

MINUTES
MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
EXECUTIVE COMMITTEE

May 11, 2023

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

1. Roll Call

Vice Chair Whitburn called the Executive Committee meeting to order at 9:00 a.m. A roll call sheet listing Executive Committee member attendance is attached.

2. Public Comment

There were no Public Comments.

3. Approval of Minutes

Board Member Hall moved to approve the minutes of the April 13, 2023, MTS Executive Committee meeting. Board Member Elo-Rivera seconded the motion, and the vote was 5 to 0 in favor with Board Member Vargas absent.

DISCUSSION ITEMS

4. Social Equity Listening Tour Findings and Funding (Stacie Bishop)

Stacie Bishop, MTS Manager of Marketing and Monique Lopez, with Pueblo Planning presented on Social Equity Listening Tour (SELT) Findings and Funding. They presented on: participatory planning, community-based organization (CBO) partners, SELT timeline, workshops, pop-ups, outreach areas, community stories, community-identified priorities, frequency by location, amenity asks, operation asks, customer service, programs, other notable priorities, reparative process, project findings, project funding approach, community feedback from virtual meetings, proposed project package, proposed projects and staff's recommendation.

Public Comment

Manny Rodriguez – Made a verbal statement to the Committee during the meeting. Rodriguez thanked staff for the collaborative opportunities that the SELT provided with CBOs and encouraged continuous relationships. Rodriguez asked the Board to adopt an equity action plan that will detail the recommendation implementation along with a commitment to equity.

Randy Torres Van Vleck – Representing City Heights Community Development Corporation made a verbal statement to the Committee during the meeting. Van Vleck acknowledged the CBO partners on the project and the agency's funding commitments to the recommendations from the project. Van Vleck supported an equity action plan and a commitment to the 10 transit lifelines which is a decadelong platform of environmental justice initiatives.

Leif Gensert - A resident of San Diego made a verbal statement to the Committee during the meeting. Gensert supported the recommendations.

The Original Dra – Made a verbal statement to the Committee during the meeting. The Original Dra was dissatisfied with the selected project funding and encouraged the agency to involve a broader community sample.

Alejandro Amador – Representing Casa Familiar made a verbal statement to the Committee during the meeting. Amador thanked Pueblo Planning and MTS for their equitable

implementation and continued implementations from community feedback. Amador asked that the report and other community generated data to determine future funding allocations.

Committee Comment

Board Member Hall advocated for equity initiatives in East County. Board Member Hall asked staff to provide a list of the participants' zip codes to understand the areas they live in. He asked how many of the proposed projects would be East of the 15 Freeway. Ms. Bishop stated that historically, equity can look like many different things in disadvantaged communities and acknowledged the lack of service frequency in East County. Board Member Hall stated that staff is aware there is no equity focus on East County and that the proposed project would not be adding resources into East County. Ms. Cooney introduced Beverly Neff, MTS Senior Planner to explain shelter locations, and who implements and manages the shelter program. Board Member Hall expressed frustration that East County is not part of area improvement projects. Ms. Neff explained that some Cities such as San Diego, National City and Chula Vista have a Memorandum of Understanding Agreement (MOU) with MTS so that MTS maintains shelters on their behalf. The City of El Cajon and Poway maintain their own shelter programs with Transportation Development Act (TDA) funding allocated from MTS. The locations in the report were selected based on cities with existing MOU agreements and recognized customer's zip code improvement requests, as well as higher ridership locations. Board Member Hall asked to see a list of the participants' zip codes. Ms. Lopez clarified that participants generally shared where they were coming from, but that they were not formally asked to disclose any part of their address. She stated that a large number of participants were from Spring Valley. Board Member Hall asked that in the future, such data be collected. Ms. Lopez continued that the El Cajon transit station was a highly trafficked transit stop and for that reason, was chosen for rider feedback participation. Board Member Hall pointed out that without confirmed participants addresses, the Committee could not assume that participants at the El Cajon trolley station were from East County. He encouraged that East County be acknowledged in the agency's definition of equity.

Board Member Elo-Rivera thanked Pueblo Planning for their work and the evolution of the agency from data gathered from the report. He thanked Ms. Cooney for initiating and investing in the listening tour. He clarified the intentions of equitable access is to impact a large number of riders. He was curious to see the extent the agency would incorporate feedback from the report in the budget process. Ms. Cooney stated that additional funding will be allocated in the following year's Capital Improvement Project (CIP) allocations to continue customer feedback improvements. She stated that the Social Equity Listening Tour report is one tool for the agency to address customer and community needs. She stated that this report targets areas with historically underserved communities and that the agency uses various metrics to determine additional resources such as service frequency. The SELT was conducted in an effort for MTS to address underserved and underinvested communities. He asked if tree canopies could be included in bus shelter stop upgrades. He cited a study by the University of Minnesota that showed that trees near bus stops improve wait time perception along with pollution mitigation. Ms. Cooney replied that staff can analyze that amenity integration and cautioned that large tree canopies sometimes pose a safety risk at bus and trolley stops and create a maintenance expense. He also stated that East County is often overlooked and acknowledged the levels of poverty and diversity and hoped that equity conversations with a scarcity mindset can be avoided.

Board Member Moreno asked how long the report took to generate. Ms. Lopez noted that the process took approximately nine months. Board Member Moreno pointed out transit amenities

and transit frequency as simple investments to elevating the overall transit experience. She noted a disconnect between community and regional priorities and if participants advocated for a trolley to the airport connections. Ms. Lopez replied that no participants listed connectivity to the airport as a priority. Board Member Moreno also asked what it would cost to upgrade bus stops with bus shelters, benches and a trashcan throughout the system; she also asked for the overall cost to improve restrooms for transit riders and WiFi. Ms. Bishop replied that the agency has not done that full assessment because part of the service area is not managed by MTS. Board Member Moreno continued that amenity improvements were a fraction of the cost compared to regional infrastructure projects. She asked that the Transit Amenity Policy be re-evaluated to formally include items listed in the report. Ms. Cooney clarified that the agency was in the process of reviewing its Board policies and stated that it could prioritize those policy revisions. Board Member Moreno asked if the Blue Line upgrades were associated with grants. Ms. Bishop replied that the Beyer Bridge underpass was a self-funded project, and that one additional project is pending grant funding. Board Member Moreno believed that these types of reports would help drive conversations at the state level.

Board Member Hall stated that regional goals rarely involve new amenities, funds and work for communities in East County.

Board Member Bush commended Pueblo Planning and the CBOs who participated. He noted the report as comprehensive, intentional, informative and thanked MTS staff. He hoped the report becomes a model for outreach, projects and programs. He agreed with Board Member Elo-Rivera that the agency should not function with a scarcity mindset about the limited resources of MTS. He encouraged Board representatives to support and work more closely with MTS. Board Member Bush noted cleanliness as a priority, he believed that the recommended projects were more passive and not addressing cleanliness. He asked if the allocated funding could be used to staff cleanliness and bathrooms. Ms. Cooney clarified that CIP funding can not be used for maintenance and assured the Board that the agency is addressing complaints about drivers and cleanliness concerns listed in the report. He asked if Pueblo Planning and the five CBOs engaged in reviewing and identifying the projects. Ms. Bishop stated that CBOs and study participants were invited to a webinar discussion to receive feedback on proposed projects. The additional six restroom comments placed in the other category came from the Community Advisory Committee. Ms. Bishop noted that the proposed project updates do not have large operational commitments, compared to those that bathrooms would require. Karen Landers, MTS General Counsel, noted that public bathroom accessibility is included in new TOD negotiations to construct and/or operate. He asked if there was an opportunity for increased restroom funding with the proposed budget. Ms. Cooney informed Board Member Bush that to build and maintain a bathroom, it would take a significant amount of the proposed budget, but that it was possible to reallocate funding from the recommended projects to implement a single restroom. He stated that restrooms should be part of every conversation, since cleanliness was identified as a top priority, and he felt that restroom access was not part of the current conversation.

Board Member Elo-Rivera suggested that when this item is presented to the Board, additional agency efforts beyond the action recommendations are presented. He noted bathroom construction on a TOD site on the Orange Line as an example. Ms. Landers confirmed several sites that will be, or are, under negotiations where bathroom access can be requested. He also asked about general sponsorship opportunities. Ms. Bishop replied that any new shelters that are installed would have advertisement panels, however the agency has not yet looked into

trashcan advertisement space opportunities. Board Member Elo-Rivera stated that equity investments represent unique and separate opportunities for sponsorships.

Board Member Bush asked to amend the motion to include an Equity Action Plan and defining what equity looks like and including specific geographic areas like East County and included direction to staff to building or maintaining bathrooms as part of the recommendations. Brian Riley, MTS Chief Operating Officer confirmed that the El Cajon Trolley Station bathroom was working. Ms. Landers added that staff could develop a new policy that directs staff on how equity can be considered.

Action Taken

Board Member Hall moved to forward to the Board of Directors a recommendation on allocation of funding for the Social Equity Listening Tour findings with an evaluation of how restrooms might be incorporated into the budgeted recommendation and that staff explore the development of a policy on equity, including East County considerations. Board Member Bush seconded the motion, and the vote was 5 to 0 in favor with Board Member Vargas absent or abstaining.

5. MTS Access Services Overview (Michael Wygant, Jay Washburn)

The Committee deferred the staff report for this item.

6. Board Room Upgrade (Emily Outlaw)

Emily Outlaw, MTS Chief Information Officer presented on the Board Room Upgrade project. She presented on: different Board room option styles, option costs and next steps.

Public Comment

Patrick Grillot – Provided a written statement to the Committee prior to the meeting. The written comment is provided in the [May 11, 2023 Final Meeting Packet](#).

Committee Comment

Ms. Cooney added that the presentation was meant to gather feedback from the Board and highlighted that the most expensive feature that requires replacement is the audio system.

Board Member Hall spoke about the City of Santee's recent Board room revamp.

Board Member Elo-Rivera felt strongly about being conservative and lean with the spending for this project so that savings can be invested back into ridership. He supported the integration of cameras into the revamp but requested the minimum investments to prioritize public participation.

Board Member Bush asked why the revamp was so expensive. Ms. Outlaw replied that the majority of the cost was due to the audio system, and highlighted that it is in dire need to be replaced. Board Member Bush asked that if the current Board room sound system could support video integration. Ms. Outlaw noted that it could not.

Board Member Hall asked if there could be an option to place monitors at the dais. Ms. Cooney clarified that it was not a staff option in today's presentation to include monitors at the dais.

Board Member Bush supported option 3.

Ms. Outlaw added that an estimate for monitors at the dais could be shared with the Committee.

Board Member Moreno was surprised that the public did not have access to view the Board Room. She supported the audio and visual upgrade to encourage public transparency.

Action Taken

Informational item only. No action taken.

OTHER ITEMS

8. Review of Draft May 18, 2023 Board Agenda

Recommended Consent Items

4. Approval of Minutes

Action would approve the April 20, 2023 Board of Director meeting minutes.

5. Centralized Train Control (CTC) System Maintenance Agreement – Work Order Agreement (WOA) Approval

Action would authorize the CEO to execute WOA 6 to MTS Doc. No. L1607.0-22 (WOA 6) with Wabtec, in the amount of \$161,687.00, for the Imperial Terminal Yard 25 Interlocking (INTL) option associated with the Imperial Terminal Double-Track (IMTDT) upgrade project.

6. 12th & Imperial Transit Center – Work Order

Action would authorize the Chief Executive Officer (CEO) to execute Work Order MTSJOC347-10 to MTS Doc. No. PWG347.0-22 (in substantially the same format as Attachment A) with ABC General Contractor, Inc. (ABCGC) in the amount of \$882,136.07 to demolish the building at 1501 National Avenue and convert the space to employee parking.

7. Increased Authorization for Legal Services Contracts to Pay Projected Expenses in Fiscal Year 2024

Action would authorize the Chief Executive Officer (CEO) to execute amendments to the legal services contracts described herein increasing the dollar amounts of fifteen (15) legal services contracts by \$2,650,000.00 to cover anticipated Fiscal Year 2024 (FY 24) expenses.

8. Sale of Ten (10) 60-FT Compressed Natural Gas (CNG) Articulated Buses to Santa Cruz Metropolitan Transit District (SCMTD) – Contract Approval for Sale of Surplus Property

Action would authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. B0757.0-23 for the sale of ten (10) New Flyer 60-FT CNG buses (1100 Series) to the SCMTD for \$9,000.00 per vehicle, for a total of \$90,000.00.

9. Investment Report – Quarter Ending March 31, 2023

- 10. PRONTO Fare Collection Spare Parts – Sole Source Contract Award**
Action would authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. G2660.0-23 with INIT Innovations in Transportation, Inc., (INIT) for the provision of fare collection spare parts in the amount of \$1,090,910.17, for a period of ten (10) years.
- 11. Purchase of Seven (7) Starcraft Bus, Class E, Ford F-550/65 GGE Propane Powered – Contract Award**
Action would authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. B0758.0-23, with Creative Bus Sales (CBS), for the purchase of up to seven (7) Starcraft Bus, Class E, Ford F-550/65 GGE propane powered in the amount of \$2,034,500.02.
- 12. San Ysidro Transit Center Improvements Project**
Action would authorize the Chief Executive Officer (CEO) to amend the Addendum 17, Scope of Work 102.1 to the Memorandum of Understanding (MOU) between the San Diego Association of Governments (SANDAG) and MTS for the San Ysidro Transit Center Planning & Design project in the amount of \$330,800.
- 13. Internal Audit Report – Travel Expense Claims**
- 14. Internal Audit Report – Accounts Payable**
- 15. Internal Audit Report – Information Technology Security**

STAFF COMMENTS

Ms. Landers stated that agenda item number 12 would be removed from the consent calendar.

9. Other Staff Communications and Business

There was no Other Staff Communications and Business discussion.

Ms. Cooney clarified that the May 18th meeting would begin at 8am, rather than the listed 9am start time.

10. Committee Member Communications and Other Business

There was no Committee Member Communications and Other Business discussion.

11. Next Meeting Date

The next Executive Committee meeting is scheduled for June 8, 2023, at 9:00 a.m.

CLOSED SESSION

The Committee convened to Closed Session at 11:03 a.m.

7. Closed Session – Conference with Legal Counsel – Anticipated Litigation

Initiation of litigation pursuant to Government Code 54956.9 (d)(4) (one potential case)

The Committee reconvened to Open Session at 11:59 a.m.

Karen Landers, General Counsel, reported the following oral report of final actions taken in Closed Session: The Executive Committee received a report from Legal Counsel and gave instructions.

12. Adjournment

The meeting was adjourned at 12:00 p.m..

/S/ Stephen Whitburn
Chairperson
San Diego Metropolitan Transit System

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

Attachment: Roll Call Sheet

SAN DIEGO METROPOLITAN TRANSIT SYSTEM
EXECUTIVE COMMITTEE

ROLL CALL

MEETING OF (DATE): May 11, 2023 CALL TO ORDER (TIME): 9:00 a.m.
 RECESS: _____ RECONVENE: _____
 CLOSED SESSION: 11:03 a.m. RECONVENE: 11:59 a.m.
 PUBLIC HEARING: _____ RECONVENE: _____
 ORDINANCES ADOPTED: _____ ADJOURN: 12:00 p.m.

REPRESENTING	BOARD MEMBER	ALTERNATE	PRESENT (TIME ARRIVED)	ABSENT (TIME LEFT)
City of San Diego	Elo-Rivera <input checked="" type="checkbox"/>	Montgomery Steppe <input type="checkbox"/>	9:00 a.m.	12:00 p.m.
County of San Diego	Vacant <input type="checkbox"/>	Vargas <input type="checkbox"/>	ABSENT	ABSENT
East County	Hall <input checked="" type="checkbox"/>	Frank <input type="checkbox"/>	9:00 a.m.	12:00 p.m.
SANDAG Transportation Committee	Moreno <input checked="" type="checkbox"/>	Bush <input type="checkbox"/>	9:00 a.m.	12:00 p.m.
South Bay	Bush <input checked="" type="checkbox"/>	Leyba- Gonzalez <input type="checkbox"/>	9:00 a.m.	12:00 p.m.
Vice Chair	Whitburn <input checked="" type="checkbox"/>	No Alternate <input type="checkbox"/>	9:00 a.m.	12:00 p.m.

SIGNED BY THE CLERK OF THE BOARD:

/S/ Dalia Gonzalez