

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
EXECUTIVE COMMITTEE
1255 Imperial Avenue, Suite 1000
San Diego, CA 92101

November 2, 2017

MINUTES

A. ROLL CALL

Vice Chair Roberts called the Executive Committee meeting to order at 9:58 a.m. A roll call sheet listing Executive Committee member attendance is attached.

B. APPROVAL OF MINUTES

Ms. Cole moved for approval of the minutes of the October 12, 2017, MTS Executive Committee meeting. Mr. McClellan seconded the motion, and the vote was 3 to 0 in favor with Mr. Mathis and Ms. Rios absent.

C. COMMITTEE DISCUSSION ITEMS

1. Fiscal Year 2017 Final Budget Comparison (Mike Thompson)

Mike Thompson, Director of Financial Planning and Analysis, provided a presentation on Fiscal Year (FY) 2017 final budget comparison. He reviewed total operating revenues and total operating expenses. Mr. Roberts inquired about the increase in overtime numbers for bus operators. Mr. Thompson stated that the overtime numbers for bus operators fluctuate based on the job market however there is an ongoing push towards recruitment. He noted that the overtime levels are not significantly high, but they are higher than what was originally targeted. Mr. Thompson reviewed total non-operating revenue and noted that Medi-Cal is now providing reimbursements after a couple years of delay due to procedural updates. Mr. Jablonski stated that Medi-Cal reimburses 50% of Medi-Cal recipient trips on Access service. Mr. Thompson reviewed total revenues less expenses and the contingency reserve balance. He reviewed the staff recommendation to approve the allocation of FY17 excess revenues less expenses to return \$2.0 million to the contingency reserve balance and carry-over \$1.5 million to the FY19 capital budget.

Mr. Jablonski commented that we are putting the excess revenues into the contingency reserve with the understanding that we may have to use it for next year's budget, because for this year's budget we had to take \$5.0 million from the capital budget to balance the operating budget. He stated that we are currently tracking unfavorable to budget on revenues, not expenses, primarily due to declining ridership. He noted that declining ridership is being experienced nationwide, not just locally.

Mr. Roberts asked if money for the electric bus pilot would be taken from the contingency reserve. Mr. Jablonski replied that staff will be looking for one-time money for the electric bus pilot such as SB 1 money, Cap and Trade grant money, VW settlement money, or California Air Resources Board funds. He noted that there is a local developer that is interested in a partnership that could potentially be another option

for funding. Mr. Jablonski discussed the potential options for buses for the pilot and noted that the awarded consultant will help determine the details of the program.

Action Taken

Mr. McClellan moved to receive the MTS operations budget status report for Fiscal Year 2017 and forward a recommendation to the MTS Board of Directors to approve staff recommendations to program the excess revenues less expenses. Ms. Cole seconded the motion, and the vote was 3 to 0 in favor with Mr. Mathis and Ms. Rios absent.

2. AB 805 Implementation and Process for Electing Chairperson (Karen Landers)

Karen Landers, General Counsel, provided a presentation on AB 805 implementation and the process for electing a Chairperson. She reviewed the details and changes of AB 805 including MTS Board membership, Board Chair, voting, weighted voting, skilled labor/project labor agreement requirements, and MTS sales tax authority. Ms. Landers stated that Board action is required for revising Board policies to be consistent with AB 805 and to determine the process to elect a Chair. She reviewed the potential options and processes to elect a Chair.

Ms. Cole recommended establishing an Ad-Hoc Nominating Committee at the Board meeting and soliciting letters of interest for the Board Chair. The Executive Committee agreed with that recommendation and also recommended that the timing of the vote for Chair be discussed at the Board meeting.

Action Taken

Ms. Cole moved to forward a recommendation to the MTS Board of Directors to: (1) Approve revisions to Board Policy No. 22, "Rules of Procedures for the San Diego Metropolitan Transit System (MTS) Board of Directors"; (2) Approve revisions to Board Policy No. 27, "Weighted Vote Procedure"; (3) Approve revisions to Board Policy No. 52, "Procurement of Goods and Services"; and (4) Direct staff as to the timeline and process to elect a new Chairperson for the 2018-2019 term. Mr. McClellan seconded the motion, and the vote was 3 to 0 in favor with Mr. Mathis and Ms. Rios absent.

D. REVIEW OF DRAFT November 9, 2017 BOARD AGENDA

Recommended Consent Items

6. Fiscal Year 2018 State Transit Assistance Claim

Action would adopt Resolution No. 17-13 approving the fiscal year (FY) 2018 State Transit Assistance (STA) claim.

7. Fare Collection Technical Support Services - Contract Amendment

Action would authorize the Chief Executive Officer (CEO) to extend the contract with CH2M (MTS Doc. No. G1923.0-16) consistent with draft Amendment No. 4.

8. Payroll and Human Resources Information System Solution & Implementation Services - Contract Award
Action would authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. G1935.0-17, with Automatic Data Processing (ADP), for Payroll and Human Resources Information System (HRIS) Solution & Implementation Services.
9. Occupational Health Services - Contract Award
Action would: (1) Authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. G194.0-17, with Kaiser Permanente, to provide occupational health services for a three (3) year base term with three (3) one year options in the amount of \$599,265.00; (2) Authorize the CEO to execute MTS Doc. No. G2069.0-18, with Concentra, to provide occupational health services for a three (3) year base term with three (3) one year options in the amount of \$122,542.00; and (3) Authorize the CEO to execute MTS Doc. No. G2070.0-18, with UCSD Health, to provide occupational health services for a three (3) year base term with three (3) one year options in the amount of \$40,397.00.
10. Investment Report - September 2017
11. Relocation of SDG&E Facilities for the New Orange Line Courthouse Station - Change Orders
Action would authorize the Chief Executive Officer (CEO) to execute Construction Change Order 9 to MTS Doc. No. PWL204.0-16, Work Order No. MTSJOC7504-26 with ABC for additional trenching for SDG&E utility relocation.
12. Courthouse Station - Additional Design Services (HDR/RailPros Work Order)
Action would ratify the action taken by the Chief Executive Officer (CEO) approving Work Order WOA1947-AE-10 to MTS Doc. No. G1947.0-17 with HDR Engineering, Inc. (HDR) for \$97,209 for Design Services during Construction (DSDC) and authorizing an additional project contingency of \$25,000 for unforeseen conditions.
13. Orange Line Grade Crossing Warning Approach and Signal Improvements Engineering Design Services - Work Order
Action would authorize the Chief Executive Officer (CEO) to execute Work Order No. WOA-AE-07 to MTS Doc. No. G1953.0-17 with Pacific Railway Enterprises, Inc. (PRE) for the Orange Line Grade Crossing Warning Approach and Signal Improvements Engineering design services.
14. Interlocking E22 to E24 AC Low Voltage and E26 Upgrade Design Services - Work Order
Action would authorize the Chief Executive Officer (CEO) to execute Work Order No. WOA1953-AE-08 to MTS Doc. No. G1953.0-17 with Pacific Railway Enterprises, Inc. (PRE) for design services for the Orange Line Interlocking E22 to E24 AC Low Voltage and E26 upgrade design services.
15. Purchase of Three (3) Class E Medium Duty Buses for Rural Service - Contract Award
Action would authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. B0681.0-18 with Creative Bus Sales, for the purchase of three (3) gasoline powered 32ft Class E mid-size rural buses.
16. Davra Networks, RuBAN Software and Support Infrastructure Solution Five Years - Sole Source Contract Award
Action would authorize the Chief Executive Officer (CEO) to: (1) Execute MTS Doc. No. G2071.0-18 with Davra Networks, for a three (3) year period with two (2) one-year options to

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provide Software and Supporting Infrastructure for RuBAN system; and (2) Exercise each option year at CEO's discretion.

17. SDSU Tunnel Safety Equipment Maintenance - Contract Award

Action would authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. PWL226.0-17 with Comfort Mechanical, Inc. to provide maintenance services for San Diego State University (SDSU) Tunnel Safety Equipment.

E. REVIEW OF SANDAG TRANSPORTATION COMMITTEE AGENDA

There was no SANDAG Transportation Committee agenda discussion.

F. COMMITTEE MEMBER COMMUNICATIONS AND OTHER BUSINESS

There was no Committee Member Communications and Other Business discussion.

G. PUBLIC COMMENTS

There were no Public Comments.

H. NEXT MEETING DATE

The next Executive Committee meeting is scheduled for December 7, 2017, at 9:00 a.m. in the Executive Committee Conference Room.

I. ADJOURNMENT

Chairman Mathis adjourned the meeting at 11:00 a.m.

/s/ Ron Roberts
Vice Chairman

Attachment: Roll Call Sheet

EXECUTIVE COMMITTEE
SAN DIEGO METROPOLITAN TRANSIT SYSTEM

ROLL CALL

MEETING OF (DATE) November 2, 2017

CALL TO ORDER (TIME) 9:58 a.m.

RECESS _____

RECONVENE _____

CLOSED SESSION _____

RECONVENE _____

ADJOURN 11:00 a.m.

BOARD MEMBER (Alternate)	PRESENT (TIME ARRIVED)	ABSENT (TIME LEFT)
COLE <input checked="" type="checkbox"/> (Gomez) <input type="checkbox"/>	9:58 a.m.	11:00 a.m.
MATHIS <input type="checkbox"/>		
MCCLELLAN <input checked="" type="checkbox"/> (McWhirter) <input type="checkbox"/>	9:58 a.m.	11:00 a.m.
RIOS <input type="checkbox"/> (Salas) <input type="checkbox"/>		
ROBERTS <input checked="" type="checkbox"/> (Cox) <input type="checkbox"/>	9:58 a.m.	11:00 a.m.
Transportation Committee Rep Slot (Mathis)		

SIGNED BY THE CLERK OF THE BOARD: Julia Tuer

CONFIRMED BY THE GENERAL COUNSEL: Paul Card