



Foothill Transit

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

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

**Friday, January 25, 2019
7:45 a.m.**

1. CALL TO ORDER

The meeting was called to order by Chair Calaycay at 7:49 a.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Member Fish.

3. FOCUS ON SAFETY

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

4. ROLL CALL

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Corey Calaycay, Member Emmett Badar, Member Nancy Tragarz, Member Gary Boyer, Member Albert Ambriz, Member Roger Chandler, Member Richard Barakat, Member Tzeitel Paras-Caracci, Member Becky Shevlin, Member Nanette Fish, Member Carol Herrera, Member Cory Moss, Member Valerie Munoz, Member Hector Delgado, Member Sam Pedroza, Member Jimmy Lin, Member Cynthia Sternquist

Absent: Member Charlie Rosales, Member Robert Torres, Member Uriel Macias, Member Ricardo Pacheco, Member Margaret McAustin

5. REVIEW AND APPROVAL OF MINUTES

Approval of the minutes for the Special Meeting of December 14, 2018.

Motion by Member Chandler, second by Member Fish, the minutes for the



Special Meeting of December 18, 2018 were approved. Motion carried 17-0.

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.

Desiree Enrique - Employee of the Month

John Garcia - Operator of the Month

Marc Perla, General Manager, introduced the Pomona location Keolis employees of the month.

Earnest Lee - Employee of the Month

Kenneth Sims - Operator of the Month

After discussion, by Common Consent, and there being no objection, the Board recognized the operators and employees of the month.

8. **PUBLIC COMMENT**

Mike Ake, Keolis Vice President, addressed the Governing Board and thanked the Governing Board for their partnership.

8.1 Executive Director Response to Public Comment

There was no response to Public Comment by Doran J. Barnes, Executive Director.

9. **RECESS MEETING FOR SPECIAL ELECTION FOR CLUSTER 2 (AZUSA, BALDWIN PARK, COVINA, GLENDORA, IRWINDALE, WEST COVINA) TO ELECT EXECUTIVE BOARD MEMBER (SHOULD THE ELECTION OF AN EXECUTIVE BOARD ALTERNATE ALSO BE REQUIRED, THAT ELECTION WILL ALSO BE HELD)**

Chair Calaycay announced that a quorum of Cluster 2 was not present, and Items 9 and 10 related to the Cluster 2 Special Election will be deferred to



the next Governing Board Meeting.

10. **RECONVENE MEETING AND ANNOUNCE THE SPECIAL ELECTION RESULTS FOR CLUSTER 2**

11. **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 reported that the season opened up on May 19, 2018 with Foothill Transit providing shuttle services for over 11,000 customers to the Taylor Swift concert. Shuttle services were also provided to a soccer match, Ed Sheeran concert, and UCLA home games. The season concluded with the Tournament of Roses game on January 1, 2019. Foothill Transit transported over 119,000 customers for the entire season.

Received and filed.

12. **2019 Foothill Transit Bus Roadeo Preview**

Recommendation: Receive and file the preview of the 2019 Foothill Transit Bus Roadeo.

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

Ms. Pina announced that Foothill Transit will host its 24th Annual Bus Roadeo competition on Saturday, March 2, 2019. The event will take place at the Arcadia Operations and Maintenance Facility. Operators and maintenance teams from both the Arcadia and Pomona facilities will compete to determine which operator and maintenance team will represent Foothill Transit in Louisville, Kentucky at the American Public Transportation Association's International Bus Roadeo competition. Last year, Foothill Transit's maintenance team took first place. Invitations were extended to Governing Board Members who were interested in joining the March 2 event.

Received and filed.



13. **FREE RIDE COUPON PROGRAM CANCELLATION**

Recommendation: Receive and file the Free Ride Coupon Program Cancellation.

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

Ms. Apodaca presented an overview of the Free Ride Coupon Program and recent changes to the program in the recent year that led to the program's cancellation. Communication about the program's cancellation will commence soon, which may result in some communication from constituency that may be affected by the cancellation of the program.

The program is a community engagement and support resource enabling local schools, hospitals, and social services organizations to obtain and distribute roundtrip Free Ride Coupons on Foothill Transit for students, clients, and clients who need transportation assistance to access local services.

Today, the Free Ride Coupon Program distributes 4,800 coupons per month to 90 organizations throughout the Foothill Transit service area. Coupons are distributed to homeless service organizations, schools, hospitals, religious organizations, and family and foster care services.

Early last year, there was a noticeable increase in participation requests from new organizations, which indicates that the program had reached a crossroads. Firm guidelines have limited coupon distribution overall, but a cap on how many organizations can participate has never been implemented.

The Executive Board reviewed and approved cancellation of the program at an October 2018 Executive Board Meeting – Study Session. The program will officially end in June 2019.

Chair Calaycay stated that the cancellation of the program was an action not taken lightly by the Executive Board. He indicated that an Ad Hoc committee was established to look into the details of the policy. He thanked Vice Chair Herrera and Governing Board Member Sternquist for their participation.

Received and filed.

14. **PROPOSED 2019 FEDERAL, STATE AND LOCAL LEGISLATIVE PROGRAMS**



Recommendation: Receive and file the proposed 2019 Federal, State, and Local Legislative Programs as outlined in Attachments A, B, and C.

David Reyno, Director of Government Relations, presented this item.

Mr. Reyno reported that each year Foothill Transit adopts federal, state, and local legislative programs, which serve as guides for pursuing Foothill Transit's legislative proposals and strategies. The two primary program goals are, (1) to ensure policies decisions are beneficial to Foothill Transit's operations and funding, and (2) to build and maintain strong relationships with Foothill Transit's elected representatives and their staff.

On the federal front, Foothill Transit will advocate for a new long-term surface transportation authorization bill, infrastructure, long-term stabilization of the Highway Trust Fund, earmarks, permanent extension of the Alternative Fuels Tax Credit, transit tax incentives, and transit research funding.

At the state level, Foothill Transit will advocate for maximum transit funding in the state budget, implementation of the Innovative Clean Transit Regulation, solutions to reduce cost of electricity, efforts to improve traffic flow on the 10 Freeway and HOV Lanes, and seek clarification and possible legislation exempting transit agencies from liability related to seatbelts on buses.

On the local level, Foothill Transit will continue to advocate for Foothill Transit's fair share of local funding sources, work with Metro and the county municipal operators on region funding and planning matters, maintain active participation on key regional and San Gabriel Valley organizations, and work closely with Foothill Transit's county and cities on their transportation needs.

Received and filed.

15. **FISCAL YEAR 2018-2019 SECOND QUARTER PERFORMANCE INDICATORS REPORT**

Recommendation: Receive and file the FY2018-2019 Second Quarter Performance Indicators Report.

LaShawn King Gillespie, Director of Customer Service and Operations, presented this item.

Ms. King Gillespie reported on Foothill Transit's performance for the second



quarter of FY2018-2019. This includes the months of October, November, and December. In the second quarter, Foothill Transit achieved four out of eight key performance indicators.

Overall system performance resulted in 3.15 million boardings, \$4.29 million in fare revenue, services hours were flat compared to the same time last year at 216,721, and operating expenses have increased by five percent this fiscal year to \$24.5 million.

The performance indicator targets met for the quarter are complaints per 100,000 boardings, boardings per vehicle service hour, farebox recovery ratio, and average cost per vehicle service hour.

Received and filed

16. **COVINA TRANSIT CENTER AND PARK & RIDE UPDATE**

Recommendation: Receive and file an update on the development of the Covina Transit Center and Park & Ride Project.

Sharlane Bailey, Director of Facilities, presented this item.

Ms. Bailey provided an update on the Covina Transit Center and Park & Ride project. She presented a timeline of the project since its inception in 2016. The transit center will be located at the northeast corner of Citrus Avenue and Covina Boulevard. The entire project consists of 10.67 acres, of which Foothill Transit owns 3.08 acres. The remaining property is owned by Meritage Homes and the City of Covina.

The parking structure will have three levels with approximately 317 parking spaces. There will be four bus bays, a layover area, and provisions for an electric bus charging station. There is also a 4,400 square foot commercial space in the transit center. Foothill Transit is looking for a commercial partner that can provide high consumer traffic and good visibility for the transit center, while also generating revenue. Completion of the transit center and commercial building is expected in January 2020.

Received and filed.

17. **FARE RESTRUCTURING IMPLEMENTATION UPDATE**

Recommendation: Receive and file this update on the adopted fare restructuring scheduled for September 2019.



Michelle Lopes Caldwell, Director of Finance and Treasurer, presented this item.

Ms. Caldwell reported that the second phase of the fare changes are scheduled for implementation in September 2019. The changes to the single ride cash fares are a \$.25 increase for local service and Silver Streak, and a \$.50 increase for Commuter Express. Foothill Transit will continue to offer a \$.25 discount for Tap Card use on the Local and Silver Streak service.

Changes to passes include an increase of \$10 to the 31-Day Pass for local and commuter service. The Silver Streak 31 Day Pass will increase by \$5.00. The Day Pass will increase by \$1.00 to \$6.00.

Receive and file.

18. **EXECUTIVE DIRECTOR COMMENT**

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

Mr. Barnes reported the following:

- Foothill Transit's Double Decker Electric Bus project is moving forward. Foothill Transit will be the first in North America to implement an electric double decker bus in revenue service.
- Twenty-eight of the 34 El Dorado CNG Buses have been delivered.
- Invited Governing Board Members to the March 2 Foothill Transit Roadeo.
- The Executive Board Strategic Planning Workshop is scheduled for February 22, 2019 and the next Governing Board Meeting is scheduled for March 29, 2019.
- Foothill Transit was the recipient of an AdWheel Award for the advertising program related to the service to Fairplex.

19. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Governing Board.

- Member Chandler requested an update on Foothill Transit's partnership with the City of Duarte to assume operations of Duarte's fixed route service. Executive Director Barnes reported that city has purchased electric buses. Currently, range tests and performance tests



are being conducted.

- Vice Chair Herrera requested that today's meeting be adjourned in the memory of Dr. Ligorio Calaycay, father of Chair Calaycay. Dr. Calaycay passed away in December 2018.

20. **ADJOURNMENT**

Adjournment for the January 25, 2019 Foothill Transit Governing Board Meeting.

There being no further business, the Foothill Transit Governing Board meeting adjourned the meeting in the memory of Dr. Ligorio Calaycay at 9:09 a.m.