

MINUTES  
MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM  
EXECUTIVE COMMITTEE

March 7, 2024

[Clerk's note: Except where noted, public, staff and board member comments are paraphrased. The full comment can be heard by reviewing the recording at the [MTS website](#).]

**1. Roll Call**

Chair Whitburn called the Executive Committee meeting to order at 9:02 a.m. A roll call sheet listing Executive Committee member attendance is attached.

**2. Public Comment**

Ozzy Meneses – Provided a verbal statement to the Board during the meeting. Ozzy outlined his work history and advertised his consulting business on public affairs and relations.

The Original DRA – Provided a verbal statement to the Board during the meeting. The Original DRA expressed dissatisfaction with alleged asylum seekers that were utilizing free public transportation and believed that the youth opportunity pass (YOP) is dangerous for youth without additional security measures.

**3. Approval of Minutes**

Board Member Moreno moved to approve the minutes of the February 1, 2024, MTS Executive Committee meeting. Vice Chair Goble seconded the motion, and the vote was 5 to 0 in favor with Board Member Montgomery Steppe and Board Member Bush absent.

**DISCUSSION ITEMS**

**4. Rapid 227 Service in Imperial Beach (Denis Desmond)**

Denis Desmond, MTS Director of Planning and Scheduling, along with Beverly Neff, Senior Transportation Planner, presented on Rapid 227 Service in Imperial Beach. Mr. Desmond outlined: the route timeline, grant funding, ridership, and current and future service in Imperial Beach.

**Committee Comment**

Board Member Moreno did not support changes to the route that would reduce her community's access to the beach. She deferred to MTS staff as the expert matter for such recommendations for route adjustments.

Board Member Elo-Rivera encouraged additional public education outreach. Sharon Cooney, MTS Chief Executive Officer, acknowledged that historically, various communities throughout the region have expressed route push back on new routes, and now, those same communities advocate for additional transit options.

**Action Taken**

No action taken. Informational item only.

**5. Vehicle Assignment and Transit Amenities Policies (Samantha Leslie & Denis Desmond)**

Mr. Desmond and Samantha Leslie MTS Deputy General Counsel, presented on Vehicle Assignment and Transit Amenities Policies. They outlined: Title VI policy background, vehicle assignment policy, transit amenities policy, monitoring policies, and next steps.

**Committee Comment**

Board Member Moreno believed that MTS amenities are critical to attracting and retaining ridership. She asked staff to show which stops would have enhanced amenities if funding was available. She added that the agency's goal should be to develop a plan to identify bus stops in the service area that should receive enhanced amenities, asked for a cost estimate of such analysis, and encouraged staff to seek funding. Board Member Moreno advocated for a transit amenities plan, coupled with the policy. She also suggested revising the proposed policy to include the operation and maintenance of restrooms, along with identifying gaps in restroom access across the system. Board Member Moreno also advocated for a minimum number of validators at each platform.

Vice Chair Goble asked staff to explain the distinction between active memorandum of understanding agreements (MOU) and no MOU referenced in the key to slide 7. Mr. Desmond replied that some cities have agreements for MTS to provide amenities, while others do not. He asked who would fund the addition or enhancement of amenities. Mr. Desmond replied that unless there is an MOU in place, each city is responsible for enhancements and additions of bus stop amenities. Vice Chair Goble asked if MTS would be open to establishing additional agreements. Ms. Cooney confirmed that MTS is open to growing those agreements. She noted that while this would reduce Transportation Development Act (TDA) funding to the applicable city, it would allow MTS to upgrade the station and generate advertisement revenue. Vice Chair Goble asked if all shelters would have advertisement displays. Mr. Desmond noted that advertisements are based on the infrastructure and location of shelters.

Board Member Elo-Rivera asked if all of MTS's amenities are supported by contractors. Mr. Desmond responded that depending on the amenity and location, bus shelters, bus benches, elevators and escalators are serviced by MTS contractors; and transit centers, trolley stations, ticket vending machines and validators are serviced by MTS staff. Board Member Elo-Rivera asked how the agency determines when MTS staff versus a contractor should perform the work. Mr. Desmond replied that due to the volume of bus amenities, these services are more often contracted out. Karen Landers, MTS General Counsel, added that advertisement obligations have been bundled with the maintenance of the bus stop amenities. Board Member Elo-Rivera was curious if amenities attracted ridership, and encouraged CalEnviroScreen as a useful tool to assure equity in amenities across the system. Board Member Elo-Rivera asked staff if it would be helpful to articulate the Board's directive for restrooms through a formal policy. Ms. Cooney assured the Board that staff understands the Board's directive and noted the transit-oriented development restrooms being built. She stated that staff is actively working with the jurisdictions of adjacent restroom owners to MTS stops. She listed an MOU agreement slated for the Board's approval at the upcoming May meeting for SDSU station restroom re-opening. Board Member Elo-Rivera advocated for the access of restrooms in heavily transited bus and trolley stops, and he was concerned about how MTS was prioritizing restroom access. He also asked about the re-implementation timeline of a bus bench in his jurisdiction. Mr. Desmond assured Board Member Elo-Rivera that they would check on the status of the bus bench.

Vice Chair Goble asked about advertisement at bus shelters. He expressed concern over alcohol advertisements that would be advertised in low-income communities. He asked if it would be possible to exclude such advertisements in his region.

**Action Taken**

No action taken. Informational item only.

OTHER ITEMS

**6. Review of Draft March 14, 2024 Board Agenda**

Recommended Consent Items

**3. Approval of Minutes**

Action would approve the February 8, 2024 Board of Director meeting minutes.

**4. Public Hearing: Proposed Amendments to For-Hire Vehicle Services Regulations**

Action would 1) Adopt the proposed amendments to MTS Ordinance No. 11 “An Ordinance Providing for the Licensing and the Regulating of Transportation Services within the City and the County by the Adoption of a Uniform Paratransit Ordinance”; 2) Waive the requirements of MTS Board Policy No. 22 “Rules of Procedure for MTS Board of Directors,” Sections 22.4.3, stating all ordinances shall be read in full either at the time of introduction or passage (per MTS Board Policy No. 22, unanimous vote of the Board members present is required in order to waive further reading); and 3) Approve the proposed revisions to MTS Board Policy No. 34 “For-Hire Vehicle Services.”

**5. Adoption of 2024 Conflict of Interest Code – Amendment**

Action would 1) Adopt Resolution No. 24-02 amending the MTS Conflict of Interest Code pursuant to the Political Reform Act of 1974; 2) Adopt the amended 2024 MTS Conflict of Interest Code; and 3) Forward the amended 2024 MTS Conflict of Interest Code to the County of San Diego (the designated code-reviewing body) (Gov. Code § 82011) requesting approval of the amendment as required under Government Code section 87303.

**6. Addition of Full-Time Equivalent (FTE) Position: Staff Attorney**

Action would authorize the Chief Executive Officer (CEO) to add one (1) Staff Attorney to the position tables previously approved in the Fiscal Year 2024 budget.

**7. Investment Report – Quarter Ending December 31, 2023**

**8. Bayside Double Track Imperial Avenue Transit Center (IMT) Construction Management (CM) Services – Work Order Amendment**

Action would authorize the Chief Executive Officer (CEO) to execute Work Order No. WOA2498-CM05.01 under MTS Doc. No. G2498.0-21, with Kleinfelder Construction Services, Inc. (KCS), to CM Services for the Bayside Double Track IMT project in the amount of \$318,443.22.

9. **Trolley On-Board Video Surveillance System (OBVSS) Preventative Maintenance, Repairs and All Related Support Services – Contract Amendment**  
Action would authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. L1603.2-22 with Seon Design USA Corp (“Seon”) for twenty (20) NH16 systems and cameras with installation in the amount of \$238,545.00.
10. **On-Call Job Order Contracting (JOC) Building and Facilities Construction Services – Contract Amendment**
11. **On-Call Job Order Contracting (JOC) General Civil Construction Services – Contract Amendment**
12. **On-Call Job Order Contracting (JOC) Railroad Construction Services – Contract Amendment**
13. **Job Order Contracting (JOC) Consulting Programming Software Services – Contract Amendment**
14. **Propane Fueling Services at Copley Park Division (CPD) – Contract Award**  
Action would 1) authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. B0760.0-24 with Suburban Propane for Propane Fueling Services, in the amount of \$14,409,695.44, for a five (5) base year period with two (2) 1-year options, for a total of seven (7) years; and 2) 1) Exercise option years at CEO’s discretion.
15. **SAP Support Services – Contract Award**  
Action would 1) Authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. G2782.0-24 with Sage Group Technologies, Inc. (Sage) to provide SAP support services in the amount of \$600,000.00 for a contract period of thirty-two (32) months with one (1) option year. 2) Authorize the CEO to execute MTS Doc. No. G2783.0-24 with Sierra Digital, Inc. (Sierra), a Disadvantaged Business Enterprise (DBE), to provide SAP support services in the amount of \$600,000.00 for a contract period of thirty-two (32) months with one (1) option year. 3) Exercise the option year of each agreement at the CEO’s discretion.
16. **Light Rail Vehicle (LRV) Pantograph Carbon Strips - Contract Award**  
Action would authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. L1660.0-24 with Schunk Carbon Technology (Schunk) for the purchase of LRV Pantograph Carbon Strips for a five (5) year base period in the amount of \$687,536.59.
17. **Property Insurance Renewal**
18. **Excess General Liability (Liability) And Excess Workers’ Compensation (Workers’ Compensation) Insurance Renewals**

**7. Other Staff Communications and Business**

There was no Other Staff Communications and Business discussion.

**8. Committee Member Communications and Other Business**

There was no Committee Member Communications and Other Business discussion.

**9. Next Meeting Date**

The next Executive Committee meeting is scheduled for April 11, 2024, at 9:00 a.m.

**10. Adjournment**

The meeting was adjourned at 9:50 a.m.

/S/ Stephen Whitburn  
Chairperson  
San Diego Metropolitan Transit System

/S/ Dalia Gonzalez  
Clerk of the Board  
San Diego Metropolitan Transit System

Attachment: Roll Call Sheet

SAN DIEGO METROPOLITAN TRANSIT SYSTEM  
EXECUTIVE COMMITTEE

ROLL CALL

MEETING OF (DATE): March 7, 2024 CALL TO ORDER (TIME): 9:02 a.m.  
 RECESS: \_\_\_\_\_ RECONVENE: \_\_\_\_\_  
 CLOSED SESSION: \_\_\_\_\_ RECONVENE: \_\_\_\_\_  
 PUBLIC HEARING: \_\_\_\_\_ RECONVENE: \_\_\_\_\_  
 ORDINANCES ADOPTED: \_\_\_\_\_ ADJOURN: 9:50 a.m.

REPRESENTING	BOARD MEMBER	ALTERNATE	PRESENT (TIME ARRIVED)	ABSENT (TIME LEFT)
Chair	Whitburn <input checked="" type="checkbox"/>	No Alternate <input type="checkbox"/>	9:02 a.m.	9:50 a.m.
City of San Diego	Elo-Rivera <input checked="" type="checkbox"/>	Joe LaCava <input type="checkbox"/>	9:05 a.m.	9:50 a.m.
County of San Diego	Montgomery Steppe <input type="checkbox"/>	Vargas <input type="checkbox"/>	ABSENT	ABSENT
East County	Frank <input checked="" type="checkbox"/>	Hall <input type="checkbox"/>	9:02 a.m.	9:50 a.m.
SANDAG Transportation Committee	Moreno <input checked="" type="checkbox"/>	Bush <input type="checkbox"/>	9:02 a.m.	9:50 a.m.
South Bay	Bush <input type="checkbox"/>	Leyba- Gonzalez <input type="checkbox"/>	ABSENT	ABSENT
Vice Chair	Goble <input checked="" type="checkbox"/>	No Alternate <input type="checkbox"/>	9:02 a.m.	9:50 a.m.

SIGNED BY THE CLERK OF THE BOARD: /S/ Dalia Gonzalez