink that reads "Michelle Lopes Caldwell".

Michelle Lopes Caldwell
Director of Finance & Treasurer

A handwritten signature in blue ink that reads "Doran J. Barnes".

Doran J. Barnes
Executive Director