



Orange County Transportation Authority

Finance and Administration Committee Agenda

Wednesday, February 14, 2024 at 10:30 a.m.

Board Room, 550 South Main Street, Orange, California

Committee Members

Michael Hennessey, Chair

Patrick Harper, Vice Chair

Andrew Do

Jamey Federico

Stephanie Klopfenstein

Tam T. Nguyen

Vicente Sarmiento

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 listen to audio live streaming of the Board and 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 Federico

Closed Session

There are no Closed Session items scheduled.

Special Calendar

1. Investment Management Presentation - Payden & Rygel

Robert Davis/Andrew Oftelie

Overview

Payden & Rygel Investment Management is one of four firms Orange County Transportation Authority contracts with to actively manage the Short-term Investment Portfolio. Jim Sarni with Payden & Rygel will present an introduction to their firm and provide commentary on the market and the Orange County Transportation Authority's portfolio.

Attachments:

[Presentation](#)

Consent Calendar (Items 2 through 5)

2. Approval of Minutes

Recommendation

Approve the minutes of the January 24, 2024 Finance and Administrative Committee meeting.

Attachments:

[Minutes](#)

FINANCE AND ADMINISTRATION COMMITTEE MEETING AGENDA

3. **OC Vanpool Program, Internal Audit Report No. 24-505**

Jonathan Thompson/Janet Sutter

Overview

The Internal Audit Department of the Orange County Transportation Authority has completed an audit of the OC Vanpool Program. Based on the audit, controls are adequate and operating.

Recommendation

Receive and file OC Vanpool Program, Internal Audit Report No. 24-505, as an information item.

Attachments:

[Staff Report](#)

[Attachment A](#)

4. **Approval of Local Transportation Fund Fiscal Year 2024-25 Apportionment Estimates**

Sam Kaur/Andrew Oftelie

Overview

The Orange County Transportation Authority, as the transportation planning agency and county transportation commission for Orange County, is responsible for developing estimates used in apportioning revenues earned and deposited in the Orange County Local Transportation Fund. Transportation Development Act regulations require that the apportionments for fiscal year 2024-25 be determined, and prospective claimants be advised of the amounts.

Recommendation

Approve the Local Transportation Fund fiscal year 2024-25 apportionment estimates and authorize the Chief Executive Officer to advise all prospective claimants of the amounts of all area apportionments from the Orange County Local Transportation Fund.

Attachments:

[Staff Report](#)

5. **Change in Classification of Salary Grade Assignment**

Karen DeCrescenzo/Maggie McJilton

Overview

The evolving landscape of project management and delivery methods necessitates a dedicated leadership role to oversee and implement alternative project delivery approaches. Staff proposes to change the salary grade assignment of the Senior Program Manager, Project Management position in the Capital Programs division to allow for the creation of a new executive-level position to oversee and implement alternative project delivery approaches in the Capital Programs division. This change will help ensure retention and better align organizational needs. Board of Directors' approval is required to make this change.

FINANCE AND ADMINISTRATION COMMITTEE MEETING AGENDA

Recommendation

Direct staff to create a new executive-level, grade X position, titled Director, Alternative Project Delivery and Construction, from one of the existing Senior Program Manager positions within the Capital Programs Division.

Attachments:

[Staff Report](#)

Regular Calendar

There are no Regular Calendar items scheduled.

Discussion Items

6. Public Comments

7. Chief Executive Officer's Report

8. Committee Members' Reports

9. Adjournment

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

10:30 a.m. on Wednesday, February 28, 2024

OCTA Headquarters

Board Room

550 South Main Street

Orange, California