



1255 Imperial Avenue, Suite 1000  
 San Diego, CA 92101-7490  
 619.231.1466 FAX 619.234.3407

## Agenda

### MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

January 17, 2013

9:00 a.m.

James R. Mills Building  
 Board Meeting Room, 10th Floor  
 1255 Imperial Avenue, San Diego

This information will be made available in alternative formats upon request. To request an agenda in an alternative format, please call the Clerk of the Board at least two working days prior to the meeting to ensure availability. Assistive Listening Devices (ALDs) are available from the Clerk of the Board/Assistant Clerk of the Board prior to the meeting and are to be returned at the end of the meeting.

#### ACTION RECOMMENDED

1. Roll Call
2. Approval of Minutes - December 13, 2012 Approve
3. Public Comments - Limited to five speakers with three minutes per speaker. Others will be heard after Board Discussion items. If you have a report to present, please give your copies to the Clerk of the Board.
4. Elect Vice Chair, Chair Pro Tem, and Committee Appointments (Sharon Cooney) Elect/  
Appoint  
 Action would: (1) elect a Vice Chair and a Chair Pro Tem for 2013; and (2) consider the nominating slate proposed by the Ad Hoc Nominating Committee for the appointment of representatives to MTS committees for 2013 and vote to appoint representatives to those committees.

Please SILENCE electronics  
 during the meeting

1255 Imperial Avenue, Suite 1000, San Diego, CA 92101-7490 • (619) 231-1466 • [www.sdmts.com](http://www.sdmts.com)

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities. MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.



## CONSENT ITEMS

- |     |   |         |
|-----|---|---------|
| 6.  | <u>Internal Revenue Service-Required CalPERS Pension Resolution</u><br>Action would adopt Resolution No. 13-1 to allow MTS employees to make pension contributions on a pretax basis.   | Adopt   |
| 7.  | <u>Light Rail Vehicle Vandalism and Accident Repair - Ratification and Amendment</u><br>Action would authorize the CEO to execute MTS Doc. No. L0884.2-09 with Carlos Guzman, Inc. to increase the amount of the contract due to a higher-than-expected rate of body repair and paint work services and clarify the scope of work.  | Approve |
| 8.  | <u>Semiannual Uniform Report of Disadvantaged Business Enterprise Awards or Commitments and Payments</u><br>Action would receive the Semiannual Uniform Report of Disadvantaged Business Enterprise (DBE) Awards or Commitments and Payments.   | Receive |
| 9.  | <u>Transfer of Ten Retired Paratransit Vehicles</u><br>Action would approve staff's recommendation to donate ten (10) retired 2006 El Dorado paratransit vehicles to Facilitating Access to Coordinated Transportation (FACT) to assist nonprofit service providers in the MTS Service Area. The recipients will be agencies that provide services to persons with disabilities who may qualify for Americans with Disabilities Act (ADA) paratransit services. | Approve |
| 10. | <u>Audit Report - Carlos Guzman Contract Review (MTS Doc. No. L0844.0-09)</u><br>Action would receive a report for information.   | Receive |
| 11. | <u>California Sales Tax Increase (Impact on MTS Contracts)</u><br>Action would authorize the CEO to: (1) amend contracts, or to otherwise pay invoices on existing contracts, substituting the 8.00% sales tax rate for the sales tax rate included in the individual contract; and (2) make future amendments or payments in response to future sales tax rate changes, if any.  | Approve |
| 12. | <u>LiveScan Authorization</u><br>Action would approve a minor revision to previously approved MTS Resolution No. 12-13 as required by the California Department of Justice to become a contributing agency for LiveScan fingerprinting.   | Approve |

## CLOSED SESSION

- |     |  |                    |
|-----|--|--------------------|
| 24. | a. CLOSED SESSION - CONFERENCE WITH LABOR NEGOTIATORS<br>Pursuant to California Government Code section 54957.6<br><u>Agency-Designated Representative</u> - Jeff Stumbo<br><u>Employee Organization</u> - International Brotherhood of Electrical Workers, Local 465 (IBEW) | Possible<br>Action |
|     | b. CLOSED SESSION - PUBLIC EMPLOYEE PERFORMANCE EVALUATION<br><u>CHIEF EXECUTIVE OFFICER</u> Pursuant to California Government Code Section 54957  | Possible<br>Action |

Oral Report of Final Actions Taken in Closed Session

## NOTICED PUBLIC HEARINGS

25. None

## DISCUSSION ITEMS

30. San Diego Transit Corporation Employee Retirement Plan's Actuarial Valuation as of July 1, 2012 (Cliff Telfer) Adopt  
Action would receive the San Diego Transit Corporation (SDTC) Employee Retirement Plan's actuarial valuation as of July 1, 2012, and adopt the pension contribution rate of 36.106 percent for SDTC's pension plans in FY 14.
31. Taxicab Administration Contract Renewal (Sharon Cooney) Approve  
Action would approve the draft "Eighth Amendment to Agreement for Administration of Taxicab and Other For-Hire Vehicle Regulations Between San Diego Metropolitan Transit System and City of San Diego" and authorize the Chief Executive Officer to negotiate the final contract.
32. LOSSAN Joint Powers Authority and Managing Agency (Brent Boyd and Sharon Cooney) Approve  
Action would: (1) approve by MTS Resolution No. 13-2 the amended Joint Powers Authority for the LOSSAN Rail Corridor Agency; and (2) direct staff to submit a proposal to become the LOSSAN Managing Agency.
33. 2013 State and Federal Legislative Programs (Sharon Cooney) Approve  
Action would approve staff recommendations for 2013 state and federal legislative programs.

## REPORT ITEMS

45. Operations Budget Status Report for November 2012 (Mike Thompson) Receive  
Action would receive the MTS operations budget status report for November 2012.
60. Chairman's Report Information
61. Audit Oversight Committee Chairman's Report Information
62. Chief Executive Officer's Report Information
63. Board Member Communications
64. Additional Public Comments Not on the Agenda  
If the limit of 5 speakers is exceeded under No. 3 (Public Comments) on this agenda, additional speakers will be taken at this time. If you have a report to present, please furnish a copy to the Clerk of the Board. Subjects of previous hearings or agenda items may not again be addressed under Public Comments.
65. Next Meeting Date: February 21, 2013
66. Adjournment



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**\*REVISED**

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## CONSENT ITEMS

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| 6.    | <u>Internal Revenue Service-Required CalPERS Pension Resolution</u><br>Action would adopt Resolution No. 13-1 to allow MTS employees to make pension contributions on a pretax basis.   | Adopt   |
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## NOTICED PUBLIC HEARINGS

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Action would approve the draft "Eighth Amendment to Agreement for Administration of Taxicab and Other For-Hire Vehicle Regulations Between San Diego Metropolitan Transit System and City of San Diego" and authorize the Chief Executive Officer to negotiate the final contract.
- \* 32. LOSSAN Joint Powers Authority and Managing Agency (Brent Boyd and Sharon Cooney) Approve  
Action would: approve by MTS Resolution No. 13-2 (Attachment A) the amended Joint Powers Authority (JPA) for the LOSSAN Rail Corridor Agency on condition that the following amendments to the JPA be made: a. that the Interagency Transfer Agreement (ITA) must be approved by a supermajority vote as defined in Section 17.1; b. that the LOSSAN ITA be required to include a provision that should the State cut funding for a mutually agreed-upon minimum level of service, service will revert back to State authority within 30 days; c. that if an ITA cannot be agreed upon, the JPA would revert back to 2011 version; and  
• direct staff to submit a proposal to become the LOSSAN Managing Agency.
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## REPORT ITEMS

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- 65. Next Meeting Date: February 21, 2013
- 66. Adjournment

JOINT MEETING OF THE BOARD OF DIRECTORS FOR THE  
METROPOLITAN TRANSIT SYSTEM (MTS),  
SAN DIEGO TRANSIT CORPORATION (SDTC), AND  
SAN DIEGO TROLLEY, INC. (SDTI)

December 13, 2012

MTS - 1255 Imperial Avenue, Suite 1000, San Diego

1. Roll Call

Chairman Mathis called the Board meeting to order at 9:16 a.m. A roll call sheet listing Board member attendance is attached.

ADDITIONAL AGENDA ITEM

Mr. Mathis announced there would be an additional agenda item to the Closed Session portion of the meeting that had not been previously circulated to the Board. Karen Landers, General Counsel, advised the additional item, 24.d., was a conference with Legal Counsel concerning anticipated litigation under Government Code section 54956.9(b) (Under Significant Exposure to Litigation Exception).

2. Approval of Minutes

Mr. Roberts moved to approve the minutes of the November 15, 2012, MTS Board of Directors meeting. Mr. Ovrom seconded the motion, and the vote was 8 to 0 in favor (with Messrs. Minto, Alvarez, Cunningham, Ewin, Gastil, McClellan and Ms. Rios absent).

3. Public Comments

*Valerie Hightower* – Ms. Hightower stated her concerns with regard to decreased bathroom availability, the disappearance of bus benches and the limited access provided on certain routes. Mr. Mathis commented that a representative from MTS's Bus Division would look into Ms. Hightower's concerns.

CONSENT ITEMS

6. Investment Report - October 2012

Action would receive a report for information.

7. Classroom Day Tripper Program Follow-up - Audit Report

Action would receive Internal Audit's report on the Classroom Day Tripper Program.

8. San Diego Transit Corporation (SDTC) Noncontract Pension Formula

Action would: (1) amend the Retirement Plan for Noncontract Employees of the San Diego Transit Corporation (SDTC) to comply with the California Public Employees' Pension Reform Act of 2013 (PEPRA); and (2) adopt Resolution No. 12-20 implementing the "pick-up" provisions of Section 414(h)(2) of the Internal Revenue Code with respect to the Retirement Plan for noncontract employees of San Diego Transit Corporation.

9. Transmissions and In-Frame Engine Overhaul Services - Contract Award

Action would authorize the CEO to: (1) execute MTS Doc. No. B0595.0-13 with Dartco Transmission Sales and Service for the provision of transmission and in-frame engine overhaul services for Group III-Transmission Rebuilds for a three-year base period with 2 one-year options; and (2) exercise each option year at his discretion.



Action on Consent Items 6-9

Ms. Emerald moved to approve. Mr. Roberts seconded the motion, and the vote was 8 to 0 in favor (with Messrs. Minto, Alvarez, Cunningham, Ewin, Gastil, McClellan and Ms. Rios absent).

32. Management Pension Formula (Jeff Stumbo) (Taken out of Order)

Jeff Stumbo, Director of Human Resources gave a PowerPoint presentation and discussed Resolution No. 12-17, adopted the previous month, which established a pension formula for MTS new hires. Mr. Stumbo reported that CalPERS and other agencies made changes to this resolution resulting in an amendment to the contract. Mr. Stumbo stated that this final resolution No. 12-19 which reflects these changes would authorize the contract amendment establishing a new MTS employee pension formula of 2% at 60. Mr. Stumbo advised the Board's goal in introducing the new tier is to achieve long term sustainability of MTS's pension plan by enrolling all new employees hired between December 24, 2012 through the end of the year. Mr. Stumbo explained that more significantly all employees hired after January 1, 2013 that are already members of CalPERS or a reciprocal pension system would receive the same benefit as well, closing a loophole in the Public Employee Pension Reform Act of 2013. Mr. Stumbo advised that staff is continuing to evaluate and seek guidance from the Board on the new legislation and additional resolutions are likely to follow in the future.

ACTION TAKEN

Ms. Emerald moved to adopt Resolution No. 12-19 establishing a new MTS employee pension formula of 2% at 60. Mr. Ovrom seconded the motion, and the vote was 8 to 0 in favor (with Messrs. Minto, Alvarez, Cunningham, Ewin, Gastil, McClellan and Ms. Rios absent).

33. a. 40-Foot Low-Floor CNG Transit Bus Procurement - Contract Award (Ernesto DeGuzman) (Taken out of Order)

Claire Spielberg, Chief Operating Officer advised of two bus procurements and introduced Ernesto DeGuzman, Procurement Manager. Mr. DeGuzman discussed the processes for the two procurements and provided a PowerPoint presentation. Mr. DeGuzman advised the first procurement was a request for approval to award the contract to Gillig, LLC for the purchase of up to 350 40-foot, low-floor compressed natural gas (CNG) transit buses over the next 5 years. Mr. DeGuzman explained the terms of the contract, purchasing options and pricing. Ms. Spielberg presented the numerous bus improvements. Mr. DeGuzman discussed the complexity of the procurement, the proposals and the evaluation and negotiation processes. Mr. DeGuzman stated that staff determined Gillig, LLC presented MTS with the most advantageous offer. Mr. DeGuzman advised all applicable federal, state and agency procurement requirements were met. Mr. DeGuzman recommended that the Board provide Paul Jablonski, Chief Executive Officer authorization to execute the contract with Gillig, LLC.

Mr. Gloria questioned the source of funds for the buses as MTS does not currently have the ability within the current budget to purchase the 350 buses allowed by the proposed contract. Mr. Jablonski explained that MTS goes through the CIP process every year to understand where MTS's money is coming from and based on this number it is decided what will be purchased and that traditionally 5307 federal dollars are utilized, but STA and TDA dollars have been used in the past based on whatever is in MTS's best interest to utilize. Mr. Jablonski stated the Board is presented with and will approve every

purchase. Mr. Jablonski explained that unless something changes with our federal capital, MTS will purchase approximately 50 buses a year.

Mr. Gloria asked how this procurement affects retirement of the older buses in our fleet. Ms. Spielberg responded that buses scheduled for retirement and those with CNG tanks that are expiring will be retired. Ms. Spielberg explained the lifespan of MTS buses and the requirements for operation and retirement.

Mr. Gloria asked questions with regard to achieving the San Diego sales tax revenue. Cliff Telfer, Chief Financial Officer clarified that since the buses are delivered to San Diego, CA the sales tax revenue comes through San Diego, CA.

Ms. Emerald asked if a lower maintenance budget could be anticipated moving forward due to the new buses. Mr. Jablonski commented that the average age of our fleet is around 7 years. Although MTS provides good enough maintenance to keep a bus in circulation for 13-14 years, which allows MTS to spread out capital, the costs increase when buses are in revenue service for such a long period. Therefore, it is more prudent fiscally for MTS to replace a bus at approximately 7 years of age. Ms. Emerald questioned what MTS does with the retired buses. Ms. Spielberg advised the buses go to auction and are sold. Ms. Emerald asked what kind of revenue MTS produces through auction. Ms. Spielberg advised MTS receives less than \$5,000 per bus.

#### ACTION TAKEN

Ms. Emerald moved to authorize the CEO to: (1) execute MTS Doc. No. B0589.0-13 with Gillig, LLC for the purchase of fifty 40-foot, low-floor compressed natural gas (CNG) transit buses; and (2) make additional purchases of up to 300 buses for a period not to exceed five years from the date of the initial contract with Gillig, LLC. All purchases would be contingent upon the successful completion of the federally required Buy America audit and available funding. Mr. Rindone seconded the motion, and the vote was 15 to 0 in favor.

b. 60-Foot Low-Floor Articulated CNG Transit Buses - Contract Award  
(Ernesto DeGuzman)

Mr. Mathis advised this procurement is essentially the same with regard to following the same procedures as in the aforementioned procurement and a PowerPoint presentation was provided. Action would authorize the CEO to: (1) execute MTS Doc. No. B0570.0-12 with New Flyer Industries for the purchase of up to 165 60-foot, low-floor, articulated, compressed natural gas (CNG) transit buses plus associated contract spare parts, manuals, training, special tools, and use-tax payments; and (2) issue a Notice to Proceed for 47 buses for the I-15 Corridor Bus Rapid Transit (BRT) and Mid-City Rapid Projects. All purchases would be contingent upon the successful completion of the federally required Buy America audit and available funding.

#### ACTION TAKEN

Ms. Emerald moved to authorize the CEO to: (1) execute MTS Doc. No. B0570.0-12 with New Flyer Industries for the purchase of up to 165 60-foot, low-floor, articulated, compressed natural gas (CNG) transit buses plus associated contract spare parts, manuals, training, special tools, and use-tax payments; and (2) issue a Notice to Proceed for 47 buses for the I-15 Corridor Bus Rapid Transit (BRT) and Mid-City Rapid

Projects. All purchases would be contingent upon the successful completion of the federally required Buy America audit and available funding. Mr. Minto seconded the motion, and the vote was 15 to 0 in favor.

## CLOSED SESSION

### 24. Closed Session Items (Taken out of Order)

#### **The Board convened to Closed Session at 9:38 a.m.**

- a. CLOSED SESSION - CONFERENCE WITH LABOR NEGOTIATORS Pursuant to California Government Code Section 54957.6; Agency-Designated Representative: Harry Mathis, Board Chair; Unrepresented Employee: Chief Executive Officer
- b. CLOSED SESSION - CONFERENCE WITH LEGAL COUNSEL EXISTING LITIGATION Pursuant to California Government Code Section 54956.9(a) (IRS Tax Appeal, Ref. No. 569-X)
- c. CLOSED SESSION - CONFERENCE WITH REAL PROPERTY NEGOTIATORS PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54956.8  
Property: The San Diego and Arizona Eastern Railway Company (SD&AE) Desert Line from approximate Mile Post 60 to approximate Mile Post 130 (Division to Plaster City) in San Diego and Imperial Counties  
Agency Negotiators: Karen Landers, General Counsel; Tim Allison, Manager of Real Estate Assets; and Paul Jablonski, Chief Executive Officer  
Negotiating Parties: Pacific Imperial Railroad, Inc. (PIR)  
Under Negotiation: Price and Terms of Payment for Assignment of Operating Rights
- d. CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION GOVERNMENT CODE SECTION 54956.9(b) (Under Significant Exposure to Litigation Exception).

#### **The Board reconvened to Open Session at 9:29 a.m.**

#### Oral Report of Final Actions Taken in Closed Session

Karen Landers, General Counsel, reported the following:

- a. The Board received a report from negotiators.
- b. The Board received a report and gave directions to counsel.
- c. The Board received a report.
- d. The Board received a report.

## NOTICED PUBLIC HEARINGS:

25. None.

## DISCUSSION ITEMS

31. Extension of Chief Executive Officer's Executive Employment Agreement (Karen Landers) (Taken out of Order)

Mr. Mathis reported that the action would authorize a 5 year extension of MTS's Chief Executive Officer's Executive Employment Agreement.

### Action Taken

Mr. Cunningham moved to authorize the CEO to execute a five-year extension of the CEO Executive Employment Agreement. Mr. Ewin seconded the motion, and the vote was 14 to 0 in favor (with Mr. Young absent).

30. Operating Agreement and Lease for Desert Line with Pacific Imperial Railroad, Inc. (PIR) (Karen Landers) (Taken out of Order)

Ms. Landers reported on the Desert Line Operating Agreement proposed with Pacific Imperial Railroad (PIR) which is the current authorized freight operator on the line. Ms. Landers presented a PowerPoint presentation including a map and gave a description and history of the line including the details of the initial purchase. Ms. Landers went over the details of the initial Operating Agreement and subsequent Operating Agreements based on conditions, concerns for safety and ongoing shareholder disputes. Ms. Landers discussed the proposed terms, performance milestones and compensation to MTS within the new agreement with PIR. Ms. Landers advised of the current market conditions favorable in supporting the project. Ms. Landers explained the favorable terms negotiated and improvements that would result from the project. Ms. Landers explained it was the staff's recommendation to approve the action that would authorize the CEO to execute a long-term Operating and Lease Agreement with PIR for the Desert Line.

Mr. Minto questioned how the rail is impacted with regard to border protection and inspections. Ms. Landers explained one of the requirements of the agreement is a PIR developed border crossing plan that gets approved by Customs so that they are satisfied with the inspections.

### Public Comments

*Geoffrey T. Scheuerman* – Mr. Scheuerman commented that he is currently a railroad consultant and a contractor. Mr. Scheuerman stated that previously he had been employed with the San Diego and Imperial Valley Railroad, the NCTD Coaster and was a General Manager of the Carrizo Gorge Railway (CZRY) from 2001-05. Mr. Scheuerman advised that he is speaking on behalf of CRZY shareholders in opposition to Agenda Item 30. Mr. Scheuerman urged the Board to table Agenda Item 30 in light of a fraud complaint filed in Superior Court against the principals of PIR. Mr. Scheuerman referenced a copy of the complaint previously circulated to the Board for consideration. Mr. Scheuerman urged the Board to reconsider the Lease Agreement with the parties involved and asked that the Board to further investigate the business dealings and practices of the parties before embarking on a long term lease agreement. With regard to the strategic situation, Mr. Scheuerman questioned who would be responsible for operating the Mexican portion of the line which is where the bulk of the revenue is located. Mr. Scheuerman advised it would be great for the Desert Line to be operational again, but that is not where most of the revenue is involved with this railroad and without PIR holding an Operating Agreement to operate in Mexico it would be difficult to get the kind of revenue projections that are being presented.

*Mark Maasch* – Mr. Maasch advised he was there with a group to speak to any questions or concerns.

*Don Stoecklein* – Mr. Stoecklein was speaking on behalf of PIR and advised he attended in order to answer any questions or concerns.

Ms. Emerald addressed Ms. Landers and advised that the Board was familiar with the complaints raised along with the allegations in court documents and questioned what terms are built into the proposed contract with PIR that would provide protection to MTS now and in the future.

Ms. Landers responded that this is one of the main reasons performance milestones were negotiated into the agreement and MTS understands this agreement is the first stepping stone to the full project. Ms. Landers stated there may be actions that need to transpire in Mexico or concerns that arise in the first 5 years where the milestones protect MTS, the project can't move forward and/or financing cannot be obtained. If any of these milestones are not met, MTS has the right to terminate the agreement.

Ms. Emerald questioned Ms. Landers if there are any contracts which obligate MTS to loans or mortgages going forward with regard to contract terms.

Ms. Landers answered that there is no obligation for MTS to contribute any funds to this agreement.

Ms. Emerald discussed the \$500,000 dollar payment within the contract made by PIR to MTS in July of 2013 and asked what would happen if the payment is not made as required by the contract.

Ms. Landers responded MTS would have the right to terminate the agreement.

#### Action Taken

Ms. Emerald moved to authorize the CEO to execute a long-term Operating Agreement and Lease for the Desert Line with PIR.. Mr. Cunningham seconded the motion, and the vote was 14 to 0 in favor (with Mr. Young absent).

#### REPORT ITEMS

##### 45. Fiscal Year 2012 Comprehensive Annual Financial Report (Linda Musengo)

Mr. Ewin advised that he had the opportunity to chair the Audit Oversight Committee and advised the Board there would be an action to receive as soon as the presentation is complete and reported 5 items each Board member should consider:

1. Are you as a Board member satisfied with the process in producing accurate and reliable financial information;
2. Do you as a Board member have any reason to question the integrity or competence of the members of the MTS management team or outside auditors that would affect your ability to rely on the figures presented;
3. Do you as a Board member know anything that would cause you to question the accuracy of the disclosures in the relevant portions of the Comprehensive Annual Financial Report;

4. Have you as a Board member reviewed the risk that the disclosures could be misleading; and
5. As a Board member, in reviewing the relevant portions of the Comprehensive Annual Financial Report are there any red flags that should be brought to the attention of the management, the Disclosure Practices Working Group or the Audit Oversight Committee for which you would like a further explanation.

Linda Musengo, Finance Manager presented the completed annual Comprehensive Annual Financial Report for fiscal year 2012. Ms. Musengo introduced MTS's auditors Kenneth H. Pun, CPA, CGMA and Gary M. Caporicci, CPA, CGFM, CFF of Pun & McGeady to present highlights of the report and comment on the upcoming accounting and auditing issues that MTS will face in the coming years.

Mr. Pun provided a PowerPoint presentation and introduced the Project team, discussed management's responsibilities, auditor's responsibilities, the approach to the audit, financials, the results of the audit and an update on GASB standards.

Mr. Caporicci discussed the GASB standards, financials and analysis on pension, implementation of standards, additional disclosures, liabilities and changes. Mr. Caporicci discussed GASB economic reporting measures. Mr. Caporicci advised certain disclosures are important to MTS, particularly the inter-governmental revenues, very substantial to transit and transportation, however the responses have been less than favorable and have been tabled for the present time, although it is expected to come up again in the future.

#### Action Taken

Mr. Ewin moved to receive a report for information. Mr. Minto seconded the motion, and the vote was 12 to 0 in favor (with Messrs. Gloria, Rindone and Young absent).

#### 46. FY 2012 Final Budget Comparison (Tom Lynch)

Tom Lynch, Controller, presented PowerPoint slides on the final year end budget comparison for fiscal year 2012. Mr. Lynch reported on the consolidated detail, operating expenses, non-operating revenues and contingency reserve.

#### Action Taken

Mr. Minto moved to receive a report. Mr. McClellan seconded the motion, and the vote was 9 to 0 in favor (with Messrs. Alvarez, Ewin, Roberts, Gloria, Rindone and Young absent).

#### 47. Operations Budget Status Report - October 2012 (Mike Thompson)

No presentation was given. PowerPoint slides were provided to the Board.

#### Action Taken

Mr. Minto moved to waive the report and receive the operations budget status report for October 2012. Mr. McClellan seconded the motion, and the vote was 9 to 0 in favor (with Messrs. Alvarez, Ewin, Roberts, Gloria, Rindone and Young absent).

60. Chairman's Report

There was no Chairman's report.

61. Audit Oversight Committee (AOC) Chairman's Report

There was no Chairman's report.

62. Chief Executive Officer's Report

Mr. Jablonski reported on his recent trip to Washington, D.C. for a day to attend meetings with the American Public Transportation Association (APTA) on MAP 21 and new authorization language. Mr. Jablonski stated he recently attended an educational seminar in Oakland led by the California Transit Association regarding the implementation of pension reform bill AB 340.

63. Board Member Communications

Ms. Emerald advised the Taxi Advisory Committee was meeting the following day in order to consider a requirement to install cameras in taxi cabs in San Diego due to recent increased violence.

64. Additional Public Comments on Items Not on the Agenda

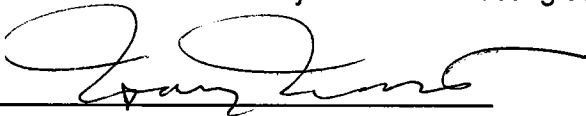
There were no additional public comments.

65. Next Meeting Date

The next regularly scheduled Board meeting is January 17, 2013.

66. Adjournment

Chairman Mathis adjourned the meeting at 11:56 a.m.



Chairperson  
San Diego Metropolitan Transit System

Filed by:



Office of the Clerk of the Board  
San Diego Metropolitan Transit System

Approved as to form:



Office of the General Counsel  
San Diego Metropolitan Transit System

- Attachments:
1. Roll Call Sheet
  2. Letter from David Alvarez re: MTS Lease for Management of the San Ysidro Intercity Bus Terminal Facility (Handout from Paul Jablonski)
  3. E-mail from Gary Sweetwood re: Complaint alleging fraudulent theft of money by Charles McHaffie and Donald Stoecklein related to Pacific Imperial Railroad (PIR) (Handout from Karen Landers)

METROPOLITAN TRANSIT SYSTEM  
BOARD OF DIRECTORS  
ROLL CALL

MEETING OF (DATE): December 13, 2012

CALL TO ORDER (TIME): 9:16 A.M.

RECESS: --

RECONVENE: --

CLOSED SESSION: 9:38 A.M.

RECONVENE: 11:13 A.M.

PUBLIC HEARING: --

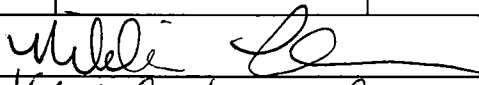
RECONVENE: --

ORDINANCES ADOPTED: --

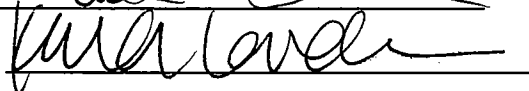
ADJOURN: 11:56 A.M.

BOARD MEMBER	(Alternate)	PRESENT (TIME ARRIVED)	ABSENT (TIME LEFT)
ALVAREZ	<input checked="" type="checkbox"/> (Faulconer) <input type="checkbox"/>	9:27 A.M.	11:49 A.M.
BRAGG	<input checked="" type="checkbox"/> (King) <input type="checkbox"/>	9:16 A.M.	11:56 A.M.
VACANT	<input type="checkbox"/> (Rindone) <input checked="" type="checkbox"/>	9:16 A.M.	11:45 A.M.
CUNNINGHAM	<input checked="" type="checkbox"/> (Mullin) <input type="checkbox"/>	9:28 A.M.	11:56 A.M.
EWIN	<input checked="" type="checkbox"/> (Arapostathis) <input type="checkbox"/>	9:28 A.M.	11:56 A.M.
EMERALD	<input checked="" type="checkbox"/> (Faulconer) <input type="checkbox"/>	9:16 A.M.	11:56 A.M.
VACANT	<input type="checkbox"/> (Gastil) <input checked="" type="checkbox"/>	9:31 A.M.	11:56 A.M.
GLORIA	<input checked="" type="checkbox"/> (Faulconer) <input type="checkbox"/>	9:16 A.M.	11:35 A.M.
MATHIS	<input checked="" type="checkbox"/>	9:16 A.M.	11:56 A.M.
MCCLELLAN	<input checked="" type="checkbox"/> (Ambrose) <input type="checkbox"/>	9:31 A.M.	11:56 A.M.
MINTO	<input checked="" type="checkbox"/> (McNelis) <input type="checkbox"/>	9:26 A.M.	11:56 A.M.
OVROM	<input checked="" type="checkbox"/> (Denny) <input type="checkbox"/>	9:16 A.M.	11:56 A.M.
RIOS	<input checked="" type="checkbox"/> (Zarate) <input type="checkbox"/>	9:30 A.M.	11:56 A.M.
ROBERTS	<input checked="" type="checkbox"/> (Cox) <input type="checkbox"/>	9:16 A.M.	11:50 A.M.
YOUNG	<input checked="" type="checkbox"/> (Faulconer) <input type="checkbox"/>	9:16 A.M.	9:45 A.M.

SIGNED BY THE CLERK OF THE BOARD:



CONFIRMED BY THE GENERAL COUNSEL:







**COUNCILMEMBER  
DAVID ALVAREZ**

**CITY OF SAN DIEGO**

December 12, 2012

Mr. Paul Jablonski  
Chief Executive Officer  
Metropolitan Transit System  
1255 Imperial Avenue, Suite 100  
San Diego, CA 92101

**RE: MTS Lease for Management of the San Ysidro Intercity Bus Terminal Facility**

Dear Mr. Jablonski:

Thank you for taking the time to meet to discuss the recently approved authorization for an MTS agreement and lease for the management of the San Ysidro Bus Terminal Facility. I greatly appreciate your assistance, and the efforts of Ms. Cooney, in setting up and facilitating our November 29, 2012 on-site meeting with Tim Allison, Richard Gomez, Miguel Aguirre, and the representative from Tufesa Bus Lines.

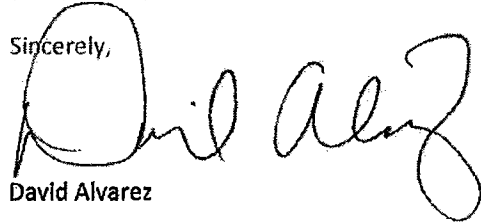
As you know, since our October 18, 2012 MTS Board vote on this item, I have grown increasingly concerned with moving forward with an agreement with SYPS, LLC without further discussion and clarity. At the October MTS hearing, I understood your purpose in presenting the item to the Board to be focused on providing appropriate management, including extra security (more than one officer) and addressing wildcatting and traffic flow. I continue to share your commitment to addressing these problems. However, the financial model presented included out-of-date information, and discrepancies could endanger our ability to resolve the issues above. Further, my constituents believe the current agreement could eliminate businesses from service and leave management issues in place.

I believe we were able to review many of the community concerns at our November meeting and I appreciate your commitment not to move forward with the agreement until Mr. Aguirre/Grand Central West, LLC has an opportunity to submit his management proposal.

Ultimately, I am convinced that we need to consider the issue in a comprehensive manner by restarting the Request for Proposal process. The process should start with outreach to all the affected stakeholders, to make sure we understand the on-the-ground factors and that the proposal selected fits these needs.

Thank you again for your commitment to resolving these concerns in an open and constructive manner. Should you need any other information from my office, please do not hesitate to ask.

Sincerely,

A handwritten signature in black ink, appearing to read "David Alvarez". The signature is fluid and cursive, with the first name "David" written in a larger, more prominent script than the last name "Alvarez".

David Alvarez

San Diego Councilmember, Eighth District

Cc:

San Ysidro Chamber of Commerce  
Border Transportation Council  
MTS Board Member Marti Emerald  
MTS Board Member Tony Young  
MTS Board Member Todd Gloria

DAA: gs

## Karen Landers

---

**From:** Gary Sweetwood <grsweetwood@hotmail.com>  
**Sent:** Wednesday, December 12, 2012 5:20 PM  
**To:** Harry Mathis; davidalvarez@sandiego.gov; jcunningham@poway.org;  
toddgloria@sandiego.gov; aovrom@coronada.ca.us; ron-roberts@sdcounty.ca.gov;  
loriebraggib@aol.com; accountability@martiemeraldsandiegocitycouncil.com;  
monarios@nationalcityca.gov; Karen Landers; Paul Jablonski  
**Subject:** [EMERGENCY REQUEST] MTS BOD Meeting 12.13.12  
**Attachments:** MTS Statement December 12, 2012.docx; [Fraud complaint against Mchaffie, Stoecklein]  
37-2012-00086988.pdf

Mr. Mathis, members of the Boards of MTS and SD&AE, Ms. Landers:

Attached are two documents you may be very interested in reviewing prior to the MTS BOD meeting Thursday, December 13, 2012. These documents, one a San Diego Superior Court complaint alleging fraudulent theft of money by Charles Mchaffie and Donald Stoecklein related to Pacific Imperial Railroad, are very important to the subject of your meeting. The second document is a statement I would like to have submitted on the record at the MTS BOD meeting 12.13.12. The amount of information is too great to fit into a three minute public speaker segment and this is the reason I am asking for it to be considered in writing.

I am looking for objective consideration and leadership on this issue. I am available to take anyone's telephone call on this matter tonight or tomorrow morning and will attend the meeting Thursday morning to ensure this statement is provided to the BOD in person and to take any questions.

My goal is to ask MTS to consider tabling Agenda Item No. 30 regarding the approval of an operating agreement with PIR pending further investigation of the apparent financial fraud indicated in the attached documents. Thank you very much for your consideration.

Gary Sweetwood  
619.971.5093

December 12, 2012

Chairman Mathis, Members of the Board of Directors of MTS, Members of the Board of Directors of SD&AE and Ms. Landers:

On December 13, 2012, the Meeting of the MTS Board of Directors is scheduled to hear Agenda Item No. 30 "Operating Agreement and Lease for Desert Line with Pacific Imperial Railroad, Inc. (PIR) (Karen Landers)." The purpose of this communication is to ask the MTS Board of Directors to consider tabling any action on Agenda Item No. 30 while it takes into account the very recent and very closely related fraud action filed December 5, 2012 against Donald Stoecklein, president of PIR, and Charles McHaffie, president of CZRY and consultant to PIR.

The fraud action takes the form of a Complaint filed in San Diego County Superior Court by Amad Attisha, Mark Arabo and Bashar Aballo (Plaintiffs). All are represented by Joseph Samo and Christine Gilbert of the Law Offices of Joseph Samo. A copy of the Complaint is attached for convenience.

In the Complaint, Plaintiffs allege Eduardo Valerio introduced them to Donald Stoecklein and Charles McHaffie. Eduardo Valerio is a reported associate of Nick Inzunza, a former local politician who, when running for state assembly on the platform of improving the lives of poor people, was outed by the San Diego Union Tribune December 15, 2005 for very public indiscretions related to being somewhat of a slumlord. Mr. Inzunza subsequently withdrew from political office.

Valerio introduced McHaffie as a "silent investor" and Stoecklein as an attorney who would represent Plaintiffs in the purchase of a 50% share of the restaurant "Seau's" in the days following the recent death of Junior Seau. Valerio indicated to Plaintiffs he, too, was an investor in Seau's.

The MTS Board of Directors may recall it was informed at an earlier meeting in July 2012 that Gina Seau, former wife of Junior Seau, sued Charles McHaffie for fraud arising out of monies given to McHaffie that ended up being invested in a railroad. As it turns out, Plaintiffs Attisha, Arabo and Aballo are claiming McHaffie and Stoecklein perpetrated that same fraud.

The MTS Board of Directors may recall it was informed at an earlier meeting in July 2012 that Donald Stoecklein agreed to an Administrative Offer and Settlement with the SEC (Securities and Exchange Commission) and agreed to an Order Instituting Cease and Desist proceedings against him under the '33 and '34 Acts. Here, Donald Stoecklein is accused of fraud and breach of fiduciary duty arising out of investment monies he held in trust.

The MTS Board of Directors may recall it was informed at an earlier meeting in July 2012 that Charles McHaffie recently consented to a six-figure fraud judgment against him and additionally consented to a mid-six-figure IRS judgment against him for non-payment of CZRY payroll taxes. Here, Charles McHaffie is accused on master-minding a mid-six-figure fraud against innocent persons.

Finally, the MTS Board of Directors may recall it was informed at an earlier meeting in July 2012 that on May 30, 2012, Karen Landers, General Counsel of MTS, submitted a declaration under penalty of perjury that stated as follows (paraphrased for brevity here as the complete content of her declaration was previously provided July 2012):

- Ms. Landers declared PIR has the ability to finance this project as opposed to CZRY; that MTS met with PIR and its bankers and confirmed “the project is moving forward and that PIR appears able to obtain the financing needed. This financing will be secured by assets controlled by PIR and not associated with CZRY” and that if PIR “is unable to fulfill its obligation...then it is not in MTS or the public’s interest to allow them to continue in an exclusive operating rights position.”

Here, fraudulently taking money from innocent third parties cannot under any circumstances be interpreted as supporting the declaration made by Ms. Landers “that PIR appears able to obtain the financing needed.” Unless fraud is a form of acceptable financing, that is.

As stated in the Complaint, Plaintiffs handed \$400,000 to Stoecklein for the purchase of their share of Seau’s and were given assurances by Stoecklein, McHaffie and Valerio the purchase of the restaurant was “going through fine.” Though Plaintiffs were given assurances by Stoecklein he “could be trusted,” Stoecklein, according to the Complaint, wrongfully took all of Plaintiffs’ money and instead and without Plaintiffs’ knowledge or permission, invested the money in his private railroad partnership with McHaffie.

That railroad partnership is, of course, PIR, and it also sheds light on McHaffie’s role as a silent owner of PIR. Coincidentally, the large amount of money taken by Stoecklein and McHaffie almost matches the amount they owe MTS under the proposed terms being considered in Agenda Item No. 30.

After the fraud was discovered, McHaffie and Stoecklein shamelessly tried to convince Plaintiffs to let McHaffie and Stoecklein keep the money as an investment in PIR. Plaintiffs declined because of the fraud and filed the Complaint in order to recover their monies which McHaffie and Stoecklein refuse to return or are incapable of paying back. Plaintiffs also seek punitive damages.

The MTS Board of Directors in addition to the Board of SD&AE and Karen Landers have been cautioned on several occasions about the character, reputation and intentions of Stoecklein and McHaffie. The very serious allegations provided in the referenced Complaint provide further and strong proof McHaffie and Stoecklein, acting as partners, committed fraud on innocent third parties in order to make themselves appear financially competent and viable to MTS and SD&AE when in fact they are not. How else can MTS and SD&AE explain why McHaffie and Stoecklein, an attorney entrusted with the highest of fiduciary duties, would take an innocent person's money and hold it out and use it as their own? At least until they got caught. Again.

Anyone who provides information such as I am providing here can always be questioned for bias. Do I have a bias? Yes, I admittedly do. However, I am a concerned citizen foremost. And where fraud goes, trouble always follows. I do not want to see MTS bless the fraudulent circumstances underlying Agenda Item No. 30 without further, much more careful consideration. Litigation is underway and more is likely forthcoming on this issue.

What are MTS' and SD&AE's biases? How does rushing the approval of Agenda Item No. 30 protect the public? The public will want to know why, for example, negotiations for Agenda Item No. 30 have always been held behind closed doors with persons now accused in public of perpetrating a fraud. What did MTS and SD&AE know in advance about this and, if it knew nothing of the fraudulent conduct of McHaffie and Stoecklein but do now, are they prepared to tacitly approve that fraud by rushing to judgment and approving Agenda Item No. 30?

Clearly, if the leaders and founders of PIR had to resort to fraud to obtain money and cannot now even afford to pay that money back, then one would think PIR, as Ms. Landers so accurately presaged in her sworn declaration, "is unable to fulfill its obligation.[and] it is not in MTS or the public's interest to allow them to continue in an exclusive operating rights position."

Under the circumstances, it is very necessary for MTS to not approve Agenda Item No. 30 at this time as PIR is clearly not able to fulfill its obligations and doesn't even have any money, apparently. At least not any rightfully its own even after over a year and one half of planning and seeking such financing.

2012 DEC -5 P 3:44

CLERK-SUPERIOR COURT  
SAN DIEGO COUNTY, CA

Joseph Samo (California Bar Number 208836)  
Christine Gilbert (California Bar Number 272834)  
LAW OFFICES OF JOSEPH SAMO  
2221 Camino Del Rio South #207  
San Diego, CA 92108  
Telephone: (619) 672-1741  
Facsimile: (619) 795-2908  
Joseph@Samolaw.com

Counsel for Plaintiffs

SUPERIOR COURT OF THE STATE OF CALIFORNIA

FOR THE COUNTY OF SAN DIEGO

Case No.: 37-2012-00086988-CU-FR-CTL

AMAD ATTISHA, an individual, MARK  
ARABO, an individual, BASHAR BALLO, an  
individual,

Plaintiffs,

v.

DON STOECKLEIN, an individual,  
STOECKLEIN LAW GROUP, LLP, a limited  
liability partnership, EDUARDO VALERIO, an  
individual, CHARLES MCHAFFIE, an  
individual, AND DOES 1 through 10,

Defendants.

COMPLAINT FOR DAMAGES BASED  
ON:

- (1) FRAUD
- (2) LEGAL MALPRACTICE
- (3) NEGLIGENT  
MISREPRESENTATION
- (4) PROFESSIONAL NEGLIGENCE
- (5) BREACH OF FIDUCIARY DUTY
- (6) BREACH OF IMPLIED COVENANT  
OF GOOD FAITH AND FAIR  
DEALING

Plaintiffs AMAD ATTISHA, MARK ARABO, and BASHAR BALLO, complain and allege as follows:

PARTIES, JURISDICTION, AND VENUE

1. Plaintiff AMAD ATTISHA is an individual who is a resident of San Diego County, California.
2. Plaintiff MARK ARABO is an individual who is a resident of San Diego County, California.

- 1 3. Plaintiff BASHAR BALLO is an individual who is a resident of San Diego County,  
2 California.
- 3 4. Plaintiffs are informed and believe, and based thereon allege, Defendant DON  
4 STOECKLEIN is an individual who is a resident of San Diego County, California.
- 5 5. Plaintiffs are informed and believe, and based thereon allege, STOECKLEIN LAW FIRM is  
6 a limited liability partnership organized and existing under the laws of the State of California  
7 with principle offices located at 401 West A Street, Suite 1150, San Diego, CA 92101, in San  
8 Diego County.
- 9 6. Plaintiff is informed and believes, and based thereon alleges, Defendant EDUARDO  
10 VOLERIO is an individual who is a resident of San Diego County, California.
- 11 7. Plaintiff is informed and believes, and based thereon alleges, Defendant CHARLES  
12 MCHAFFIE is an individual who is a resident of San Diego County, California.
- 13 8. Plaintiff is ignorant of the true names and capacities of defendants sued herein as DOES 1  
14 through 10, inclusive, and therefore sues these defendants by such fictitious names. Plaintiff  
15 will amend this complaint to allege their true names and capacities when ascertained.
- 16 9. Plaintiff is informed and believes and thereon alleges that at all times herein mentioned, each  
17 of the defendants sued herein was the agent and employee of each of the remaining  
18 defendants and was at all times acting within the purpose and scope of such agency and  
19 employment.

20  
21 **GENERAL ALLEGATIONS**

- 22 10. On May 4, 2012, Defendant EDUARDO VALERIO ("VALERIO") informed Plaintiffs  
23 AMAD ATTISHA, MARK ARABO, and BASHAR BALLO about investment in a  
24 restaurant named Seau's.
- 25 11. Plaintiffs would have a 50% share of the restaurant and would help run the business.
- 26 12. VALERIO introduced Plaintiffs to DON STOCKLIEN ("STOCKLIEN"). On May 29, 2012,  
27 Plaintiffs met DON STOCKLIEN at the STOCKLIEN LAW GROUP OFFICES.



- 1 13. Plaintiffs asked STOCKLIEN several questions regarding his experience in these types of  
2 investments, who he would represent, and if they could trust Mr. Stocklien to hold such a  
3 large amount of money in escrow.
- 4 14. STOCKLIEN insisted he could be trusted, he would help represent Plaintiffs in the purchase  
5 of Seau's and Plaintiffs had nothing to worry about.
- 6 15. Plaintiffs agreed to hire STOCKLIEN as their attorney to represent them as partners going  
7 into this purchase, and they entered into a fee agreement with STOCKLIEN. (Exhibit 1).
- 8 16. Plaintiffs handed STOCKLIEN \$400,000 for the purchase of Seau's. STOCKLIEN also  
9 helped advise Plaintiffs on the entity to be established, and how the partnership would run.
- 10 17. According to STOCKLIEN, Plaintiffs had to sign a release of some of their funds so he could  
11 transfer the money as soon as the deal had gone through, and he had already started talking to  
12 Seau's attorneys about the deal. Plaintiff MARK ARABO signed the release. (Exhibit 2).
- 13 18. VALERIO introduced a silent investor by the name of CHARLES MCHAFFIE  
14 ("MCHAFFIE").
- 15 19. Plaintiffs met again with Defendant STOCKLIEN, and the steps of the purchase were  
16 reviewed. STOCKLIEN told Plaintiffs about each step of the purchase that needed to happen,  
17 including a purchase of the Furniture, Fixtures, and Equipment, licenses that were needed,  
18 and other paper work that STOCKLIEN, VALERIO and MCHAFFIE would take care of.  
19 STOCKLIEN assured Plaintiffs he had already begun negotiations with the attorney's at  
20 Seau's.
- 21 20. DON STOCKLIEN, CHARLES MCHAFFIE, and EDUARDO VALERIO all assured  
22 Plaintiffs the deal was going through fine, and the Furniture, Fixtures and Equipment  
23 (FF&Es) had been purchased.
- 24 21. DON STOCKLIEN told Plaintiffs he was still working on the purchase deal with the  
25 attorney's from Seau's, and CHARLES MCHAFFIE was working on purchasing things for  
26 the restaurant. Plaintiffs were told by STOCKLIEN and VALERIO that VALERIO had  
27 invested his money as well.

- 1 22. However, as it turns out, Plaintiffs money was used by DON STOECKLEIN, CHARLES  
2 MCHAFFIE, and EDUARDO VALERIO on other 'investments' Plaintiffs were not involved  
3 in, including a purchase of a railroad by DON STOCKLIEN and CHARLES MCHAFFIE.  
4 23. In July, 20212, Plaintiffs learned a church had purchased Seau's even though this was never  
5 mentioned by DON STOCKLIEN, CHARLES MCHAFFIE, or EDUARDO VALERIO,  
6 even though STOCKLIEN continuously assured Plaintiffs the deal had gone though.  
7 24. Once Plaintiff's realized their money was being used for things other than the Seau's deal,  
8 they requested to have their money back from DON STOCKLIEN, who promised to hold it  
9 only for the purchase of Seau's. (Exhibit 3).  
10 25. Defendant MCHAFFIE and the other defendants wanted us to invest in. The investment is a  
11 lease of a short railroad system that goes from San Diego to Yuma through cross border  
12 agreements they have with Mexico.  
13 26. Some of the money was finally returned, but DON STOCKLIEN, CHARLES MCHAFFIE  
14 and EDUARDO VALERIO spent \$145,000 of Plaintiffs' money before the money was  
15 returned.  
16 27. Plaintiffs have requested to have their \$145,000 that was wrongfully spent on things  
17 unrelated to the Seau's deal by all of the Defendants.  
18 28. Defendants have failed to give back this money.

19  
20 **FIRST CAUSE OF ACTION**

21 (Fraud against All Defendants)

- 22 29. Plaintiff s re-allege and incorporate herein by reference Paragraphs 1 through 27, inclusive,  
23 of this Complaint as though fully set forth herein.  
24 30. Defendants and each of them engaged in a course of fraudulent conduct to solicit funds for  
25 investments without disclosing the true nature of the investment and purposely  
26 misrepresenting what the investment was for.  
27

- 1 31. Defendants represented that the risk of such investments was low when in fact it was a  
2 completely different high risk investment which was never returned. Said representation was  
3 made to induce plaintiffs to part with their funds and place them at risk.  
4 32. Plaintiffs relied on the representations of Defendants and lost \$145,000 of their investment,  
5 not including profits that would been received had the investment been legitimate.  
6 33. As a proximate cause of said fraudulent representations the Plaintiff has been damaged.

7  
8 **SECOND CAUSE OF ACTION**

9 (Legal Malpractice against DON STOECKLEIN and STOECKLEIN LAW GROUP, LLP)

- 10 34. Plaintiffs hereby incorporate herein by reference Paragraphs 1 through 32 of this Complaint  
11 as though fully set forth herein.  
12 35. Defendant, DON STOECKLEIN, was a member of the California Bar and represented  
13 plaintiffs on an investment matter.  
14 36. An attorney-client relationship was formed and created between plaintiffs and defendants  
15 STOECKLEIN and STOECKLEIN LAW GROUP, LLP.  
16 37. As a result of this relationship, Defendants had a duty to represent Plaintiffs to the very best  
17 of their ability and with undivided loyalty, and to use such skill, prudence, and diligence as  
18 other members of the professional community commonly possess and exercise.  
19 38. Plaintiffs invested \$400,000 into a joint venture purchase of a restaurant. The money was  
20 controlled by Defendant STOECKLEIN. STOECKLEIN assured Plaintiffs he would hold the  
21 money in a trust and only release the money specifically for the purchase of the restaurant.  
22 39. STOECKLEIN advised Plaintiffs on the partnership formed between Plaintiffs and  
23 Defendants VALERIO and MCHAFFIE. Defendant STOECKLEIN assured Plaintiffs would  
24 not lose any money and would most likely make many hundreds of thousands of dollars of  
25 profits in the restaurant.  
26 40. Plaintiffs relied on the advice of attorney STOECKLEIN and gave STOECKLEIN \$400,000  
27 in cash. Thereafter, Defendant STOECKLEIN repeatedly assured Plaintiff s this investment

1 was safe and STOECKLEIN would make sure that no loss occurred to plaintiffs as a result of  
2 making said investment.

3 41. STOECKLEIN misrepresented to Plaintiffs he had been dealing with the attorney's at Seau's  
4 and needed a release of the money in order to further the purchase of the restaurant. Plaintiffs  
5 agreed to release the money so the deal could go through.

6 42. In July of 2012, Plaintiffs found out another entity had purchased the restaurant they believed  
7 they had purchased with the help of their attorney, Defendant STOECKLEIN.

8 43. Plaintiffs have not received \$145,000 of the original investment, money for the loss of the  
9 use of the funds since May 29, 2012, or any profits as promised at the time of the initial  
10 investment.

11 44. Defendant STOECKLEIN violated his standard of care expected from a licensed attorney by  
12 representing Plaintiffs when a clear conflict existed with Defendant STOECKLEIN's  
13 partnership with MCHAFFIE. Defendant STOECKLEIN violated his standard of care  
14 expected from a licensed attorney by misrepresenting the purchase with Seau's as going  
15 through, when in reality he was using Plaintiffs' money to purchase a railroad for himself.  
16 Defendant STOECKLEIN violated his standard of care expected from a licensed attorney by  
17 helping form the partnership without explaining any conflict of interest that existed at the  
18 present time or may form in the future, both with a future conflict that may arise between  
19 Plaintiffs, Defendant MCHAFFIE, and Defendant VALERIO, and also the present conflict  
20 which existed between STOECKLEIN's partnership with MACCASSIE.

21 45. Despite this knowledge Defendant STOECKLEIN encouraged the investment, received the  
22 money and issued a receipt therefore. Plaintiffs trusted the fact Defendant STOECKLEIN  
23 was a member of the California Bar and he had a fiduciary duty to protect Plaintiffs from any  
24 undisclosed risk with respect to any investment that Defendant STOECKLEIN recommended  
25 or helped with.

26 46. Plaintiffs are informed and believe and thereon allege Defendant STOECKLEIN had an  
27 undisclosed interest in Plaintiff's money and the investment with MCHAFFIE, and thus had

1 a conflict of interest with respect to his recommendation to Plaintiffs. This undisclosed  
2 conflict of interest would make Defendant STOECKLEIN liable for all losses incurred by  
3 Plaintiffs as a result of the investment. The undisclosed conflict of interest constitutes  
4 malpractice.

5 47. STOECKLEIN and STOECKLEIN LAW GROUP LLP breached the duties owing to  
6 Plaintiffs by the actions hereinabove alleged.

7 48. As a direct result of the negligence of Defendants and the Defendants failure to use due care  
8 as alleged herein, Plaintiffs have suffered, and will continue to suffer in the future, damages,  
9 the full extent of which are unknown at this time but which will be made according to proof  
10 at the time of trial.

11 49. The actions hereinabove alleged were done with a conscious disregard of the rights and  
12 safety of Plaintiffs, and constitute malice, fraud and oppression, thereby entitling plaintiffs to  
13 recover punitive damages under Civil Code Section 3294 in an amount to punish and deter  
14 the defendants and each of them.

15  
16 **THIRD CAUSE OF ACTION**

17 (Negligent Misrepresentation against all Defendants)

18 50. Plaintiffs incorporate by reference as though fully set forth all of the allegations contained in  
19 paragraphs 1 through 48 above, inclusive, and makes those paragraphs a part hereof.

20 51. At the time Defendants, and each of them, made the misrepresentations to Plaintiffs as set  
21 forth previously in this Complaint, they had no reasonable basis to believe that they were  
22 true, in fact they knew them to be false.

23 52. Because Defendants were Plaintiffs friends and attorneys, Plaintiffs were justified in their  
24 reliance on their representations, counsel, and advice.

25 53. At the time the misrepresentations occurred, Plaintiffs were ignorant of the true facts and  
26 were ignorant of Defendants' wrongful acts. Had Plaintiffs known the actual facts, Plaintiffs  
27 would not have entered into a partnership or agreement with Defendants to purchase or invest  
28

1 in anything. Plaintiffs justifiably relied on Defendants' representations, actions, and silence  
2 regarding all these issues, and were harmed in doing so.

3 54. Defendants made several representations regarding the investment in the restaurant named  
4 Seau's, including the fact the deal had gone through, the fact the furniture, fixtures and  
5 electronics had been purchased, the fact Defendants were working on getting the proper  
6 licenses with both the County and the state, and the fact that Defendant STOCKLEIN was  
7 representing only Plaintiffs' interests. Plaintiffs reasonably relied on the truth of such  
8 representations in hiring defendant STOECKLEIN as counsel and entering into a partnership  
9 with Defendants MCHAFFIE and VALERIO, agreeing to be represented by STOECKLEIN  
10 and following STOECKLEIN's advice on both the partnership as well as the purchase of  
11 Seau's.

12 55. Plaintiffs allege the wrongful acts of Defendants were undertaken in bad faith, were against  
13 Plaintiffs' interests, or with harmful or wrongful intent.

14 56. As a direct and proximate result of Defendants breach of duty of care and loyalty, Plaintiffs  
15 have suffered damages, the exact amount of which will be proven at the time of trial,  
16 according to proof, but in excess of the jurisdictional minimum of this Court.

17 57. The aforementioned acts of Defendants, and each of them, were done maliciously,  
18 oppressively and with the intent to defraud and Plaintiffs are entitled to punitive and  
19 exemplary damages in the amount to be ascertained at the time of trial according to proof.

#### 20 21 **FOURTH CAUSE OF ACTION**

22 (Professional Negligence against DON STOECKLEIN and STOECKLEIN LAW GROUP, LLP)

23 58. Plaintiffs hereby incorporate herein by reference Paragraphs 1 through 35 of this Complaint  
24 as though fully set forth herein.

25 59. Defendants STOECKLEIN and STOECKLEIN LAW GROUP LLP were negligent in  
26 providing their services as attorney, trustee, director, officer, and securities broker, by among  
27 other things, failing to monitor, supervise, advise and control the investment activities of the

1 trust; representing conflicting interests (including those of Plaintiffs as well as Stoecklein and  
2 charls) without disclosure of the conflicting interests to their clients and without advising  
3 them to seek and obtain independent legal counsel; engaging in self-dealing; acquiring a  
4 financial interest in the client without disclosure to the client of the inherent conflict of  
5 interest; allowing the trust to hold or acquire a minority limited partnership interests in other  
6 entities that was not properly funded and without a proper business plan; failing to diversify  
7 trust investments, so as to protect the trust from the loss of all of its assets that would occur  
8 and did occur by the investment being in only limited and extremely high risk investments;  
9 incurring debt and other obligations on behalf of the trust or the corporation when  
10 Defendants knew or in the exercise of reasonable care should have known that the trust and  
11 corporation could not repay the debt, resulting in the loss of property and assets; failing to  
12 provide regular accountings; failing to obtain probate court supervision and approval over the  
13 trust's financing and administration; failing to have a written fee contract with Defendants'  
14 clients; failing to provide regular detailed billing showing the activities Defendants were  
15 performing or claiming to have performed; obtaining or retaining a financial interest in the  
16 business and funds of the client; placing Defendants interests over the interests of the clients  
17 and the trust's principal beneficiary; failing to keep themselves informed and fully apprised  
18 of the assets, liabilities and activities of the corporation and trust and instead delegating those  
19 responsibilities to a third party while knowing of the history of that person in being unable to  
20 handle such responsibilities in a reasonable and competent manner; preparing and executing  
21 promissory notes and "certificates of investment" and incurring other obligations on behalf of  
22 the corporation and trust with no reasonable belief that they could be repaid, so as to result in  
23 the loss of the investments securing those debts and so as to expose the Plaintiffs to liabilities  
24 asserted by third parties; failing to undertake any due diligence or meaningful inquiry and  
25 investigation into investments, debts and business activities of the trust or the corporation;  
26 failing to exercise any reasonable degree of oversight or control of the individual or  
27 individuals to whom Defendants delegated investment and debt obligations; and investing

1 trust assets in highly speculative, illiquid assets; and failing to do or provide any due  
2 diligence or disclosures to third party investors regarding the risks of their investments  
3 subjecting the Corporation and its assets to claims of securities fraud.

4 60. As a direct and legal result of the negligence of Defendants and each of them, as alleged  
5 herein, Plaintiffs have been damaged in a sum of not less than \$145,000 representing the loss  
6 in the investment, without including the loss of profits, which will be ascertained at the time  
7 of trial according to proof .

8  
9 **FIFTH CAUSE OF ACTION**

10 (Breach of Fiduciary duty against DON STOECKLEIN and STOECKLEIN LAW GROUP, LLP)

11 61. Plaintiffs repeat and re-allege, as if set forth fully herein, each of Paragraphs 1 through 59  
12 above.

13 62. An attorney-client relationship was formed and created between plaintiffs and Defendants  
14 STOECKLEIN and STOECKLEIN LAW GROUP LLP. In accordance with the decisional  
15 law, statutes, rules of professional conduct and other legislative enactments of the State of  
16 California, STOECKLEIN and STOECKLEIN LAW GROUP LLP, owed plaintiffs fiduciary  
17 duties of the very highest character at all times pertinent herein, including the obligation to  
18 disclose to plaintiffs all material and otherwise pertinent information bearing upon the  
19 matters of which they sought legal advice, including any present or future conflicts of  
20 interest.

21 63. Defendants STOECKLEIN and STOECKLEIN LAW GROUP LLP, breached the fiduciary  
22 duties owing to plaintiffs by the actions hereinabove alleged.

23 64. As a direct result of the negligence of Defendants and the Defendants failure to use due care  
24 as alleged herein, Plaintiffs have suffered, and will continue to suffer in the future, damages,  
25 the full extent of which are unknown at this time but which will be made according to proof  
26 at the time of trial.



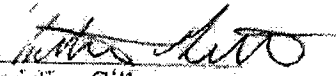
1 65. The actions hereinabove alleged were done with a conscious disregard of the rights of  
2 Plaintiffs, and constitute malice, fraud and oppression, thereby entitling the plaintiff to  
3 recover punitive damages under Civil Code Section 3294 in an amount to punish and deter  
4 the defendants and each of them.

5  
6 WHEREFORE, Plaintiffs pray for judgment against Defendants, and each of them, as follows:

- 7 1. For the principal sum of \$145,000.00;  
8 2. For the profits lost estimated at \$100,000;  
9 3. For interest on the principal sum at the rate of 10% per month from and after the dates  
10 due;  
11 4. For reasonable attorneys' fees;  
12 5. For costs of suit incurred herein;  
13 6. For punitive and exemplary damages;  
14 5. For such other and further relief as the Court deems just and proper.  
15

16 Dated: December 4, 2012

Respectfully submitted,

17 By:   
18 Christine Gilbert  
19 Attorney for Plaintiff  
20  
21  
22  
23  
24  
25  
26  
27



AGENDA ITEM NO.

3

**REQUEST TO SPEAK FORM**

ORDER REQUEST RECEIVED

1

**PLEASE SUBMIT THIS COMPLETED FORM (AND YOUR WRITTEN STATEMENT)  
TO THE CLERK OF THE BOARD PRIOR TO DISCUSSION OF YOUR ITEM**

**1. INSTRUCTIONS**

This Request to Speak form must be filled out and submitted in advance of the discussion of your item to the Clerk of the Board (please attach any written statement to this form). Communications on hearings and agenda items are generally limited to three minutes per person unless the Board authorizes additional time; however, the Chairperson may limit comment to one or two minutes each if there are multiple requests to speak on a particular item. General public comments on items not on the agenda are limited to three minutes. Please be brief and to the point. No yielding of time is allowed. Subjects of previous hearings or agenda items may not again be addressed under General Public Comments.

(PLEASE PRINT)

DATE	JAN 17, 2013		
Name	JOHN L. WOOD		
Address			
Telephone			
Organization Represented			
Subject of Your Remarks			
Regarding Agenda Item No.	#3 PUBLIC COMMENT		
Your Comments Present a Position of:	<input type="checkbox"/>	<input checked="" type="checkbox"/> <b>SUPPORT</b>	<input type="checkbox"/> <b>OPPOSITION</b>

**2. TESTIMONY AT NOTICED PUBLIC HEARINGS**

At Public Hearings of the Board, persons wishing to speak shall be permitted to address the Board on any issue relevant to the subject of the Hearing.

**3. DISCUSSION OF AGENDA ITEMS**

The Chairman may permit any member of the public to address the Board on any issue relevant to a particular agenda item.

**4. GENERAL PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA**

Public comment on matters not on the agenda will be limited to five speakers with three minutes each, under the Public Comment Agenda Item. Additional speakers will be heard at the end of the Board's Agenda.

**NOTE: Subjects of previous hearings or agenda items may not again be addressed under General Public Comments.**



\* handout \*

AGENDA ITEM NO.

3

REQUEST TO SPEAK FORM

ORDER REQUEST RECEIVED

2

PLEASE SUBMIT THIS COMPLETED FORM (AND YOUR WRITTEN STATEMENT)  
TO THE CLERK OF THE BOARD PRIOR TO DISCUSSION OF YOUR ITEM

1. INSTRUCTIONS

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(PLEASE PRINT)

DATE	Jan 17, 2013		
Name	Susan Lesch		
Address	3689 Martha St		
Telephone	858 605 6175		
Organization Represented			
Subject of Your Remarks	please limit cellphone use		
Regarding Agenda Item No.	0		
Your Comments Present a Position of:	<input type="checkbox"/>	<input checked="" type="checkbox"/> <b>SUPPORT</b>	<input type="checkbox"/> <b>OPPOSITION</b>

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NOTE: Subjects of previous hearings or agenda items may not again be addressed under General Public Comments.


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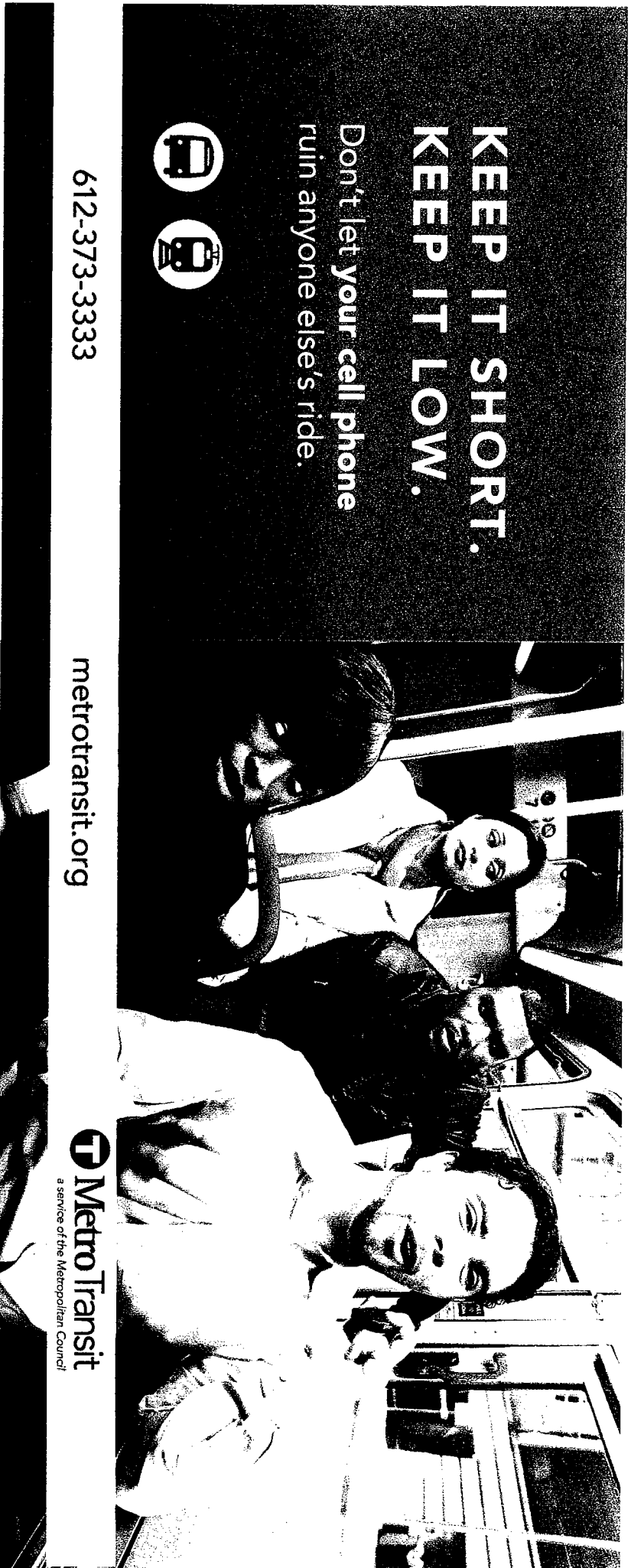


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**REVISED 2013 SLATE OF MTS COMMITTEES AND OUTSIDE AGENCY APPOINTMENTS**

Accessible Services Advisory Committee (ASAC)	Lorie Bragg – Chair
Airport Authority Advisory Committee	Harry Mathis – Committee Representative Ron Roberts - Alternate
Ad Hoc Public Security Committee	Jim Cunningham – Committee Representative Harry Mathis – Committee Representative John Minto -- Committee Representative David Alvarez – Committee Representative Mona Rios– Committee Representative
Audit Oversight Committee*	Ernie Ewin – Committee Representative Harry Mathis – Committee Representative Ron Roberts – County Representative (Alternate: Greg Cox) Todd Gloria– City of San Diego Representative (Alternate: Marti Emerald) Al Ovrom– South Bay Representative (Alternate: Lorie Bragg) Jim Cunningham – East County Representative (Alternate: Bob McClellan)
Budget Development Committee	Harry Mathis – Committee Representative Bob McClellan– Committee Representative Ron Roberts – Committee Representative Todd Gloria – Committee Representative John Minto– Committee Representative
Executive Committee	Harry Mathis – Chair Ron Roberts – County Representative- Vice Chair (Alternate: Greg Cox) Todd Gloria– City of San Diego Representative (Alternate: Marti Emerald) Al Ovrom– South Bay Representative (Alternate: Lorie Bragg) Jim Cunningham– East County Representative (Alternate: Bob McClellan)
Joint Committee on Regional Transit (JCRT)	Jim Cunningham – Committee Representative Harry Mathis – Committee Representative Ernie Ewin – Committee Representative
Los Angeles - San Diego Rail Corridor Agency (LOSSAN)	<del>Jerry Rindone</del> Ernie Ewin – Committee Representative Ernie EwinHarry Mathis – Alternate (Appointment until establishment of Managing Agency)
SANDAG Board	Harry Mathis - Advisory Representative Ron Roberts – Alternate
SANDAG Regional Planning Committee	Mona Rios - Committee Representative Al Ovrom– Alternate
SANDAG Transportation Committee*	To be chosen by the Executive Committee at February meeting
Taxicab Committee	Lori Zapf – Chair Bob McClellan - Alternate



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## Agenda Item No. 6

### MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

January 17, 2013

#### SUBJECT:

INTERNAL REVENUE SERVICE-REQUIRED CALPERS PENSION RESOLUTION

#### RECOMMENDATION:

That the Board of Directors adopt Resolution No. 13-1 (Attachment A) to allow MTS employees to make pension contributions on a pretax basis.

#### Budget Impact

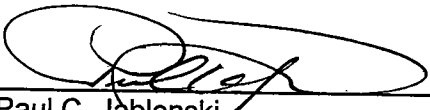
None.

#### DISCUSSION:

MTS contracts with the California Public Employees' Retirement System (CalPERS) to provide pension benefits for MTS and San Diego Trolley, Inc. (SDTI) employees. The CalPERS pension system bifurcates pension contributions into employer contributions and employee contributions.

MTS wishes to allow employees to make contributions to CalPERS on a pretax basis pursuant to Internal Revenue Code Section 414 (h) (2). Employer contributions are already pretax.

The attached Resolution No. 13-1, which has been provided by CalPERS to formalize this process, would not change any existing practice or have any financial impact.



Paul C. Jablonski  
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, [Sharon.Cooney@sdmts.com](mailto:Sharon.Cooney@sdmts.com)

Attachment: A. Resolution No. 13-1

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Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities. MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.



**RESOLUTION TO TAX DEFER MEMBER PAID CONTRIBUTIONS – IRC 414(h)(2)  
EMPLOYER PICK-UP**

WHEREAS, the governing body of the San Diego Metropolitan Transit System (Name of Agency) has the authority to implement the provisions of section 414(h)(2) of the Internal Revenue Code (IRC); and

WHEREAS, the San Diego Metropolitan Transit System (Name of Agency) has determined that even though the implementation of the provisions of section 414(h)(2) IRC is not required by law, the tax benefit offered by section 414(h)(2) IRC should be provided to All San Diego Metropolitan Transit System Employees (All Employees, or All Employees In A Recognized Group or Class of Employment) who are members of the California Public Employees' Retirement System:

NOW, THEREFORE, BE IT RESOLVED:

- I. That the San Diego Metropolitan Transit System (Name of Agency) will implement the provisions of section 414(h)(2) Internal Revenue Code by making employee contributions pursuant to California Government Code Section 20691 to the California Public Employees' Retirement System on behalf of all its employees or all its employees in a recognized group or class of employment who are members of the California Public Employees' Retirement System. "Employee contributions" shall mean those contributions to the Public Employees' Retirement System which are deducted from the salary of employees and are credited to individual employee's accounts pursuant to California Government Code section 20691.
- II. That the contributions made by the San Diego Metropolitan Transit System (Name of Agency) to the California Public Employees' Retirement System, although designated as employee contributions, are being paid by the San Diego Metropolitan Transit System (Name of Agency) in lieu of contributions by the employees who are members of the California Public Employees' Retirement System.
- III. That employees shall not have the option of choosing to receive the contributed amounts directly instead of having them paid by the San Diego Metropolitan Transit System (Name of Agency) to the California Public Employees' Retirement System.
- IV. That the San Diego Metropolitan Transit System (Name of Agency) shall pay to the California Public Employees' Retirement System the contributions designated as employee contributions from the same source of funds as used in paying salary.
- V. That the amount of the contributions designated as employee contributions and paid by the San Diego Metropolitan Transit System (Name of Agency) to the California Public Employees' Retirement System on behalf of an employee shall be the entire contribution required of the employee by the California Public Employees' Retirement Law (California Government Code Sections 20000, et seq.).
- VI. That the contributions designated as employee contributions made by San Diego Metropolitan Transit System (Name of Agency) to the California Public Employees' Retirement System shall be treated for all purposes, other than taxation, in the same way

that member contributions are treated by the California Public Employees' Retirement System.

PASSED AND ADOPTED by the governing body of the San Diego Metropolitan Transit System  
(Name of Agency)

\_\_\_\_\_  
this day of \_\_\_\_\_ (Date), \_\_\_\_\_ (Year).

BY

\_\_\_\_\_  
(Signature of Official)

\_\_\_\_\_  
(Title of Official)

RETURN ADDRESS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**FOR CALPERS USE ONLY**

**RESOLUTION TO TAX DEFER MEMBER PAID CONTRIBUTIONS - IRC 414(h)(2)**

Approved by: \_\_\_\_\_

Title: \_\_\_\_\_



PASSED AND ADOPTED by the Board of Directors this \_\_\_\_\_ day of \_\_\_\_\_ 2013 by the following vote:

AYES:

NAYES:

ABSENT:

ABSTAINING:

\_\_\_\_\_  
Chairperson  
San Diego Metropolitan Transit System

Filed by:

Approved as to form:

\_\_\_\_\_  
Clerk of the Board  
San Diego Metropolitan Transit System

\_\_\_\_\_  
Office of the General Counsel  
San Diego Metropolitan Transit System



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## Agenda Item No. 7

### MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

January 17, 2013

#### SUBJECT:

LIGHT RAIL VEHICLE VANDALISM AND ACCIDENT REPAIR - RATIFICATION AND  
AMENDMENT

#### RECOMMENDATION:

That the Board of Directors authorize the CEO to execute MTS Doc. No. L0884.2-09 (in substantially the same format as Attachment A) with Carlos Guzman, Inc. to increase the amount of the contract due to a higher-than-expected rate of body repair and paint work services and clarify the scope of work.

#### Budget Impact

MTS Doc. No. L0884.2-09 would increase the previously authorized contract limit by \$1,170,000 (from the original \$2,721,000 to a revised contract authority of \$3,891,000.00). The FY 2013 portion of this amendment is included in the LRV operating budget and is not expected to cause a budget overrun. The FY 2014 portion would be covered in that year's operating budget.

#### DISCUSSION:

Among the critical elements of MTS's trolley operations is the need to keep the body of each LRV in a constant state of good repair and service-readiness. Vital to this is ensuring that the outside and inside of each LRV is free of graffiti and clear of any sign of vandalism, dents, and other damages from accidents to project the image of a well-groomed MTS LRV car.



In fiscal year 2009 the Board authorized the award of the LRV body repair services contract to Carlos Guzman, Inc. The agreement was for three base years with two (2) one-year options and used historical records to determine the contract expense authority. Since that time, vandalism on the system has evolved from the use of permanent markers to deep etching into LRV interior and exterior finishes, which has necessitated additional repair efforts. Road damage caused by debris on the right-of-way has increased significantly during this period and the discovery of underlying exterior roof rust required emergency repairs and restoration on numerous older model LRVs.

Since 2011, the integration of the 4000 series S70 has steadily grown the vehicle fleet to 20% over the number used to determine contract needs. The passenger conveniences and material finishes found in the new low-floor LRVs require increased time and capital for restoring the new high-quality finish. The steady increase in ridership and subsequent service level expansion has compounded the fleet's exposure to vandalism incidents, vehicle accidents, and door damage caused by bicycle boardings, system-wide. Maintenance of a larger fleet with more extensive damage and fighting the efforts of bolder vandals have resulted in the need for increased contract funding.

This is an amendment based on MTS's need for uninterrupted body repair and paint work services due to accident and vandalism damages. The full contract expense authority authorized in 2009 for body repair and paint work services has been exhausted even though the contract does not expire until June 30, 2014. Because of the current contractor's understanding of MTS's needs and the anticipated administrative lead time relative to a new competitive process, staff determined that the best means to maintain continuity in service is to increase the funding authority under this agreement.

The proposed amendment (i) increases the funding on the contract to meet the increased repair volume and funds the contract through the expiration date of June 30, 2014, (ii) clarifies that the scope of work for this contract includes all necessary body repair and paint work necessary to keep the LRV fleet in good condition consistent with the appearance/condition standards for the fleet; and (iii) clarifies that paint disposal costs are an acceptable expense item to be billed under the contract.

In preparation for the contract expiration on July 1, 2014, staff will launch a competitive proposals process to secure a successor agreement. Development of the formal request for proposal document will include an overhaul of the scope of work and volume estimates based on the vandalism, accident, and body repair needs experienced during this contract period.

Based on the proposal evaluations and cost analysis conducted in 2009, Carlos Guzman, Inc. achieved the highest rating and offered the best pricing. Its proposed hourly rate is fixed throughout the life of the agreement and is 20% lower when compared to the next best proposal. Thus, staff determined that Carlos Guzman, Inc.'s pricing is fair and reasonable and is still to the advantage of the agency. Significant lead time is required for a new competitive procurement related to these services. Since this is not work that can be delayed, staff is recommending that the Board of Directors authorize the CEO to execute MTS Doc. No. L0884.2-09 (in substantially the same format as Attachment A) with Carlos Guzman, Inc. to increase the amount of the

contract due to a higher-than-expected rate of body repair and paint work services and clarify the scope of work.



---

Paul C. Jablonski  
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, [Sharon.Cooney@sdmts.com](mailto:Sharon.Cooney@sdmts.com)

Attachments: A. Draft MTS Doc. No. L0884.2-09

# DRAFT

Att. A, AI 7, 1/17/13

January 17, 2013

MTS Doc. No. L0884.2-09

Carlos Guzman, Inc.  
Carlos Guzman President  
1619 East Creston Street  
Signal Hill, CA 90755

Subject: AMENDMENT NO. 2 TO MTS DOC. NO. L0884.0-09 FOR LRV  
ACCIDENT/VANDALISM DAMAGE REPAIR SERVICES

Dear Mr. Guzman:

This shall serve as Amendment No. 2 to our agreement for light rail vehicle (LRV) accident/vandalism damage repair services as further described below.

## SCOPE OF SERVICES

To continue to provide LRV accident/vandalism damage repair services on an as-needed basis in accordance with the terms and conditions of the original MTS Agreement (MTS Doc. No. L0884.0-09). Notwithstanding the title "LRV accident/vandalism damage repair services" used in this contract, the parties acknowledge and agree that this Agreement authorizes Carlos Guzman Inc. to perform any and all body repair and paint work services necessary to keep the MTS LRV fleet in a good and serviceable condition, as determined by MTS. Services performed by Carlos Guzman Inc. under this contract are on an as-needed basis, initiated by a request from MTS.

Further, the parties acknowledge that the costs associated with safely disposing of all paint or other hazardous materials used by Carlos Guzman Inc. in the performance of this contract, in conformance with all applicable laws and regulations, shall be reimbursed by MTS.

## SCHEDULE

There shall be no change to the schedule of this contract.

## PAYMENT

The total value of this contract is increased from \$2,721,000 to \$3,891,000.

All other conditions shall remain unchanged. If you agree with the above, please sign below and return the document marked "Original" to the Contracts Administrator at MTS. The other copy is for your records

Sincerely,

Agreed:

---

Paul C. Jablonski  
Chief Executive Officer

---

Carlos Guzman Inc.  
Carlos Guzman

Date: \_\_\_\_\_



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San Diego, CA 92101-7490  
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## Agenda Item No. 8

### MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

January 17, 2013

#### SUBJECT:

SEMIANNUAL UNIFORM REPORT OF DISADVANTAGED BUSINESS ENTERPRISE  
AWARDS OR COMMITMENTS AND PAYMENTS

#### RECOMMENDATION:

That the Board of Directors receive the Semiannual Uniform Report of Disadvantaged Business Enterprise (DBE) Awards or Commitments and Payments.

#### Budget Impact

None.

#### DISCUSSION:

As a Federal Transit Administration (FTA) grantee, MTS complies with the federal regulations set forth in Title 49 of the Code of Federal Regulations Part 26 regarding participation by DBEs in the U.S. Department of Transportation (DOT) Program. The DBE regulations requires MTS to prepare DBE goals based upon the number of ready, willing, and able DBE-certified contractors available to bid on certain categories of MTS procurements.

The goals of the DBE program are:

1. to ensure nondiscrimination in the award and administration of DOT-assisted contracts;
2. to create a level playing field on which DBEs can compete fairly for DOT-assisted contracts;
3. to ensure that the DBE program is narrowly tailored in accordance with applicable law;



4. to ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs;
5. to help remove barriers to the participation of DBEs in DOT-assisted contracts;
6. to assist the development of firms that can compete successfully in the marketplace outside of the DBE program; and
7. to provide appropriate flexibility to recipients of federal financial assistance in establishing and providing opportunities for DBEs.

For the reporting period just completed (April 1, 2012, to September 30, 2012), MTS had a race-neutral program with an aspirational goal of 12.6% DBE participation. For the next triennial reporting period (October 1, 2012, to September 30, 2015), MTS has a race-neutral program with an aspirational goal of 4.1% DBE participation.

A race-neutral DBE program means that no special quotas or advantages are provided to DBE contractors. Instead, MTS conducts outreach to DBE and other contractors in an effort to inform them of upcoming MTS procurements. Successful bidders are chosen using race-neutral means generally through a low-bid or best-value procurement process.

For purposes of reporting DBE participation rates to the FTA, MTS may only count participation by certified DBE contractors. Contractors with only a women, disabled veteran, or minority-owned certification do not qualify for DBE reporting. Certified DBE contractors must (1) have a woman or minority as a majority owner, and (2) meet specified income limits for both the business and the majority owner.

#### Summary of Semiannual DBE Report Findings (Federal Funds Only)

The current FTA semiannual reporting period runs from April 1, 2012, to September 30, 2012. For projects using federal funds, there were a total of 49 contracts that were entered into during the reporting period (Attachment A) and 43 contracts that were completed during the reporting period (Attachment B).

<u>REPORTING PERIOD</u>	<u>Contract Awards/Commitments</u>		
	<u>Total Federal \$</u>	<u>DBE \$</u>	<u>DBE %</u>
<b>Apr 1 2012 to Sept 30 2012</b>	\$10,678,545.64	\$30,254.07	0.28%
<b>Cumulative Federal FY 11&amp;12 period (Oct 2010 to Sept 2012)</b>	\$198,974,566.23	\$5,040,865.39	2.53%

<u>REPORTING PERIOD</u>	<u>Contracts Completed (Actual Payments)</u>		
	<u>Total Federal \$</u>	<u>DBE \$</u>	<u>DBE %</u>
<b>Apr 1 2012 to Sept 30 2012</b>	\$12,002,553.56	\$25,334.07	0.21%
<b>Cumulative Federal FY 11&amp;12 period (Oct 2010 to Sept 2012)</b>	\$47,320,832.78	\$3,720,626.29	7.86%

The MTS History of DBE Semi Annual Reports (Attachment C) shows MTS DBE participation from Federal Fiscal Year 2004 to present.



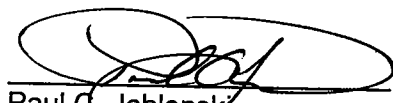
### Other Contracting Statistics

MTS generally reserves federal funds for capital projects and state-of-good-repair vehicle or system maintenance projects. MTS uses local and state funds for MTS administrative costs and other operating expenses (e.g., marketing expenses, land management, office supplies). SANDAG is responsible for most of the MTS-related construction projects. Some small construction projects are completed by MTS using Job Order Contracts originally awarded as part of SANDAG's construction contracting program. Only contracts awarded and paid by MTS using federal funds (or a portion of federal funds) are reported to the FTA under the DBE reporting obligation. In addition, the FTA only calculates the realization of DBE firms. The FTA does not record the realization of minority or women-owned firms that do not meet the DBE personal and business income limits. Such firms are identified as "WBE" and "MBE" firms in the attached MTS reports.

When WBE and MBE participation is included, MTS's participation rates for the reporting period, using both federal and local funds, were as follows:

REPORTING PERIOD	Contract Awards/Commitments		
	Total \$	DBE/MBE/WBE \$	DBE/MBE/WBE %
<b>Federal Funds:</b>			
Apr 1 2012 to Sept 30 2012	\$10,678,545.64	\$30,254.07	0.28%
<b>Local Funds:</b>			
Apr 1 2012 to Sept 30 2012	\$2,822,813.87	\$288,092.00	10.21%

REPORTING PERIOD	Contract Completed		
	Total Local \$	DBE/MBE/WBE \$	DBE/MBE/WBE %
<b>Federal Funds:</b>			
Apr 1 2012 to Sept 30 2012	\$12,002,553.56	\$2,018,887.10	16.82%
<b>Local Funds:</b>			
Apr 1 2012 to Sept 30 2012	\$1,564,489.74	0	0%

  
Paul C. Jablonski  
Chief Executive Officer

Key Staff Contact: Karen Landers, 619.557.4512, [karen.landlers@sdmts.com](mailto:karen.landlers@sdmts.com)

Attachments: A. Semiannual DBE Report Spreadsheet 4/1/12 - 9/30/12 – Contracts Awarded  
B. Semiannual DBE Report Spreadsheet 4/1/12 - 9/30/12 – Contracts Completed  
C. History of Semiannual DBE Reports (FY 2004 to Present)



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## Agenda Item No. 9

### MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

January 17, 2013

#### SUBJECT:

TRANSFER OF TEN RETIRED PARATRANSIT VEHICLES

#### RECOMMENDATION:

That the Board of Directors approve staff's recommendation to donate ten (10) retired 2006 El Dorado paratransit vehicles to Facilitating Access to Coordinated Transportation (FACT) to assist nonprofit service providers in the MTS Service Area. The recipients will be agencies that provide services to persons with disabilities who may qualify for Americans with Disabilities Act (ADA) paratransit services.

#### Budget Impact

MTS receives between \$900 and \$2,500 per vehicle when the retired fleet is auctioned. This loss of revenue would be offset by the cost savings that MTS will enjoy when these nonprofit agencies perform trips that might otherwise occur on MTS ACCESS. A nonprofit would need to provide approximately 37 round-trips to potential MTS Access-eligible passengers to recoup the auction revenue.

#### DISCUSSION:

According to the Federal Transit Administration (FTA), paratransit vehicles have reached the end of their useful life when the vehicle reaches five years of age and 150,000 miles. These vehicles are 2006 El Dorado, body-on-chassis, paratransit vans with mileages ranging from 213,000 to 239,000 miles. They have been very well maintained and should prove reliable for a few more years and miles in a less-demanding service.

FACT is the Consolidated Transportation Services Agency (CTSA) for San Diego County. Its role as CTSA is to facilitate coordination of transportation services in San Diego County to reduce gaps in transportation. FACT acts as an information and service brokerage to connect individuals with transportation options.



FACT will issue a press release to make it known that these vehicles are available. FACT will also process and evaluate all written requests for these vehicles from senior and community centers, faith-based organizations, nonprofits, adult day health care centers, independent living centers, and regional centers. Its formal application is attached to this agenda item (Attachment A).

The vehicles would be transferred to FACT in the condition that they were removed from service and would be offered to FACT as-is with no warranty or any further liability to MTS. FACT would ensure that the vehicles are repainted to properly identify their new operator. Attachment B is FACT's Policy for Transferring Title of Retired Paratransit Vehicles for a full outline of the nonprofit's responsibilities.



Paul C. Jablonski  
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, [Sharon.Cooney@sdmts.com](mailto:Sharon.Cooney@sdmts.com)

Attachments: A. Formal Application  
B. FACT's Policy for Transferring Title of Retired Paratransit Vehicles

**Full Access & Coordinated Transportation, Inc. (FACT)  
VEHICLE DONATION / PARTNER FOR MOBILITY APPLICATION**

**SECTION 1: AGENCY INFORMATION**

**Agency Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Contact Person and Title:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Agency Type: (check all that apply)**

- ☐ Senior or Community Center
- ☐ Faith Based Organization
- ☐ Non-Profit
- ☐ Adult Day Health Care Center
- ☐ Independent Living Center
- ☐ Regional Center
- ☐ Other *(please specify)* \_\_\_\_\_

**Provide a brief description of your organization:**

*(You may attach additional literature about your organization and service programs)*

**Provide documentation that your organization is a legally constituted non-profit organization in California. Can be printed from State of California Attorney General website:  
<http://ag.ca.gov/charities.php>**

## SECTION 2: TRANSPORTATION SERVICE INFORMATION

**What type of transportation service, if any, does your organization currently operate? Please check all that apply.**

- ☐ No Transportation is provided
- ☐ Transportation is operated by agency
- ☐ Transportation services are provided by another entity under agency contract
- ☐ Subsidize transportation through agency purchase of coupons or bus passes
- ☐ Provide mileage reimbursement for Volunteer Transportation Program
- ☐ Arrange for transportation by assisting with information
- ☐ Other (*please specify*) \_\_\_\_\_

**If you provide transportation, what kind of trips do you provide? Please check all that apply.**

- ☐ Non-emergency medical
- ☐ Life sustaining medical (such as kidney dialysis or chemotherapy)
- ☐ Adult day care
- ☐ Senior or community center
- ☐ Lunch/nutrition program
- ☐ Recreational or personal use
- ☐ Job related trips
- ☐ School

**Transportation Services are provided to:**

- ☐ Clients served by this agency
- ☐ Seniors and persons with disabilities
- ☐ General public
- ☐ Other (*please specify*) \_\_\_\_\_

**How many vehicles do you have?**

\_\_\_\_\_

**Do you have maintenance facilities for your vehicles?**

\_\_\_ Yes \_\_\_ No

**If so, briefly explain your maintenance organization and program:**

\_\_\_\_\_  
\_\_\_\_\_

**What is the general service area for your program?**

\_\_\_\_\_  
\_\_\_\_\_

### SECTION 3: PROPOSED TRANSPORTATION WITH DONATED VEHICLE

Provide a brief description of how the donated vehicle(s) would be utilized:

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Approximately how many seniors and/or persons with disabilities, if any, would be served (annually or monthly) in the North County Transit District Service area if your organization received the vehicle(s)?

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How many paid drivers and or volunteer drivers do you plan to use for your program?

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### Section 4: CERTIFICATION

I certify that, to the best of my knowledge, the information in this application is true and accurate and that (Agency Name) has the necessary financial and managerial capability to adequately operate, maintain and insure the vehicle for which this application is being made.

**Signature of Agency (receiving vehicle):**

\_\_\_\_\_  
Executive Director/CEO (or person authorized to enter into this agreement)

Print Name/Title: \_\_\_\_\_

Tax Payer ID No: \_\_\_\_\_

**Signature of FACT Executive Director:**

\_\_\_\_\_  
Max Calder

**Please return to:**  
FACT, Inc.  
Vehicle Donation/Partner for Mobility Program  
600 Mission Ave  
Oceanside, CA 92054



FACT, Inc.  
Policy for Transferring Title of  
Retired Paratransit Vehicles  
(November 2012)

**Background:**

Full Access & Coordinated Transportation, Inc. (FACT) transfers title of retired ADA Paratransit vehicles that, according to Federal Transit Administration (FTA) guidelines, have surpassed their useful life. These surplus vehicles are eligible for retirement when they reach at least five (5) years of age and/or have accumulated over 150,000 miles. These criteria may be changed from time-to-time as determined by the FTA. Current criteria for the useful vehicle life of a specific vehicle can be found at [www.fta.dot.gov](http://www.fta.dot.gov).

Vehicles will be provided as-is, where-is, with no warranty expressed or implied as to merchantability or fitness of purpose.

**I. Policy**

FACT and MTS will consider the transfer of title of surplus vehicles to governmental or non-profit service providers in the MTS service area; the recipients will be agencies that provide services to persons with disabilities who may qualify for ADA paratransit services.

**II. Procedures**

1. Written notification of availability of surplus vehicles will be made to eligible agencies via direct outreach and a press release will be issued.
2. There must be a formal written request/application addressed to the FACT executive director from the requesting agency/non-profit organization.
3. An internal panel assigned by the executive director, which will include a member of MTS staff, will administer the review of surplus vehicle requests and actual transfers to ensure the appropriateness of the organization requesting the donation (i.e. ability to meet the needs of people the partner agency wants to serve).
4. A lottery or priority system will be utilized to allocate the surplus vehicles when they become available. The surplus vehicles will be allocated to providers determined to be eligible by the internal panel through a selection process which will identify recipients and the order in which they will receive vehicles.
5. If requests for donation exceed the number of available vehicles, the selection process will allocate all available vehicles to qualified providers that are prioritized by criteria established by the selection committee.

6. An organization that receives a surplus vehicle may be excluded from receiving another surplus vehicle for a 1-year period unless there are more surplus vehicles available than parties who want them.
7. Vehicle value is considered at current fair market value.
8. All agency logos/decals, license plates, identification numbers, and striping will be removed or covered prior to release of any vehicle.
9. A pre-release inspection will be conducted by the maintenance manager of the operating agency of the retiring vehicle or an appointed alternate, and will be recorded in the surplus vehicle's permanent maintenance file.
10. The new owner will repaint the vehicle to ensure it doesn't resemble the previous operator's branding or service.
11. The new owner will, with concurrence of title transfer, agree to accept the transferred surplus vehicle(s) as-is, where-is, and agrees to accept full responsibility for the surplus vehicle(s) and to indemnify and hold FACT and donor agency harmless against all claims or losses in connection with the possession and/or operation of the surplus vehicle(s).
12. Any surplus vehicle that cannot pass a safety inspection at the time of transfer will be towed at the new owner's expense.
13. FACT will provide a written agreement between FACT and the new owner containing the provisions of this procedure.
14. As part of the agreement, the requesting organization will not sell the surplus vehicle for a period of no less than one (??) years from date of transfer of the surplus vehicle from FACT.
15. The recipient agency will agree to report data on the usage of the vehicles as often as and in the format required by FACT and MTS.

FACT may from time to time amend this policy as FTA, State, or other regulations mandate.





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## Agenda Item No. 10

### MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

January 17, 2013

#### SUBJECT:

AUDIT REPORT – CARLOS GUZMAN CONTRACT REVIEW (MTS DOC. NO. L0844.0-09)

#### RECOMMENDATION:

That the Board of Directors receive a report for information.

#### Budget Impact

None.

#### DISCUSSION:

The MTS Internal Auditor completed a review for information.

  
\_\_\_\_\_  
Paul C. Jablonski  
Chief Executive Officer

Key Staff Contact: Karen Landers, 619.557.4512, [karen.landlers@sdmts.com](mailto:karen.landlers@sdmts.com)

Attachments: A. Audit Report – Carlos Guzman Contract MTS Doc. No. L0844.0-09  
B. Memorandum

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Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities. MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.



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## Memorandum

DATE: 1/4/2013  
TO: Paul Jablonski and Karen Landers  
FROM: Daniel Madzellan  
SUBJECT: Carlos Guzman Contract Review (Contract L0844.0-09)

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### **Background:**

Internal Audit allocated 400 hours in their FY2013 audit plan for reviewing contract compliance and administration. Procurement provided a database listing all contractual agreements executed from May 1, 2007 through June 30, 2012. Total contractual agreements in the database were 1,671. Audit subsequently met with management from Finance, Procurement, and Legal establishing criteria for analyzing the data to identify contracts with greater risk profiles. The following were the criteria established for analyzing the data:

1. Dollar value of the contract,
2. Duration of the contract,
3. Type of contract (service, goods, construction, etc.),
4. Capital vs. operating expenditures;
5. Organization responsible for administration (MTS, SDTI, or SDTC), which determines the system used for procuring the related goods or services (IFAS or Ellipse),
6. Internal policies and procedures; and
7. Regulatory requirements.

Utilizing the criteria, Audit identified contract number L0844.0-09 with Carlos Guzman, Inc. (subsequently referred to as the "Contractor") as a contract with a higher risk profile.

### **Contractual Pricing Terms:**

The contract called for the Contractor to provide LRV paint and body rehabilitation services to include vandalism and accident repair. The contract was entered into on July 22, 2009. The contract was for a three year base period with two (2) one year options exercisable at the sole discretion of MTS. The contract was effective August 1, 2009 through June 30, 2014. The three year base period of the contract was for \$1,920,000, which included costs associated with operational expenditures (\$1,164,000), tracked through the Ellipse System. The remaining costs (\$756,000) were associated with capital project #11165 and tracked through the IFAS system. The total amount of the original contract, including the two option years, was \$2,721,000. Below is a breakout of the cost by year and services.



**Base Year One (Sept 1, 2009 – August 31, 2010)**

Description	Est. Quantity	Unit Issue	Unit Price	Total
SD100 Paint and Body Work: Fixed Pricing  Total cost shall include all materials, labor, tools, and supervision needed to successfully perform paint preparation, LRV body repair, and paint work, in accordance to the statement of work and DuPont technical specifications and procedures, for the Siemens Model SD100 LRV.	14*	Each	\$29,500	\$413,000
<b><u>LRV Accident and Vandalism Repair Labor Rates and Materials</u></b>				
Fixed Price per hour rate for LRV Body Repair Labor.	3000*	Hour	\$32	\$96,000
Fixed Price per hour rate for Preparation and Paint Labor	3000*	Hour	\$32	\$96,000
Fixed Price per hour rate for Decal Application and Removal/General Labor	3000*	Hour	\$32	\$96,000
Material includes, but is not limited to, DuPont Products, caulk, metals, and other similar material needed to effectively perform required work. Materials shall not include expendable items (such as tape, sandpaper, etc.) Contractor shall submit his or her proposal with unit pricing on all materials proposed. Contractor shall invoice MTS for materials at the actual cost received from the Contractor's supplier. All material invoiced shall be in direct support of the MTS requirement for accident and vandalism repair. Any reimbursement for materials shall be accompanied by an invoice provided by the Contractor's supplier.	Not to Exceed Allowance		N/A	\$95,000
		Base Year One Total		\$796,000

**Base Year Two (Sept 1, 2010 – August 31, 2011)**

Description	Est. Quantity	Unit Issue	Unit Price	Total
<b><u>LRV Accident and Vandalism Repair Labor Rates and Materials</u></b>				
Fixed Price per hour rate for LRV Body Repair Labor.	3000*	Hour	\$32	\$96,000
Fixed Price per hour rate for Preparation and Paint Labor	3000*	Hour	\$32	\$96,000
Fixed Price per hour rate for Decal Application and Removal/General Labor	3000*	Hour	\$32	\$96,000
Materials: Same provisions as detailed in Base Year One.	Not to Exceed Allowance		N/A	\$100,000
<b><u>Option Item:</u></b>				
SD100 Paint and Body Work: Fixed Pricing	10*	Each	\$29,500	\$295,000
Same provisions as detailed in Base Year One.				
		<b>Base Year Two Total</b>		<b>\$683,000</b>

**Base Year Three (Sept 1, 2011 – August 31, 2012)**

Description	Est. Quantity	Unit Issue	Unit Price	Total
<b><u>LRV Accident and Vandalism Repair Labor Rates and Materials</u></b>				
Fixed Price per hour rate for LRV Body Repair Labor.	3000*	Hour	\$32	\$96,000
Fixed Price per hour rate for Preparation and Paint Labor	3000*	Hour	\$32	\$96,000
Fixed Price per hour rate for Decal Application and Removal/General Labor	3000*	Hour	\$32	\$96,000
Materials: Same provisions as detailed in Base Year One.	Not to Exceed Allowance		N/A	\$105,000
	<b>Base Year Three Total</b>			<b>\$393,000</b>

**Year Four/Option Year One (Sept 1, 2012 – August 31, 2013)**

Description	Est. Quantity	Unit Issue	Unit Price	Total
<b><u>LRV Accident and Vandalism Repair Labor Rates and Materials</u></b>				
Fixed Price per hour rate for LRV Body Repair Labor.	3000*	Hour	\$32	\$96,000
Fixed Price per hour rate for Preparation and Paint Labor	3000*	Hour	\$32	\$96,000
Fixed Price per hour rate for Decal Application and Removal/General Labor	3000*	Hour	\$32	\$96,000
Materials: Same provisions as detailed in Base Year One.	Not to Exceed Allowance		N/A	\$110,000
	<b>Year Four Total</b>			<b>\$398,000</b>

**Year Five/Option Year Two (Sept 1, 2013 – August 31, 2014)**

Description	Est. Quantity	Unit Issue	Unit Price	Total
<b><u>LRV Accident and Vandalism Repair Labor Rates and Materials</u></b>				
Fixed Price per hour rate for LRV Body Repair Labor.	3000*	Hour	\$32	\$96,000
Fixed Price per hour rate for Preparation and Paint Labor	3000*	Hour	\$32	\$96,000
Fixed Price per hour rate for Decal Application and Removal/General Labor	3000*	Hour	\$32	\$96,000
Materials: Same provisions as detailed in Base Year One.	Not to Exceed Allowance		N/A	\$105,000
	<b>Year Five Total</b>			<b>\$403,000</b>

**\* Estimated quantities are for proposal purposes only. The quantities do not reflect guaranteed usage by MTS.**

## **Internal Contract Review:**

Accounting/Finance provided Audit with reporting listing all payments made to the Contractor during the base year periods, which listed cost allocations for budgetary purposes. Accounting/Finance also provided Audit with the actual invoice payment files maintained for the Contractor for the base years of the contract. Utilizing the reports and payment files, Audit analyzed the invoices and related costs for the three year base periods of the contract for evidence of compliance with contractual terms and conditions.

The initial evidence reviewed raised several concerns regarding contractual compliance and administration of the contract. The concerns mostly related to information and communication of actual cost corresponding to the contract, as well as monitoring controls. Below are the key findings associated with this specific contract based on Audit's preliminary analysis of the available data.

1. As documented above in the contract terms, labor rates for all work performed was \$32/labor hour. With the exception of invoices identified as accident repairs, the Contractor's invoices did not document total labor hours worked. The Contractor's invoices only listed the LRV number, an estimated invoice date, the actual invoice date, descriptions of the services to be performed, and the invoice total, broken out into labor, paint and materials, other materials (parts), and sales tax. Additionally, the Contractor did not provide time summaries to MTS reporting actual labor hours worked by their employees. Through management inquiry, Audit learned MTS and the Contractor have had a long term business relationship and that the format of the invoicing and information contained within the invoice has remained consistent since the first contract awarded to the Contractor in 2002.

With respect to invoices classified as accidents, there were forty-seven (47) such invoices paid during the base year of the contract reported as accident repair. Based on reported labor hours and total labor costs reported on the invoices, the average labor rate charged for these invoices was \$40.53/labor hour. From LRV Management, Audit obtained documentation from 2007 indicating the previous contractual terms specified labor rates for this type of work at \$40/labor hour.

Given actual hours were not reported on the face of other invoices and when hours were reported the calculated bill rate was on average \$40.53/labor hour, there was circumstantial evidence suggesting the Contractor had not been invoicing MTS at \$32/labor hour in accordance contractual terms.

However, as will be discussed in subsequent pages of this report, the actual effective bill rate applied to labor costs was consistent with the contracted rate.

2. As documented above in the contract terms, the Contractor is to submit his/her proposals with unit pricing on all materials. Reimbursement for material costs require the Contractor to submit an invoice from the supplier the Contractor utilized. There was no evidence in the payment files the Contractor was submitting supplier provided invoices for material costs in accordance with contractual terms. The following are the totals costs classified as paint/materials and sales taxes as compiled by Audit for the three year base periods.
  - a. Total costs of paint and materials reported on invoices - \$189,842 (rounded).
  - b. Total costs of sales taxes corresponding to paint and materials reported on the invoices - \$16,618 (rounded).

Without invoices from the Contractor's suppliers, Audit could not be certain that material costs and related sales taxes invoiced and paid by MTS represent actual costs incurred by the Contractor in performing services under the contract. Further, Audit could not be certain that expendable items (such as tape or sandpaper), which are not reimbursable, were excluded in the material costs invoiced to MTS by the Contractor.

3. Based on the invoices, there was evidence to suggest certain work/services performed by the Contractor were not specifically included within the scope of work as documented in the Request for Proposal (RFP) packet or contractual terms outlined above. Additionally, there were costs routinely billed to MTS for which there were no terms and conditions documented in the contract. For example:
- a. Over the three base years of the contract, the Contractor invoiced MTS approximately \$105K for removing and replacing film exterior on trolley door panels. These services did not appear to be specifically related to vandalism or accident repair.
  - b. Approximately \$20K invoiced for repair and replacing floor mats on trolley cars; likewise these services did not appear to be specifically related to vandalism or accident repair.
  - c. Invoices included material disposal costs. The total of these costs over the three base years was \$16K. While it is necessary to properly dispose of materials the rate or cost of such services were not reflected in contractual terms, as such there was no evidence to indicate such cost should have been billed to MTS.
  - d. There were also invoices indicating repair work performed on A/C units of trolley cars, as well as one invoice from the first base year of the contract indicating the Contractor repaired and aligned an entrance gate on MTS property.
4. The following is a summary of labor costs and hours based on the contracted bill rate in relation to accident and vandalism repair based on MTS fiscal year periods. NOTE: The contract base years and option periods were not based on MTS fiscal years. However, summary below shows a 12 month period of labor costs, which Audit considered representative of the cost incurred during contractual base year periods, which run Sept 1<sup>st</sup> through August 31<sup>st</sup>.

MTS Fiscal Year	Total Labor Costs Invoiced and Paid	Total Hours Billed Based on Contract Rate of \$32/hr.
FY 2010	\$426,870	13,339
FY 2011	\$492,751	15,398
FY 2012	\$483,670	15,224

The total cost incurred during the three year base period of the contract was approximately \$2.28M, or roughly \$360K greater than the amount awarded for the base year period (\$1.92M). Based on the table above, if billed hours continue at the same rate MTS would exceed the total value of the original contract award (\$2.72M) as early as the first option year (year 4) of the contract. MTS exercised the option years of the contract in October 2011.

From an MTS administrative perspective, given actual hours have never been tracked or communicated to MTS by the Contractor and billed hours in relation to the contracted labor rate were significantly greater than the estimates there were concerns as to the relevance and reliability of the labor hours estimated when developing the contractual terms.

Audit communicated these preliminary findings to management of Trolley, Procurement, Finance/Accounting, and Legal, with the recommendation that MTS invoke its rights under Section 16 of the Contract to have the Contractor grant access to their internal records for further examination. Audit formally notified the Contractor via letter on November 1, 2012 of MTS's intention to invoke their audit rights. The scope of formal audit was to examine records pertaining to invoice billed and paid during MTS's fiscal year 2012.

To substantiate labor costs, MTS requested the Contractor to provide copies of time sheets completed by their employees directly corresponding to invoices billed and paid during FY2012. This would allow MTS to quantify all time worked in relation to services performed on each invoice in accordance with contractual billing rates. Additionally, MTS requested the Contractor to provide excerpts of their payroll records so MTS could validate the

Contractor actually compensated their employees for the same amount of hours billed to MTS in relation to the invoices.

To substantiate material costs, MTS requested the Contractor to provide actual invoices from their suppliers corresponding to the material costs and sales taxes billed and reimbursed by MTS during FY2012. The formal review took place over two days in December 2012. The following are the results of the review conducted by Audit.

#### **External Contract Review:**

As speculated, the Contractor verbally communicated that their invoices are not based on actual hours worked, but were estimates of labor costs, as well as materials, that would be necessary to repair trolley cars based on examining the cars requiring service. The Contractor prepares handwritten summaries of all the work required based on their examinations of the cars and presents these estimates to LRV Management for approval. Once LRV Management approves the service and related cost estimates, the estimates are converted into invoices, which are ultimately forwarded to MTS for payment processing. They stated this has been the agreed upon operating procedures since they have been providing services to MTS.

The Contractor also communicated they do not require their employees track their time in relation to invoices. They indicated it is not uncommon for their employees to work on different trolley cars during the course of their daily shifts. Contractor also stated they have never submitted supplemental invoices in the event their estimates are too low or issued credit memos to MTS in the event their estimates were too high in terms actual labor cost they incur as a result of their invoicing procedures.

Finally, the Contractor stated that in preparation for this review, they reviewed the contractual terms and examined their invoices to identify what they considered to be work within the scope of contract, as well as work they determined outside the scope of the Agreement; thereby confirming to Audit they have been performing work outside the scope of work based on requests for services from MTS Management.

#### **Labor Cost Analysis**

As requested the Contractor brought actual timesheets corresponding to invoices billed and paid by MTS during FY2012. They also provided their payroll records allowing Audit to verify that the hours reflected on employee timesheets corresponded to actual hours compensated by the Contractor. With only a few minor immaterial exceptions, hours reported by the Contractor's employees as worked on MTS projects were properly compensated to the employees by the Contractor.

Based on the Contractor's assessment of work in scope and work outside of the scope of the contract, the following tables summarize the results of the analysis performed by Audit.

#### **Summary of Labor Costs during MTS FY2012**

Total Labor Cost - Considered In the Scope of Work of the Contract	\$338,785
Total Labor Cost - Considered Outside Scope of Work of the Contract	\$144,885
<b>Total Labor Costs Incurred – FY 2012</b>	<b>\$483,670</b>
Total Estimated Labor Costs – 12 Month Period (Estimated in Contract)	\$288,000
<b>Difference Between Actual 12 Month Cost and Est. 12 Month Cost</b>	<b>\$195,670</b>

#### **Summary of Labor Hours during MTS FY2012: Contract Estimate of 9,000 Hours**

Total Labor Hours Billed – Considered In the Scope of Work of the Contract	10,587.03
Total Labor Hours Billed - Considered Outside Scope of Work of the Contract	4,637.03
<b>Total Labor Hours – FY 2012</b>	<b>15,224.06</b>
Total Labor Hours Compensated by Contractor to their Employees	14,957.00

<b>Difference Between Hours Billed and Compensated</b>	<b>267.06</b>
Contract Labor Hourly Rate	\$32.00
<b>Labor Cost Overbilled to MTS during FY2012</b>	<b>\$8,545.92</b>
<b>Effective Labor Rate for Invoicing during FY2012</b>	<b>\$32.33</b>

Evidence indicates that Contractor's estimates for labor costs applied to invoices were extremely close with contractual terms (\$32.33/labor hour effective rate vs. \$32/labor hour contractual rate), but their estimates did result in an overbilling of labor to MTS of \$8.5K for the one year period reviewed.

As documented in the summary table, by the Contractor's analysis, roughly 30.5% (4,637/15,224) of the total hours billed were for services determined outside the contractual scope of work. Provided this percentage is representative of previous operations, a rough estimate of services received and paid outside the scope of the contract over the three year base period is \$425K. Thus, evidence indicates that the scope of work prepared as part of the RFP process was not all encompassing of the work that would be required for the service agreement.

While services were received outside the scope of the agreement, Audit and Management agreed that all work performed was necessary to ensure the continued quality, both in appearance and structural integrity, of the fleet.

### ***Material Cost Analysis***

The Contractor provided actual invoices from their suppliers for materials purchased during FY2012. The following table summarizes the results of the material analysis performed by Audit, based on the invoices presented to Audit by the Contractor for material purchases during FY2012, which includes sales tax.

#### **Summary of Material Costs during MTS FY2012**

Total Material Costs Allocated to MTS - Including Taxes (Rounded)	\$62,103
Total Material Costs Purchased by Contractor - Including Taxes (Rounded)	\$51,953
<b>Difference between Purchased and Allocated</b>	<b>\$10,150</b>

There were purchases of materials the contract listed as expendable items and therefore not reimbursable to the Contractor (i.e. tape and sandpaper). However, the Contractor has not submitted invoices to MTS in relation to their material purchases in accordance with contractual terms. Given materials are allocated based on estimated usage of materials, Audit cannot determine whether these costs are or are not being passed through to MTS.

Evidence indicates that Contractor's allocation of material costs was greater than their actual purchases during FY2012. While over time the amount of material costs allocated should agree with actual purchases of materials, current procedures would not easily allow such a reconciliation in the event the business relationship were to end.

### **Review Summary:**

While the evidence does not indicate any deliberate wrong doing, the controls of both MTS and the Contractor need to be improved to ensure compliance with the agreed upon pricing and scope of work of this Agreement. There is the need for corrective action by both parties to ensure that the contractual terms are adhered too for the duration of the contract.

From an MTS organizational perspective, while this report addresses one specific contract, preliminary reviews of other contracts to date have found similar internal control concerns in the current operating environment and internal controls governing contract compliance and administration. As such, there is considerable risk as assessed by Audit with this area of governance.

NOTE: Although the formal review to corroborate preliminary findings did not take place until December, Audit communicated the results of their preliminary reviews to management as it related to this contract throughout the course of the review. Therefore, several corrective actions have already taken place. Additional recommendations



included in this report are based on having completed the review and having a clearer understanding of current operating procedures. Recommendations should help further ensure compliance with this particular agreement for the remainder of the contractual period.

Additionally, members of Procurement, Finance/Accounting, Legal, as well as Audit have been working to develop new internal controls governing contractual compliance and administration throughout the entire organization to mitigate these events from happening going forward. (See Attachment B.) Audit currently plans on issuing a summary report of all relevant findings and corrective actions in relation to all contracts reviewed prior to the end of the current fiscal year, as well as the corrective actions taken by Management, which Audit has worked in a consultative capacity in formulating.

**Recommendations Specific to this Contract:**

1. The Contractor has changed the formatting of their invoices to include estimates of total labor hours and cost of labor hours utilizing the contracted rate of \$32/labor hour. While the process is better than previous invoicing, the need for determining actual hours worked is still necessary to ensure cost accuracy. Accordingly, Audit would recommend the following:
  - a. The Contractor should have their employees track their hours in relation to individual invoices/projects. Subsequently, the actual hours spent on a project should be communicated to LRV Management, so that an overage or shortages can be reconciled via a supplemental invoice or a credit memo.
  - b. If the Contractor does not have the capabilities to track hours by individual projects, then at the end of a month, the Contractor should provide to LRV Management the totals hours worked and compensated to their employees. LRV Management can then calculate any potential overages or shortages in relation to their estimates, such that a supplemental invoice can be issued if estimated hours were less than actually worked or a credit memo applied to future invoices if hours estimated were greater than actual hours worked.
2. LRV Management should request the Contractor suspend their process of estimating and allocating material costs on individual invoices and require the Contractor to submit copies of invoices from their suppliers for all material purchases. This would allow LRV Management to review the supplier invoices and ensure that no expendable items are reimbursed by MTS to the Contractor. This would also help management in determining the actual costs of materials purchased during base year periods, as the current allocation suggests more material costs are being allocated to MTS than actually purchased by the Contractor.

Based on the total costs incurred to date, there is a need to authorize additional funding in order to complete the remainder of the option years of the contract. Procurement is working with LRV Management, Legal, as well as the Contractor, to gain a clearer understanding of the nature of the services the Contractor has been performing that is outside the scope of work, such that the contract can be amended to reflect these services. This process should provide MTS a clearer understanding of all the work the Contractor has been performing, such that when the time comes for awarding a new contract, all of the related services are included in the scope of work such that a fair procurement solicitation can take place.

**Report Distribution:**

Wayne Terry  
Cliff Telfer



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Att. B, AI 10, 1/17/13

## **Memorandum**

### **Interim Course of Action (pending completion of full Contracts Management Audit)**

(September 2012 through December 2012)

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#### **Summary of Issue:**

Recent reviews of contracts by the Internal Auditor and General Counsel have revealed a need for additional training and oversight in the contract management process. A team (Karen Landers, Daniel Madzellan, Ernesto DeGuzman, Cliff Telfer, Jeff Stumbo, Larry Marinesi, Tom Lynch, and Linda Musengo) was established to review the issue and develop an Interim Action Plan.

#### **Causation:**

The failure in the contract management process can be attributed to several factors:

1. Inadequate training of Project Managers concerning the contract terms and the invoice review and tracking process.
2. Lack of coordination between Contract Officer and Project Manager after execution of the contract.
3. Project Manager and Finance Department managing the contract spending against the department budget but not the contract authority.
  - a. For payments made through Ellipse, "annual" purchase orders were issued. If this amount was exceeded before the fiscal year was up, a new purchase order was issued, without any reference to the contract or review of the contract authority available. The purchase order increases were only checked against the department budget, which is made up of multiple contracts/types of work.

b. Requests to increase purchase orders were normally generated by a pending invoice that could not be paid without an increase in authority. This request for authority should have triggered a contract review by the contract officer before Finance approved the increase.

**Proposed Action Plan:**

1. Increased Training for Project Managers

Project Managers will be trained on the oversight requirements for a contract (contract scope, contract payment terms, invoice review expectations, payment voucher preparation).

2. Increased Training for Contract Officers

Contract Officers will be trained on their role in oversight of a contract. Contract officers will be expected to maintain communication with Project Manager regarding performance of the contract, any issues with the spend rate on the contract or the assumptions made in the pricing/hours expended. If there are issues with exceeding the authority of a purchase order, this should be brought to the attention of the Procurement Director and General Counsel.

3. New Contracts Administrator Position

Create a new Contracts Administrator (CA) position in the Procurement Department to act as an independent review and oversight of contracts and invoices. CA would review invoices against the contract terms, track spending on each contract and PO, and prepare a Payment Voucher for routing to the Project Manager and other signatories. CA would run reports for contract parties as needed and maintain spreadsheets on a Global drive for review and access by contract parties. In the event the spend rate is exceeding expectations or other irregularities arise, the CA would bring this to the attention of the Contract Officer and Project Manager for resolution.

4. Kick-Off Meeting for All Parties to the Contract

Initiate a Kick-Off Meeting for each contract, where all parties involved (Contract Officer, CA, Project Manager, Accounts Payable Representative, and Vendor) will attend. If necessary, the Vendor can attend via conference call. Kick-Off meeting would go over contract scope and terms, and requirements for invoicing, change orders and other anticipated issues.

5. Contract Management Documents Maintained on Global

CA position would maintain contract documents and contract management spreadsheets in a new Global folder or directory. Creates a central place for all MTS parties interested in the contract to review pertinent documents or reports.

6. New Purchase Order Process in Finance

Effective immediately, only one purchase order will be issued for each contract. The amount will be issued for the anticipated spend in the first 12 months of the contract. When 12 months is up, additional funds will be added to the purchase order to fund the next 12 months of

operation. In the event additional funds are needed before the 12 months is complete, a contract review must be completed and a justification for additional funds prepared and provided to the Procurement Director and General Counsel, who will determine if Board action is required.

#### **Justification for New Contracts Administrator Position:**

The proposed Action Plan finds that there needs to be a detailed tracking of invoices paid and a review of such invoices against the contract terms and the spend authority approved by the Board. Currently, this is not performed by all Project Managers or by Contract Officers or Finance. The level of review and detail required will make this a time-consuming process. Project Managers are focused on making sure the contracted-for work is being performed, in addition to multiple other job duties. In addition, the invoice tracking process will require an expertise with Excel and accounting principles not held by most Project Managers.

The CA position will act as an important “check” in the check and balance process between the Project Manager and Finance/Procurement. This independent review is important. By having this contract oversight function performed by one person (instead of multiple project managers), there will be a consistent standard of review applied to every contract.

The CA position does not absolve Project Managers of responsibility for contracts assigned to them. Instead, it allows the Project Manager to focus on the performance aspects of the contract, while at the same time providing a resource to keep the Project Manager educated about the contract terms, the spend rate and any contract issues as they arise.

The CA position will allow improper invoicing or billing practices to be caught at the earliest possible time (before the invoice is paid), saving staff time and preventing overcharges to MTS that may not be recovered if discovered at a later date. The CA position review function will also identify spend rate trends and other issues that may require upcoming Board action, as opposed to requiring a request for Board ratification or corrective action after authority has been exceeded.

The CA position's review and contract tracking function will also provide additional assistance in the budgeting process, by identifying trends and actual amounts spent on each contract.

## **Proposed Contract Management Procedures**

*(to be modified as needed during implementation)*

### **A. Contract Kick-Off Meeting**

Occurs after contract awarded but before performance starts.

#### **Attendees:**

- Contracting Officer
- Contracts Administrator (NEW POSITION)
- Accounts Payable
- Project Manager
- Vendor

#### **Topics to Review:**

1. When contract performance should start
2. Contract terms and performance expectations
3. Invoice Processing
  - Review Contract Pricing Terms and discuss what details and back-up should be provided with each invoice
    - Hourly rate or unit price applicable to each line item
    - # of hours or units expended and supporting documentation required
    - Other permissible costs with back up documentation
      - Parts/materials (receipts for parts with line item pricing)
      - Delivery charges (third-party invoice or receipt if not a flat rate detailed in contract pricing)
      - Disposal fees (third-party invoice or receipt if not a flat rate detailed in contract pricing)
      - Subcontractor fees/payments (third-party invoice or receipt plus subcontractor payment form - NEW)
  - Distribute Contract Management Invoice Log spreadsheet
    - Define who is responsible for each stage
      - Stage 1: Invoice submitted to Accounts Payable by Contractor/Vendor
      - Stage 2: Accounts Payable emails PDF of invoice and backup to NEW POSITION to initiate Payment Voucher processing
      - Stage 3: NEW POSITION reviews invoice for compliance with contract terms (scope, pricing and required backup); if complete & accurate, NEW POSITION prepares Payment Voucher and updates Contract Management Invoice Log spreadsheet; NEW POSITION sends completed Payment Voucher to Project

Manager to confirm work completed satisfactorily and for signature/approval

- Stage 4: Project Manager routes Payment Voucher for additional required signatures; Project Manager should also be keeping track of status of contract funds (spend rate/if additional funds will be needed)
- Stage 5: After all required signatures, Finance processes invoice for payment
- Identify when status of contract needs to be re-evaluated (NEW POSITION refers to Contracting Officer for review/action)
  - When Spend Rate exceeds current funding for specific contract year (does contract need to be amended to add funds based on increased needs?)
  - When specific invoice is outside scope (does contract scope need to be amended?)
  - Does Option Year need to be exercised?
  - Does contract performance (for one time projects) need to be accelerated or decelerated?

## **B. Individual Responsibilities for Each Contract**

### **1. Contract Officer**

- Manages procurement process from Procurement Initiation Form (PIF) to Contract Award to Contract Completion
- Establishes initial PO amount for Contract based on contract authority
- In coordination with NEW POSITION, prepares initial Contract Management Invoice Log spreadsheet for each new contract
- Monitors requests for additional PO amounts for compliance with contract authority; reports requests to Procurement Director and General Counsel
- In coordination with Procurement Director and General Counsel, identifies if additional contract authority needs to be requested from CEO or Board
- Tracks contract term and option periods; initiates exercise of option periods
- Upon contract completion, prepares contract close-out report for Procurement file

### **2. Project Manager**

- Schedules, manages and oversees Contractor performance
- Reviews invoices to confirm satisfactory performance/completion
- Upon receipt of Payment Voucher from NEW POSITION, reviews and approves Payment Voucher and routes to next signatory
- Monitors spend amount on contract/PO (reports/spreadsheets prepared by NEW POSITION) and against Budget
- Coordinates with Contracting Officer if additional work, not anticipated in original contract scope, is necessary; Contract amendment maybe required

### 3. NEW CONTRACTS ADMINISTRATOR (CA) POSITION

- Coordinates preparation of initial Contract Management Invoice Log spreadsheet with Contracting Officer
- Maintains Contract Management Invoice Log spreadsheet for each contract
- Upon receipt of invoice from Accounts Payable, reviews invoice for compliance with contract terms, including:
  - Work is within contract scope
  - Work has been completed
  - Invoice is in conformance with contract (includes accurate unit pricing, units/hrs expended, has appropriate back up documentation, etc.)
- If invoice is not in compliance with contract terms, refer to Contract Officer and Project Manager for resolution with Contractor. **DO NOT PROCESS PAYMENT VOUCHER.**
- If invoice is in compliance with contract terms, prepare Payment Voucher and update Contract Management Invoice Log spreadsheet to reflect new invoice. Send Payment Voucher to Project Manager for approval and signature routing.
- Maintain updated folders on Global for each contract, including:
  - Contract Management Invoice Log spreadsheet
  - Contract Documents (original contract and amendments) →discuss with IT using a link to files to avoid excessive IT storage issues
  - Board Agenda Items related to contract
- Notifies Contracting Officer if trends appear concerning spend rate or other issues that may require additional funds during the contract term/PO period.

### 4. Accounts Payable

- Receives invoice from vendor and sends to NEW POSITION for action (Can be done electronically or by routing paper copies)
- Receives Payment Voucher after signature routing; processes Payment Voucher
- If no funds on PO to pay invoice, refer to CA for follow-up. Hold payment until notified of resolution.

### C. Contract Management Folder on Global (may be moved to future Procurement Intranet Site)

1. Access for CA and authorized backup
2. Read-Only access for all others
3. Individual sub-folders for each Project Manager
4. Individual sub-sub-folder for each contract, including:
  - Contract Management Invoice Log spreadsheet (kept up-to-date by NEW POSITION)
  - Contract Documents (original contract and amendments) →discuss with IT using a link to files to avoid excessive IT storage issues
  - Board Agenda Items related to contract

**D. Implementation Plan**

1. Schedule training/roll out for contracting officers, project managers, account payable and others.
2. For approximately 150 open, existing contracts:
  - Prioritize contracts and prepare Contract Management Invoice Log spreadsheet and Global folder for each one
  - Project Manager and Contracting Officer to prepare log sheets with help from following (potentially) available staff
  - Initially:
    - start log sheets for existing contracts with funds spent to date vs. contract and PO authority
    - Identify if PO authority is consistent with contract authority; if not, refer to General Counsel and Internal Audit).
    - Project Manager to input new invoices on log sheet until CA is hired
3. NEW CA POSITION:
  - Proposed Job Description
  - CEO Approval
  - HR recruitment
  - Training
  - CA takes over Contract Management Invoice Log spreadsheet process, etc.
  - If time permits, CA inputs old data in existing contract log sheets





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## Agenda Item No. 11

### MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

January 17, 2013

#### SUBJECT:

CALIFORNIA SALES TAX INCREASE (IMPACT ON MTS CONTRACTS)

#### RECOMMENDATION:

That the Board of Directors authorize the Chief Executive Officer (CEO) to:

1. amend contracts, or to otherwise pay invoices on existing contracts, substituting the 8.00% sales tax rate for the sales tax rate included in the individual contract; and
2. make future amendments or payments in response to future sales tax rate changes, if any.

#### Budget Impact

Staff is unable to calculate the budget impact at this time. It will increase the costs of goods received after July 1, 2013 by 0.25%.

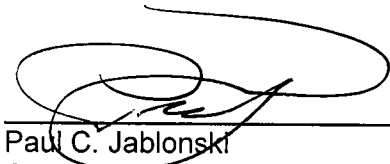
#### DISCUSSION:

With the passage of Proposition 30 in November 2012, the California sales tax rate increased by 0.25% effective January 1, 2013. In San Diego, this resulted in a sales tax rate increase from 7.75% to 8.00%.

Many of MTS's contracts for goods and services are based on a "not-to-exceed" amount that is approved by the Board at the time the contract is approved. The "not-to-exceed" amount generally includes both the costs of the goods and services and the amount of sales tax that will be owed because of the purchase. In the event that a vendor is not based in California, then MTS pays the sales tax directly to the state as a "use tax." This "not-to-exceed" amount is used to inform the Board of the full cost of the contract (both goods and taxes) and also to aid staff in budget planning. The sales tax rate used is the rate in effect at the time that the contract is executed.



However, for any goods that are delivered after January 1, 2013, the increased sales tax must be paid. It would be too time-consuming and burdensome to bring back to the Board every single MTS contract that lists sales tax at the 7.75% rate. Instead, staff proposes that the Board formally recognize the change in sales tax rate and authorize the CEO to amend contracts as needed or to otherwise pay invoices that use the 8.00% tax rate that now applies. In addition, the Board is requested to authorize similar amendments or payments in the event of future sales tax rate changes, if any. This would result in increased costs for MTS contracts. Staff is unable to calculate the impact at this time. For high-dollar contracts, the amounts will be calculated and budgets will be adjusted, if necessary, as part of the FY 14 budget process.



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Paul C. Jablonski  
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, [Sharon.Cooney@sdmts.com](mailto:Sharon.Cooney@sdmts.com)



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## Agenda Item No. 12

### MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

January 17, 2013

#### SUBJECT:

LIVESCAN AUTHORIZATION

#### RECOMMENDATION:

That the Board of Directors approve a minor revision to previously approved MTS Resolution No. 12-13 (Attachment A) as required by the California Department of Justice to become a contributing agency for LiveScan fingerprinting.

#### Budget Impact

None.

#### DISCUSSION:

On November 15, 2012, the Board approved Resolution No. 12-13 authorizing LiveScan fingerprinting for MTS Code Compliance Inspectors (CCI) and taxicab permit holders. The CCI fingerprinting program would be overseen by the MTS Department of Human Resources. The taxicab permit holder fingerprinting program would be overseen by the MTS Taxicab Administration. Prior to submittal to the Board for approval, Resolution No. 12-13 was reviewed by the first tier of the Department of Justice (DOJ) for compliance with the program's requirements. After adoption of Resolution No. 12-13 and a second-level review, the DOJ denied the application because it felt the statement "... and other related purposes" is too ambiguous. The DOJ therefore requested the following minor revision in order for it to be approved.

... the San Diego Metropolitan Transit System governing board and its subsidiary, San Diego Trolley, Inc. does hereby authorize access to state- and federal-level summary criminal history information for employment (including volunteers and contract employees), licensing of taxicab permit holders, ~~and other related purposes~~, and may not disseminate the information to a private entity.



Once approved, MTS would then be authorized by the DOJ to fingerprint CCIs and taxicab permit holders, submit the images, and receive criminal record information on the individuals. Subsequently, once cleared by the DOJ, any other law enforcement agency would be authorized to share CORI information with MTS CCIs.



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Paul C. Jablonski  
Chief Executive Officer

Key Staff Contact: Karen Landers, 619.557.4512, [Karen.Landers@sdmts.com](mailto:Karen.Landers@sdmts.com)

Attachment: A. Revised MTS Resolution No. 12-13

SAN DIEGO METROPOLITAN TRANSIT SYSTEM

RESOLUTION NO. 12-13

Resolution Approving LiveScan Authorization

WHEREAS, California Penal Code Sections 11105(b)(11) and 13300(b)(11) authorize cities, counties, districts, and joint powers authorities to access state and local summary criminal history information for employment licensing or certification purposes; and

WHEREAS, California Penal Code Section 11105(b)(11) authorizes cities, counties, districts, and joint powers authorities to access federal level criminal history information by transmitting fingerprint images and related information to the Department of Justice to be transmitted to the Federal Bureau of Investigation; and

WHEREAS, California Penal Code Sections 11105(b)(11) and 13300(b)(11) require that there be a requirement or exclusion from employment, licensing, or certification based on specific criminal conduct on the part of the subject of the record; and

WHEREAS, California Penal Code Sections 11105(b)(11) and 13300(b)(11) require the city council, board of supervisors, governing body of a city, county, or district or joint powers authority to specifically authorize access to summary criminal history information for employment, licensing, or certification purposes; and

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED that the San Diego Metropolitan Transit System governing board and its subsidiary, San Diego Trolley, Inc. does hereby authorize access to state- and federal-level summary criminal history information for employment (including volunteers and contract employees), licensing of taxicab permit holders, and other related purposes, and may not disseminate the information to a private entity.

PASSED AND ADOPTED by the Board this \_\_\_\_\_ day of \_\_\_\_\_ 2012 by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAINING:

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Chairman  
San Diego Metropolitan Transit System

Filed by:

Approved as to form:

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Office of the Clerk of the Board  
San Diego Metropolitan Transit System

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Office of the General Counsel  
San Diego Metropolitan Transit System



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## Agenda Item No. 30

### MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

January 17, 2013

#### SUBJECT:

SAN DIEGO TRANSIT CORPORATION EMPLOYEE RETIREMENT PLAN'S  
ACTUARIAL VALUATION AS OF JULY 1, 2012 (CLIFF TELFER)

#### RECOMMENDATION:

That the Board of Directors receive the San Diego Transit Corporation (SDTC) Employee Retirement Plan's actuarial valuation as of July 1, 2012, and adopt the pension contribution rate of 36.106 percent for SDTC's pension plans in FY 14.

#### Budget Impact

Board adoption of the pension contribution rate of 36.106 percent would result in an annual pension contribution of approximately \$12,057,000.00.

#### Recommendation by the Executive Committee

At its meeting on January 10, 2013, the Executive Committee recommended forwarding this agenda item to the Board of Directors for approval.

#### DISCUSSION:

The actuarial valuation of the Retirement Plans of SDTC as of July 1, 2012, has recently been completed. The entire report is in Attachment A. The purpose of the actuarial valuation is to compute the annual pension contribution rate and to provide disclosures necessary for Governmental Accounting Standards Board (GASB) Statement No. 25.

This valuation was completed December 12, 2012, by EFI Actuaries and has produced an increase in the recommended contribution rate. The previous valuation (July 1, 2011) recommended a contribution rate of 30.686 percent of covered payroll. The July 2012 valuation recommends a 36.106 percent contribution rate. This contribution rate would be used for FY 14 budget year.



There are many factors that have an effect on the annual contribution rate. These factors include investment gains/losses, modifications in plan provisions, and demographic and actuarial assumption changes. The plan's actuarial experience during FY 12 was slightly favorable in aggregate; however, recognition of prior investment losses (especially those from FY 09) continues to put upward pressure on the plan's contribution rates. Changes to the plan due to collective bargaining and stemming from the passage of the Public Employees' Pension Plan Reform Act (PEPRA, AB 340) will significantly change the nature of future benefit payments to plan members. Due to this, the actuary has recommended changes to the actuarial method and to decrease the amortization period. A major change that needs to be pointed out is that all participants in the SDTC plans will be contributing to the plans as of January 1 2013. Therefore, the amount calculated represents a combined contributed rate for the employer and employee.

The following table details how the cost of the plan has changed since the last actuarial valuation.

	<u>Cost in Dollars</u>	<u>Cost as % of Payroll</u>
July 1, 2011	\$9,995,241	30.686%
Expected change in cost based on prior valuation and deferred investment gains/losses	534,835	1.772%
Changes in cost due to investment experience from FY 2012	278,041	0.857%
Changes in cost due to demographic hires into the plan from July 1, 2009, to July 1, 2010	187,428	(0.387%)
July 1, 2010, contribution before any actuarial assumption changes	11,095,945	32.928%
<u>Changes in cost due to recommended revisions in assumptions</u>		
Changes in cost due to change in actuarial methods	619,879	1.856%
Changes in cost due to decreased amortization period	441,521	1.322%
July 1, 2012	\$12,056,945	36.106%

The percentage of payroll cost shown above is based upon a member payroll of \$33.4 million that the actuary projected for the FY 2013. The total employer and employee contribution will be based on the rates shown above multiplied by actual payroll, so the amount will differ from the amount in the table. During FY 13, the average employee contribution rate will be 3%.



Bob McCrory of EFI Actuaries will provide an overview of the report in more detail and be available for any questions.



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Paul C. Jablonski  
Chief Executive Officer

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Attachment: A. Actuarial Report (Board Only Due to Volume)

# Retirement Plans of San Diego Transit Corporation

1

## Actuarial Valuation and Outlook

ACTUARIAL VALUATION JUNE 30, 2012  
EFFECT OF NEGOTIATED PLAN CHANGES AND AB 340

BOB MCCRORY, FSA  
EFI ACTUARIES



January 17, 2013

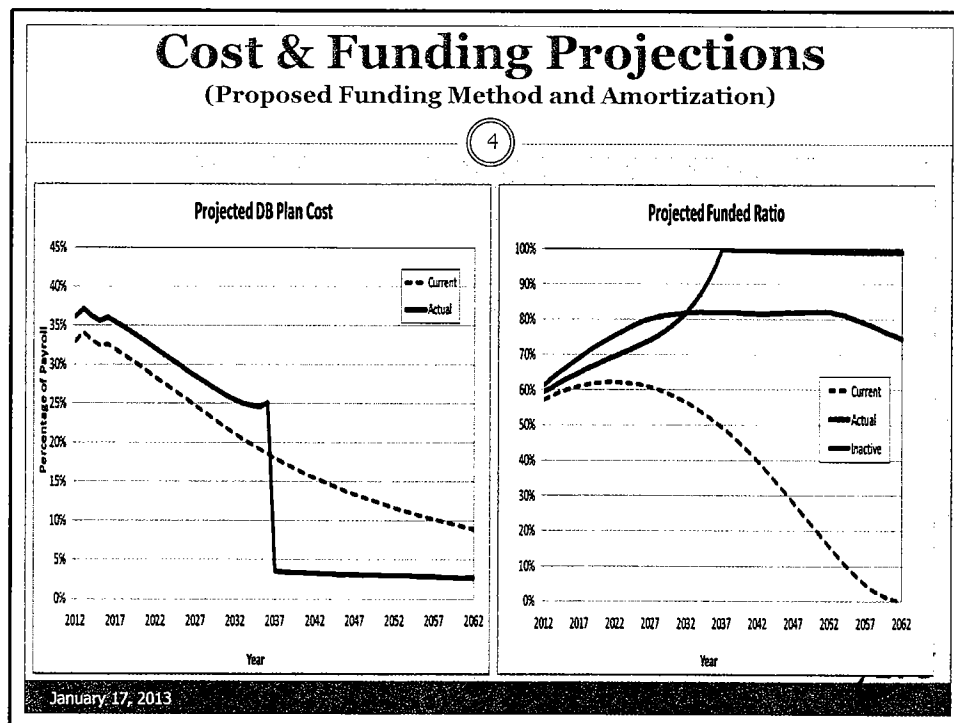
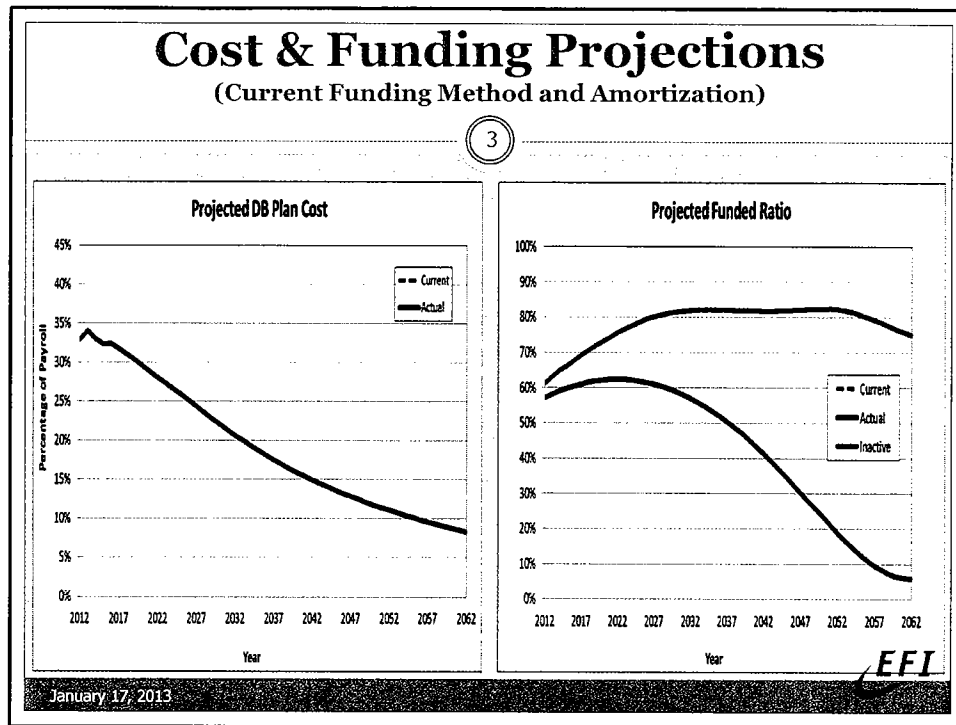
## Where are we going?

2

- Cost is decreasing
- Funding levels are decreasing as well
- How we can change that result



January 17, 2013



## Plan for Today

5

- **History**
- **2012 Actuarial Valuation**
- **Cost/Funding Projections**
- **Recent Changes: GASB, PEPRA, CAAP**
- **Proposed Changes in Funding Policy**

January 17, 2013



## Plan History

6

- **Recent History**
  - Experience Study
  - July 1, 2010, 2011 Valuation Results
  - July 1, 2012 Valuation Results
- **History of Plan Cost**
- **History of Plan Funded Ratios**
- **History of Active Membership**
- **Projection of Future Cost and Funding**



January 17, 2013

## Experience Study Results

7

Assumption	Experience	Recommendation	Impact on Plan Cost (% of payroll)
Service Retirement	More retirements than expected for ATU, especially for ages 55-61. Retirements were close to expected for IBEW, and less than expected for Clerical/Non-Contract, mainly between ages 55-61.	New sets of retirement rates are proposed for ATU, Clerical and Non-Contract members, primarily for ages 55 to 61, bringing assumptions more in line with recent experience.	+ 0.1%
Termination	Termination experience among ATU/IBEW members was close to expected. Termination experience for Clerical/Non-Contract members was also close to that assumed, but age/service profile was different than expected.	Propose new termination rates for Clerical and Non-Contract members that more closely match the age and service profile of recent terminations. No changes proposed to current assumptions for ATU/IBEW.	+ 0.1%
Disability	Significantly fewer than expected disabilities for ATU/IBEW, even when including 10 years of experience. Disabilities were close to expected for Clerical/Non-Contract members.	Reduce single disability rate for ATU/IBEW from 0.85% to 0.70%. No changes proposed to current disability assumption for Clerical/Non-Contract.	+ 0.0%
Mortality	Fewer deaths than expected for ATU/IBEW, especially when measured on benefit-weighted basis. More deaths than expected for Clerical/Non-Contract members.	Propose use of RP-2000 tables for ATU/IBEW, with age adjustments for female retirees and male disabled members. No change in current assumption is proposed for Clerical/Non-Contract members. (currently 1994 GAM, unisex).	+ 4.4%
Longevity and Promotion Pay Increases	Review of actual longevity and promotion increases show a pattern of steep increases in early years, with gradual, steady increases in later years.	Propose new rates for ATU, Clerical and Non-Contract to more accurately reflect actual experience, as well as expected pay progression described in most recent ATU/IBEW contracts.	- 0.6%
Economic Assumptions	Current inflation assumption (3.5%) is high. Return assumption (8.00%) is optimistic.	Reduce inflation and pay growth assumption to 3.0%. Reduce return assumption to 7.5%.	+ 2.1%
<b>Total Change in Contribution Rate</b>			<b>+ 6.1%</b>

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## Actuarial Valuation (After Assumption Changes)

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	<u>Cost in Dollars</u>	<u>Cost as % of Payroll</u>
<b>July 1, 2009</b>	<b>\$7,696,660</b>	<b>22.708%</b>
Change in cost due to demographic gains/losses from July 1, 2009 to July 1, 2010	316,725	1.471%
Change in cost due to gains/losses from salary increases from July 1, 2009 to July 1, 2010	(684,755)	(0.549)%
Change in cost due to entry of new hires into the Plan from July 1, 2009 to July 1, 2010	97,883	(0.251)%
Change in cost due to investment gains/losses from July 1, 2009 to July 1, 2010	(446,079)	(1.405)%
<b>July 1, 2010 (Before Assumption Changes)</b>	<b>\$6,980,434</b>	<b>21.974%</b>
Change in cost due to assumptions adopted from Actuarial Experience study for January 1, 2006 through June 30, 2010	1,981,891	6.131%
<b>July 1, 2010 (After Assumption Changes)</b>	<b>\$8,962,325</b>	<b>28.105% <i>EFI</i></b>

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## Actuarial Valuation

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	<u>Cost in Dollars</u>	<u>Cost as % of Payroll</u>
<b>July 1, 2010</b>	<b>\$ 8,962,325</b>	<b>28.105%</b>
Expected change in cost based on prior valuation and deferred investment gains/losses	989,086	3.085%
Change in cost due to investment experience from July 1, 2010 through June 30, 2011	(299,262)	(0.938%)
Change in cost due to demographic and salary experience	170,577	0.923%
Change in cost due to entry of new hires into the Plan since the prior valuation	172,515	(0.489%)
<b>July 1, 2011</b>	<b>\$ 9,995,241</b>	<b>30.686%</b>

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## Actuarial Valuation

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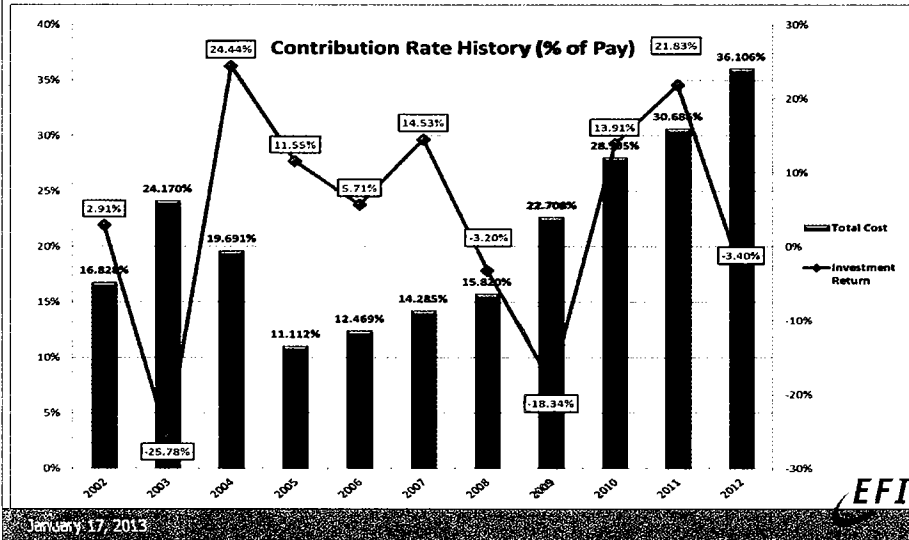
	<u>Cost in Dollars</u>	<u>Cost as % of Payroll</u>
<b>July 1, 2011</b>	<b>\$9,995,241</b>	<b>30.686%</b>
Expected change in cost based on prior valuation and deferred investment gains/losses	534,835	1.772%
Change in cost due to investment experience from July 1, 2011 through June 30, 2012	278,041	0.857%
Change in cost due to demographic and salary experience	187,428	(0.387%)
Change in cost due to changes in actuarial funding method	619,879	1.856%
Change in cost due to decrease in amortization period from 30 to 25 years	441,521	1.322%
<b>July 1, 2012</b>	<b>\$ 12,056,945</b>	<b>36.106%</b>

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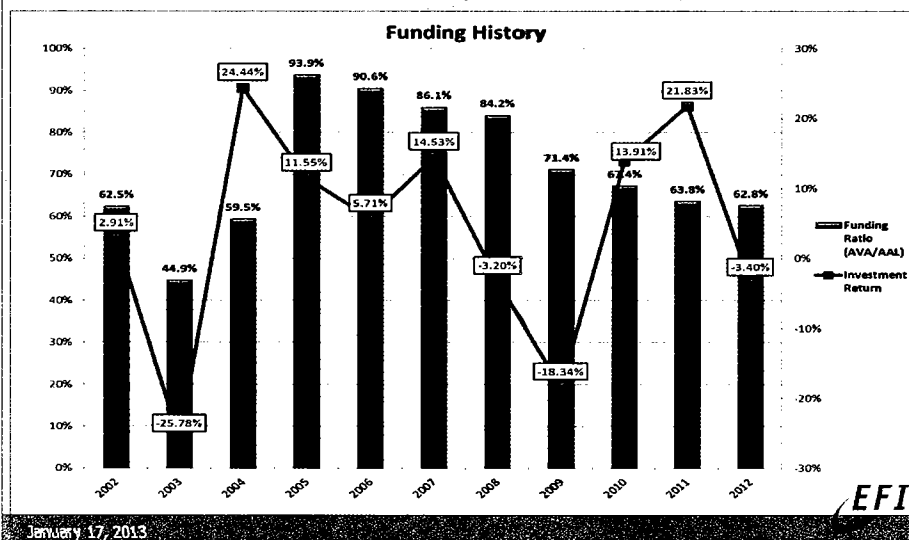
## History of Plan Cost

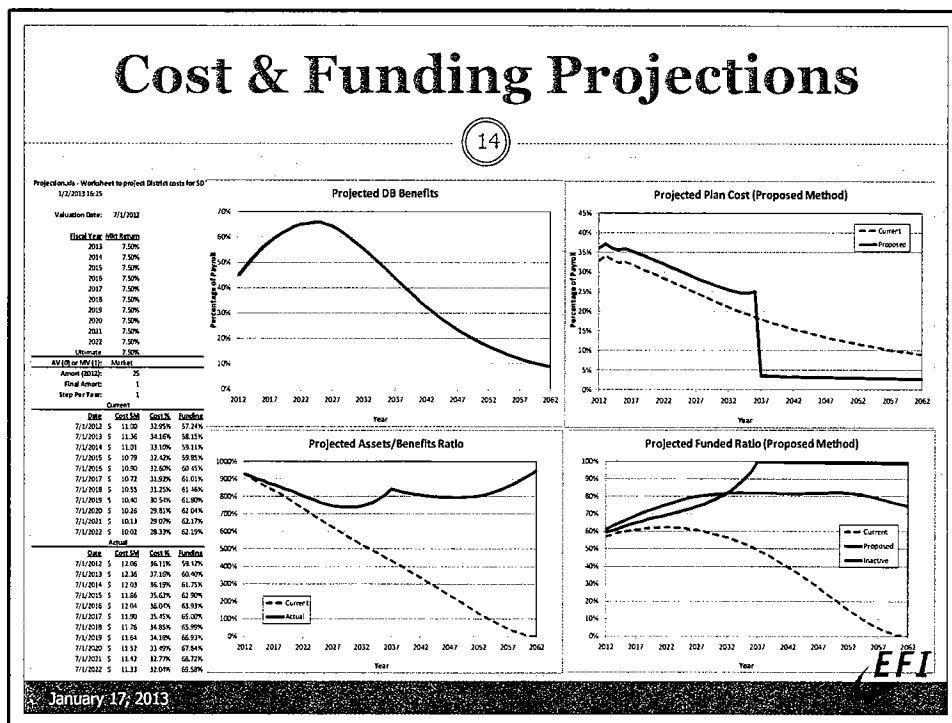
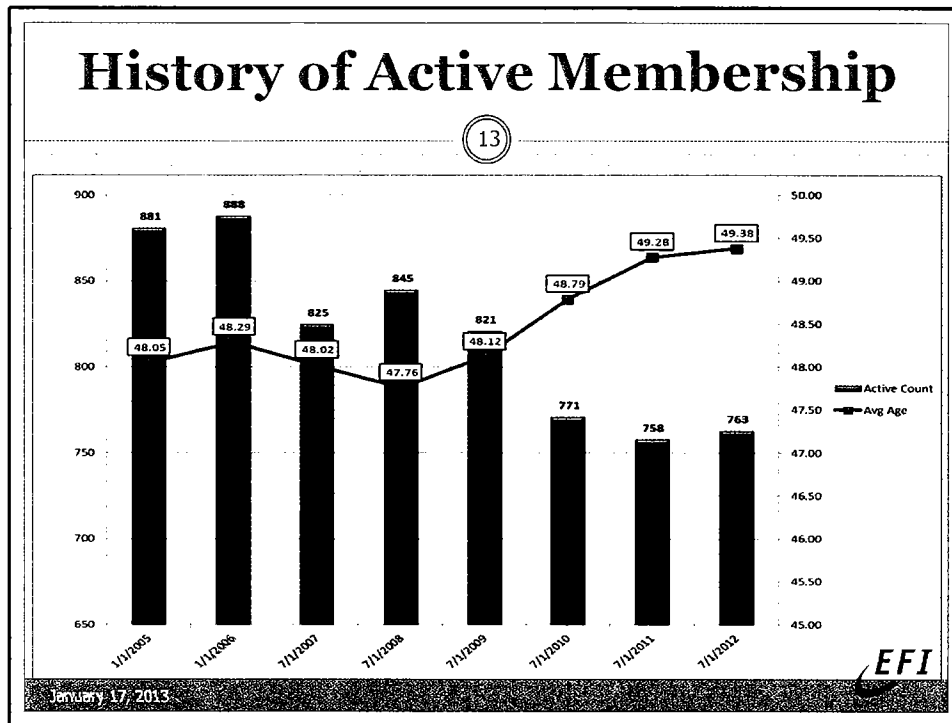
11



## History of Funded Ratio

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## Looking Ahead

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- **GASB**
- **PEPRA**
- **California Actuarial Advisory Panel**
- **Where does current SDTC funding policy fall?**
- **How should SDTC funding policy be changed?**



January 17, 2013
**EFI**

## GASB and California PEPRA

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- **GASB Statements 67 and 68**
  - Unfunded actuarial accrued liability **will appear on balance sheet**
  - Income will be consistent with **balance sheet – and volatile**
- **California Public Employees' Pension Reform Act (PEPRA, AB 340)**
  - Uniform formula for all general **employees**
  - Employees required to pay half of **the normal cost**; for non-represented members this would be **7.75% of pay**
  - Limits on compensation (base pay, **limited to Social Security Taxable Wage Base**)
  - No regulatory mechanism in place **to interpret the law**

January 17, 2013
**EFI**

## California Actuarial Advisory Panel

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- Established based on recommendation from Public Employee Post-Employment Benefits Commission
- Purpose: “To provide impartial and independent information on pensions, other postemployment benefits, and best practices to public agencies”
  - Establishing law says “opinions ... are nonbinding and advisory only”
  - Prohibits the opinions of the panel from being used as the basis of litigation
- Responsibilities include “Defining the range of actuarial model policies and best practices for public retirement plan benefits”



January 17, 2013

## Exposure Draft

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- Panel recently issued exposure draft on model funding policies, with request for comments
  - Intent to provide guidance to actuaries and others on plan funding
- Defined five categories for elements of funding policies
  - Model, Acceptable, Acceptable but Not Generally Recommended, Not Recommended, Not Acceptable
    - × Terminology expected to change before final document issued (particularly “Acceptable but Not Generally Recommended”)
    - × Specifically avoided “best practice”; model practice is a safe harbor, not necessarily best method for funding all plans
- Document is being circulated widely, may be the basis for further regulation or legislation
  - GFOA, American Academy of Actuaries, others



January 17, 2013

## Exposure Draft

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- Document identifies five policy objectives
  - Fully fund benefits
  - Maintain generational equity
  - Manage contribution volatility
  - Support accountability and transparency
  - Address principal/agent issues
- Discussion of how various policies achieve (or do not achieve) objectives
  - Actuarial cost methods
  - Asset smoothing
  - Amortization policy
  - Other policies (direct rate smoothing, etc.)
- Transition to new policies is not specified

EFI

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## Summary Grid

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California Actuarial Advisory Panel Model Actuarial Funding Policies - Summary of Practice Categories

This summary does not include all the policy alternatives discussed in the CAAP Model Funding Policies document. Please direct all comments to the complete document.

Category	Actuarial Cost Method	Asset Smoothing Method	UAAL Amortization
Model Practices	Entry Age cost method Level percent of pay "Funding to retirement age" Individually based Normal Cost Normal Cost based on current benefit structure ("replacement rate" Entry Age)	Smooth actuarial gain or loss on market value (MVA) Fixed smoothing periods Maximum MVA corridors 5 years, 50%/150% corridor 7 years, 60%/140% corridor 10 years, 70%/130% corridor Combine smoothing layers only to avoid "tail volatility"	Layered fixed amortization periods by source of UAAL Level percent of pay amortization Amortization periods: Active or inactive plan amendments: Demographic or up to 15 years Experience Gain/Loss: 15 to 20 Assumption / method changes: 15 to 25 Early Retirement Incentives: 5 or less Surplus: 30 years
Acceptable Practices	Projected Unit Credit method Aggregate cost method, with Entry Age based disclosures Frozen Initial Liability method, with Entry Age based disclosures Entry Age method with "Funding to Discretion" or with Normal Cost based on composite projected benefit	Five year (or shorter) smoothing with no corridor Rolling smoothing periods with model corridors plus additional analysis	Level dollar fixed period layered amortization with model amortization periods Rolling amortization of a single gain/loss layer with period that avoids negative amortization, with model periods for other sources of UAAL
Acceptable but Not Generally Recommended Practices	Aggregate or Frozen Initial Liability without Entry Age based disclosures	15 years, 80%/120% corridor	Layered fixed amortization periods ≤ 25 years for all sources of UAAL Rolling amortization of a single gain/loss layer ≤ 20 years Rolling amortization of assumption/method changes with period that avoids negative amortization 30 year fixed amortization of method changes
Non-recommended Practices	Entry Age with Normal Cost based on open tier ("Ultimate" Entry Age)	Longer than 5 year smoothing with no corridor	Layered fixed amortization periods ≤ 30 years Rolling amortization of a single gain/loss layer ≤ 25 years Rolling amortization of entire UAAL (including plan changes) ≤ 20 years Single fixed amortization period, with periodic restarts
Unacceptable Practices	Traditional Unit Credit for pay related plans	Longer than 15 year smoothing	Layered fixed amortization periods > 30 years Rolling amortization of a single gain/loss layer > 25 years Rolling amortization of entire UAAL > 20 years

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## CAAP Classification as Applied to SD Transit

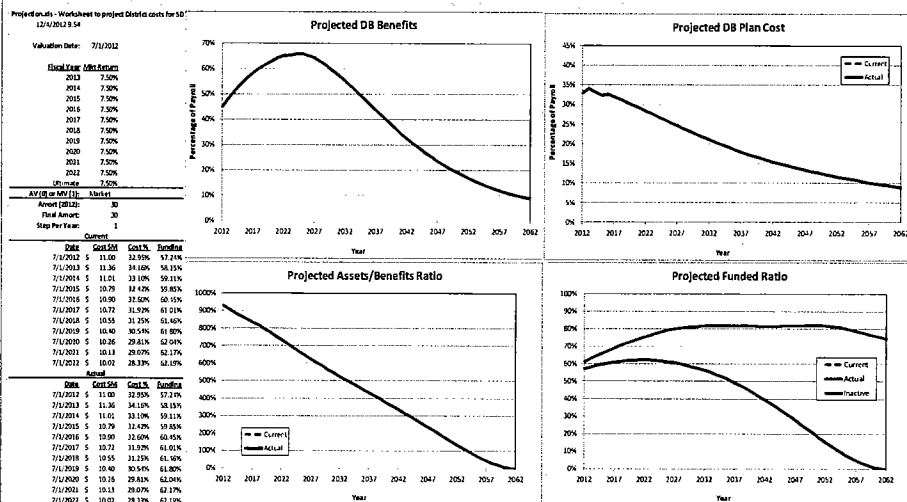
21

Category	Funding Method	Asset Smoothing	Amortization
<b>Model</b>	<b>Entry Age Normal (Individual, to Final Decrement)</b>	<b>Five Years, 20% Corridor</b>	<b>Layered Amortization of Each Source of UAL Over 5 to 20 Years</b>
<b>Acceptable</b>	Entry Age Normal (Individual, to Decrement)		Rolling Amortization of Gain/Loss, Layered Amortization of All Other Sources
<b>Acceptable/NGR</b>	<b>Entry Age Normal (Aggregate, to Decrement)</b>		Layered Fixed Amortization Periods <= 25 Years
<b>Not Recommended</b>			Layered Fixed Amortization Periods <= 30 Years
<b>Unacceptable</b>			Rolling Amortization of Entire UAL Over <= 20 Years
			<b>Rolling Amortization of Entire UAL Over &gt; 20 Years</b>

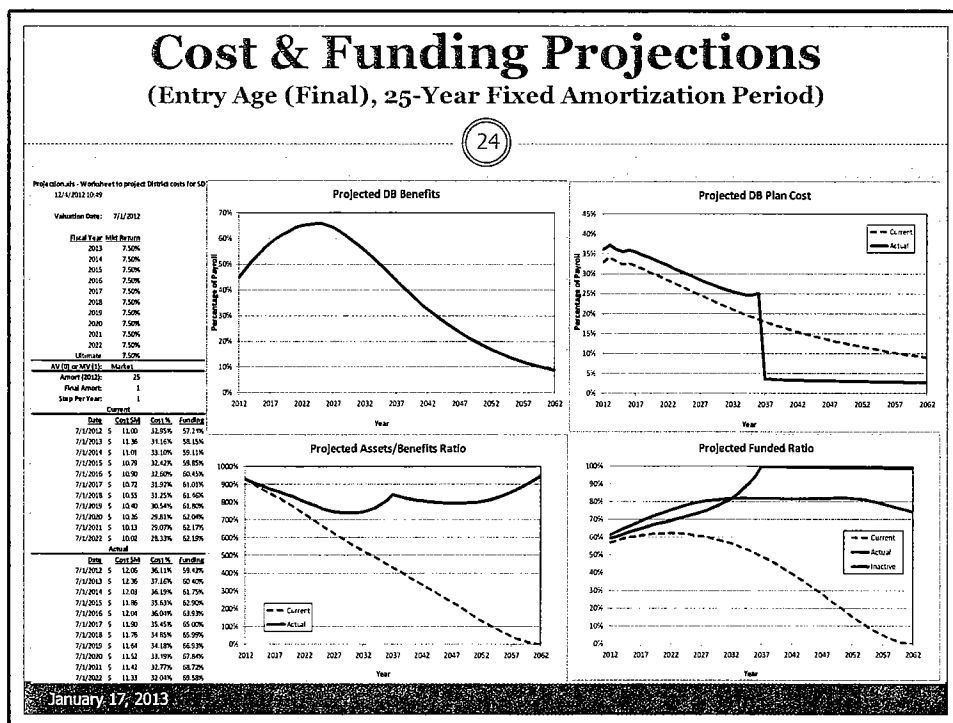
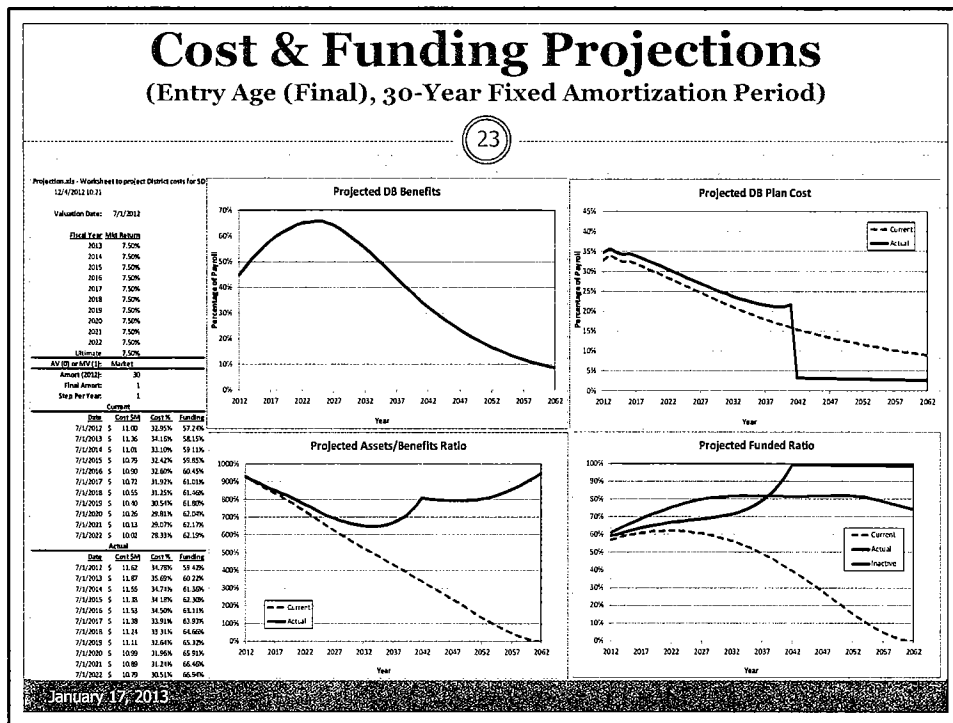
January 17, 2013

## Cost & Funding Projections (Current Funding Policy)

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## Funding Recommendations

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- **Adopt Individual Entry Age Normal (To Final) actuarial cost method**
  - Model Practice according to CAAP
  - Required by GASB for financial statements
  - Likely to be recommended by GFOA
  - Increases immediate Plan contribution by 1.84% of payroll
- **Revise the amortization method**
  - Freeze the current unfunded liability and amortize over a telescoping 25-year period starting in 2013-14
  - Any future additions to the unfunded (e.g., actuarial gains or losses) will be amortized over separate periods of 5 to 20 years, depending on source, in accordance with CAAP recommendations
  - 25-year amortization increases immediate Plan contribution by 1.32% of payroll

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## Contact Information

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**bobmccrory@efi-actuaries.com**

• **Graham Schmidt**  
**(415) 439-5313**  
**gschmidt@efi-actuaries.com**

January 17, 2013



1255 Imperial Avenue, Suite 1000  
San Diego, CA 92101-7490  
(619) 231-1466 • FAX (619) 234-3407

## Agenda Item No. 31

### MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

January 17, 2013

#### SUBJECT:

TAXICAB ADMINISTRATION CONTRACT RENEWAL (SHARON COONEY)

#### RECOMMENDATION:

That the Board of Directors approve the draft "Eighth Amendment to Agreement for Administration of Taxicab and Other For-Hire Vehicle Regulations Between San Diego Metropolitan Transit System and City Of San Diego" (in substantially the same format in Attachment A) and authorize the Chief Executive Officer to negotiate the final contract.

#### Budget Impact

None with this action.

#### Recommendation by the Executive Committee

At its meeting on January 10, 2013, the Executive Committee recommended forwarding this agenda item to the Board of Directors for approval.

#### DISCUSSION:

#### City Taxicab Administration

Prior to MTS agreeing to regulate private for-hire vehicle permits, the City of San Diego Financial Management Department performed the following:

- Processed new and transfer permit applications
- Referred background investigations of owners to the police department
- Approved fares, company names, and colors for taxis and jitneys
- Provided public information to those seeking permits
- Prepared quarterly reports regarding fare regulation (setting) for taxis



- Monitored and evaluated insurance
- Monitored administrative violations (ensured vehicle replacement forms were submitted when new vehicles were purchased, ensured required annual statements were filed by owners in person, ensured notices were filed with transfer of ownership, ensured vehicles were not out of service longer than permitted, etc.) and conducted analyses, including negotiations of penalties for administrative violations
- Presented policy issues to the City Council
- Communicated with the industry
- Developed the budget, which included establishing permit fee and fine levels

The City of San Diego Police Department (SDPD) monitored complaints and insurance policies and was responsible for all aspects of code enforcement. The SDPD performed vehicle inspections that included general safety and appearance checks only. Costs for enforcement activities were absorbed in the City of San Diego's budget.

In 1988, the City of San Diego administered a permit program for approximately 895 taxis and 95 jitneys. The permit program with an estimated annual operating cost of \$358,000 had a cost recovery between 35 to 44 percent and was administered by eight positions.

Each of the other cities in the MTS jurisdiction performed similar duties with varying costs and resources prior to contracting with MTS to administer taxicab regulation.

#### MTS Assumption of Taxicab Administration

The City of San Diego contracted with MTS to perform taxicab administration in 1988. The decision to contract out this responsibility was based on concerns with internal regulation. There was a perceived need for more rigorous vehicle safety enforcement and inspections, more reasonable code enforcement, regular communication between industry representatives and regulatory staff, and better enforcement of permit holder accountability for the equipment and services operated under the permit. Another benefit of MTS assumption of the duties would be taxicab regulation based on transportation patterns rather than municipal boundaries.

During contract negotiations, both parties agreed that the City of San Diego would remain as the policy-setting entity. The City of San Diego Council Policy 500-02 sets policy for taxicab permit regulation. During contract negotiations, there was some discussion regarding whether MTS would regulate drivers, but it was determined that MTS's responsibility would be limited to permit regulation only. MTS Ordinance No. 11 is the basis of MTS's regulatory authority.

When MTS assumed regulatory responsibility of private for-hire vehicles from the City of San Diego, seven full-time staff members were needed. The permit fees in place at that time did not cover the full cost of taxicab administration activities. The California Public Utilities Code requires that MTS recover its costs entirely and, therefore, MTS adjusted permit fees accordingly.

MTS contracted with the cities of El Cajon, Imperial Beach, Lemon Grove, and Santee in 1990, the City of Poway in 1991, and the City of La Mesa in 1999. The contracts were based on the contract with the City of San Diego and in accordance with Ordinance No. 11. Attachment C provides samples of the contracts.



### Taxicab Administration Activities

The Taxicab Administration Department reports to the MTS Chief of Staff and consists of 10 full-time staff members. Operations are carried out at an inspection facility and administrative offices owned by MTS. The fiscal year 2013 budget is \$941,589, and the reserve balance is \$401,025.

Taxicab Administration regulates a total of 1,258 for-hire vehicle permits:

992	City of San Diego Taxicab Permits (79% of permits)
59	Suburban Taxicabs Permits (El Cajon, Imperial Beach, La Mesa, Lemon Grove, Poway, and Santee) (4.7% of permits)
193	Nonemergency Medical Vehicle Permits (15.3% of permits)
10	Jitney Vehicle Permits
4	Charter Vehicle Permits

As of this writing, vehicles regulated by MTS are operated by 490 permit holders. A schedule of fees is approved by the Chief Executive Officer to achieve full-cost recovery.

Vehicle inspections are a critical component of regulation of permit holders. As referenced in the *Vehicle Inspection Notice*, there are 8 types of vehicle inspections with the potential of 56 individual items/functions inspected. Currently, staff is in the process of conducting the 20th round of scheduled inspections since late 1990. In the round of inspections completed most recently, staff conducted 1,296 scheduled vehicle inspections; 247 replacement vehicle inspections; 68 permit-issuance vehicle inspections; and an estimated 559 reinspections for a total of 2,170 inspections. These totals do not include inspections for the airport, rates of fare, or field-report referrals, which add several hundred inspections to the total.

Field enforcement is also essential for guaranteeing compliance with Ordinance No. 11 regulations. Activities in this area include vehicle compliance inspections in the field; driver compliance with regulations; "Secret Shopper" details; identification of illegal operators; monitoring taxicab stand standards; addressing complaints; conducting police line-ups; attending hearings at MTS and other agencies; conducting community outreach; and planning, setting up, and staffing of taxicab stands for large events. Taxicab code enforcement officers frequently work with public safety officers from other agencies and with MTS Security.

Administering permits and ensuring compliance with the requirements of Ordinance No. 11 for all permit holders is another function of Taxicab Administration. Some of the activities include processing permit applications; determining eligibility to transfer San Diego taxicab medallions; monitoring insurance compliance; handling operational requests (radio service changes, company name) and collection of fees; data collection (all permit and permit holder information, insurance, vehicle, and operational changes); annual statement submission/review; processing corporate/LLC officer/member and shareholder changes; monitoring permit holder compliance; addressing compliance and permit holder inquiries; reviewing radio service compliance; and reviewing equipment and vehicle markings and specifications.

Taxicab Administration engages in a number of activities to maintain the health of the industry in the region. Periodic reviews of rates of fare are completed, and MTS sets fares to provide a balance between the public demand for reasonable fares and the need to provide drivers and permit holders with a return for their efforts. MTS is currently in the process of procuring a consultant to perform a comprehensive fare analysis as a first step toward the next fare adjustment. In 2009, Taxicab Administration conducted a passenger survey to better understand customer demographics, trip purpose, and overall satisfaction. A permit issuance study on behalf of the City of San Diego was conducted in 2011 to determine whether more permits should be issued. That study concluded that additional permit issuance is unwarranted at this time. Finally, MTS has sought to require event recorders inside of vehicles as a way to promote driver safety.

As part of its efforts to maintain an open communication with the industry, MTS maintains a Taxicab Advisory Committee. Taxicab Administration staff is responsible for conducting the Taxicab Advisory Committee meetings, as well as those of several subcommittees, such as the Workshop on Regulatory Matters Subcommittee, Finance Subcommittee, Taxicab Stand Subcommittee, and the San Diego Border Wildcat Task Force.

Taxicab Administration works with the San Diego County Sheriff's Department in its effort to ensure that drivers are properly licensed and operating in a safe manner. Since 1968, the Sheriff's Licensing Division has issued the driver's identification cards to for-hire vehicle drivers. In addition, the department handles driver-related issues, such as complaints and penalties. Currently, half of the 20 Licensing Division staff members are assigned to administer the for-hire driver's licenses.

#### Contract Renewal

All of the City Taxicab Administration contracts will expire in July 2013. At its December meeting, the Executive Committee gave direction to staff to return with a draft contract amendment that reflects the Executive Committee's discussion at that time. In particular, the Executive Committee requested that the amendment reflect that MTS would not become involved in the contracts between permit holders and their subcontractors and would not be required to regulate that relationship.



---

Paul C. Jablonski  
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, [Sharon.Cooney@sdmts.com](mailto:Sharon.Cooney@sdmts.com)

Attachment: A. Eighth Amendment to Agreement for Administration of Taxicab and Other For-Hire Vehicle Regulations Between San Diego Metropolitan Transit System and City of San Diego

**EIGHTEENTH AMENDMENT TO AGREEMENT FOR  
ADMINISTRATION OF TAXICAB AND OTHER FOR-HIRE VEHICLE REGULATIONS  
BETWEEN  
SAN DIEGO METROPOLITAN TRANSIT SYSTEM  
AND  
CITY OF SAN DIEGO**

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THIS AGREEMENT is entered into by and between the City of San Diego, a municipal corporation, 202 C Street, San Diego, CA (herein called "CITY"), and the San Diego Metropolitan Transit System, a public agency, 1255 Imperial Avenue, Suite 1000, San Diego, CA (herein called "MTS"), in view of the following recitals, which are a substantive part of this Agreement:

**RECITALS**

- A. MTS is authorized under Section 120266, Chapter 2, Division 11 of the California Public Utilities Code (PUC), to enter into contracts to regulate transportation services within a city in its area of jurisdiction;
- B. CITY is within MTS's jurisdiction created January 1, 1976, under Section 120050, et seq., Chapter 2, Division 11 of the PUC;
- C. CITY desires that MTS regulate taxicabs and other for-hire vehicles and services such as charter vehicles, sight-seeing vehicles, nonemergency medical vehicles, low speed vehicles (LSV), and jitney vehicles pursuant to PUC Section 120266 and in accordance with MTS Ordinance No. 11, "An Ordinance Providing for the Licensing and Regulating of Transportation Services Within the City";
- D. MTS Ordinance No. 11 is based on San Diego Municipal Code, Chapter 7, Article 5, Divisions 1 through 6, "Paratransit Code", which provided for CITY regulation prior to 1988, and was repealed in 1989;
- E. CITY continues to set the fundamental public policy pursuant to regulation of taxicabs and other for-hire vehicles and services through Council Policy 500-02, but any changes to Council Policy 500-02 that are in conflict with MTS Ordinance No. 11 will not be enforced by MTS without prior approval of an Ordinance No. 11 amendment by the MTS Board of Directors;
- F. MTS does not desire to expand its regulatory role to include oversight of the taxicab permit holder and subcontractor (ie. lease drivers) relationships;
- ~~E.G.~~ The City desires to retain the authority to create a City entity to regulate the business relationship between permit holders and their subcontractors (ie. lease drivers);
- ~~F.H.~~ CITY and MTS entered into an agreement, Document No. RR-271306, for the period of July 1, 1988 through December 31, 1988; a first amendment to that agreement, Document No.

RR-272517, for the period of January 1, 1989 through December 31, 1993; a second amendment to that agreement, Document No. RR-283074, for the period of January 1, 1994 through June 30, 1994; a third amendment to that agreement, Document No. RR-284038 for the period of July 1, 1994 through June 30, 1995; a fourth amendment to that agreement, Document No. RR-285794 for the period of July 1, 1995 through June 30, 1998; a fifth amendment to that agreement, Document No. OO-18526 for the period of July 1, 1998 though June 30, 2003; a sixth amendment to that agreement, Document No. OO-19195 for the period of July 1, 2003 through June 30, 2008; a seventh amendment to that agreement, Document No. OO-19761 for the period of July 1, 2008 through June 30, 2013;

~~G.I.~~ CITY and MTS now desire to enter into an agreement to extend the period from July 1, 2013~~08~~ through June 30, 201~~83~~; and

NOW THEREFORE, in consideration of the mutual covenants and conditions contained in this Agreement, CITY and MTS agree as follows:

1. MTS will administer and enforce its taxicab and other for-hire vehicles Ordinance policies, and regulations as in effect on July 1, 2013~~08~~, and as thereafter from time to time amended by MTS, and thereby regulate such taxicab and other for-hire vehicles and transportation services rendered wholly within the CITY's corporate limits during the period of July 1, 2013~~08~~ through June 30, 201~~83~~, pursuant to PUC Section 120266.

2. MTS will collect and administer all such regulatory fees, fines, and forfeitures as now or hereafter provided by the MTS Taxicab and Other For-Hire Vehicles Ordinance No. 11 policies, and regulations.

3. MTS will not alter a fundamental policy or regulation in accordance with the Taxicab and Other For-Hire Vehicles Ordinance No. 11 without prior approval of the CITY.

4. \_\_\_\_\_

MTS shall not be required to be a party to contracts between holders of taxicab permits in the CITY and their subcontractors (ie. lease drivers); nor shall MTS be required to regulate the business relationship between taxicab permit holders and their subcontractors (ie. lease drivers). MTS shall not be required to engage in the following activities: investigating and resolving contract disputes between permit holders and their subcontractors (ie. lease drivers); setting contract terms for agreements between permit holders and their subcontractors (ie. lease drivers); investigating and/or adjudicating allegations of retaliation between permit holders and their subcontractors (ie. lease drivers); regulating working hours and/or earnings for permit holders and their subcontractors (ie. lease drivers). Any attempt by the CITY or any of its officers to change these restrictions on MTS's responsibilities shall be considered an amendment to this agreement that would require the acquiescence of the MTS Board with all of the CITY members abstaining from the vote.

5. \_\_\_\_\_ The CITY retains the authority to create a CITY entity to regulate the business relationship between permit holders and their subcontractors (ie. lease drivers) and any of those items excluded from MTS's responsibilities in paragraph 4. If this occurs, the actions of the new CITY entity shall not change the terms of this agreement, and the provisions for amending this agreement contained in paragraph 4 shall prevail.

4.6. The CITY Mayor and MTS Chief Executive Officer may supplement this agreement by executing a Memorandum of Understanding relative to administrative and operating procedures of taxicab and other for-hire vehicles regulation, and to provide for reimbursable staff and legal support services.

IN WITNESS THEREOF, this ~~seventh~~<sup>eight</sup> amendment to the agreement is executed by the CITY acting by and through its City Mayor pursuant to Council Ordinance No. \_\_\_\_\_, and by MTS acting through its Chief Executive Officer.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2013~~0~~<sup>8</sup>.

THE CITY OF SAN DIEGO

SAN DIEGO METROPOLITAN TRANSIT  
SYSTEM

\_\_\_\_\_  
Paul C. Jablonski  
Chief Executive Officer

WE HEREBY APPROVE the form of the foregoing Agreement.

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Office of the General Counsel

Date: \_\_\_\_\_

Date: \_\_\_\_\_



AGENDA ITEM NO.

31

## REQUEST TO SPEAK FORM

ORDER REQUEST RECEIVED

1

PLEASE SUBMIT THIS COMPLETED FORM (AND YOUR WRITTEN STATEMENT)  
TO THE CLERK OF THE BOARD PRIOR TO DISCUSSION OF YOUR ITEM

## 1. INSTRUCTIONS

This Request to Speak form must be filled out and submitted in advance of the discussion of your item to the Clerk of the Board (please attach any written statement to this form). Communications on hearings and agenda items are generally limited to three minutes per person unless the Board authorizes additional time; however, the Chairperson may limit comment to one or two minutes each if there are multiple requests to speak on a particular item. General public comments on items not on the agenda are limited to three minutes. Please be brief and to the point. No yielding of time is allowed. Subjects of previous hearings or agenda items may not again be addressed under General Public Comments.

(PLEASE PRINT)

DATE	Jan 17, 2013
Name	Lorena Gonzalez (Lorena Gonzalez)
Address	2446 Island Ave
Telephone	
Organization Represented	SD Labor Council
Subject of Your Remarks	Taxi cab Contract
Regarding Agenda Item No.	
Your Comments Present a Position of:	<input type="checkbox"/> SUPPORT <input checked="" type="checkbox"/> OPPOSITION

## 2. TESTIMONY AT NOTICED PUBLIC HEARINGS

At Public Hearings of the Board, persons wishing to speak shall be permitted to address the Board on any issue relevant to the subject of the Hearing.

## 3. DISCUSSION OF AGENDA ITEMS

The Chairman may permit any member of the public to address the Board on any issue relevant to a particular agenda item.

## 4. GENERAL PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

Public comment on matters not on the agenda will be limited to five speakers with three minutes each, under the Public Comment Agenda Item. Additional speakers will be heard at the end of the Board's Agenda.

NOTE: Subjects of previous hearings or agenda items may not again be addressed under General Public Comments.



Item Continued to  
Feb mtg

AGENDA ITEM NO.

31

REQUEST TO SPEAK FORM

ORDER REQUEST RECEIVED

2

PLEASE SUBMIT THIS COMPLETED FORM (AND YOUR WRITTEN STATEMENT)  
TO THE CLERK OF THE BOARD PRIOR TO DISCUSSION OF YOUR ITEM

1. INSTRUCTIONS

This Request to Speak form must be filled out and submitted in advance of the discussion of your item to the Clerk of the Board (please attach any written statement to this form). Communications on hearings and agenda items are generally limited to three minutes per person unless the Board authorizes additional time; however, the Chairperson may limit comment to one or two minutes each if there are multiple requests to speak on a particular item. General public comments on items not on the agenda are limited to three minutes. Please be brief and to the point. No yielding of time is allowed. Subjects of previous hearings or agenda items may not again be addressed under General Public Comments.

(PLEASE PRINT)

DATE	11/17/13
Name	Sarah Saez (Sarah Saez)
Address	7364 Elcann Blvd #1108 SD 92115
Telephone	619-713-5404
Organization Represented	United Taxi Workers
Subject of Your Remarks	Taxicab Administration Contract Renewal
Regarding Agenda Item No.	C31
Your Comments Present a Position of:	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> SUPPORT <input checked="" type="checkbox"/> <input type="checkbox"/> OPPOSITION

2. TESTIMONY AT NOTICED PUBLIC HEARINGS

At Public Hearings of the Board, persons wishing to speak shall be permitted to address the Board on any issue relevant to the subject of the Hearing.

3. DISCUSSION OF AGENDA ITEMS

The Chairman may permit any member of the public to address the Board on any issue relevant to a particular agenda item.

4. GENERAL PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

Public comment on matters not on the agenda will be limited to five speakers with three minutes each, under the Public Comment Agenda Item. Additional speakers will be heard at the end of the Board's Agenda.

NOTE: Subjects of previous hearings or agenda items may not again be addressed under General Public Comments.



Item Continued to  
Feb mtg

AGENDA ITEM NO.

31

REQUEST TO SPEAK FORM

ORDER REQUEST RECEIVED

3

PLEASE SUBMIT THIS COMPLETED FORM (AND YOUR WRITTEN STATEMENT)  
TO THE CLERK OF THE BOARD PRIOR TO DISCUSSION OF YOUR ITEM

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(PLEASE PRINT)

DATE	<del>01/11/2013</del> 01/17/2013
Name	Mikail L Hussein
Address	7364 EL CAJON BLVD #108 SD 92115
Telephone	619-713-5404
Organization Represented	UTW SD
Subject of Your Remarks	Taxical Administration Contract Renewal
Regarding Agenda Item No.	
Your Comments Present a Position of:	<input type="checkbox"/> SUPPORT <input checked="" type="checkbox"/> OPPOSITION

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# TAXICAB ADMINISTRATION

Board Meeting  
January 17, 2013



1



## Today's Action

- Taxicab Administration contracts with all 7 cities expire July 1
- On December 6 the Executive Committee received a report on MTS Taxicab Administration activities and provided direction
- Staff returns today with a recommendation for contract amendment language to reflect that discussion
  - Focused first on City of San Diego contract since they have the largest number of permit holders



2

## Staff Recommendation

### A. MTS to continue to carry out its current activities

- Vehicle inspection
- Field enforcement
- Permit administration
- Fare setting
- Driver/dispatcher training
- Execution of studies
- Passenger surveys
- Processing customer complaints
- Communication of regulations and requirements with stakeholders
  - Maintaining a Board advisory committee



3

## Staff Recommendation

### B. Amendments to the existing contract for clarification of MTS's role as Administrator

- Changes to Council Policy 500-02 in conflict with MTS's Ordinance 11 require a Board amendment to Ordinance 11
- MTS shall not expand its regulatory role to include oversight of the relationship between permit holders and their subcontractors (lease drivers).
  - As such, MTS will not:
    - be a party to contracts
    - investigate or resolve contract disputes
    - Set contract terms
    - Investigate or adjudicate allegations of retaliation
    - Regulate working hours or earnings
  - If the City chooses, it retains the right to set up a separate entity to involve the City in these relationships with no authority over MTS
  - Amending this aspect of the contract requires a vote of the MTS Board, with all City members abstaining from the vote



4

## Staff Recommendation

Approve the draft Eighth Amendment and authorize the CEO to negotiate the final contract



5



1255 Imperial Avenue, Suite 1000  
San Diego, CA 92101-7490  
(619) 231-1466 • FAX (619) 234-3407

## **\*REVISED**      **Agenda Item No. 32**

### MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

January 17, 2013

#### SUBJECT:

LOSSAN JOINT POWERS AUTHORITY AND MANAGING AGENCY (BRENT BOYD  
AND SHARON COONEY)

#### RECOMMENDATION:

That the Board of Directors:

- approve by MTS Resolution No. 13-2 (Attachment A) the amended Joint Powers Authority (JPA) for the LOSSAN Rail Corridor Agency on condition that the following amendments to the JPA be made:
  - a. that the Interagency Transfer Agreement (ITA) must be approved by a supermajority vote as defined in Section 17.1;
  - b. that the LOSSAN ITA be required to include a provision that should the State cut funding for a mutually agreed-upon minimum level of service, service will revert back to State authority within 30 days;
  - c. that if an ITA cannot be agreed upon, the JPA would revert back to 2011 version; and
- direct staff to submit a proposal to become the LOSSAN Managing Agency.

#### Budget Impact

The San Diego region's share of the annual start-up budget is estimated to be \$130,000-\$170,000 for up to two years. This could be shared by North County Transit District and the San Diego Association of Governments (SANDAG). There should be no budget impact after the start-up period since all costs associated with the agency are assumed to be covered by state funding.





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## Agenda Item No. 32

### MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

January 17, 2013

#### SUBJECT:

LOSSAN JOINT POWERS AUTHORITY AND MANAGING AGENCY (BRENT BOYD  
AND SHARON COONEY)

#### RECOMMENDATION:

That the Board of Directors:

1. approve by MTS Resolution No. 13-2 (Attachment A) the amended Joint Powers Authority for the LOSSAN Rail Corridor Agency; and
2. direct staff to submit a proposal to become the LOSSAN Managing Agency.

#### Budget Impact

The San Diego region's share of the annual start-up budget is estimated to be \$130,000-\$170,000 for up to two years. This could be shared by North County Transit District and the San Diego Association of Governments (SANDAG). There should be no budget impact after the start-up period since all costs associated with the agency are assumed to be covered by state funding.

#### DISCUSSION:

The LOSSAN (Los Angeles-San Diego-San Luis Obispo) Agency is a joint-powers authority comprised of rail owners, operators, and regional transportation agencies from San Diego to Los Angeles and San Luis Obispo. The current joint-powers authority has limited decision-making power as major decisions regarding Amtrak's Pacific Surfliner intercity passenger rail service are made primarily by Caltrans.



Senate Bill 1225 (SB 1225) authorized the LOSSAN Agency to reconstitute itself to manage the state-supported Pacific Surfliner service, which provides 11 daily round-trips on the corridor. The Pacific Surfliner is one of three state-supported intercity corridors in the state, and together with the Capitol and San Joaquin Corridors, makes up 20 percent of Amtrak ridership nationwide. The LOSSAN Agency would also work with other operators on the corridor (long-distance Amtrak routes, COASTER and Metrolink commuter rail services, and freight rail) but would not manage those services. SB 1225 is permissive and does not require a local authority; however, two actions are required in order for this transfer to take place: (1) all current LOSSAN member agencies must approve an amended JPA, and (2) the LOSSAN Agency and the state must successfully negotiate an Interagency Transfer Agreement (ITA).

The amended JPA enables the LOSSAN Agency to assume the following responsibilities:

1. Administer and manage the intercity passenger rail operations of LOSSAN rail corridor
2. Plan, program, and fund improvements for intercity rail passenger services and facilities
3. Negotiate for and accept funds to be expended for passenger rail service
4. Review and comment on facility, service, and operational plans and programs
5. Coordinate facility, service, and operational plans and programs with other agencies operating rail-passenger service in Southern California
6. Advocate before local, regional, and federal officials for improvements to services and facilities

The presumed advantages of local authority would be a more efficient and cost-effective allocation of resources and decision-making related to service expansion, frequencies, spans, etc.; a unified Southern California voice at state and federal levels; coordinated passenger services and capital improvement priorities; and more focused oversight and management of operations.

However, assuming local control does not come without risks. Such risks include the continued state support for intercity rail services, control of the rolling stock (the majority of which is Amtrak-owned), and the creation of an effective management structure for the JPA.

The Pacific Surfliner requires roughly \$100 million to operate annually. Fares provide \$58 million, the State of California contributes \$28 million, and Amtrak funds the remaining \$14 million. Amtrak also provides some capital maintenance expenditures. The Passenger Rail Investment and Improvement Act of 2008 (PRIIA) requires that Amtrak stop investing in routes that are shorter than 750 miles (including the Pacific Surfliner). Consequently, the state will need to provide as much as an additional \$19 million annually to fund the Amtrak portion of both operations and capital maintenance. SB 1225 commits state funding at 2014 levels for an initial period of three years, but if the state reduces funding in the future, the LOSSAN Agency would need to decide if local resources would be required to operate the same level of service, if fares would need to be increased, if

service would need to be decreased, or other measures. The Capitol Corridor intercity service between Sacramento and San Francisco has operated under local management since 1999, and no local funding has been required despite increased levels of service from 8 daily trips to currently 30.

Another risk is the ownership of the rolling stock. The majority of the passenger cars (40 of 50) and all 10 locomotives used on the Pacific Surfliner are owned by Amtrak. Amtrak has the ability to move the rolling stock off of the corridor, so it will be important for the state to purchase these or additional vehicles to operate the Pacific Surfliner service. All intercity equipment running along the Capitol and San Joaquin Corridors is state-owned.

The third major risk is the creation of an effective management structure for the JPA. There will be a contract with a member agency to serve as the Managing Agency to house and support staff. It will be the responsibility of the Managing Agency and LOSSAN Agency to hire qualified management and technical staff to support operations.

All current member agencies must approve the amended JPA. Contingent upon this action, the LOSSAN Agency operating under the amended JPA will select a member agency to serve as the Managing Agency and oversee day-to-day operations. The Managing Agency will then negotiate the ITA with the state. SB 1225 states that the ITA could be effective as early as July 2014, in which case local authority for intercity operations would begin at that point.

In addition to voting whether or not to approve the amended JPA, MTS must also decide on whether it wants to submit a proposal to serve as the Managing Agency.

According to the LOSSAN Strategic Implementation Plan, the Managing Agency will have the following responsibilities:

1. Negotiate and recommend the award of all necessary agreements for the JPA
2. Manage all agreements entered into by the JPA
3. Implement projects contained in the approved capital budget
4. Provide for the maintenance and management of JPA property
5. Provide a risk-management program
6. Seek, obtain, and administer grants
7. Develop and implement marketing programs
8. Prepare and submit financial reports
9. Prepare business plans
10. Report regularly to the Governing Board regarding corridor issues
11. Recommend changes in LOSSAN corridor fares and collection of fares
12. Recommend changes in scheduling and levels of service
13. Prepare and implement changes in scheduling and fares
14. Prepare capital and operating budgets
15. Facilitate interaction with other entities involved in operation, construction, and renovation of corridor rail service
16. Negotiate with any other public or private transportation providers as necessary to ensure coordinated service in the corridor

The Managing Agency would have its costs covered by the state. These costs would be negotiated as part of the ITA and are anticipated to be in the \$4 million to \$5 million range annually to cover staffing, overhead, and marketing costs.

The Managing Agency will hire new positions dedicated to LOSSAN and it is expected that the member agency would share some existing positions at roughly 25% of their time for LOSSAN business. The business implementation plan estimates that 11 new positions would need to be created and 7 existing positions would be shared (general counsel, director of marketing and communications, executive assistant, finance manager, accounting assistant, procurement assistant, and human resources assistant). Further refinement of the staffing plan is necessary and, if MTS were to pursue being the Managing Agency, the feasibility of the shared positions would have to be further analyzed.

It is expected that the LOSSAN Agency would be run by a managing director who would be an employee of the Managing Agency but would report to the LOSSAN Board of Directors.

The stated key components for the Managing Agency include the following:

1. Large enough amount of support staff to handle finances and business practices (\$100 million to \$135 million in operating costs)
2. Familiarity with federal grant programs and procedures
3. Legal support, accounting, budgeting, etc.
4. Expertise in rail planning and operations
5. Constructive relationship with Caltrans, Amtrak, Union Pacific, and BNSF Railway
6. Respect and confidence of other LOSSAN agencies
7. Focus and commitment to grow LOSSAN service

MTS is capable of meeting all of these requirements. While the specific time line for submitting proposals to LOSSAN has not been finalized, it is anticipated that it could be as early as March/April 2013. The Managing Agency would be selected to serve both during a start-up period to lead negotiations with the state and for a three-year initial term as specified in the ITA.



---

Paul C. Jablonski  
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, [Sharon.Cooney@sdmts.com](mailto:Sharon.Cooney@sdmts.com)

Attachments: A. Board Resolution No. 13-2  
B. Amended LOSSAN JPA Agreement



SAN DIEGO METROPOLITAN TRANSIT SYSTEM

RESOLUTION NO. 13-2

Resolution Authorizing the Approval of the Los Angeles-San Diego-San Luis Obispo (LOSSAN)  
Agency Amended Joint Powers Agreement

WHEREAS, the LOSSAN Agency is a joint powers authority that oversees intercity passenger rail service in the six-county coastal rail corridor between San Diego, Los Angeles, and San Luis Obispo; and

WHEREAS, the members of the LOSSAN Agency include the rail owners and operators and regional transportation planning agencies in this six-county region; and

WHEREAS, the San Diego Metropolitan Transit System is a member of the LOSSAN Agency; and

WHEREAS, Amtrak operates the Pacific Surfliner intercity passenger rail service in the corridor with administrative oversight and management by the California Department of Transportation (Caltrans); and

WHEREAS, Senate Bill 1225 (SB 1225) allows the LOSSAN rail corridor agency to amend the Joint Powers Agreement (JPA) to expand the authority of the agency to permit the administration of state-funded Pacific Surfliner intercity passenger rail services on the LOSSAN corridor and elect to become party to an Interagency Transfer Agreement (ITA) with the State; and

WHEREAS, SB 1225 requires that member agencies approve an amended JPA for the LOSSAN Agency that expands the authority of the agency to permit the administration of state-funded intercity passenger rail services on the LOSSAN Corridor;

NOW THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED by the Metropolitan Transit System Board of Directors that San Diego Metropolitan Transit System is authorized to approve the amended JPA for the LOSSAN Agency.

PASSED AND ADOPTED, by the Board of Directors this \_\_\_\_ day of \_\_\_\_\_ 2013  
by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAINING:

\_\_\_\_\_  
Chairperson  
San Diego Metropolitan Transit System

Filed by:

Approved as to form:

\_\_\_\_\_  
Clerk of the Board  
San Diego Metropolitan Transit System

\_\_\_\_\_  
Office of the General Counsel  
San Diego Metropolitan Transit System

2013 AMENDMENT TO THE  
**JOINT POWERS AGREEMENT**  
**CONCERNING THE LOS ANGELES-SAN DIEGO-SAN LUIS OBISPO CORRIDOR**  
**RAIL AGENCY**

**INTRODUCTION**

This Agreement is made and entered into in the State of California by and among the LOSSAN Agency Governing Board and the following public agencies that are parties of this Agreement:

Los Angeles County Metropolitan Transportation Authority;

Orange County Transportation Authority;

Riverside County Transportation Commission;

North County Transit District;

San Diego Metropolitan Transit System;

California Department of Transportation;

Southern California Association of Governments;

San Diego Association of Governments;

Ventura County Transportation Commission;

Santa Barbara County Association of Governments;

San Luis Obispo Council of Governments;

National Railroad Passenger Corporation;

California High-Speed Rail Authority;

**RECITALS**

WHEREAS, some, but not all of the parties to this Agreement had entered into that certain joint exercise of powers agreement to establish the Los Angeles-San Diego Corridor Rail Agency (Agency), effective February 6, 1989, but desire to amend and restate such existing joint exercise of powers agreement as provided herein; and

WHEREAS, the parties to this Agreement recognize the need for a public agency to oversee increases in the level of intercity passenger rail service in the travel corridor between San Diego,

Los Angeles and San Luis Obispo, and improvements to the facilities that will ensure reduced travel times and that will aid the joint operation of freight and passenger service in the Corridor; and

WHEREAS, the Los Angeles-San Diego State Rail Corridor Study Group created pursuant to Senate Bill 1095 (Chapter 1313, Statutes of 1985) analyzed the feasibility of increasing the level of intercity passenger service in the corridor and instituting commuter rail service from San Clemente to Union Station in Los Angeles and from Oceanside to San Diego; identified and recommended improvements to track and right-of-way to accommodate the higher levels of service; and recommended the creation of a joint exercise of powers agency to oversee the implementation of additional intercity rail passenger service and the necessary track improvements; and

WHEREAS, rail service on the coast corridor has been extended to Ventura, Santa Barbara, and San Luis Obispo Counties; and

WHEREAS, the parties to this Agreement believe that the joint exercise of their powers will provide an organization capable of implementing the recommendations contained in both the State Rail Corridor Study Group's June 1987 report entitled, *Los Angeles-San Diego State Rail Corridor Study*, and the April 2012 *LOSSAN Corridorwide Strategic Implementation Plan* and assist related efforts to coordinate corridor rail services and to improve corridor services and facilities; and

WHEREAS, each party to this Agreement is authorized to contract with each other for the joint exercise of any common power under Article I, Chapter 5, Division 7, Title 1 of the Government Code of the State of California; and

WHEREAS, an act to amend Sections 14031.8, 14070.2, 14070.4, and 14070.6 of, and to add Section 14070.7 to, and to repeal and add Article 5.2 (commencing with Section 14072) of Chapter 1 of Part 5 of Division 3 of Title 2 of, the Government Code, relating to transportation and known as the Intercity Passenger Rail Act of 2012 (SB 1225), authorized expansion of the authority of the LOSSAN Corridor Rail Agency, through an amendment to the existing Joint Exercise of Powers Agreement; and

WHEREAS, SB 1225 authorizes the Agency, beginning on June 30, 2014, to enter into an Interagency Transfer Agreement with the State of California, with an initial term of three years (Initial Term) commencing with the transfer of the responsibilities for administering state-funded intercity rail passenger service in the LOSSAN Corridor from the State to the Agency; and

WHEREAS, the Agency will, through the Interagency Transfer Agreement, succeed to the State's current agreement with Amtrak for the operation of the LOSSAN Corridor Rail Service and may initiate changes in said agreement or, in the future, may, through a competitive solicitation process, contract with Amtrak, or other organizations not precluded by State or Federal law to provide passenger rail services, to operate the rail service; and

WHEREAS, the Agency may contract with one of its Member Agencies, Associate Agencies or any commuter rail agency which uses the same facilities to provide commuter rail services as are used by the intercity passenger rail corridor service, called the Managing Agency, to provide all necessary administrative support to the Agency in order to prepare and negotiate the Interagency Transfer Agreement and to perform the Agency's duties and responsibilities during the Initial Term of the Interagency Transfer Agreement; and

WHEREAS, the Agency will initiate a process for selection of a Managing Agency which shall begin upon the effective date of the Agreement as amended per SB 1225 and shall continue during a transition period (Transition Period) until such time as a Managing Agency is selected and contracts with the Agency to serve in that capacity as called for in Section 8.0 below; and

WHEREAS, at the conclusion of the Initial Term, the Agency may, through procedures that it determines, select a Managing Agency, for a subsequent three year term to continue to administer the rail service under the direction of the Agency; and

WHEREAS, the Managing Agency shall produce a business plan (Business Plan) for approval by the Agency for each of the initial three years of operation of the service which shall describe the methods by which the Agency will administer rail service and seek to increase ridership in the LOSSAN Corridor and which shall be updated and submitted by the Agency to the Secretary of the Business, Transportation and Housing Agency by April 1 of each year; and

WHEREAS, there are three previous amendments to this JPA, effective 2001, 2010, and 2011;

NOW THEREFORE, in consideration of the recitals, the parties to this Agreement agree to the following:

## 1.0 DEFINITIONS

- 1.1 **Agency** means the Los Angeles-San Diego-San Luis Obispo Corridor Rail Agency.
- 1.2 **Governing Board** or Board means the Board of Directors of the Agency.
- 1.3 **LOSSAN** is the acronym for Los Angeles-San Diego-San Luis Obispo.
- 1.4 **Voting member agencies (Member Agency)** mean Los Angeles County Metropolitan Transportation Authority, Orange County Transportation Authority, Riverside County Transportation Commission, San Diego Metropolitan Transit System, North County Transit District, San Diego Association of Governments, Ventura County Transportation Commission, Santa Barbara County Association of Governments, and San Luis Obispo Council of Governments.
- 1.5 **Ex-officio non-voting associate agencies (Associate Agency)** mean the Southern California Association of Governments, the National Railroad Passenger

Corporation (Amtrak), California High-Speed Rail Authority and the California Department of Transportation.

- 1.6 **LOSSAN Corridor Rail Service** means Pacific Surfliner intercity passenger rail service that operates on the LOSSAN Corridor, which is a 351 mile long intercity and commuter rail corridor, stretching from San Diego in the south, up the coast to Orange County, Los Angeles County, Ventura County, and Santa Barbara County to San Luis Obispo County.
- 1.7 **Regional Transportation Planning Agency** means an entity authorized to prepare a regional transportation plan pursuant to Government Code Section 65080.
- 1.8 **Corridor City** means a city adjacent to the LOSSAN Corridor right-of-way.
- 1.9 **LOSSAN Regions** are defined as North Region: Ventura County, Santa Barbara County and San Luis Obispo County; Central Region: Los Angeles County; South Region: San Diego County; South Central Region: Orange County and Riverside County.
- 1.10 **Fiscal Year** means from July 1 to and including the following June 30.
- 1.11 **California State Rail Plan** is prepared every two years by the California Department of Transportation as an examination of passenger and freight rail transportation in California, in accordance with Section 14036 of the Government Code.
- 1.12 **Member Agency** shall mean each of those voting governmental entities set forth in paragraph 1.4 to this Agreement that have executed this Agreement and that have not withdrawn from the Agency.
- 1.13 **Business Plan** shall mean the business plan to be submitted by the Agency to the Secretary of the Business, Transportation and Housing Agency covering the initial three year term of the Agreement as mandated by Section 14070.4(b) and updated and submitted annually thereafter.
- 1.14 **Interagency Transfer Agreement** shall mean the agreement provided for in Section 14070.2(a) whereby the State of California will transfer all responsibility for administering the LOSSAN Corridor Rail Service to the Agency.
- 1.15 **Interim Workplan** shall mean the workplan proposed for the period commencing with the execution of the Managing Agency contract called for in Section 12.0 and ending with the then current fiscal year.
- 1.16 **Initial Term** shall mean the period that begins with the transfer of responsibilities from the California Department of Transportation to the Agency and continues for a three-year period.

- 1.17 **Managing Agency** means the Member Agency or Associate Agency or any commuter rail agency which uses the same facilities to provide commuter rail services as are used by the intercity passenger rail corridor service that has been selected by the Agency and has contracted with the Agency to provide all necessary administrative support to the Agency in order to prepare and assist in negotiating the Interagency Transfer Agreement, and to perform the Agency's duties and responsibilities during the Initial Term of the Interagency Transfer Agreement and any subsequent terms.
- 1.18 **Managing Director** means the director of LOSSAN Agency who is an employee of the Managing Agency. The Managing Director reports to and serves at the pleasure of the Governing Board.
- 1.19 **Transition Period** means the time period beginning with the effective date of the 2013 amendment to this Agreement in or around January 2013 and continuing until the effective date of a contract between the Agency and the Managing Agency to provide Managing Agency services to the Agency as called for in Section 12.0 below.

## **2.0 CREATION OF AGENCY**

There is hereby created an organization to be known as the Los Angeles-San Diego-San Luis Obispo Rail Corridor Agency, hereafter Agency, which shall be a public entity separate and apart from any member agency. The Agency shall be governed by the terms of this Joint Powers Agreement and any Bylaws passed and adopted by its Governing Board.

## **3.0 PURPOSES**

The specific purposes for the creation of the Agency and the exercise of common powers are as follows:

- 3.1 Administer and manage the operations of the LOSSAN Corridor Rail Service as part of the California Passenger Rail System.
- 3.2 Plan, program, and fund improvements for intercity rail passenger services and facilities in the LOSSAN Corridor, including the acquisition or leasing of right-of-way, stations and station sites; the leasing or acquisition of equipment; and related activities.
- 3.3 Negotiate for and accept funds to be expended for the purpose of providing and improving intercity rail passenger services and activities.
- 3.4 Review and comment on facility, service, and operational plans and programs of the agency or agencies operating commuter rail service in the LOSSAN Corridor.

- 3.5 Coordinate facility, service, and operational plans and programs with other organizations, providing rail passenger service in the Southern California Region or with whom the Agency may share common facilities, including the agency or agencies operating commuter rail service in the LOSSAN Corridor, the BNSF Railway and Union Pacific or their successor corporations, the National Railroad Passenger Corporation (Amtrak), California Department of Transportation and the California High Speed Rail Authority.
- 3.6 Advocate before local, regional, state, and federal officials and agencies for improvements to services and facilities for the corridor.

#### **4.0 POWERS OF THE LOS ANGELES-SAN DIEGO-SAN LUIS OBISPO CORRIDOR RAIL AGENCY**

As may be necessary for the accomplishment of the purposes of this Agreement, the Agency shall have the power in its own name to undertake the following:

- 4.1 To exercise in the manner provided by this Agreement the powers common to each of the voting members and necessary to the accomplishment of the purposes of this Agreement.
- 4.2 To make and enter into contracts.
- 4.3 To negotiate and approve an Interagency Transfer Agreement whereby the State of California will transfer all responsibility for administering the LOSSAN Corridor Rail Service, including associated feeder bus service, to the Agency.
- 4.4 To employ agents and employees.
- 4.5 To contract for the services deemed necessary to meet the purposes of the Agency.
- 4.6 To acquire, by lease, purchase, or lease-purchase, and to hold and dispose of real and personal property necessary to carry out the purposes of this Agreement.
- 4.7 To construct, manage, and maintain facilities and services.
- 4.8 To sue and be sued in its own name.
- 4.9 To incur debts, liabilities, or obligations. However, the debts, liabilities, and obligations of the Agency shall not constitute any debt, liability, or obligation of any of the Member Agencies that are parties to this Agreement.
- 4.10 To apply for and accept grants for financial aid pursuant to any applicable state or federal statutes.
- 4.11 To exercise any of the powers set forth in Section 6508 of the Government Code. In exercising these powers, the Agency is subject to the restrictions upon the



manner of exercising the powers of the Los Angeles County Metropolitan Transportation Authority or its successor agency.

- 4.12 To develop procedures for selecting a Managing Agency and to select such a Managing Agency.
- 4.13 To exercise such other powers and to engage in such other activities as are authorized by law and approved by the Governing Board.
- 4.14 All powers of the Agency shall be exercised by the Governing Board.

## **5.0 GOVERNING BOARD OF THE LOS ANGELES-SAN DIEGO-SAN LUIS OBISPO CORRIDOR RAIL AGENCY**

The composition of the membership of the Governing Board shall be as follows:

### **5.1 Voting Members of the Governing Board (Member Agencies)**

The Governing Board shall be selected and composed as follows and each member agency's appointee(s) shall have one vote unless otherwise noted:

- 5.1.1. Two members appointed by the Los Angeles County Metropolitan Transportation Authority; one from its own membership or former membership, and one from its own membership, former membership or selected by the Authority from a LOSSAN Corridor city.
- 5.1.2. Two members appointed by the Orange County Transportation Authority selected from its own membership or former membership.
- 5.1.3. A member appointed by the Riverside County Transportation Commission selected from its own membership or former membership.
- 5.1.4. A member appointed by the San Diego Metropolitan Transit System selected from its own membership or former membership.
- 5.1.5. A member appointed by the North County Transit District selected from its own membership or former membership.
- 5.1.6. A member appointed by the San Diego Association of Governments selected from its own membership or former membership.
- 5.1.7. While three members of the Governing Board shall represent San Diego County (San Diego Metropolitan Transit System, North County Transit District, and San Diego Association of Governments), these three members shall have a total of two votes. This voting procedure shall be

specified by separate agreement among the three San Diego County member agencies.

5.1.8. A member appointed by the Ventura County Transportation Commission selected from its own membership or former membership.

5.1.9. A member appointed by the Santa Barbara County Association of Governments selected from its own membership or former membership.

5.1.10. A member appointed by the San Luis Obispo Council of Governments selected from its own membership or former membership.

5.1.11. Each voting member agency may appoint alternates to serve in the absence of the regular appointee.

5.2 Ex-Officio Members of the Governing Board (Associate Agencies)

5.2.1. The Southern California Association of Governments shall be a non-voting, ex-officio member of the Governing Board and shall designate a representative to the Governing Board.

5.2.2. The National Railroad Passenger Corporation (Amtrak) shall be a non-voting, ex-officio member of the Governing Board and shall designate a representative to the board, preferably from its Board of Directors.

5.2.3. California High-Speed Rail Authority shall be a non-voting, ex-officio member of the Governing Board and shall designate a representative to the board, preferably from its Board of Directors.

5.2.4. The California Department of Transportation (Caltrans) shall be a non-voting, ex-officio member of the Governing Board and shall designate a representative to the board.

5.2.5. Each ex-officio member may appoint alternates to serve in the absence of the regular appointee.

**6.0 RELATIONSHIP OF THE LOS ANGELES-SAN DIEGO-SAN LUIS OBISPO CORRIDOR RAIL AGENCY TO EXISTING AND FUTURE COMMUTER RAIL AGENCIES**

6.1 The Agency will endeavor to ensure that there is coordination between itself and any commuter rail agency which uses the same facilities to provide commuter rail services as are used by the intercity passenger rail corridor service.

6.2 The parties to this agreement acknowledge and confirm that nothing contained in this Joint Powers Agreement shall abrogate or diminish any then current

ownership rights, access and use agreements, funding sources and allocation, operating rights and agreements of any party. The Agency acknowledges and shall respect at all times the precedence established based on the aforementioned and shall not seek or support regulatory or legislative changes or remedies that would materially reduce any then current agreement or right, unless otherwise agreed to by the affected Member Agencies.

- 6.3 The parties further agree that the scope of this Joint Powers Agreement is limited to intercity rail service as defined in Department of Transportation regulations. Accordingly, the Agency shall recognize at all times the governing authority of parties that operate services other than intercity rail service and shall not seek or support any regulatory or legislative changes or remedies that would abrogate, diminish, and or materially change the roles and responsibilities of such parties with respect to such services, unless otherwise agreed to by the affected Member Agencies.
- 6.4 No party shall be obligated to incur new costs or liabilities relating to commuter and intercity operations other than from its own operations. Enhanced coordination of service shall consider impacts to existing passenger rail service.

## **7.0 AGENCY MANAGEMENT DURING THE TRANSITION PERIOD**

The Intercity Passenger Rail Act of 2012 (SB 1225) authorized the Agency to reconstitute itself with an amended joint powers agreement. Only the Agency operating under the amended joint powers agreement, and not the Agency existing on January 1, 2013, may exercise jurisdiction over intercity rail services on the LOSSAN corridor under an Interagency Transfer Agreement.

This Agreement reconstitutes the Agency as anticipated by SB 1225 and establishes significant duties for a Managing Agency who will be selected by, and enter into a contract with, the Agency. One significant duty of the Managing Agency is to assist the Agency in preparing and negotiating an Interagency Transfer Agreement which will allow the transfer of intercity rail services on the LOSSAN corridor from the State of California to the Agency beginning as soon as June 30, 2014.

During the Transition Period between the effective date of this Agreement as amended per SB 1225 and the effective date of a contract between the Agency and the Managing Agency, the San Diego Association of Governments will serve as the Transitional Managing Agency. During the Transition Period, the San Diego Association of Governments will provide professional staff assistance to the Agency at a level no greater than it provided during the first half of the fiscal year 2012-2013. Whenever this Agreement establishes duties or appointments for the Managing Agency or its officers, those duties or appointments will be the responsibility of the Transitional Managing Agency and its officers during the Transition Period, but only to the extent such duties correspond with the past practice of the Transitional Managing Agency and the Agency or as otherwise required by law.

## **8.0 MANAGING AGENCY**

Subject to the policy direction and control of the Governing Board, and subject further to the terms, conditions and requirements of its contract with the Agency, the Managing Agency shall begin service upon the effective date of its contract and continue through the Initial Term and in that capacity shall provide all necessary administrative support to the Agency.

The Managing Director, to be appointed by the Governing Board, shall be an employee of the Managing Agency and an officer of the Agency and shall lead the administrative support duties for the LOSSAN Corridor Rail Service. Employees of the Managing Agency who have as their responsibility the support of the LOSSAN Corridor Rail Service shall report to the Managing Director. The Managing Director shall solicit the input and participation of the other agencies and endeavor to achieve consensus while providing administrative support to the Agency.

The Managing Agency staff dedicated to serve the LOSSAN Corridor Rail Service and under the supervision of the Managing Director, as well as the shared Managing Agency administrative support staff, will perform the following duties regarding the administrative support of the Agency:

- 8.1 Negotiate and recommend the award of all necessary agreements for the Agency, including but not limited to an Interagency Transfer Agreement, agreements for the provision of passenger rail services, and use of tracks and other facilities, subject to approval by the Governing Board;
- 8.2 Manage all agreements entered into by the Agency;
- 8.3 Implement projects contained in the approved capital budget unless the administration of particular capital projects is more appropriately managed in another manner, such as by an individual agency or a local government, as determined by the Governing Board;
- 8.4 Provide for the maintenance and management of such property as may be owned or controlled by the Agency unless the administration of that property is more appropriately managed in another manner, such as by an individual agency or a local government, as determined by the Governing Board;
- 8.5 Provide a risk management program to cover the Governing Board and each of the agencies in the performance of their duties pursuant to this Agreement, and seek appropriate insurance coverage to implement such risk management program;
- 8.6 Seek, obtain and administer grants, subject to the provisions of Section 9.0 below;
- 8.7 Develop and implement marketing programs;
- 8.8 Prepare and submit financial reports;

- 8.9 Prepare for approval by the Governing Board the Business Plan;
- 8.10 Report regularly to the Governing Board regarding LOSSAN Corridor issues;
- 8.11 Recommend changes in LOSSAN Corridor Rail Service fares and the collection of fares to the Agency;
- 8.12 Recommend changes in scheduling and levels of service to the Agency;
- 8.13 Prepare and implement changes in scheduling and fares, subject to required public involvement;
- 8.14 Prepare capital and operating budgets for presentation to the Agency;
- 8.15 Facilitate interaction with other entities involved in operation, construction and renovation of the LOSSAN Corridor Rail Service; and
- 8.16 Negotiate with any other public or private transportation providers as necessary to ensure coordinated service with the LOSSAN Corridor Rail Service.

## **9.0 SOLICITATION OF GRANTS**

The Managing Agency shall pursue any and all sources of funding for the Agency; provided, however, that neither the Managing Agency, on behalf of the Agency, nor the Governing Board shall apply for Transportation Development Act Funds as defined in Chapter 4, Part 11, Division 10 of the California Public Utilities Code or for any conflicting funding that any Member Agency is also an applicant or approving Member Agency for without the express consent of that Member Agency.

## **10.0 BUDGET AND FUNDING**

- 10.1 The Managing Agency shall prepare and submit to the Governing Board for approval within thirty days of the effective date of its contract with the Agency the Interim Workplan, which shall include recommendations for start-up funding needs and sources of funding therefor.
- 10.2 The Managing Agency shall prepare and submit to the Governing Board for approval a preliminary operating and capital budget for the succeeding fiscal year by April 1 of each year which is consistent with the prior Business Plan submitted. Upon receipt of an annual allocation from the State, the Agency shall by resolution adopt a final budget at the next regularly scheduled meeting of the Governing Board. The fiscal year shall be July 1 of each year to and including the following June 30. The budget shall include separate components for Managing Agency administration costs, operations, and capital costs anticipated to be incurred by the Agency during the fiscal year. The annual budget resolution shall set forth the authority of the Managing Agency to make capital and

operating expenditures during the fiscal year, subject to such policy guidelines as the Governing Board may establish.

- 10.3 It is the intent of the Agency to fully fund the annual budget from State and other non-Agency funding sources, such as fares and other operating revenues. The Agency shall not operate at a deficit.
- 10.4 No funding, debt, or financial obligation is created against any agency solely as a consequence of executing this Agreement and no funding, debt, or financial obligation approved by the Governing Board and/or incurred by the Agency shall be binding against a Member Agency unless and until ratified by that Member Agency's governing body.

#### **11.0 LIABILITY OF AGENCY, OFFICERS AND EMPLOYEES**

The debts, liabilities, and obligations of the Agency shall not be the debts, liabilities and obligations of any of the Member Agencies, the Managing Agency or any of their respective members, officers, directors, employees or agents. Any obligations incurred by any bonds issued by the Agency as set forth in Section 4.9 above shall not constitute general obligations of the Agency but shall be payable solely from the moneys pledged to the repayment of such obligations or the repayment of principal or interest on such bonds under the terms of the resolution, indenture, trust agreement, contract or other instrument pursuant to which the obligation is incurred or the bonds are issued. The Agency and the Managing Agency, their directors, officers, employees, staff and agents shall use ordinary care and reasonable diligence in the exercise of their powers and in the performance of their duties pursuant to this Agreement. No agency or Agency member, officer, director or employee shall be responsible for any action taken or omitted by any other agency or Governing Board member, officer, director or employee. The Agency shall indemnify, defend and hold harmless the Governing Board, the individual Member Agencies, their members, officers, directors, employees and agents from and against any and all liability, loss, damage, expenses, costs (including, without limitation, costs and fees of litigation or arbitration) of every nature, arising out of any act or omission related to this Agreement, except such loss or damage which was caused by the willful misconduct of the Governing Board or any individual member agency. The Agency's duty to indemnify each Member Agency shall survive that member agency's withdrawal from the Agency.

#### **12.0 SERVICES BY MANAGING AGENCY**

Subject to the provisions of Section 8 above, the Agency shall enter into a formal contract with the Managing Agency for the services it will perform pursuant to this Agreement, and the compensation for such services.

#### **13.0 EFFECTIVE DATE OF AGREEMENT**

This Agreement shall take effect upon its execution by the Chairs of the Los Angeles County Metropolitan Transportation Authority, the Orange County Transportation

Authority, the Riverside County Transportation Commission, the San Diego Metropolitan Transit System, the North County Transit District, the San Diego Association of Governments, the Ventura County Transportation Commission, the Santa Barbara County Association of Governments and the President of the San Luis Obispo Council of Governments, pursuant to resolutions of each body authorizing such execution and shall remain in full force and effect until dissolved pursuant to the provisions herein, however, in no event shall the Agreement become effective prior to January 2, 2013.

#### **14.0 OFFICERS AND APPOINTEES OF THE GOVERNING BOARD AND THE AGENCY**

14.1 The officers of the Governing Board, selected from among its voting membership, shall be a Chair and Vice-Chair. The term of office shall be one year.

14.2 The officers of the Agency shall be:

14.2.1. The Treasurer of the Managing Agency, designated by a majority of a quorum of the Governing Board, may serve as the Treasurer of the Agency. The Treasurer shall be the depository of funds and have custody of all funds of the Agency from whatever source.

14.2.2. The Auditor of the Managing Agency, designated by a majority of a quorum of the Governing Board, may serve as the Auditor-Controller of the Agency. The Auditor-Controller shall draw warrants or check-warrants against the funds of the Agency in the Treasury when the demands are approved by the Governing Board of Directors or such other persons as may be specifically designated for the purpose in the Bylaws.

14.2.3. The Managing Director shall be an employee of the Managing Agency and serve at the pleasure of the Governing Board. The Governing Board shall appoint such a Managing Director by a majority vote of a quorum of the Governing Board. The Agency shall obtain an official bond in an amount determined by the Governing Board guaranteeing faithful performance of the Managing Director's duties. Pursuant to the LOSSAN Agency Bylaws, and pursuant to the terms, conditions and requirements of the contract with the Managing Agency, the Managing Director will have the authority to hire and fire employees consistent with the Managing Agency personnel policies, recommend personnel classifications, oversee the assignments and other personal actions for the Managing Agency employees designated to support the LOSSAN Corridor Rail Service. The Managing Director will also recommend to the Governing Board the Managing Agency contractors to the LOSSAN Corridor Rail Service and will direct their activities.

14.2.4. The Auditor-Controller and the Treasurer shall comply with all duties imposed under Article 1, Chapter 5, Division 7, Title I, of the California Government Code commencing with Section 6500.

14.2.5. Upon providing reasonable notice, any agency shall have the right to review any records maintained by the Managing Agency or the Managing Agency's Auditor-Controller and/or Treasurer relating to the performance of their duties pursuant to this Agreement.

## **15.0 FUNDING FOR THE AGENCY**

In addition to any funds derived from grants provided for in Section 4.10 of this Agreement, the voting member agencies shall consider, through their agency's budgetary process, contribution of funds necessary to carry out the purposes and powers of the Agency, consistent with the Agency's adopted budget and any cost sharing formula adopted by the voting member agencies.

## **16.0 QUORUM**

At least five of the voting member agencies of the Governing Board, including at least one voting member from each of the LOSSAN Regions shall constitute a quorum for the transaction of business and all official acts of the Agency.

## **17.0 VOTING**

17.1 A supermajority vote requires eight (8) affirmative votes of the voting membership of the Governing Board, which includes at least one vote of the voting membership from each of the LOSSAN Regions.

17.2 Topics that require a supermajority vote (eight (8) affirmative votes of the voting membership of the Governing Board which includes at least one vote from each of the LOSSAN Regions), include:

17.2.1. Recommending changes to the LOSSAN Agency legislation;

17.2.2. Recommending amendments to the Joint Powers Agreement regarding membership of the LOSSAN Agency Governing Board;

17.2.3. Recommending amendments to the Joint Powers Agreement regarding voting structure of the LOSSAN Agency Governing Board;

17.2.4. Approval and changes to the LOSSAN Agency Bylaws;

17.2.5. Reduction of LOSSAN Corridor Rail service; and

17.2.6. Establishment of or changes to cost sharing formulas.



- 17.3 All other topics require a majority vote of a quorum of the Governing Board at any regular, adjourned or special meeting where a quorum has been constituted for the transaction of business.

## **18.0 RALPH M. BROWN ACT**

All meetings of the Agency shall be called, noticed, held, and conducted in accordance with the provisions of the Ralph M. Brown Act (commencing with Section 54950 of the California Government Code).

## **19.0 FILING WITH SECRETARY OF STATE**

As required by Section 6503.5 of the California Government Code, an appropriate notice of this Agreement shall be filed with the Secretary of State within thirty days of its effective date.

## **20.0 BYLAWS**

The Governing Board may adopt and amend from time to time Bylaws as may be required for the conduct of its meetings and the orderly operation of the Agency.

## **21.0 COMMITTEES**

The Governing Board shall create the following committees:

- 21.1 The Governing Board shall form a Technical Advisory Committee (TAC) to review on behalf of the Governing Board technical issues associated with the improvements in passenger rail service and related facilities in the LOSSAN Corridor, including stations and rights-of-way, the coordination of public mass transit services and facilities, the coordination of passenger and freight services in the Corridor and other technical matters. The membership of the Committee is authorized in the Bylaws.
- 21.2 The Governing Board shall form an Executive Committee. There shall be a maximum of four (4) voting members including the Chair, Vice-Chair and Past Chair if available or one person appointed by the Governing Board with the Managing Director serving as a non-voting member. Among these members, there shall be at least one member from the LOSSAN North Region. The Executive Committee will meet as needed.
- 21.3 The Governing Board shall form other committees as are necessary.

## **22.0 COOPERATION WITH OTHER AGENCIES**

- 22.1 In order to conserve fiscal resources, the Governing Board shall take actions to ensure that the technical expertise, results of previous analysis related to passenger rail service in the LOSSAN Corridor, information bases, and other

data available from member and other relevant agencies shall, to the extent feasible, be fully utilized.

- 22.2 In order to ensure that improvements to intercity rail passenger services and facilities are consistent with the California State Rail Plan, the Agency shall submit an annual plan or program for expenditures in the Corridor prior to the beginning of each fiscal year to the California Department of Transportation. In order to coordinate improvements with the LOSSAN Corridor's Regional Transportation Planning Agencies (RTPAs), this annual plan or program for expenditures shall be submitted to the Southern California Association of Governments, San Diego Association of Governments, Santa Barbara County Association of Governments and San Luis Obispo Council of Governments. Each RTPA shall determine whether or not the annual plan or program is consistent with the Regional Transportation Plan for its area of jurisdiction. The Agency shall submit an annual plan or program for expenditures in the Corridor to Amtrak, for its review when developing its Strategic Guidance and Three-Year Financial Plan.

### **23.0 WITHDRAWAL BY MEMBER OR ASSOCIATE AGENCY**

- 23.1 Notwithstanding any other provision of this Agreement, any Member Agency or Associate Agency may withdraw from the Agency by giving ninety (90) days advance written notice to the Governing Board. Any withdrawal from the Authority will also constitute withdrawal from the Governing Board.
- 23.2 The rights and obligations of any agency so withdrawing from the Agency and the Governing Board shall be determined by negotiation between the Governing Board and the withdrawing member agency. In the event that the Governing Board and the withdrawing Member Agency or Associate Agency cannot agree upon the rights and obligations of the withdrawing Member Agency, such rights and obligations shall be determined by arbitration pursuant to Section 28.0, below.

### **24.0 DURATION OF AGREEMENT AND TERMINATION**

This Agreement shall continue in full force and effect until such time as the Member or Associate Agencies and the Governing Board determine that it is in the public interest to dissolve the Agency. Notwithstanding the foregoing, any of the Member or Associate Agencies may exercise its prerogative to terminate its membership in the Agency as set forth in Section 23.0, above. Upon termination of this Agreement by mutual consent of all the Member and Associate Agencies, all assets, liabilities and equity of the Governing Board shall be distributed in accordance with the provisions of the Interagency Transfer Agreement and any other agreements authorized by the Governing Board governing such distribution, and any remaining money or assets in possession of the Agency after the payment of all liabilities, costs, expenses, and charges validly incurred under this Agreement shall be returned to the Member or Associate Agencies in proportion to their contributions, if any, determined as of the time of termination.

## 25.0 NOTICE

Addresses of the parties to the Agreement for the purpose of formal communications among the signatories:

Los Angeles County Metropolitan Transportation Authority  
1 Gateway Plaza  
Los Angeles, CA 90012-2952  
(213) 922-3041

Orange County Transportation Authority  
550 S. Main St.  
P.O. Box 14184  
Orange, CA 92863-1584  
(714) 560-6282

Riverside County Transportation Commission  
4080 Lemon Street, 3<sup>rd</sup> Floor  
P.O. Box 12008  
Riverside CA 92502-2208  
(951) 787-7141

North County Transit District  
810 Mission Avenue  
Oceanside, CA 92054  
(760) 967-2828

San Diego Metropolitan Transit System  
1255 Imperial Avenue, Suite 1000  
San Diego, CA 92101  
(619) 231-1466

California Department of Transportation  
P.O. Box 942874  
Sacramento, CA 94274-0001  
(916) 323-0742

Southern California Association of Governments  
818 W 7<sup>th</sup> Street, 12 Floor  
Los Angeles, CA 90017-3435  
(213) 236-1800

San Diego Association of Governments  
401 B Street, Suite 800  
San Diego, CA 92101  
(619) 595-5300

Ventura County Transportation Commission  
950 County Square Avenue, Suite 207  
Ventura CA 93003  
(805) 642-1591

Santa Barbara County Association of Governments  
260 North San Antonio Road, Suite B  
Santa Barbara CA 93110  
(805) 961-8900

San Luis Obispo Council of Governments  
1114 Marsh Street  
San Luis Obispo, CA 93401  
(805) 781-4219

National Railroad Passenger Corporation (Amtrak)  
510 Water Street, 5<sup>th</sup> Floor  
Oakland CA 94607  
(510) 238-4300

California High-Speed Rail Authority  
770 L Street, Suite 800  
Sacramento CA 95814  
(916) 324-1541

## **26.0 AUDIT**

The Agency shall provide for the accountability of all funds and shall provide for an annual audit pursuant to Section 6506 of the Government Code.

## **27.0 AMENDMENTS TO THE AGREEMENT**

This Agreement may be amended at any time by approval of the boards of all voting Member Agencies.

## **28.0 ARBITRATION**

- 28.1 In the event of a dispute between the Agency, the Managing Agency, Member Agency or any other agency, which cannot be satisfactorily resolved by those parties, said dispute shall be submitted to arbitration by a panel of three arbitrators who shall conduct the arbitration pursuant to the rules of the American Arbitration Association. The panel of arbitrators shall consist of one arbitrator appointed by each of the disputants, the third arbitrator to be appointed by mutual consent of the other two arbitrators. The arbitration panel shall resolve the dispute in accordance with the terms of this Agreement, and such resolution shall be final and binding upon the parties. Each party shall bear

its own costs of arbitration, including reasonable attorney's fees. The cost of the third arbitrator shall be divided equally between the disputants.

- 28.2 Unless otherwise agreed by the disputants, only disputes regarding a disputant's rights and obligations arising under the terms of: (i) this Agreement, or (ii) any other agreement between the disputants in which this arbitration provision is incorporated by reference shall be subject to arbitration pursuant to Section 30.1, above.

## **29.0 CONFLICT OF INTEREST CODE**

The Agency by resolution shall adopt a conflict of interest code as required by law.

## **30.0 SUCCESSOR STATUTES**

All statutes cited herein shall be deemed to include amendments and/or successor statutes to the cited statutes as they presently exist.

## **31.0 AGREEMENT, COMPLETE**

This Agreement constitutes the full and complete Agreement of the parties. This Agreement shall supersede the Joint Powers Agreement to establish the Los Angeles – San Diego Rail Corridor Agency dated February 6, 1989 and subsequent amendments adopted prior to the dates indicated below.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by authorized officials on the dates indicated below.

## **32.0 COUNTERPARTS**

This Agreement may be executed in counterparts, each of which shall constitute an original and all of which together shall constitute one and the same agreement.

[AGENCY NAME HERE]

---

Chair

---

Date

I HEREBY CERTIFY that the attached is a true and correct copy  
of the original document approved by the Board of Directors:

---

Clerk of the Board

---

Date

## LOSSAN Joint Powers Authority and Managing Agency

MTS Board  
January 17, 2013



①

## LOSSAN Rail Corridor

- LOSSAN is the Los Angeles-San Diego-San Luis Obispo rail corridor
  - 351 miles
  - 41 stations
- Rail Operations include:
  - Freight Rail
  - Commuter rail (Coaster and Metrolink)
  - Amtrak long-distance trains (Coast Starlight)
  - Amtrak intercity Pacific Surfliner



②

## LOSSAN Discussion Topics

- Approval of amended LOSSAN Joint Powers Authority
- Managing Agency Decision



3

## Joint Powers Authority

- LOSSAN is currently a joint powers authority comprised of agencies from San Diego to San Luis Obispo.
- Current JPA has limited decision-making powers - major decisions are made by Caltrans
- Senate Bill 1225 (approved September, 2012) authorized the JPA to reconstitute itself to manage the state-supported rail on the LOSSAN corridor (Pacific Surfliner).
  - Long-distance Amtrak routes (Coast Starlight, etc.) and commuter services (Coaster and Metrolink) would not be affected.



4



## Purposes of new JPA

- Administer and manage the intercity rail operations of LOSSAN rail corridor
- Plan, program, and fund improvements for intercity rail passenger services and facilities in LOSSAN corridor
- Negotiate for and accept funds to be expended for passenger rail service
- Review and comment on facility, service, and operational plans and programs
- Coordinate facility, service, and operational plans and programs with other agencies operating rail passenger service in Southern California
- Advocate before local, regional, and federal officials for improvements to services and facilities



⑤

## Advantages of Local Authority

- More efficient and cost-effective allocation of resources and decision-making related to service expansion, frequency, etc.
- More focused oversight and management of operations
- Coordinated passenger services
- Coordinated capital improvement priorities
- Unified Southern California voice at state and federal level advocating for intercity rail



⑥

## Risks of Local Authority

- Continued State Support for Intercity Rail Service
  - Current subsidy for Pacific Surfliner is \$42 million
    - State contributes \$28 million
    - Amtrak contributes \$14 million - this funding, plus an estimated \$5 million in capital expenses, will need to be supplied by state due to new federal law
  - State has committed funding for three years
  - If State reduces funding, local resources may be required to operate same level of service
- Control of Rolling Stock
  - Amtrak owns 40 of 50 passenger cars on corridor and all 10 locomotives
  - Local/state control is important so cars won't be sent elsewhere



⑦

## Other Challenges for Local Authority

- Creation of Effective Management Structure for JPA
- Create and Maintain Technical Competency for Operations of Intercity Rail Service
- Maintain Statewide Rail and Bus Connections to the Pacific Surfliner Service
- Interim Costs - LOSSAN estimates that the region's share would be \$130,000 - \$170,000 annually for up to two years. This could potentially be split with NCTD/SANDAG.



⑧

## Current Status

- JPA needs to be approved unanimously

San Luis Obispo COG	*Santa Barbara CAG
OCTA	Amtrak
SCAG	Riverside CTC
Ventura CTC	
NCTD	
PENDING	
LA Metro	January 24
SANDAG	January 25
Caltrans	tbd
CHSRA	tbd

*\*pending general counsel review*



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## Conditions of Approval of the JPA

- NCTD: proposed JPA doesn't contain enough protection for local transit funds
- Recommended JPA amendments to further safeguard regional interests:
  - that the Interagency Transfer Agreement (ITA) must be approved by a supermajority vote as defined in Section 17.1
    - 8 out of 10 affirmative votes, plus one from each of 4 regions
  - that the LOSSAN ITA be required to include a provision that should the State cut funding for a mutually agreed-upon minimum level of service, service will revert back to State authority within 30 days
  - that if an ITA cannot be agreed upon, the JPA would revert back to 2011 version
- Some San Diego changes: members to be elected officials and JCRT to be consulted when a dispute between NCTD and MTS impact voting



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## JPA - Next Steps

- All agencies need to vote on proposed JPA
- If passed, new JPA will select Managing Agency
  - Applications due as early as March/April, 2013
  - Selection by June 30, 2013
- Managing Agency will negotiate Interagency Transfer Agreement with State
  - Interagency Transfer Agreement could be effective as early as June 30, 2014



(11)

## Managing Agency Responsibilities

- Negotiate and recommend the award of all necessary agreements for the JPA
- Manage all agreements entered into by the JPA
- Implement projects contained in the approved capital budget
- Maintain and manage JPA property
- Provide a risk management program
- Seek, obtain, and administer grants
- Develop and implement marketing programs
- Prepare and submit financial reports
- Prepare business plan



(12)

## Managing Agency Responsibilities

- Recommend changes in LOSSAN corridor fares and collection of fares
- Recommend changes in scheduling and levels of service
- Prepare and implement changes in scheduling and fares
- Prepare capital and operating budgets
- Facilitate interaction with other entities involved in operation, construction, and renovation of corridor rail service
- Negotiate with any other public or private transportation providers as necessary to ensure coordinated service in the corridor



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## Managing Agency Funding

- Managing Agency would have costs covered by the state
- Costs would be negotiated as part of interagency transfer agreement
- State would pay approximately \$4-\$5 million annually for staffing costs, overhead, and marketing



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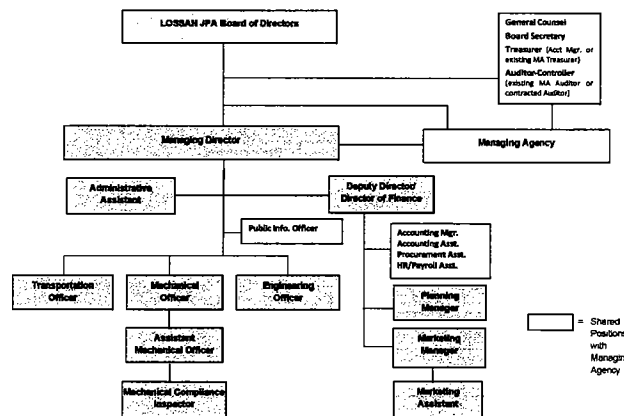
## Managing Agency - Staffing Estimates

- Initial Estimates
  - 11 new positions dedicated to LOSSAN JPA
  - Seven shared positions at 25% time
    - General Counsel
    - Director of Marketing and Communications
    - Executive Assistant / Board Clerk
    - Finance Manager
    - Accounting Assistant
    - Procurement Assistant
    - Human Resources Assistant
- Business plan estimates \$1.5 million in staffing costs, but rough analysis of comparable current MTS positions, results in estimated \$1.7 million in staffing costs.
- Further refinement of staffing plan is necessary.



(15)

## Managing Agency - Draft Organization Chart



- Managing Director would be appointed by and report directly to LOSSAN Governing Board



(16)

## Managing Agency Key Components

- Large enough support staff to handle finances and business practices (\$100-\$135 million in operating costs)
- Familiarity with federal grant programs and procedures
- Legal support, accounting, budgeting, etc.
- Expertise in rail planning and operations
- Constructive relationship with Caltrans, Amtrak, CPUC, FRA, Union-Pacific, and BNSF
- Respect and confidence of other LOSSAN agencies
- Focus and commitment to grow LOSSAN service



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## Managing Agency - Next Steps

- Applications are due as early as March/April, 2013
- Request for Proposal asks for following tasks:
  - Task 1: Develop plan to negotiate an Administrative Services Agreement with LOSSAN Agency to serve as the Managing Agency.
  - Task 2: Develop plan to transition staff support role to Managing Agency
  - Task 3: Develop plan to represent LOSSAN agency in negotiations with the State of California on interagency transfer agreement
  - Task 4: Develop plan to hire and house the initial rail management team
  - Task 5: Develop detailed staffing plan
  - Task 6: Develop brief outline of short-term strategies to address ridership, revenue, on-time performance, service coordination, capital improvements, and other priorities
- Managing agency would be selected for initial three-year term, beginning with effective date of transfer agreement
- Decision will be made by June, 2013



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## Recommendations

That the Board of Directors:

- approve by MTS Resolution No. 13-2 (Attachment A) the amended Joint Powers Authority (JPA) for the LOSSAN Rail Corridor Agency on condition that the following amendments to the JPA be made:
  - that the Interagency Transfer Agreement (ITA) must be approved by a supermajority vote as defined in Section 17.1;
  - that the LOSSAN ITA be required to include a provision that should the State cut funding for a mutually agreed-upon minimum level of service, service will revert back to State authority within 30 days;
  - that if an ITA cannot be agreed upon, the JPA would revert back to 2011 version; and
- direct staff to submit a proposal to become the LOSSAN Managing Agency.



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1255 Imperial Avenue, Suite 1000  
San Diego, CA 92101-7490  
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## Agenda Item No. 33

### MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

January 17, 2013

#### SUBJECT:

2013 STATE AND FEDERAL LEGISLATIVE PROGRAMS (SHARON COONEY)

#### RECOMMENDATION:

That the Board of Directors approve staff recommendations for 2013 state and federal legislative programs (see Attachments A and B).

#### Budget Impact

None.

#### DISCUSSION:

#### Federal Year in Review

#### *Surface Transportation Act*

On July 5, the President signed into law a two-year surface transportation authorization bill entitled, "Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21)." MAP-21 includes a limited increase for Federal Transit Programs providing a total of \$10.578 billion in authorized funding in FY 2013 and \$10.695 billion in FY 2014. Under MAP-21, Urbanized Area Grants (Sec. 5307, 5336) continue to be the largest public transportation programs. The Job Access and Reverse Commute (JARC) program activities will now be funded under the Sec. 5307 formula program at the discretion of the designated recipient. The bill authorizes \$422 million in FY 2013 and \$427.8 million in FY 2014 for a bus and bus facilities formula program. The funding level is significantly below previous funding for the program (\$984 million in FY 2012), but the new program is a formula grant program as opposed to the discretionary grant program under the previous authorization act.



The Elderly and Disabled (Sec. 5310) and New Freedom (Sec. 5317) Programs are combined into a single program that will fund activities designed to enhance the mobility of seniors and individuals with disabilities (the new program remains under Sec. 5310). The consolidated program will increase the level of resources available for elderly and disabled transportation programs. MAP-21 also authorizes increased funding for Rural Area Grants (Sec. 5311) to fund public transportation activities in rural areas and repeals the Clean Fuels Formula and Transit in the Parks Program.

One significant change under MAP-21 is the replacement of the Fixed Guideway Modernization program with a new formula State of Good Repair Program. The new program would distribute \$2.1 billion in each of fiscal years 2013 and 2014 to fixed-guideway systems that use and occupy a separate right-of-way for exclusive public transportation use, rail systems, fixed-catenary systems, passenger ferries, and bus rapid transit systems. Funding could be used for a variety of activities, and recipients would be required to develop asset management systems that include capital asset inventories and condition assessments, decision-support tools, and investment priorities.

MAP-21 authorizes \$1.907 billion for each of fiscal years 2013 and 2014 for Fixed Guideway Capital Investment Grants short of the \$1.955 billion authorized in FY 2012. MAP-21 includes provisions designed to reform and streamline the project approval process and eliminate duplicative steps in project development and providing for quicker review by the Federal Transit Administration (FTA). The Fixed Guideway Capital Investment Grants eligibility is expanded to include both New Starts and projects on existing infrastructure that increase capacity along the corridor by at least 10 percent.

Congressional leadership expressed a strong interest in having a federal safety provision and oversight capability included in the legislation. MAP-21 grants authority to the Secretary to create a national safety plan for all modes of public transportation, to set minimum safety performance standards for all rolling stock not otherwise regulated, and to establish a national safety certification training program for Federal and State employees, or other designated personnel, who conduct safety audits and examinations of public transportation systems and employees of public transportation agencies directly responsible for safety oversight. Under this provision, all recipients of federal transit funding are required to establish, and have certified, a comprehensive safety plan based on set criteria. Those states with rail fixed-guideway systems are required to have an approved state safety oversight program that establishes a state safety oversight agency that assumes oversight-related responsibilities. MAP-21 safety-oversight requirements mirror State of California requirements and practices and, therefore, should have few (if any impacts) on MTS's operations.

MAP-21 mandates that the governing structure of all Metropolitan Planning Organizations (e.g., SANDAG) must include officials of public agencies that administer or operate major modes of transportation in the metropolitan area. The FTA has clarified that this means that transit agencies must have a voting presence on the planning agency Board of Directors. It is unclear as to how this will impact MTS's participation at SANDAG.

### *Fiscal Year 2013 Appropriations*

Congress could not agree on Fiscal Year 2013 appropriations bills and therefore enacted a six-month Continuing Resolution (CR) in September. The legislation (H. J. Res 117) continues funding at the fiscal year 2012 rate of operations for federal agencies, programs, and services. To meet the bipartisan agreement between the House, Senate, and White House that ensured a total rate of operations at \$1.047 trillion, a government-wide, across-the-board increase of 0.6 percent over the base rate was also included. In total, including all discretionary spending, the annual rate of the CR is \$26.6 billion below last year's level. Transit funding for the first 6 months of FY 2013 is below that authorized by MAP-21, and Congress could act to increase levels for the second half of the year to match MAP-21.

H.R. 8, The American Taxpayer Relief Act of 2012, the so-called "fiscal cliff" bill, includes some important transit provisions. The bill includes a one-year increase in the pretax transit benefit to \$240 per month. It also extended the alternative fuel tax credit through December 2013, which provides MTS with a 50-cent credit for every therm of Compressed Natural Gas (CNG) used. Finally, it continued a tax credit for partially reimbursing the cost of new CNG fueling facilities, which may help offset the cost of the East County CNG fueling station.

### *Federal Audits*

In 2012, MTS was the subject of two significant audits by the Federal Transit Administration—the overall Triennial Review and the Title VI Triennial Compliance Review. These two reviews are mandatory for all designated recipients of federal transit funding. The results of these audits were positive since MTS received no adverse findings.

### *State of Good Repair Grant Awards*

With the moratorium on Congressional earmarks, the FTA has been using competitive grant programs to dispense the discretionary funding at its disposal. This past year the grant program was categorized as "State of Good Repair," and funding for projects was prioritized based on the applicant's ability to demonstrate significant need for bringing facilities or vehicles into a state of good repair. MTS submitted three applications in 2012, and received awards for the East County Bus Maintenance Facility (ECBMF) (\$10 million) and a Transit Asset Management System (TAM) (\$3 million). The ECBMF was a priority project in the 2012 Legislative Program and, as a result of this successful grant application, is fully funded. Under MAP-21, transit systems are required to have a transit asset-management system. Therefore, the \$3 million grant award for TAM will offset the cost of this mandate for the agency.

### *Title VI and Environmental Justice Updates*

The FTA issued two significant circulars in 2012, "Title VI Requirements and Guidelines" and "Environmental Justice Policy Guidance." These circulars include new provisions and requirements for all designated recipients of FTA funding. MTS staff is working on new policies and procedures required for compliance with these circulars and will return to the Board for its approval this year.

## State Year in Review

### *State Funding*

Despite projected deficits, the State fully funded its obligations under the State Transit Assistance program. The result was \$22 million of revenue for FY 2013. In addition, the State appropriated funding to meet Proposition 1B obligations that resulted in MTS's receipt of \$85 million toward the purchase of light rail vehicles and \$5.6 million for security-related capital improvement projects in 2012. MTS also advocated successfully to gain \$57 million in Proposition 1A funding for the Trolley Renewal Project.

### *Bus Axle Weights*

California state law limits single bus-axle weights to 20,500 pounds on roads other than interstate highways. California state law in regards to bus axle weight limits was set in 1975. Since the 1970s, the weight of transit buses has increased by several thousand pounds—primarily due to implementation of government regulations—which add weight to the bus, such as the extra equipment needed to meet the Americans with Disabilities Act (ADA) accessibility requirements and the use of alternative fuels like CNG. Therefore, most California transit buses exceed the state limit when carrying passengers.

The California Transit Association in conjunction with MTS sought a legislative remedy that would better reflect the weight of buses today. Assembly Bill 1706 provided an exemption from the state's axle weight limit for all existing transit fleets and all bus procurements completed before the end of 2012. MTS will continue to work with stakeholders to refine the state regulations.

### *LOSSAN (Los Angeles-San Diego-San Luis Obispo) Agency*

LOSSAN is a Joint Powers Authority (JPA) comprised of rail owners, operators, and regional transportation agencies from San Diego to Los Angeles and San Luis Obispo. As a member of LOSSAN, MTS assisted in crafting legislation to permit the agency to exert greater control over Amtrak's Pacific Surfliner service. Senate Bill 1225 (SB 1225) authorized the LOSSAN Agency to reconstitute itself to manage the state-supported Pacific Surfliner service, which provides 11 daily round-trips on the corridor. MTS worked to ensure that the language in SB 1225 would be permissive and that MTS would retain the ability to exit the JPA at will.

### *Taxicab Surveillance Cameras*

Although not included in the 2012 legislative program, at the request of the taxicab industry in San Diego, MTS staff closely monitored efforts to change the Vehicle Code to permit the use of continuous video recorders inside of taxicabs. Senate Bill 1534 was extensively debated in Committee but ultimately failed to gain approval. Staff has added taxicab video recorders to its recommended State Legislative Program.

Calendar Year 2013 Legislative Program

The draft state and federal legislative programs (Attachments A and B) are attached for review. The federal legislative program includes recommended capital project appropriation requests. Upon approval by the MTS Board, these programs will be used to define MTS legislative advocacy efforts in calendar year 2013.



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Paul C. Jablonski  
Chief Executive Officer

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Attachments: A. Draft Federal Legislative Program  
B. Draft State Legislative Program

## San Diego Metropolitan Transit System (MTS) 2013 Federal Legislative Program

### I. Transit Funding

- Oppose legislation that would reduce direct funding to transit agencies or transportation funding in general.
- Seek a permanent compressed natural gas tax credit program for transit operators.
- Support legislation that would help offset the impact on transit budgets caused by increases in fuel costs.
- Support legislation that would generate new revenue for transit projects and operating costs.
- Support legislation to bring funding to railroad corridors.
- Seek funding for railroad bridge and infrastructure rehabilitation.
- Seek funding to offset the costs associated with implementation of hybrid and alternative technologies in the transit fleet.
- In partnership with interested cities, seek funding dedicated to grade-separation projects.
- Seek programs in the defense appropriation process that would help offset the cost to provide transit services for military facilities.
- Oppose attempts to discontinue federal funding for school paratransit services or for nonemergency medical transport.
- Oppose actions by the General Services Administration that might adversely impact transit functions at the San Ysidro Border and seek funding to mitigate any changes to transit facilities currently used or owned by MTS.

### II. Public Safety

1. Oppose attempts to create duplicative state rail safety regulatory agencies.
2. Seek stiffer federal criminal penalties for vandalism or theft of transit property.
3. Support legislation that increases funding for transit security projects and personnel.
4. Support legislation that provides reimbursement to transit operators for lost employee work hours due to emergency preparedness and antiterrorism training.
5. Oppose legislation or regulations that would have an adverse impact on transit agencies' ability to provide safe transportation to their customers.
6. Support legislation that assists transit operators to carry out their responsibilities as first responders to emergency situations.
7. Support efforts to enhance the transit agency's ability to coordinate with other local emergency personnel for disaster response and evacuation preparedness.

### III. Regulatory Matters

1. Support legislation that would facilitate the delivery of capital projects.
2. Oppose unfunded mandates that impact transit operators.
3. Support efforts to increase competition in the fuel market.
4. Support legislation that would require manufacturers of wheelchairs and scooters to notify customers prior to purchase of any vehicles that are larger than what the Americans with Disabilities Act requires transit agencies to accommodate for boarding.
5. Oppose proposals that limit the use of eminent domain for public transportation projects.
6. Monitor and respond to legislation in the areas of finance, employment, and safety that could affect agency governance or operations, including issues related to contractors.
7. Support efforts to ensure that climate change legislation recognizes that transit investment can help achieve emission reduction goals, and seek inclusion of transit funding in any climate change legislation.

8. Oppose efforts to enlarge the universe of paratransit service eligibility to classifications of individuals that could effectively be served through fixed-route services.
9. Monitor and respond to attempts to alter access guidelines in a way that would financially burden transit operators without providing funding.
10. Oppose regulatory interpretations of Title VI that are not in keeping with the policy's intent or which cause actions by transit agencies that constitute unfunded mandates.
11. Seek a national standard for weight limit exemptions for transit buses that is consistent with the weight of buses on the market today and that takes into account the weight of equipment required to address federal mandates.

#### IV. Support for Legislative Programs of Other Agencies or Organizations

1. Support the legislative programs of other agencies, such as SANDAG, NCTD or other jurisdictions, where consistent with the MTS legislative program.
2. Support provisions in the legislative programs of organizations, such as the California Transit Association and American Public Transportation Association, where consistent with the MTS legislative program.

#### V. Capital Projects

1. Seek funding for the following capital projects:
  - Mid Coast Trolley Extension
  - MTS Bus Replacement Vehicles
  - East County Bus Maintenance
  - Blue Line Station Improvements
  - Regional Transportation Management System

## San Diego Metropolitan Transit System (MTS) 2013 State Legislative Program

### I. Transit Funding

1. Seek legislation to expedite the allocation of state infrastructure bond funding designated for transit operators/projects.
2. Oppose legislation that would reduce direct funding to transit agencies, or transportation funding in general; support legislation that would generate new revenue for transit projects and operating costs.
3. Oppose legislation that would expand the use of Transportation Development Act (TDA) funds to non-transit purposes not currently covered by statute.
4. Support legislation that would help offset the impact on transit budgets caused by increases in fuel costs.
5. In partnership with interested cities, seek funding dedicated to grade-separation projects.
6. Seek legislation to exempt transit agencies from state sales tax.

### II. Transit-Oriented Development

1. Seek legislation to expedite the allocation of state infrastructure bond funding for transit-oriented development and support legislation that provides funding incentives for mixed-use projects and transit-oriented development.
2. Support legislation that aids transit operators' efforts to create transit-oriented development.

### III. Public Safety

1. Seek actions that would expedite the allocation of the \$1 billion in Proposition 1B bond funding designated for transit security projects.
2. Oppose legislation or regulations that would have an adverse impact on transit agencies' ability to provide safe transportation to their customers.
3. Support efforts to enhance penalties for crimes against transit staff or related to transit property.
4. Seek legislation that would protect the records of transit code compliance officers to the same degree as sworn officers.
5. Seek legislation that would permit transit agencies to adjudicate code violations.
6. Seek legislation that would allow agencies to pass an ordinance to allow national criminal background checks for taxicab operators.
7. Seek legislation that would remove Vehicle Code restrictions on the placement of video and audio recorders inside taxicabs.

### IV. Climate Change

1. Advocate for favorable implementation of AB 32.
2. Oppose efforts to require actions by the transit operators in support of state climate change initiatives that constitute unfunded mandates.



## V. Regulatory Matters

1. Support legislation that would facilitate the delivery of transit capital projects—especially through the availability of alternative procurement practices, such as design build.
2. Oppose unfunded mandates that impact transit operators.
3. Support legislation that would require manufacturers of wheelchairs and scooters to notify customers prior to purchase of any vehicles that are larger than what the Americans with Disabilities Act requires transit agencies to accommodate for boarding.
4. Oppose legislation that adversely limits the use of eminent domain for public transportation projects.
5. Support legislation that would remedy Bonanno v. Central Contra Costa Transit Authority, which is a case that substantially broadened the liability exposure of transit agencies.
6. Seek relief from regulations which prevent MTS from providing service in the most cost efficient way possible.
7. Monitor and respond to efforts to regulate MTS operations.
8. Seek clarification of regulations governing the disposition of real property purchased with TDA funds to prevent using the property for nontransit purposes.
9. Oppose efforts to eliminate or restrict transit exemption provisions in the California Environmental Quality Act (CEQA); seek legislative clarification that service and fare adjustments are always exempt from CEQA.
10. Seek a long term exemption from weight restrictions for all transit buses.

## VI. Labor Relations

1. Monitor and respond to legislation relating to personnel matters.
2. Support legislation that protects the integrity of collective bargaining agreements, and oppose efforts to mandate benefits or working conditions.
3. Monitor and respond to legislation designed to clarify provisions of the Public Employees Pension Reform Act of 2012.

## VII. Support Legislative Programs of Other Agencies or Organizations

1. Support the legislative programs of other agencies, such as SANDAG and NCTD, where consistent with the MTS legislative program.
2. Support provisions in the legislative programs of organizations, such as the California Transit Association and American Public Transportation Association, where consistent with the MTS legislative program.



AGENDA ITEM NO.

33  

## REQUEST TO SPEAK FORM

ORDER REQUEST RECEIVED

/

PLEASE SUBMIT THIS COMPLETED FORM (AND YOUR WRITTEN STATEMENT)  
TO THE CLERK OF THE BOARD PRIOR TO DISCUSSION OF YOUR ITEM

## 1. INSTRUCTIONS

This Request to Speak form must be filled out and submitted in advance of the discussion of your item to the Clerk of the Board (please attach any written statement to this form). Communications on hearings and agenda items are generally limited to three minutes per person unless the Board authorizes additional time; however, the Chairperson may limit comment to one or two minutes each if there are multiple requests to speak on a particular item. General public comments on items not on the agenda are limited to three minutes. Please be brief and to the point. No yielding of time is allowed. Subjects of previous hearings or agenda items may not again be addressed under General Public Comments.

(PLEASE PRINT)

DATE	01/17/13
Name	Savitar Sahou (Savitar Sahou)
Address	6965 GOLFCREST DR #3049
Telephone	619-302-4296
Organization Represented	
Subject of Your Remarks	Taxi Cab Cameras
Regarding Agenda Item No.	
Your Comments Present a Position of:	<input checked="checked" type="checkbox"/> SUPPORT <input type="checkbox"/> OPPOSITION

## 2. TESTIMONY AT NOTICED PUBLIC HEARINGS

At Public Hearings of the Board, persons wishing to speak shall be permitted to address the Board on any issue relevant to the subject of the Hearing.

## 3. DISCUSSION OF AGENDA ITEMS

The Chairman may permit any member of the public to address the Board on any issue relevant to a particular agenda item.

## 4. GENERAL PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

Public comment on matters not on the agenda will be limited to five speakers with three minutes each, under the Public Comment Agenda Item. Additional speakers will be heard at the end of the Board's Agenda.

NOTE: Subjects of previous hearings or agenda items may not again be addressed under General Public Comments.

# Legislative Program

Board Meeting  
January 17, 2013



1



## 2013 Federal Legislative Priorities

- Continue to seek funding for Mid-Coast and other capital projects
- Monitor and advocate for positive clarifying regulations implementing MAP-21
- Advocate for full appropriation of the MAP-21 authorization levels
- Implement 2012 Title VI Guidances and oppose any interpretations that would constitute an unfunded mandate



2



## 2013 Federal Legislative Priorities

- Seek funding for a new multimodal facility at Virginia Avenue in San Ysidro
- Seek a national standard for weight limit exemptions for transit fleets
- Seek permanent alternative fuel tax credit



3



## 2013 State Legislative Priorities

- Seek legislation that would remove Vehicle Code restrictions on taxicab recorders
- Support efforts to gain a long term exemption from bus weight restrictions
- Advocate for favorable follow up legislation to clarify provisions of the Public Employees Pension Reform Act (PEPRA) of 2012
- Support legislation that enhances penalties for crimes against transit personnel or property
- Seek legislation that would allow MTS to adjudicate code violations



4



## 2013 State Legislative Priorities

- Seek sales tax exemption for transit purchases
- Seek delays in implementation of Zero Emission Bus requirements and monitor efforts to implement an interim measure to remain cost neutral
- Oppose restrictive interpretations of transit exemptions in CEQA and seek clarifying language
- Oppose loss of funding and seek appropriation of Proposition B funding



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## Recommendation

- Approve 2013 Federal Legislative Program (Attachment A) and 2013 State Legislative Program (Attachment B)



6





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## Agenda Item No. 45

### MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

January 17, 2013

#### SUBJECT:

OPERATIONS BUDGET STATUS REPORT FOR NOVEMBER 2012  
(MIKE THOMPSON)

#### RECOMMENDATION:

That the Board of Directors receive the MTS operations budget status report for November 2012.

#### Budget Impact

None at this time.

#### DISCUSSION:

This report summarizes MTS's operating results for November 2012 compared to the fiscal year 2013 budget. Attachment A-1 combines the operations, administration, and other activities results for November 2012. Attachment A-2 details the November 2012 combined operations results, and Attachments A-3 to A-8 present budget comparisons for each MTS operation. Attachment A-9 details budget comparisons for MTS Administration, and A-10 provides November 2012 results for MTS's other activities (Taxicab/San Diego and Arizona Eastern Railway Company).

#### MTS NET-OPERATING SUBSIDY RESULTS

As indicated within Attachment A-1, for the year-to-date period ending November 2012, the MTS net-operating income favorable variance totaled \$1,368,000 (2.4%). Operations produced a \$1,349,000 (2.4%) favorable variance, and the administrative/other activities areas were favorable by \$19,000.



Metropolitan Transit System (MTS) is comprised of the Metropolitan Transit Development Board (MTDB) a California public agency, San Diego Transit Corp., and San Diego Trolley, Inc., in cooperation with Chula Vista Transit and National City Transit. MTS is Taxicab Administrator for eight cities. MTDB is owner of the San Diego and Arizona Eastern Railway Company. MTDB Member Agencies include: City of Chula Vista, City of Coronado, City of El Cajon, City of Imperial Beach, City of La Mesa, City of Lemon Grove, City of National City, City of Poway, City of San Diego, City of Santee, and the County of San Diego.

## MTS COMBINED RESULTS

### Revenues

Year-to-date combined revenues through November 2012 were \$42,353,000 compared to the year-to-date budget of \$41,294,000, which represents a \$1,059,000 (2.6%) positive variance. This is primarily due to a favorable variance within passenger revenue.

### Expenses

Year-to-date combined expenses through November 2012 were \$97,282,000 compared to the budget of \$97,590,000, which resulted in a \$309,000 (0.3%) favorable variance.

Personnel Costs. Year-to-date personnel-related costs totaled \$49,695,000 compared to a budgetary figure of \$50,730,000, which produced a favorable variance of \$1,035,000 (2.0%). This is primarily due to favorable variances within Transit Operations.

Outside Services and Purchased Transportation. Total outside services for the first five months of the fiscal year totaled \$30,783,000 compared to a budget of \$31,226,000, which resulted in a favorable variance of \$443,000 (1.4%). This is primarily due to a favorable experience with repairs/maintenance costs and engines/transmissions costs within operations.

Materials and Supplies. Total year-to-date materials and supplies expenses were \$3,985,000 compared to a budgetary figure of \$3,509,000, which resulted in an unfavorable expense variance of \$476,000 (-13.6%). This unfavorable variance is primarily due to revenue parts costs within rail operations.

Energy. Total year-to-date energy costs were \$9,993,000 compared to the budget of \$9,342,000, which resulted in an unfavorable variance of \$652,000 (-7.0%). Energy rates for the fiscal year are as follows:

- Diesel: cost per gallon was \$3.45 versus a budgeted rate of \$3.85
- Gasoline: cost per gallon was \$3.55 versus a budgeted rate of \$3.83
- CNG: cost per therm was \$0.70 versus a budgeted rate of \$0.72
- Electricity: cost per kWh was \$0.154 versus a budgeted rate of \$0.149

Risk Management. Total year-to-date expenses for risk management were \$1,615,000, compared to the budget of \$1,682,000, which resulted in a favorable variance totaling \$67,000 (4.0%).

General and Administrative. The year-to-date general and administrative costs, including vehicle and facilities leases, were \$108,000 (-9.9%) unfavorable to budget totaling \$1,210,000 through November 2012 compared to a budget of \$1,102,000.

## YEAR-TO-DATE SUMMARY

The November 2012 year-to-date net-operating income totaled a favorable variance of \$1,368,000 (2.4%). These factors include favorable variances in passenger revenue, other operating revenue, personnel costs, and outside services partially offset by unfavorable variances in energy, materials, and general and administrative expenses.



Paul C. Jablonski  
Chief Executive Officer

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Attachment: A. Comparison to Budget



**SAN DIEGO METROPOLITAN TRANSIT SYSTEM**  
**MTS**  
**CONSOLIDATED**  
**COMPARISON TO BUDGET - FISCAL YEAR 2013**  
**NOVEMBER 30, 2012**  
**(in \$000's)**

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	\$ 40,018	\$ 39,213	\$ 805	2.1%
Other Revenue	2,335	2,082	253	12.2%
<b>Total Operating Revenue</b>	<b>\$ 42,353</b>	<b>\$ 41,294</b>	<b>\$ 1,059</b>	<b>2.6%</b>
Personnel costs	\$ 49,695	\$ 50,730	\$ 1,035	2.0%
Outside services	30,783	31,226	443	1.4%
Transit operations funding	-	-	-	-
Materials and supplies	3,985	3,509	(476)	-13.6%
Energy	9,993	9,342	(652)	-7.0%
Risk management	1,615	1,682	67	4.0%
General & administrative	857	744	(113)	-15.2%
Vehicle/facility leases	353	358	5	1.3%
Amortization of net pension asset	-	-	-	-
Administrative Allocation	(0)	0	0	0.0%
Depreciation	-	-	-	-
<b>Total Operating Expenses</b>	<b>\$ 97,282</b>	<b>\$ 97,590</b>	<b>\$ 309</b>	<b>0.3%</b>
<b>Operating income (loss)</b>	<b>\$ (54,928)</b>	<b>\$ (56,296)</b>	<b>\$ 1,368</b>	<b>2.4%</b>
<b>Total public support and nonoperating revenues</b>	<b>1,133</b>	<b>1,114</b>	<b>19</b>	<b>1.7%</b>
<b>Income (loss) before capital contributions</b>	<b>\$ (53,796)</b>	<b>\$ (55,182)</b>	<b>\$ 1,387</b>	<b>-2.5%</b>

**SAN DIEGO METROPOLITAN TRANSIT SYSTEM**  
**OPERATIONS**  
**CONSOLIDATED OPERATIONS**  
**COMPARISON TO BUDGET - FISCAL YEAR 2013**  
**NOVEMBER 30, 2012**  
**(in \$000's)**

	<b>YEAR TO DATE</b>			
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>VARIANCE</b>	<b>VAR. %</b>
Passenger Revenue	\$ 40,018	\$ 39,213	\$ 805	2.1%
Other Revenue	175	282	(107)	-38.0%
<b>Total Operating Revenue</b>	<b>\$ 40,193</b>	<b>\$ 39,495</b>	<b>\$ 698</b>	<b>1.8%</b>
Personnel costs	\$ 42,791	\$ 44,066	\$ 1,275	2.9%
Outside services	26,412	26,933	521	1.9%
Transit operations funding	-	-	-	-
Materials and supplies	3,972	3,498	(474)	-13.6%
Energy	9,727	9,074	(653)	-7.2%
Risk management	1,483	1,515	31	2.1%
General & administrative	166	106	(60)	-56.9%
Vehicle/facility leases	258	268	10	3.8%
Amortization of net pension asset	-	-	-	-
Administrative Allocation	10,422	10,422	0	0.0%
Depreciation	-	-	-	-
<b>Total Operating Expenses</b>	<b>\$ 95,231</b>	<b>\$ 95,881</b>	<b>\$ 650</b>	<b>0.7%</b>
<b>Operating income (loss)</b>	<b>\$ (55,038)</b>	<b>\$ (56,386)</b>	<b>\$ 1,349</b>	<b>2.4%</b>
<b>Total public support and nonoperating revenues</b>	<b>1,114</b>	<b>1,114</b>	<b>0</b>	<b>0.0%</b>
<b>Income (loss) before capital contributions</b>	<b>\$ (53,924)</b>	<b>\$ (55,273)</b>	<b>\$ 1,349</b>	<b>-2.4%</b>

**SAN DIEGO METROPOLITAN TRANSIT SYSTEM**  
**OPERATIONS**  
**TRANSIT SERVICES (SAN DIEGO TRANSIT CORPORATION)**  
**COMPARISON TO BUDGET - FISCAL YEAR 2013**  
**NOVEMBER 30, 2012**  
**(in \$000's)**

	<b>YEAR TO DATE</b>			
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>VARIANCE</b>	<b>VAR. %</b>
Passenger Revenue	\$ 12,182	\$ 11,867	\$ 315	2.7%
Other Revenue	3	4	(1)	-33.3%
<b>Total Operating Revenue</b>	<b>\$ 12,185</b>	<b>\$ 11,871</b>	<b>\$ 314</b>	<b>2.6%</b>
Personnel costs	\$ 29,242	\$ 30,399	\$ 1,158	3.8%
Outside services	795	948	154	16.2%
Transit operations funding	-	-	-	-
Materials and supplies	1,991	1,986	(5)	-0.3%
Energy	2,115	2,039	(75)	-3.7%
Risk management	715	750	35	4.6%
General & administrative	59	61	2	3.5%
Vehicle/facility leases	117	119	2	1.6%
Amortization of net pension asset	-	-	-	-
Administrative Allocation	3,918	3,918	-	0.0%
Depreciation	-	-	-	-
<b>Total Operating Expenses</b>	<b>\$ 38,951</b>	<b>\$ 40,220</b>	<b>\$ 1,269</b>	<b>3.2%</b>
<b>Operating income (loss)</b>	<b>\$ (26,766)</b>	<b>\$ (28,349)</b>	<b>\$ 1,583</b>	<b>5.6%</b>
<b>Total public support and nonoperating revenues</b>	<b>(723)</b>	<b>(714)</b>	<b>(9)</b>	<b>1.2%</b>
<b>Income (loss) before capital contributions</b>	<b>\$ (27,489)</b>	<b>\$ (29,063)</b>	<b>\$ 1,574</b>	<b>-5.4%</b>

**SAN DIEGO METROPOLITAN TRANSIT SYSTEM**  
**OPERATIONS**  
**RAIL OPERATIONS (SAN DIEGO TROLLEY, INCORPORATED)**  
**COMPARISON TO BUDGET - FISCAL YEAR 2013**  
**NOVEMBER 30, 2012**  
**(in \$000's)**

	<b>YEAR TO DATE</b>			
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>VARIANCE</b>	<b>VAR. %</b>
Passenger Revenue	\$ 15,670	\$ 15,074	\$ 596	4.0%
Other Revenue	172	278	(106)	-38.0%
<b>Total Operating Revenue</b>	<b>\$ 15,842</b>	<b>\$ 15,352</b>	<b>\$ 490</b>	<b>3.2%</b>
Personnel costs	\$ 13,025	\$ 13,117	\$ 92	0.7%
Outside services	1,461	1,619	158	9.8%
Transit operations funding	-	-	-	-
Materials and supplies	1,981	1,509	(472)	-31.3%
Energy	4,000	3,419	(581)	-17.0%
Risk management	762	759	(3)	-0.4%
General & administrative	104	37	(68)	-184.8%
Vehicle/facility leases	135	142	7	4.9%
Amortization of net pension asset	-	-	-	-
Administrative Allocation	5,864	5,864	-	0.0%
Depreciation	-	-	-	-
<b>Total Operating Expenses</b>	<b>\$ 27,331</b>	<b>\$ 26,465</b>	<b>\$ (867)</b>	<b>-3.3%</b>
<b>Operating income (loss)</b>	<b>\$ (11,490)</b>	<b>\$ (11,113)</b>	<b>\$ (377)</b>	<b>-3.4%</b>
<b>Total public support and nonoperating revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Income (loss) before capital contributions</b>	<b>\$ (11,490)</b>	<b>\$ (11,113)</b>	<b>\$ (377)</b>	<b>3.4%</b>

**SAN DIEGO METROPOLITAN TRANSIT SYSTEM**  
**OPERATIONS**  
**MULTIMODAL OPERATIONS (FIXED ROUTE)**  
**COMPARISON TO BUDGET - FISCAL YEAR 2013**  
**NOVEMBER 30, 2012**  
**(in \$000's)**

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	\$ 10,264	\$ 10,169	\$ 95	0.9%
Other Revenue	-	-	-	-
<b>Total Operating Revenue</b>	<b>\$ 10,264</b>	<b>\$ 10,169</b>	<b>\$ 95</b>	<b>0.9%</b>
Personnel costs	\$ 178	\$ 183	\$ 5	2.6%
Outside services	16,928	17,212	284	1.7%
Transit operations funding	-	-	-	-
Materials and supplies	0	2	2	88.1%
Energy	2,404	2,437	33	1.4%
Risk management	-	-	-	-
General & administrative	1	2	1	69.5%
Vehicle/facility leases	6	8	1	17.2%
Amortization of net pension asset	-	-	-	-
Administrative Allocation	441	441	0	0.0%
Depreciation	-	-	-	-
<b>Total Operating Expenses</b>	<b>\$ 19,959</b>	<b>\$ 20,286</b>	<b>\$ 327</b>	<b>1.6%</b>
<b>Operating income (loss)</b>	<b>\$ (9,695)</b>	<b>\$ (10,116)</b>	<b>\$ 421</b>	<b>4.2%</b>
<b>Total public support and nonoperating revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Income (loss) before capital contributions</b>	<b>\$ (9,695)</b>	<b>\$ (10,116)</b>	<b>\$ 421</b>	<b>-4.2%</b>

**SAN DIEGO METROPOLITAN TRANSIT SYSTEM**  
**OPERATIONS**  
**MULTIMODAL OPERATIONS (PARATRANSIT)**  
**COMPARISON TO BUDGET - FISCAL YEAR 2013**  
**NOVEMBER 30, 2012**  
**(in \$000's)**

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	\$ 791	\$ 814	\$ (23)	-2.8%
Other Revenue	-	-	-	-
<b>Total Operating Revenue</b>	<b>\$ 791</b>	<b>\$ 814</b>	<b>\$ (23)</b>	<b>-2.8%</b>
Personnel costs	\$ 58	\$ 62	\$ 5	7.5%
Outside services	4,742	4,652	(90)	-1.9%
Transit operations funding	-	-	-	-
Materials and supplies	-	-	-	-
Energy	1,053	963	(89)	-9.3%
Risk management	6	6	-	0.0%
General & administrative	2	2	0	11.1%
Vehicle/facility leases	-	-	-	-
Amortization of net pension asset	-	-	-	-
Administrative Allocation	148	148	0	0.0%
Depreciation	-	-	-	-
<b>Total Operating Expenses</b>	<b>\$ 6,008</b>	<b>\$ 5,833</b>	<b>\$ (175)</b>	<b>-3.0%</b>
<b>Operating income (loss)</b>	<b>\$ (5,217)</b>	<b>\$ (5,020)</b>	<b>\$ (198)</b>	<b>-3.9%</b>
<b>Total public support and nonoperating revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Income (loss) before capital contributions</b>	<b>\$ (5,217)</b>	<b>\$ (5,020)</b>	<b>\$ (198)</b>	<b>3.9%</b>

**SAN DIEGO METROPOLITAN TRANSIT SYSTEM**  
**OPERATIONS**  
**CONSOLIDATED CHULA VISTA TRANSIT OPERATIONS**  
**COMPARISON TO BUDGET - FISCAL YEAR 2013**  
**NOVEMBER 30, 2012**  
**(in \$000's)**

	<b>YEAR TO DATE</b>			
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>VARIANCE</b>	<b>VAR. %</b>
Passenger Revenue	\$ 1,111	\$ 1,289	\$ (178)	-13.8%
Other Revenue	-	-	-	-
<b>Total Operating Revenue</b>	<b>\$ 1,111</b>	<b>\$ 1,289</b>	<b>\$ (178)</b>	<b>-13.8%</b>
Personnel costs	\$ 99	\$ 116	\$ 16	14.2%
Outside services	2,261	2,276	15	0.7%
Transit operations funding	-	-	-	-
Materials and supplies	0	1	1	95.7%
Energy	155	215	60	27.8%
Risk management	-	-	-	-
General & administrative	0	4	4	89.0%
Vehicle/facility leases	-	-	-	-
Amortization of net pension asset	-	-	-	-
Administrative Allocation	51	51	(0)	0.0%
Depreciation	-	-	-	-
<b>Total Operating Expenses</b>	<b>\$ 2,567</b>	<b>\$ 2,663</b>	<b>\$ 96</b>	<b>3.6%</b>
<b>Operating income (loss)</b>	<b>\$ (1,456)</b>	<b>\$ (1,375)</b>	<b>\$ (82)</b>	<b>-5.9%</b>
<b>Total public support and nonoperating revenues</b>	<b>1,758</b>	<b>1,758</b>	<b>(0)</b>	<b>0.0%</b>
<b>Income (loss) before capital contributions</b>	<b>\$ 302</b>	<b>\$ 384</b>	<b>\$ (82)</b>	<b>-21.2%</b>

**SAN DIEGO METROPOLITAN TRANSIT SYSTEM**  
**OPERATIONS**  
**CORONADO FERRY**  
**COMPARISON TO BUDGET - FISCAL YEAR 2013**  
**NOVEMBER 30, 2012**  
**(in \$000's)**

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	\$ -	\$ -	\$ -	-
Other Revenue	-	-	-	-
<b>Total Operating Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
Personnel costs	\$ -	\$ -	\$ -	-
Outside services	70	70	-	0.0%
Transit operations funding	-	-	-	-
Materials and supplies	-	-	-	-
Energy	-	-	-	-
Risk management	-	-	-	-
General & administrative	-	-	-	-
Vehicle/facility leases	-	-	-	-
Amortization of net pension asset	-	-	-	-
Administrative Allocation	-	-	-	-
Depreciation	-	-	-	-
<b>Total Operating Expenses</b>	<b>\$ 70</b>	<b>\$ 70</b>	<b>\$ -</b>	<b>0.0%</b>
<b>Operating income (loss)</b>	<b>\$ (70)</b>	<b>\$ (70)</b>	<b>\$ -</b>	<b>0.0%</b>
<b>Total public support and nonoperating revenues</b>	<b>79</b>	<b>70</b>	<b>9</b>	<b>12.9%</b>
<b>Income (loss) before capital contributions</b>	<b>\$ 9</b>	<b>\$ -</b>	<b>\$ 9</b>	<b>-</b>



**SAN DIEGO METROPOLITAN TRANSIT SYSTEM**  
**ADMINISTRATION**  
**CONSOLIDATED**  
**COMPARISON TO BUDGET - FISCAL YEAR 2013**  
**NOVEMBER 30, 2012**  
**(in \$000's)**

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	\$ -	\$ -	\$ -	-
Other Revenue	1,980	1,639	341	20.8%
<b>Total Operating Revenue</b>	<b>\$ 1,980</b>	<b>\$ 1,639</b>	<b>\$ 341</b>	<b>20.8%</b>
Personnel costs	\$ 6,608	\$ 6,376	\$ (233)	-3.7%
Outside services	4,313	4,240	(72)	-1.7%
Transit operations funding	-	-	-	-
Materials and supplies	6	9	3	32.6%
Energy	262	262	0	0.1%
Risk management	122	158	36	22.6%
General & administrative	649	594	(55)	-9.3%
Vehicle/facility leases	95	90	(6)	-6.1%
Amortization of net pension asset	-	-	-	-
Administrative Allocation	(10,464)	(10,464)	-	0.0%
Depreciation	-	-	-	-
<b>Total Operating Expenses</b>	<b>\$ 1,592</b>	<b>\$ 1,265</b>	<b>\$ (327)</b>	<b>-25.8%</b>
<b>Operating income (loss)</b>	<b>\$ 389</b>	<b>\$ 374</b>	<b>\$ 14</b>	<b>-3.8%</b>
<b>Total public support and nonoperating revenues</b>	<b>19</b>	<b>-</b>	<b>19</b>	<b>-</b>
<b>Income (loss) before capital contributions</b>	<b>\$ 407</b>	<b>\$ 374</b>	<b>\$ 33</b>	<b>8.8%</b>

**SAN DIEGO METROPOLITAN TRANSIT SYSTEM**  
**OTHER ACTIVITIES**  
**CONSOLIDATED**  
**COMPARISON TO BUDGET - FISCAL YEAR 2013**  
**NOVEMBER 30, 2012**  
**(in \$000's)**

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	\$ -	\$ -	\$ -	-
Other Revenue	180	160	19	12.0%
<b>Total Operating Revenue</b>	<b>\$ 180</b>	<b>\$ 160</b>	<b>\$ 19</b>	<b>12.0%</b>
Personnel costs	\$ 296	\$ 288	\$ (7)	-2.5%
Outside services	59	53	(6)	-11.3%
Transit operations funding	-	-	-	-
Materials and supplies	7	2	(5)	-219.7%
Energy	4	5	1	19.8%
Risk management	9	9	(0)	-0.2%
General & administrative	42	44	2	5.0%
Vehicle/facility leases	-	-	-	-
Amortization of net pension asset	-	-	-	-
Administrative Allocation	42	42	-	0.0%
Depreciation	-	-	-	-
<b>Total Operating Expenses</b>	<b>\$ 459</b>	<b>\$ 444</b>	<b>\$ (15)</b>	<b>-3.3%</b>
<b>Operating income (loss)</b>	<b>\$ (279)</b>	<b>\$ (284)</b>	<b>\$ 5</b>	<b>1.6%</b>
<b>Total public support and nonoperating revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Income (loss) before capital contributions</b>	<b>\$ (279)</b>	<b>\$ (284)</b>	<b>\$ 5</b>	<b>-1.6%</b>

# Metropolitan Transit System FY 2013 - November 2012 Financial Review

MTS Board of Directors Meeting  
January 17, 2013

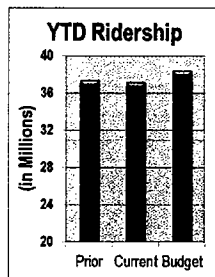


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## COMBINED MTS TRANSIT OPERATORS COMPARISON TO BUDGET - NOVEMBER 30, 2012 - FY 2013 (in \$000's)

	ACTUAL	BUDGET	VARIANCE	VAR %
Fare Revenue	\$ 40,018	\$ 39,213	\$805	2.1%
Other Revenue	175	282	(107)	-38.0%
<b>Total Operating Revenue</b>	<b>\$40,193</b>	<b>\$39,495</b>	<b>\$698</b>	<b>1.8%</b>

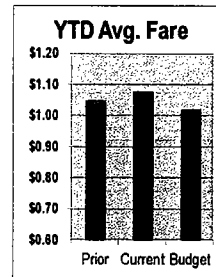


### Ridership Comparison

- Budget: -3.4% lower
  - \$1.3M negative variance
- Prior Year: -0.6% lower

### Average Fare Comparison

- Budget: 5.6% higher
  - \$2.1M positive variance
  - \$1.079 versus \$1.02 budgeted
- Prior Year: 2.5% higher
  - \$1.079 versus \$1.048



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**COMBINED MTS TRANSIT OPERATORS**  
**COMPARISON TO BUDGET - NOVEMBER 30, 2012 - FY 2013**  
(in \$000's)

	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE</u>	<u>VAR %</u>
Personnel Costs	\$ 42,791	\$ 44,066	\$1,275	2.9%
Purchased Transportation	23,452	23,442	(10)	0.0%
Other Outside Services	2,960	3,491	531	15.2%
Energy	9,727	9,074	(653)	-7.2%
Other Expenses	16,301	15,808	(493)	-3.1%
<b>Total Expenses</b>	<b>\$95,231</b>	<b>\$95,881</b>	<b>\$650</b>	<b>0.7%</b>

**Personnel Costs**

- Transit Operations: \$1,158K favorable variance

**Other Expenses**

- Materials and Supplies: \$474K unfavorable variance



**METROPOLITAN TRANSIT SYSTEM**  
**COMPARISON TO BUDGET - NOVEMBER 30, 2012 - FY 2013**  
**TOTAL OPERATING REVENUE LESS EXPENSES (\$000's)**

**Combined Net Operating Variance**

MTS Operating Revenue	\$ 698	
MTS Operating Expenses	<u>650</u>	
Combined MTS Operators		\$ 1,349
MTS Administration / Other Activities		<u>19</u>
<b>Total Combined Net Operating Variance</b>		<b>\$ 1,368</b>
Variance Percentage		2.4%

\* FY13 Operating Budget includes \$6.4M in one-time funding (\$5.0M TDA, \$0.8M CNG Credits, \$0.6M STA)



**METROPOLITAN TRANSIT SYSTEM**  
**COMPARISON TO BUDGET - NOVEMBER 30, 2012 - FY 2013**  
**ON-GOING CONCERNS**

	<b>FY13</b>			
	<b>Budget</b>	<b>Actual</b>	<b>Projection</b>	<b>Status</b>
<b>Sales Tax Subsidy Revenue</b>	4.5%	6.8%	4.5%	<b>G</b>
<b>Energy Prices</b>				
CNG	\$ 0.72	\$ 0.70	\$ 0.72	<b>Y</b>
Diesel	\$ 3.85	\$ 3.45	\$ 3.85	
Gas	\$ 3.83	\$ 3.55	\$ 3.83	
Electricity	\$0.149	\$0.154	\$ 0.149	
<b>Passenger Levels</b>	91.6 M	37.1 M	89.0 M	<b>Y</b>
<b>State of California Budget</b>	\$22.2M	\$4.5 M	\$22.2M	<b>Y</b>

**G** Positive    **Y** Holding    **R** Negative





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## Agenda

Item No. 62

Chief Executive Officer's Report

ADM 121.7

January 17, 2013

In accordance with Board Policy No. 52, Procurement of Goods and Services, attached are listings of contracts, purchase orders, and work orders that have been approved within the CEO's authority (up to and including \$100,000) for the period December 1, 2012, through January 11, 2013.



REVENUE OR NO-VALUE CONTRACTS				
Doc #	Organization	Subject	Amount	Day
G1443.1-12	ROWLBERTO PRODUCTIONS	2013 TROLLEY SHOW PARTNERSHIP	\$0.00	1/7/2013
L0901.1-10	BRICEHOUSE STATION, LLC	ASSIGNMENT OF CONTRACT TO BRICEHOUSE STA	\$0.00	1/7/2013
L1016.1-11	KLD LABS, INC.	WHEEL SCANNING MACHINE	(\$22,373.00)	1/7/2013

PURCHASE ORDERS (IFAS)			
DATE	Organization	Subject	AMOUNT
12/4/2012	THE TRUCK LIGHTHOUSE	SIREN HHS2000	\$401.39
12/4/2012	MIRIELLO GRAFICO, INC.	BUS RAPID TRANSIT BRANDING	\$14,950.00
12/5/2012	CDW GOVERNMENT, INC.	AXIS M1014 SURVEILLANCE KIT	\$852.37
12/5/2012	CDW GOVERNMENT, INC.	BTI NOTEBOOK BATTERY	\$508.19
12/6/2012	DELL COMPUTER CORP	OPTIPLEX 9010 ALL IN ONE	\$2,463.56
12/7/2012	HERSHEY TECHNOLOGIES	KOFAX LICENSE - ANNUAL SUPPORT	\$1,440.00
12/11/2012	CRUZ ESTRELLA'S CADD AND DRAFT	BONDING COPIES FOR WRIGHT STREET	\$1,315.17
12/12/2012	SAN DIEGO CONVENTION AND VISIT	FULL PAGE AD IN 2013 OFFICIAL PLANN	\$7,800.00
12/17/2012	NETWRX CORPORATION	1 YR SUPPORT/MAINT	\$1,381.88
12/18/2012	TASER INTERNATIONAL	KIT, MOUTING, CONTROLLER	\$1,496.64
12/19/2012	TURNBOUGH, INC.	SDTI TECHNOLOGY ASSESSMENT, TRAVEL	\$7,500.00
12/19/2012	WOLFCOM ENTERPRISES	POLICE BODY CAMERA, WARRANTY	\$2,437.22
12/21/2012	ETHERNMAN SYSTEMS, INC.	ETHERNET MEDIA CONVERTER	\$1,336.40
12/21/2012	CDW GOVERNMENT, INC.	AXIS M1011 SURVEILLANCE KIT, DISPLA	\$1,590.63
12/26/2012	KL EXECUTIVE SEARCH	PROFESSIONAL RECRUITMENT	\$29,000.00
12/28/2012	CARLOS GUZMAN, INC.	DECAL INSTALLATION - 8 LRYS	\$2,800.00
1/3/2013	DEFENSIVE SYSTEMS, INC.	DEFENSIVE CLASSES - JAN/FEB	\$2,400.00
1/7/2013	SAN DIEGO CONVENTION CENTER	FULL PAGE COLOR AD	\$4,500.00

WORK ORDERS				
Doc #	Organization	Subject	Amount	Day
L0901.0-10.17.1	KOBEY CORP	TROLLEY SIDE DELI INCREASE	(\$675.00)	12/6/2012
PWL136.0-12.05	HMS CONSTRUCTION, INC.	47TH STREET FEEDER CABLE REPLACEMENT	\$21,510.83	12/6/2012
L0901.0-10.22	KOBEY CORP	BAJA-MEX CURRENCY SERVICES	(\$2,700.00)	12/7/2012
PWL132.0-11.19	SOUTHLAND ELECTRIC, INC.	REVENUE DEPARTMENT CCTV IMPROVEMENT	\$1,874.18	12/10/2012

EXPENSE CONTRACTS				
Doc #	Organization	Subject	Amount	Day
G1204.2-09	SMITH WATTS & COMPANY	EXERCISE FINAL OPTION YEAR	\$69,600.00	12/13/2012
G1425.1-12	LIEBMAN, QUIGLEY, SHEPPARD	LEGAL SERVICES - GENERAL & TORT LIABILIT	\$60,000.00	12/13/2012
B0586.0-12	CITY OF EL CAJON	EAST COUNTY BUS MAINT COOP AGMT PROJ INF	\$94,000.00	12/20/2012
G1506.0-13	AON GLOBAL RISK CONSULTING	ACTUARIAL SERVICES	\$37,500.00	12/20/2012
G1510.0-13	HOLIDAY BOWL - QUALCOMM	HOLIDAY/POINSETTIA BOWL ADVERTISING	\$1,175.00	12/26/2012
G0980.5-06	SANDAG	FEDERAL LEGISLATIVE SERVICES - CONT. EXT	\$97,060.50	12/28/2012
G1193.2-08	COZEN & O'CONNOR	CONTRACT EXTENSION	\$10,000.00	1/10/2013
G1429.1-12	OPPER & VARCO, LLP	ADDITIONAL FUNDS - LEGAL SERVICES	\$50,000.00	1/10/2013
PWG141.1-12	APR CONSTRUCTION INC.	TRANSIT STORE IMPROVEMENTS	\$3,048.26	1/10/2013

REVENUE OR NO-VALUE CONTRACTS				
Doc #	Organization	Subject	Amount	Day
G1264.1-09	BP CORPORATION NORTH AMERICA	AMEND TO FINANCIAL CNG HEDGING AGMT		12/3/2012
G1508.0-13	SUNBELT INVESTMENT HOLDINGS	HOLD HARMLESS AGMT - STUFF THE BUS	\$0.00	12/3/2012
S200-13-557	AES PROPERTY SERVICES	DURABLE ROE PERMIT - GRAFFITI MAINT	\$0.00	12/6/2012
S200-13-559	SAN DIEGO GAS & ELECTRIC	ROE PERMIT - TRANSFORMER REMOVAL LEMON G	(\$1,400.00)	12/6/2012
B0197.1-99	CITY OF CHULA VISTA	TERM EXTENSION	\$0.00	12/11/2012
L1128.0-13	JACOBS CENTER FOR NEIGHBORHOOD	ROE PERMIT - HOLIDAY MUSIC SERIES	\$0.00	12/13/2012
L5261.0-13	CALIFORNIA SHEET METAL WORKS	LEASE AGREEMENT - 482-121-45	(\$2,100.00)	12/14/2012
G1479.1-12	MJE MARKETING SERVICES	CONTRACT EXTENSION	\$0.00	12/19/2012
L0993.1-11	ETIC ENGINEERING, INC.	ROE PERMIT - TIME EXTENSION H ST TRANSIT	\$0.00	12/19/2012
L1122.0-13	AECOM TECHNICAL, INC.	ROE PERMIT - ARCHITECTURAL/ENGINEERING	\$0.00	12/19/2012
L1119.0-13	CITY OF LEMON GROVE	LEMON GROVE DEPOT VENDOR OPS AGMT	\$0.00	12/20/2012
L1121.0-13	HSG INC.	ROE PERMIT - WINDOW WASH SMART CORNER	(\$1,000.00)	12/21/2012
G1204.3-09	SMITH WATTS & COMPANY, LLC	REMOVE NCTD FROM STATE LOBBYING	(\$34,800.00)	12/26/2012
L1132.0-13	AGUIRRE ENGINEERING, INC.	ROE PERMIT - LAND SURVEY, A&E ON CALL	\$0.00	12/26/2012
G1380.1-11	LUTH RESEARCH	CUSTOMER SATISFACTION SURVEY TIME EXT	\$0.00	1/2/2013
G1509.0-13	SYPS, LLC	LEASE TO EASEMENT SYPS AT RAILSAN YSIDRO		1/2/2013
L1129.0-13	HDR ENGINEERING, INC.	ROE PERMIT - A & E SERVICES	\$0.00	1/2/2013
L6690.0-13	HDR ENGINEERING, INC.	JROE PERMIT - A & E ON CALL SVCS	\$0.00	1/2/2013
G0930.19-04	SANDAG	TRANSFER OF TOKEN PROGRAM SANDAG TO MTS	\$0.00	1/3/2013
B0509.5-09	KINGSBURY UNIFORMS, INC.	ADD ALTERNATIVE OPTIONS	\$0.00	1/7/2013



WORK ORDERS				
Doc #	Organization	Subject	Amount	Day
PWL136.0-12.04.1	HMS CONSTRUCTION, INC.	SAN MIGUEL SIGNAL WIRE REPLACEMENT	\$7,613.36	1/7/2013
PWL134.0-12.11	HERZOG CONSTRUCTION, INC.	BROADWAY WYE SWITCH REPLACEMENT	\$9,313.09	1/8/2013
PWL132.0-11.18.1	SOUTHLAND ELECTRIC, INC.	WRIGHT STREET YARD ENHANCEMENTS	\$19,801.60	1/10/2013