

MINUTES
MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
JOINT AUDIT OVERSIGHT AND EXECUTIVE COMMITTEE

November 7, 2024

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

1. Roll Call

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

2. Public Comment

Alex Wong – Provided a made a verbal statement to the Committee during the meeting. Alex expressed support for 7.5-minute frequencies and an automated people mover to service the airport.

3. Approval of Minutes

Vice Chair Goble moved to approve the minutes of the September 5, 2024, MTS Executive Committee meeting. Board Member Frank seconded the motion, and the vote was 4 to 0 in favor with Board Member Bush, Board Member Montgomery Steppe and Board Member Moreno absent.

DISCUSSION ITEMS (ITEMS TAKEN OUT OF ORDER)

4. Audit Results and Draft of Fiscal Year 2024 Annual Comprehensive Financial Report (ACFR) (Erin Dunn with Coley Delaney of The Pun Group)

Erin Dunn, MTS Controller, and Coley Delaney of The Pun Group, presented on the audit results and draft of Fiscal Year 2024 ACFR. They outlined: management and auditors', responsibilities, overview of the financial statements, key pension and other post-employment benefits information, and audit results.

Action Taken

Board Member Elo-Rivera moved to receive a draft of the Fiscal Year (FY) 2024 ACFR for review and discussion. Board Member Frank seconded the motion, and the vote was 4 to 0 in favor with Board Member Bush, Board Member Montgomery Steppe and Board Member Moreno absent.

6. Fiscal Year (FY) 2024 Final Operating Budget Results (Gordon Meyer)

Gordon Meyer, MTS Manager of Financial Planning and Analysis, presented on FY 2024 Final Operating Budget Results. He provided details on: total operating revenues, expenses, activities, subsidy revenue category descriptions, total non-operating revenues and expenses, contingency reserve balance, and staff's recommendation.

Action taken

Vice Chair Goble moved to receive the MTS operations budget status report for FY 2024 and approve staff recommendations for programming excess revenues less expenses. Board

Member Elo-Rivera seconded the motion, and the vote was 4 to 0 in favor with Board Member Bush, Board Member Montgomery Steppe and Board Member Moreno absent.

5. Operations Budget Status Report for September 2024 (Gordon Meyer)

Mr. Meyer presented on operations budget status report for September 2024. He provided details on: total operating revenues, total operating expenses, and total operating activities.

Action Taken

No action taken. Informational item only.

OTHER ITEMS

7. Review of Draft November 14, 2024 MTS Board of Directors Agenda

Recommended Consent Items

3. Approval of Minutes

Action would approve the October 17, 2024 Board of Director meeting minutes.

4. Chief Executive Officer (CEO) Report

5. Regional Transit Management System (RTMS) Mount Woodson Radio Tower – Site Lease Amendment

Action would authorize the Chief Executive Officer (CEO) to execute Amendment No. 1 to MTS Doc. No. G1332.0-10, with American Tower Corporation, to accept the renewal of the remaining five (5) year term, for a total cost of \$167,001.84.

6. Adoption of the 2025 San Diego Metropolitan Transit System (MTS) Executive Committee and Board of Directors Meeting Schedule

Action would adopt the 2025 Executive Committee and Board of Directors meeting schedule

7. Construction Management (CM) Services for South Bay Zero Emission Bus (ZEB) Overhead Charging Infrastructure Installation – Work Order Agreement

Action would authorize the Chief Executive Officer (CEO) to execute Work Order WOA2501-CM012 under MTS Doc. No. G2501.0-21, with TRC Engineers Inc. (TRC), for CM services for the Imperial Avenue Division (IAD) ZEB Overhead Charging Infrastructure Construction Project in the amount of \$1,317,825.71.

8. Social Equity Listening Tour (SELT) Bus Stop Shelter Upgrades Design Services – Work Order Agreement

Action would authorize the Chief Executive Officer (CEO) to execute Work Order No. WOA353-AE-34 under MTS Doc. No. PWL353.0-22, with Dokken Engineering (Dokken), in the amount of \$688,221.76 to provide design services for upgrading twenty-eight (28) existing bus stops to accommodate shelters.

- 9. On-Board Video Surveillance System (OBVSS) Services for San Diego Metropolitan Transit System Bus Fleet – Contract Amendment**
Action would authorize the Chief Executive Officer (CEO) to execute Amendment No. 2 to MTS Doc. No. B0733.0-, with Luminator Technology Group (LTG), for a sole source amendment for the migration from the current Vehicle Information Management (VIM) software to the Managing Safety Efficiency in Transit (mSET) software for a total cost of \$623,436.00.
- 10. San Diego and Arizona Eastern Railway Company (SD&AE) – Quarterly Reports from the SD&AE Board of Directors Meeting on October 8, 2024**
Action would receive the reports to the SD&AE Board of Directors at its meeting on October 8, 2024, for the San Diego and Imperial Valley Railroad (SD&IV), Pacific Southwest Railway Museum Association (Museum), and Desert Line activities for information.
- 11. Kearny Mesa Division (KMD) Chassis Wash Lift Replacement – Contract Award**
Action would authorize the Chief Executive Officer (CEO) to execute MTS Doc No. PWB402.0-24, with Southwest Lift & Equipment, Inc., in the amount of \$356,908.00 for the replacement of the existing chassis wash lift for KMD.
- 12. Light Rail Vehicle (LRV) Digital Monitor Display Program – Contract Award**
Action would authorize the Chief Executive Officer (CEO) to: 1) Execute MTS Doc. No. G2899.0-24, with Maestronic USA Inc. (Maestronic), for a LRV Digital Monitor Display Program for a two (2) year base period with three (3) 1-year options, for a total of five (5) years, at a cost of \$1,708,591.05 (inclusive of CA 7.750% tax); and 2) Exercise the option years at the CEO's discretion.
- 13. Investment Report – Quarter Ending September 30, 2024**
- 14. On-Call Card Access Reader Services – Amendment**
Action would authorize the Chief Executive Officer (CEO) to: 1) Ratify Amendment No. 1 to MTS Doc. PWG340.0-22, with Electro Specialty Systems (ESS), for additional new installations (contract years 1-3) and maintenance funding (all contract years) in the amount of \$82,478.76; and 2) Execute Amendment No. 2 to MTS Doc. No. PWG340.0-22, with ESS, in the amount of \$240,000.00 for estimated new installation funding and maintenance for the remainder of the contract.
- 15. Board Policy No. 30 (Investment Policy) – Policy Revision**
Action would approve and adopt the updated Board Policy No. 30 (Investment Policy).
- 16. Orange Line Improvement Project Phases 1 & 2 – Overhead Contact System (OCS) Poles – Contract Award**
Action would authorize the Chief Executive Officer (CEO) to: 1) Execute MTS Doc. No. L1688.0-25, with Balfour Beatty Infrastructure, Inc (Balfour), for the purchase of OCS Poles for Orange Line Phases 1 and 2 at a cost of \$291,998.66, plus an option to purchase additional poles in 2025 at a cost of \$27,201.40 for a total cost of \$319,200.06 (inclusive of 7.75% CA Sales Tax); and 2) Exercise the option purchase at the CEO's discretion.

17. 66th Street Track Repair – Work Order Agreement

Action would authorize the Chief Executive Officer (CEO) to execute Work Order No. MTSJOC348-15, under Job Order Contract (JOC) MTS Doc. No. PWG348.0-22, with Veterans Engineering Inc. (Veterans), for the undercutting and replacement of track between 66th and 68th Streets on the Orange Line in the amount of \$955,931.49.

18. Operations Budget Status Report for September 2024

8. Other Staff Communications and Business

There was no Other Staff Communications and Business discussion.

9. Committee Member Communications and Other Business

There was no Committee Member Communications and Other Business discussion.

10. Next Meeting Date

The next Executive Committee meeting is scheduled for December 12, 2024, at 9:00 a.m.

11. Adjournment

The meeting was adjourned at 9:41 a.m.

/S/ Stephen Whitburn
Chairperson
San Diego Metropolitan Transit System

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

Attachment: A. Roll Call Sheet

SAN DIEGO METROPOLITAN TRANSIT SYSTEM
JOINT AUDIT OVERSIGHT & EXECUTIVE COMMITTEE MEETING

ROLL CALL

MEETING OF (DATE): <u>November 7, 2024</u>	CALL TO ORDER (TIME): <u>9:02 a.m.</u>
RECESS: _____	RECONVENE: _____
CLOSED SESSION: _____	RECONVENE: _____
_____	ADJOURN: <u>9:41 a.m.</u>

REPRESENTING	MEMBER	EC ALTERNATE	PRESENT (time arrived)	ABSENT (time left)
AOC & EC Chair	Whitburn <input checked="" type="checkbox"/>	No Alternate <input type="checkbox"/>	9:02 a.m.	9:41 a.m.
AOC & EC Member	Elo-Rivera <input checked="" type="checkbox"/>	Joe LaCava <input type="checkbox"/>	9:02 a.m.	9:41 a.m.
AOC & EC Member	Montgomery Steppe <input type="checkbox"/>	Vargas <input type="checkbox"/>	ABSENT	ABSENT
AOC & EC Member	Frank <input checked="" type="checkbox"/>	Hall <input type="checkbox"/>	9:02 a.m.	9:41 a.m.
AOC & EC Member	Moreno <input type="checkbox"/>	Bush <input type="checkbox"/>	ABSENT	ABSENT
AOC & EC Member	Bush <input type="checkbox"/>	Leyba- Gonzalez <input type="checkbox"/>	ABSENT	ABSENT
AOC & EC Vice Chair	Goble <input checked="" type="checkbox"/>	No Alternate <input type="checkbox"/>	9:02 a.m.	9:41 a.m.

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