



**STATEMENT OF PROCEEDINGS FOR THE
REGULAR MEETING OF THE
FOOTHILL TRANSIT EXECUTIVE BOARD
HELD IN THE 2ND FLOOR CONFERENCE ROOM OF THE
FOOTHILL TRANSIT ADMINISTRATION OFFICE
100 SOUTH VINCENT AVENUE
WEST COVINA, CALIFORNIA 91790**

Friday, September 30, 2011

8:00 AM

CALL TO ORDER

1. Call to order. (11-4179)

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

2. Pledge of Allegiance. (11-4180)

The Pledge of Allegiance was led by Member Chandler.

ROLL CALL

3. Roll call. (11-4181)

Roll call was taken by Martha Arana, Staff, Board of Supervisors, Executive Office, Commission Services Division.

Present: Chair Herrera, Vice Chair Wallach, Treasurer Lantz, Member Chandler and Member Delach (Vice Chair Wallach, joined the meeting at 8:24 a.m.)

I. ADMINISTRATIVE MATTERS

4. Approval of minutes for the Regular Meeting of August 26, 2011 and Special Executive Board Meeting of September 14, 2011. (11-4182)

On motion of Member Chandler, seconded by Treasurer Lantz, this item was approved with the following vote:

Ayes: 3 - Chair Herrera, Treasurer Lantz and Member Chandler

Abstentions: 1 - Member Delach

Excused: 1 - Vice Chair Wallach

Attachments: [SUPPORTING DOCUMENT](#)
[SUPPORTING DOCUMENT](#)

II. PRESENTATIONS

5. Presentations:

Contractors' Employee Recognition. (11-4183)

Ms. Flores, General Manager, Arcadia Operations & Maintenance Facility, introduced and recognized the following Arcadia location MV Transportation Operator of the Month and Employee of the Quarter:

- **Felimon Marquez, Operator of the Month (September 2011)**
- **Albert Flores, Employee of the Quarter (September 2011)**

Peter Greenberg, General Manager, First Transit, introduced and recognized the following Pomona location First Transit Operator of the Month:

- **Martha Vidriezca, Operator of the Month (September 2011)**

After discussion, by common consent and there being no objection, this item was received and filed.

III. PUBLIC COMMENT

6. Public comment. (11-4184)

The following members of the public addressed the Foothill Transit Executive Board: Mary Griffith, Audrey Lohr, Ronald Luhr, Peggy Martinez, Jorge Rosales, Merrie Suydam and Jerry Vogel.

IV. CONSENT CALENDAR

7. FISCAL YEAR 2012 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY

Recommendation: Receive and file the Financial Statements and Investment Summary for Fiscal Year 2012.
(11-4185)

On motion of Member Chandler, seconded by Member Delach, unanimously carried, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

8. PERFORMANCE INDICATORS REPORT - AUGUST 2011

Recommendation: Receive and file the August 2011 Performance Indicators Report. (11-4302)

On motion of Member Chandler, seconded by Member Delach, unanimously carried, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

9. 2011 LEGISLATION SUMMARY

Recommendation: Receive and file the September 2011 Legislative Summary. There are no recommended positions on bills this month. (11-4303)

On motion of Member Chandler, seconded by Member Delach, unanimously carried, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

10. REQUEST APPROVAL - FY 2012 BUS STOP ENHANCEMENT PROGRAM

Recommendation: 1) Approve the FY 2012 Bus Stop Enhancement Program; and 2) Authorize the Executive Director to issue requests for applications and provide grants for BSEP projects submitted by member cities and Los Angeles County which meet the established criteria up to \$40,000 each city. (11-4304)

On motion of Member Chandler, seconded by Member Delach, unanimously carried, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

11. REQUEST TO ISSUE RFP- TRANSIT SERVICES - ARCADIA/IRWINDALE FACILITY (RFP NO. 12-002)

Recommendation: Authorize the Executive Director to: 1. Issue a request for proposals (RFP No. 12-002) for transit operations and maintenance services at Foothill Transit's Arcadia/Irwindale facility; and 2. Amend the end date for the current service contract with MV Transportation from July 15, 2012 to June 30, 2012. (11-4305)

On motion of Member Chandler, seconded by Member Delach, unanimously carried, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

12. Foothill Transit Network Switch Upgrade

Recommendation: Authorize the Executive Director to negotiate final contract terms and conditions and execute a contract in the amount of Two Hundred Forty Six Thousand Two Hundred Sixty Five Dollars and Forty Five Cents (\$246,265.45) with Nexus to upgrade the Cisco network switches at the Foothill Transit administrative office. (11-4306)

On motion of Member Chandler, seconded by Member Delach, unanimously carried, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

V. DISCUSSION ITEMS (REGULAR AGENDA)

13. Fiscal Year 2011 Financial and Compliance Audit Results

Recommendation: Receive and file the Fiscal Year 2011 financial and compliance audit results. (11-4307)

Richard Hassenohrl, Director of Finance, Foothill Transit reported that the accounting firm of Lance, Soll and Lunghard LLP completed an audit of Foothill Transit's balance sheet as of June 30, 2011, related statements of revenues, expenses, and cash flow. In addition, this firm completed an audit of Foothill Transit's compliance with the Single Audit (Office of Management and Budget Circular [OMB] A-133) guidelines mandated by Foothill Transit's receipt of federal funds, the Transportation Development Act, and the rules and regulations of the Los Angeles County Metropolitan Authority. For the ninth year in a row, Foothill Transit received a clean audit, and no requirements or recommended adjustments were made to Foothill Transit's financial statements for the fiscal year ending June 30, 2011.

Mr. Hassenohrl, introduced Debbie Harper, Senior Manager from the Lance, Soll and Lunghard LLP, who provided a PowerPoint presentation detailing the Fiscal Year 2011 Financial and Compliance Audit Results for the organization.

After discussion, on motion of Treasurer Lantz, seconded by Member Chandler, unanimously carried, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

14. Foothill Connections Marketing Campaign

Recommendation: Receive and file the Foothill Transit Marketing Campaign report. (11-4186)

Linda Somellida, Director of Marketing, Foothill Transit, presented this item.

After discussion, on motion of Chair Herrera, seconded by Vice Chair Wallach, unanimously carried, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

15. Industry Park & Ride Groundbreaking

Recommendation: Receive and file the Industry Park & Ride Groundbreaking report. (11-4308)

Linda Somellida, Director of Marketing, Foothill Transit, reported that on Thursday, October 20, 2011 Foothill Transit will mark the beginning of construction of the Industry Park and Ride project with a groundbreaking ceremony. The event will begin at 8:30 a.m. with refreshments, followed by comments by Executive Board Members, city of Industry and federal representatives who will say a few words about the significance of the project to the agency and the community. Representative Grace Napolitano, 38th Congressional District, has confirmed that she will be part of the celebration.

After discussion, on motion of Treasurer Lantz, seconded by Member Chandler, unanimously carried, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

16. OPTION SELECTION AND REQUEST TO ISSUE IFB - TRAVERTINE REPLACEMENT

Recommendation: 1. Select one of three options to replace the existing exterior Travertine cladding system; and 2. Authorize the Executive Director is issue an Invitation for Bids (IFB) for construction and installation of a new exterior cladding system.

(11-4309)

Sharlene Bailey, Project Manager, Foothill Transit, presented this item. A report by ABS Consulting indicated that the existing travertine cladding system and associated connections on the north and south elevations of the building were identified to be deficient. The report also recommended removing and replacing the existing travertine with a lightweight cladding system.

Evan Troxel, HMC Architect, gave a brief report on the three replacement options: 1) Louvers/Day, 2) Cube Panels/Day and 3) Stone Panels/Day, and explained the benefits and estimated cost of each option.

It was noted that the West Covina Historical Society, at its last meeting, was supportive of the project to replace the exterior travertine cladding system.

Mary Griffieth, member of the public, addressed the Commission.

After discussion, on motion of Member Chandler, seconded by Vice Chair Wallach, the Executive Board approved to replace the existing exterior Travertine cladding system with the Louvers/Day design at an estimated cost of \$473,000. This item was duly carried by the following vote:

Ayes: 4 - Chair Herrera, Vice Chair Wallach, Member Chandler and Member Delach

Noes: 1 - Treasurer Lantz

After further discussion, on motion of Vice Chair Wallach, seconded by Member Delach, unanimously carried, the Executive Board authorized the Executive Director to issue an Invitation for Bids (IFB) for construction and installation of a new exterior cladding system.

Attachments: [SUPPORTING DOCUMENT](#)

17. CONTRACT AWARD - ON-BOARD BUS SECURITY SURVEILLANCE EQUIPMENT IMPROVEMENTS

Recommendation: Authorize the Executive Director to execute a contract with Transit Solutions for the provision of on-board and fixed end security surveillance equipment upgrades and all necessary materials and labor to install/retrofit and validate the equipment in the amount of \$1,152,524.71. (11-4310)

Jamie Becerra, Director of Safety & Security, Foothill Transit, presented this item.

After discussion, on motion of Treasurer Lantz, seconded by Member Chandler, unanimously carried, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

VI. EXECUTIVE DIRECTOR COMMENT

18. Comment by Mr. Doran Barnes, Executive Director, Foothill Transit Executive Board. (11-4187)

Mr. Barnes reported the following:

- **He is looking forward to the ground breaking ceremony of the City of Industry Park and Ride, scheduled for October 20, 2011.**
- **The next meeting of Foothill Transit Executive Board is scheduled for Friday, October 28, 2011 at 8:00 a.m. No meeting is scheduled for November, and a meeting is scheduled for December 2011.**

After discussion, by common consent and there being no objection, this item was received and filed.

VII. BOARD MEMBER COMMENT

19. Comments by the Members of the Foothill Transit Executive Board. (11-4188)

Vice Chair Wallach, reported that the city of El Monte is celebrating its 100th anniversary of incorporation, and that banners are being sold for \$300. The Board expressed interest in purchasing a banner. The "kickoff" celebration begins on November 5, 2010.

Treasurer Lantz, reported that the Los Angeles County Fair has a banner program and suggested that Foothill Transit purchases a banner for display at the fairgrounds.

Member Delach, reported the City of Covina will be having a “Thunder Fest” on Sunday, October 2, 2011. The event is a family-oriented celebration which includes a Jazz band and car exhibition.

The Foothill Transit Executive Board recessed to Closed Session at 9:06 a.m. following Agenda Item No. 19. The Foothill Transit Executive Board meeting was reconvened and called to order by Chair Herrera, at 9:27 a.m. with the following members present: Chair Herrera, Vice Chair Wallach, Treasurer Lantz and Member Chandler.

VIII. NOTICES OF CLOSED SESSION

- 20. CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code § 54956.8)**

Property Address/Location: Northerly 126 ± feet x 383 ± feet of APN: 8608-027-900

Agency Negotiator(s): Doran J. Barnes, Roland Cordero, Edward J. Gill, Darold D. Pieper, Kevin McDonald

Negotiating Parties: Fran Delach, Azusa City Manager & Tito Haes, Public Works Director

Under Negotiation: Price and Terms (11-4311)

Member Delach was excused.

Darold Pieper, Legal Counsel, reported that no reportable action was taken.

- 21. CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code § 54956.8)**

Property Address/Location: APN: 8474007035

Agency Negotiator(s): Doran J. Barnes, Roland Cordero, Edward J. Gill, Darold D. Pieper, Kevin McDonald

Negotiating Parties: Andrew Pasmant, West Covina City Manager (11-4189)

Member Delach was excused.

Darold Pieper, Legal Counsel, reported that no reportable action was taken.

**22. CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATORS
(Government Code § 54956.8)**

Property Address/Location: Eastern Portion of 1950 E. Washington Blvd.
Agency Negotiator(s): Doran J. Barnes, Roland Cordero, Edward J. Gill, Darold
D. Pieper, Kevin McDonald, Travis Boyd
Negotiating Parties: Mike Meraz, Magnum Properties (11-4312)

Member Delach was excused.

Darold Pieper, Legal Counsel, reported that no reportable action was taken.

IX. ADJOURNMENT

**23. Adjournment of September 30, 2011, Foothill Transit Executive Board Meeting.
(11-4190)**

**There being no further business, the Foothill Transit Executive Board
meeting adjourned in memory of Willie White former Foothill Transit Board
Member at 9:27 a.m.**