



**STATEMENT OF PROCEEDINGS FOR THE
SPECIAL MEETING OF THE
FOOTHILL TRANSIT EXECUTIVE BOARD
STUDY SESSION
FOOTHILL TRANSIT ADMINISTRATIVE OFFICE
2ND FLOOR CONFERENCE ROOM
100 SOUTH VINCENT AVENUE
WEST COVINA, CALIFORNIA 91790**

Friday, April 19, 2013

8:00 AM

CALL TO ORDER

1. Call to order. (13-1854)

The meeting was called to order by Chair Pat Wallach at 8:02 a.m.

PLEDGE

2. Pledge of Allegiance. (13-1855)

The Pledge of Allegiance was led by Chair Pat Wallach.

ROLL CALL

3. Roll call. (13-1856)

**Roll call was taken by Mr. Garen Khachian, Staff, Board of Supervisors
Executive Office, Commission Services Division.**

Present: Chair Pat Wallach, Treasurer Paula Lantz, Member Carol Herrera
and Vice Chair Doug Tessitor

Excused: Member Margaret McAustin

I. PRESENTATIONS

4. CURRENT FINANCIAL POSITION OVERVIEW
Recommendation: Receive and file the Current Financial Position Overview.
(13-1858)

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

Foothill Transit has \$61.4 million in cash to pay its liabilities of \$43.7 million. The agency's ability to meet short-term obligations ratio is 1.41 to 1.00 or \$1.41 to pay for a \$1.00 of liabilities. This ratio indicates Foothill Transit will not have any difficulty paying its liabilities.

Mr. Doran Barnes, Executive Director, Foothill Transit, stated the agency is in a strong financial position and has a healthy reserve.

After discussion, on motion of Member Carol Herrera, seconded by Vice Chair Doug Tessitor, unanimously carried (Member Margaret McAustin being absent), this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

5. PROPOSED FISCAL YEAR 2014 BUSINESS PLAN AND BUDGET

Recommendation: Recommend approval of Foothill Transit's proposed Business Plan, Budget and Performance Targets for Fiscal Year 2014 to the Foothill Transit Governing Board.

- 5.1. Prior Year Accomplishments
- 5.2. Initiatives for Fiscal Year 2014
- 5.3. Revenue and Expense Summary
- 5.4. Departmental Budgets
- 5.5. Long Range Financial Plans
(13-1859)

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

The mission of Foothill Transit is to be the premier public transit provider committed to safety, courtesy, quality, responsiveness, efficiency and innovation.

Foothill Transit's primary goals are:

- **Operating a Safe Transit System**
- **Providing Outstanding Customer Service**
- **Operating an Effective Transit System**
- **Operating an Efficient Transit System**

The indicators for achieving these goals are:

- Preventable Accidents per 100,000 Miles
- Complaints per 100,000 Boardings
- Schedule Adherence
- Average Hold time of callers
- Average Miles Between Service Interruptions
- Boardings per Service Hour
- Average Weekday Boardings
- Average Cost per Vehicle Service hour
- Farebox Recovery Ratio

Fiscal Year 2013 Accomplishments include:

- Real time Customer Information
- International Organization for Standardization (ISO) 14001 Certification
- Website Update
- San Gabriel Valley Park & Rides
- Zero Emissions Bus Project
- 30/365 Bus Replacement

Fiscal Year 2014 Initiatives include:

- Bus Replacement Project
- System Performance
- Electric Bus Program
- Environmental Sustainability Management System (ESMS) at Pomona
- College Pass Program
- San Gabriel Valley Park & Rides
- Legislative Advocacy
- Website Redesign
- 25th Anniversary Campaign

After discussion, on motion of Vice Chair Doug Tessitor, seconded by Member Carol Herrera, unanimously carried (Member Margaret McAustin being absent), the Board approved Foothill Transit's proposed Business Plan, Budget and Performance Targets for Fiscal Year 2014 to be presented to the Foothill Transit Governing Board.

Attachments: [SUPPORTING DOCUMENT](#)

6. MANAGEMENT SERVICES CONTRACT EXPIRATION

Recommendation: Appoint a subcommittee to work with the General Counsel

to make recommendations to the Executive Board concerning management services for Foothill Transit. (13-1864)

Darold Pieper, General Counsel, presented this item and reported the following:

Darold Pieper, General Counsel, presented this item and reported that it has been the Executive Board's past practice to appoint a subcommittee of two of its members to work with General Counsel (who is not employed by Veolia) on issues related to assuring continuing management services at Foothill Transit.

Chair Pat Wallach, nominated Treasurer Paula Lantz and Member Carol Herrera to be members of the subcommittee.

On motion of Vice Chair Doug Tessitor, seconded by Chair Pat Wallach, unanimously carried (Member Margaret McAustin being absent), the Board approved the nomination of Treasurer Paula Lantz, and Member Carol Herrera to the subcommittee to work with the General Counsel to make recommendations to the Executive Board concerning management services at Foothill Transit.

Attachments: [SUPPORTING DOCUMENT](#)

II. EXECUTIVE DIRECTOR COMMENT

7. Comments by Mr. Doran Barnes, Executive Director, Foothill Transit Executive Board. (13-1865)

Mr. Barnes reported that the Mayor of the city of Greenville, South Carolina, Allen M. Thomas, will be visiting Foothill Transit on Thursday, April 25, 2013. A tour of the Pomona Transit Center is planned. Mr. Barnes extended an invitation to Board members to join the tour.

After discussion, by common consent and there being no objection (Member Margaret McAustin being absent), this item was received and filed.

III. BOARD MEMBER COMMENT

8. Comments by Members of the Foothill Transit Executive Board. (13-1866)

Chair Pat Wallach requested to include a moment of silence at the beginning of the next Foothill Transit meeting for the victims of the Boston Marathon. Treasurer Paula Lantz suggested also including the victims of West, Texas.

After discussion, by common consent and there being no objection (Member Margaret McAustin being absent), this item was received and filed.

IV. ADJOURNMENT

- 9.** Adjournment for the April 19, 2013 Foothill Transit Executive Board Special Meeting. (13-1867)

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