



# MINUTES

## *Finance and Administration Committee Meeting*

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### **Committee Members Present**

Michael Hennessey, Chairman  
Brian Goodell, Vice Chairman  
Patrick Harper  
Steve Jones  
Vicente Sarmiento

### **Staff Present**

Darrell E. Johnson, Chief Executive Officer  
Jennifer L. Bergener, Deputy Chief Executive Officer  
Sahara Meisenheimer, Clerk of the Board Specialist  
Gina Ramirez, Clerk of the Board, Specialist, Senior  
Andrea West, Interim Clerk of the Board  
Cassie Trapesonian, General Counsel  
OCTA Staff

### **Committee Members Absent**

Gene Hernandez  
Joe Muller

### **Call to Order**

The July 27, 2022, regular meeting of the Finance and Administration (F&A) Committee was called to order by Committee Chairman Hennessey at 10:30 a.m.

### **Pledge of Allegiance**

Committee Vice Chairman Goodell led in the Pledge of Allegiance.

### **Special Calendar**

#### **1. Taxable Sales Forecast - California State University, Fullerton**

Andrew Oftelie, Chief Financial Officer (CFO), provided opening comments and introduced Jerry Nickelsburg, Ph.D., and William Yu, Ph.D., from the University of California at Los Angeles Anderson Forecast, who provided a PowerPoint presentation.

Following a discussion, no action was taken on this information item.

### **Consent Calendar (Items 2 through 9)**

#### **2. Approval of Minutes**

A motion was made by Director Jones, seconded by Committee Vice Chairman Goodell, and declared passed by those present to approve the minutes of the Finance and Administration Committee meeting on July 13, 2022.

Director Sarmiento was not present to vote on this item.



**3. Fiscal Year 2021-22 Internal Audit Plan, Fourth Quarter Update**

A motion was made by Director Jones, seconded by Committee Vice Chairman Goodell, and declared passed by those present to receive and file the fourth quarter update to the Orange County Transportation Authority Internal Audit Department Fiscal Year 2021-22 Internal Audit Plan as an information item.

Director Sarmiento was not present to vote on this item.

**4. Oversight Controls and Contract Compliance Related to the OC Streetcar Design and Construction Management, Internal Audit Report No. 22-505**

Committee Chairman Hennessey pulled this item and asked Janet Sutter, Executive Director of Internal Audit, to summarize the findings and recommendations. Ms. Sutter discussed the overbillings found in Recommendation 1 and has asked management to recover the costs from the contractor. Ms. Sutter also stated that the firm-fixed price method was not beneficial to the Orange County Transportation Authority. A further discussion ensued among Committee members and Darrell E. Johnson, Chief Executive Officer (CEO).

Chairman Hennessey requested that in the future a significant finding like this be agendaized as a Regular or Discussion item.

A motion was made by Committee Chairman Hennessey, seconded by Director Jones, and declared passed by those present to direct staff to implement five recommendations provided in Oversight Controls and Contract Compliance Related to the OC Streetcar Design and Construction Management, Internal Audit Report No. 22-505.

Director Sarmiento was not present to vote on this item.

**5. Agreement for 91 Express Lanes Channelizers**

A motion was made by Director Jones, seconded by Committee Vice Chairman Goodell, and declared passed by those present, to:

- A. Approve the selection of Statewide Traffic Safety and Signs, Inc. to provide channelizers for the 91 Express Lanes through a competitive procurement that was conducted by the Riverside County Transportation Commission.



- B. Authorize the Chief Executive Officer to negotiate and execute Agreement No. C-2-2650 between the Orange County Transportation Authority and Statewide Traffic Safety and Signs, Inc., in the amount of \$274,238, for the procurement of channelizers for the 91 Express Lanes.

Directo Sarmiento was not present to vote on this item.

### **6. Fourth Quarter Fiscal Year 2021-22 Procurement Status Report**

A motion was made by Director Jones, seconded by Committee Vice Chairman Goodell, and declared passed by those present to receive and file as an information item.

Director Sarmiento was not present to vote on this item.

### **7. Amendment to Purchase Order for Modular Systems and Ancillary Furniture**

A motion was made by Director Jones, seconded by Committee Vice Chairman Goodell, and declared passed by those present to authorize the Chief Executive Officer to negotiate and execute Amendment No. 2 to Purchase Order No. C-9-1652 between the Orange County Transportation Authority and Western Office Interiors, in the amount of \$500,000, to provide for the purchase of modular systems and ancillary furniture for the Interstate 405 Customer Service and Operations Center. This will increase the purchase order to a total contract value of \$1,490,000.

Director Sarmiento was not present to vote on this item.

### **8. Orange County Transportation Authority Investment and Debt Programs Report - June 2022**

A motion was made by Director Jones, seconded by Committee Vice Chairman Goodell, and declared passed by those present to receive and file as an information item.

Director Sarmiento was not present to vote on this item.



**9. Annual New York Credit Update - June 2022**

Committee Chairman Hennessey pulled this item and acknowledged Andrew Oftelie, CFO, Robert Davis, Department Manager of Treasury & Public Finance, and Mr. Johnson, CEO, for a job well done. He complimented staff on the ease and the amount of communication between the rating agencies.

A motion was made by Committee Chairman Hennessey, seconded by Director Jones, and declared passed by those present to receive and file as an information item.

Director Sarmiento was not present to vote on this item.

**Regular Calendar**

There were no Regular Calendar items scheduled.

**Discussion Items**

**10. Public Comments**

No public comments were received.

**11. Chief Executive Officer's Report**

Mr. Johnson, CEO, reported on the following:

- Thanked Committee Chairman Hennessey, Chairman Murphy, and Vice Chairman Hernandez for their time and support at the New York meetings.
- OCTA is hosting a ground breaking event for the State Route 55 Improvement Project in partnership with the California Department of Transportation. The event will start tomorrow at 10:00 a.m. on the southwest corner of Newport Avenue and Del Amo Avenue in Tustin.
- On Tuesday, August 2<sup>nd</sup>, OCTA will host the Women's Transportation Seminar Transportation Academy. It is an annual two-week long immersive program where students can explore different facets of the transportation industry. OCTA is always looking forward to hosting these students and supporting the advancement of women in transportation.

**12. Committee Members' Reports**

There were no Committee Members' Reports.



**13. Closed Session**

There were no Closed Session items scheduled.

**14. Adjournment**

The meeting adjourned at 11:46 a.m.

The next regularly scheduled meeting of this Committee will be held at **10:30 a.m. on Wednesday, August 10, 2022**, at the Orange County Transportation Authority Headquarters, Board Room, 550 South Main Street, Orange, California.

ATTEST

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Sahara Meisenheimer  
Clerk of the Board Specialist