



Orange County Transportation Authority

Finance and Administration Committee Agenda

Wednesday, December 3, 2025 at 10:30 a.m.

Board Room, 550 South Main Street, Orange, California

Committee Members

Michael Hennessey, Chair

Patrick Harper, Vice Chair

Jamey M. Federico

William Go

Carlos A. Leon

Vicente Sarmiento

Mark Tettemer

Any person with a disability who requires a modification or accommodation in order to participate in this meeting should contact the Orange County Transportation Authority (OCTA) Clerk of the Board's office at (714) 560-5676, no less than two business days prior to this meeting to enable OCTA to make reasonable arrangements to assure accessibility to this meeting.

Agenda Descriptions

Agenda descriptions are intended to give members of the public a general summary of items of business to be transacted or discussed. The posting of the recommended actions does not indicate what action will be taken. The Committee may take any action which it deems to be appropriate on the agenda item and is not limited in any way by the notice of the recommended action.

Public Availability of Agenda Materials

All documents relative to the items referenced in this agenda are available for public inspection at www.octa.net or through the Clerk of the Board's office at the OCTA Headquarters, 600 South Main Street, Orange, California.

Meeting Access and Public Comments on Agenda Items

Members of the public can either attend in-person or access live streaming of the Committee meetings by clicking this link: <https://octa.legistar.com/Calendar.aspx>

In-Person Comment

Members of the public may attend in-person and address the Board regarding any item within the subject matter jurisdiction of the Orange County Transportation Authority. Please complete a speaker's card and submit it to the Clerk of the Board and notify the Clerk regarding the agenda item number on which you wish to speak. Speakers will be recognized by the Chair at the time of the agenda item is to be considered by the Board. Comments will be limited to three minutes. The Brown Act prohibits the Board from either discussing or taking action on any non-agendized items.

FINANCE AND ADMINISTRATION COMMITTEE MEETING AGENDA

Written Comment

Written public comments may also be submitted by emailing them to ClerkOffice@octa.net, and must be sent by 5:00 p.m. the day prior to the meeting. If you wish to comment on a specific agenda item, please identify the item number in your email. All public comments that are timely received will be part of the public record and distributed to the Board. Public comments will be made available to the public upon request.

Call to Order

Pledge of Allegiance

Director Tettemer

Closed Session

There are no Closed Session items scheduled.

Special Calendar

There are no Special Calendar matters.

Consent Calendar (Items 1 through 9)

All items on the Consent Calendar are to be approved in one motion unless a Committee Member or a member of the public requests separate action or discussion on a specific item.

1. Approval of Minutes

Clerk of the Board

Recommendation(s)

Approve the minutes of the November 12, 2025 Finance and Administration Committee meeting.

Attachments:

[Minutes](#)

2. Same-Day Taxi Service, Internal Audit Report No. 26-503

Jonathan Thompson/Janet Sutter

Overview

The Internal Audit Department of the Orange County Transportation Authority has completed an audit of Same-Day Taxi service. Based on the audit, program and contract oversight controls and invoice review controls are adequate and functioning, and Cabco Yellow, Inc., doing business as California Yellow Cab, complies with contract terms.

Recommendation(s)

Receive and file Same-Day Taxi Service Internal Audit Report No. 26-503, as an information item.

Attachments:

[Staff Report](#)

[Attachment A](#)

FINANCE AND ADMINISTRATION COMMITTEE MEETING AGENDA

3. **State Route 55 Improvement Project Between Interstate 405 and Interstate 5, Design and Construction Management, Internal Audit Report No. 26-504**
Serena Ng/Janet Sutter

Overview

The Internal Audit Department has completed an audit of the design and construction management contracts for the State Route 55 Improvement Project between Interstate 405 and Interstate 5. Based on the audit, oversight and invoice review controls are in place and operating effectively and consultants comply with their respective agreements; however, one recommendation was made to enhance controls over amendment processing.

Recommendation(s)

Direct staff to implement the recommendation provided in State Route 55 Improvement Project Between Interstate 405 and Interstate 5, Design and Construction Management, Internal Audit Report No. 26-504.

Attachments:

[Staff Report](#)

[Attachment A](#)

4. **91 Express Lanes Update for the Period Ending - September 30, 2025**

Kirk Avila

Overview

The Orange County Transportation Authority has owned and managed the operations of the 91 Express Lanes since January 2003. Since then, traffic volumes and toll revenues have fluctuated with changes in the economy and the added capacity to the State Route 91 corridor. During the month of September 2025, trips increased by 4.5 percent, reaching 1.86 million, on the 91 Express Lanes in Orange County. This report focuses on the operational and financial activities for the period ending September 30, 2025.

Recommendation(s)

Receive and file as an information item.

Attachments:

[Staff Report](#)

[Attachment A](#)

[Attachment B](#)

5. **405 Express Lanes Update for the Period Ending - September 30, 2025**

Kirk Avila

Overview

The Orange County Transportation Authority oversees the operations of the 405 Express Lanes, which commenced on December 1, 2023. During the month of September 2025, transactions increased 12.9 percent while trips grew by six percent on the 405 Express Lanes. This report focuses on the operational and financial activities for the period ending September 30, 2025

FINANCE AND ADMINISTRATION COMMITTEE MEETING AGENDA

Recommendation(s)

Receive and file as an information item.

Attachments:

[Staff Report](#)

[Attachment A](#)

6. Orange County Transportation Authority Investment and Debt Programs Report - October 2025

Robert Davis/Andrew Oftelie

Overview

The Orange County Transportation Authority has a comprehensive investment and debt program to fund its immediate and long-term cash flow demands. Each month, the Treasurer submits a report detailing investment allocation, performance, compliance, outstanding debt balances, and credit ratings for the Orange County Transportation Authority's debt program. This report is for the month ending October 31, 2025. The report has been reviewed and is consistent with the investment practices contained in the investment policy.

Recommendation(s)

Receive and file as an information item.

Attachments:

[Staff Report](#)

[Attachment A](#)

[Attachment B](#)

7. Environmental Mitigation Program Endowment Fund Investment Report for September 30, 2025

Robert Davis/Andrew Oftelie

Overview

The Orange County Transportation Authority has developed a Natural Community Conservation Plan/Habitat Conservation Plan, acquired conservation properties, and funded habitat restoration projects to mitigate the impacts of Measure M2 freeway programs. The California Community Foundation manages the non-wasting endowment required to fund the long-term management of the conservation properties. Each quarter, the California Community Foundation publishes a comprehensive report detailing the composition of the pool and its performance.

Recommendation(s)

Receive and file as an information item.

Attachments:

FINANCE AND ADMINISTRATION COMMITTEE MEETING AGENDA

[Staff Report](#)

[Attachment A](#)

[Attachment B](#)

[Attachment C](#)

8. **First Quarter Fiscal Year 2025-26 Procurement Status Report**

Pia Veasapen/Andrew Oftelie

Overview

The first quarter procurement status report summarizes the procurement activities for information purposes to the Orange County Transportation Authority Board of Directors. This report focuses on procurement activity from July 1, 2025, through September 30, 2025, that was approved by the Board of Directors. The first quarter procurement status report also projects future procurement activity for the second quarter as identified in the fiscal year 2025-26 budget.

Recommendation(s)

Receive and file as an information item.

Attachments:

[Staff Report](#)

[Attachment A](#)

[Attachment B](#)

[Attachment C](#)

[Attachment D](#)

[Attachment E](#)

[Attachment F](#)

[Attachment G](#)

9. **Fiscal Year 2025-26 First Quarter Grant Reimbursement Status Report**

Sam Kaur/Andrew Oftelie

Overview

The Quarterly Grant Reimbursement Status Report summarizes grant activities for the Orange County Transportation Authority Board of Directors. This report focuses on activity for the first quarter of fiscal year 2025-26, covering July through September 2025.

Recommendation(s)

Receive and file as an information item.

Attachments:

[Staff Report](#)

[Attachment A](#)

[Attachment B](#)

[Attachment C](#)

[Attachment D](#)

FINANCE AND ADMINISTRATION COMMITTEE MEETING AGENDA

Regular Calendar

There are no Regular Calendar items scheduled.

Discussion Items

10. Express Lanes Programs Update

Kirk Avila

Overview

As the 405 Express Lanes concludes its second year of operations and the 91 Express Lanes nears its 30th anniversary, Orange County Transportation Authority staff will present an update on both programs.

Attachments:

[Presentation](#)

11. Public Comments

12. Chief Executive Officer's Report

13. Committee Members' Reports

14. Adjournment

The next regularly scheduled meeting of this Committee will be held:

To Be Determined

OCTA Headquarters
Board Room
550 South Main Street
Orange, California