



MINUTES

Executive Committee Meeting

Committee Members Present via Teleconference

Andre Do, Chairman
Mark A. Murphy, Vice Chairman
Lisa Bartlett
Michael Hennessey
Steve Jones
Tim Shaw

Staff Present

Jennifer L. Bergener, Deputy Chief Executive Officer
Gina Ramirez, Deputy Clerk of the Board
Allison Cheshire, Interim Deputy Clerk of the Board

Via Teleconference

Darrell E. Johnson, Chief Executive Officer
Cassie Trapesonian, General Counsel

Committee Members Absent

None

Call to Order

The April 5, 2021 regular meeting of the Executive Committee (Committee) was called to order By Chairman Do at 9:02 a.m.

Roll Call

The Deputy Clerk of the Board conducted an attendance roll call and announced there was a quorum of the Committee.

Pledge of Allegiance

Director Shaw led in the Pledge of Allegiance.

1. Public Comments

There were no Public Comments.

Special Calendar

There are no Special Calendar matters.

Consent Calendar (Items 2 and 3)

2. Approval of Minutes - March 29, 2021

A motion was made by Vice Chairman Murphy, seconded by Director Bartlett, and following a roll call vote, declared passed 6 to 0, to approve the minutes of the Special Executive Committee meeting of March 29, 2021.

3. Approval of Minutes - March 1, 2021

A motion was made by Vice Chairman Murphy, seconded by Director Bartlett, and following a roll call vote, declared passed 6 to 0, to approve the minutes of the Executive Committee meeting of March 1, 2021.

Regular Calendar

4. Measure M2 2020 Update: Next 10 Delivery Plan

Darrell E. Johnson, Chief Operating Officer (CEO), stated this Committee and the Board of Directors (Board) approved this item in December 2020. He noted that staff has continued to monitor sales tax collections and review opportunities to keep the plan on track and refine the work.

Kia Mortazavi, Executive Director of Planning, presented a PowerPoint on this item.

Director Bartlett referenced the timeline on Slide #8 of the PowerPoint and inquired about staff returning to the Committee with an adjusted timeline relative to completing projects sooner or extending project timelines out if the revenue shortfall becomes a reality.

Mr. Mortazavi responded that the Orange County Transportation Authority (OCTA) reviews the plan annually in October and presents the results to the Committee and Board in November or December.

Director Shaw referenced Page 55 of Attachment B and inquired on Project J for the State Route 91 (SR-91) from the State Route 55 (SR-55) to Interstate 15 (I-15) and what the percentage is for both Riverside and Orange Counties.

Mr. Mortazavi stated the project limits should be from SR-241 to SR-71 with only one lane in the eastbound direction. Half of the cost is in Orange County (OC), and the other half in Riverside County. The OC portion of the cost is estimated in the report and does not extend to the I-15 freeway. He stated that staff would correct the language on this report.

Director Shaw inquired if it is possible to use excess toll revenues to alleviate M2 funds.

Mr. Mortazavi stated the plan presented includes 91 Express Lane toll revenues dedicated to improvements on the SR-91.

Mr. Johnson, CEO, stated the Board took action in 2016 or 2017 to dedicate excess toll revenues at around \$740 million to fund Projects I and J, and staff continues to put those dollars aside. Also, if excess toll revenues are stronger or weaker than that, staff would have to come to the Board and adjust a significant portion of The M2 program.

4. (Continued)

Mr. Johnson, CEO, noted as a follow-up to Director Bartlett's question that in May, the Committee would receive updates on revenues from the three universities, and MuniServices Inc., at Finance and Administration Committee, will update actual and revenue forecasts.

Chairman Do inquired if staff can make the following edits to the document:

- Expand the language on page 86 of Attachment B under Overview, second bullet point to "Riders and commuters first and last-mile connections."
- Expand the language on page 86 of Attachment B under Next 10 Plan Deliverables #4 "To expand transit connections to amplify first and the last-mile for riders and commuters."
- Expand the language on page 86 of Attachment B under Next 10 Plan Deliverables #6: "To maintain successful community circulator projects."

Mr. Mortazavi stated that staff brings specific guidelines for each project to the Board for approval and will incorporate the suggested comments for the next round of approvals.

OCTA updated Project V guidelines to make it easier for cities to participate and ridership requirements per passenger. The subsidy is capped to give cities more flexibility to bring projects back after the pandemic.

Mr. Johnson stated that the specific guidelines for Project R is Metrolink, Project S is the extension of Metrolink into communities and work centers, and Project V is community circulators that do not have a tie to a Metrolink station. In all instances, OCTA cannot use M2 funds to supplement the bus service. This plan lays out the support projects over the next ten years and ties into the Comprehensive Business Plan.

Chairman Do expressed his concern that unless a rider lives near major routes, it is hard to walk to connect to the roads, and more options are needed for first and last-mile connectivity.

4. (Continued)

A motion was made by Director Hennessey, seconded by Director Bartlett, and following a roll call vote, declared passed 6 to 0, to:

- A. Adopt the 2020 Measure M2 Next 10 Delivery Plan.
- B. Direct staff to continue to monitor revenue and project cost shifts that could affect the delivery plan and return to the Board of Directors with changes if necessary.

5. Proposed Amendment to the Orange County Local Transportation Authority Measure M2 Ordinance No. 3

Adriann Cardoso, Department Manager of Planning, presented a verbal report on this item.

Director Shaw inquired if the cities needed the amendment given the federal stimulus from the Coronavirus Response and Relief Supplemental Appropriations Act of 2021.

Ms. Cardoso responded that staff would need to review this further since OCTA is unsure if the federal stimulus dollars have a specific purpose and might not be allowed for the general fund or discretionary value.

Chairman Do requested that staff continue to monitor the Maintenance of Effort (MOE).

Director Hennessey inquired what mechanism is in place to monitor the MOE.

Ms. Cardoso stated OCTA requires two submittals under eligibility. The City must certify its budget, and at the end of the fiscal year, the City must submit an expenditure report. OCTA reviews the MOE in detail through an audit. OCTA's Internal Audit Department selects a specific number of cities each year to ensure the MOE is accurate. The requirement is on the local agency to qualify

Director Hennessey stated his concerns about lessening the requirement based on the cities impaired financial situation.

Mr. Johnson, CEO, stated that city revenues are in a tough place. He noted OCTA made modifications to close out 2020 and made a one-time adjustment for 2021-2022.

Mr. Johnson, CEO, said OCTA wants to make cities and the County successful in delivering transportation projects and maintaining streets and roads.

5. (Continued)

A motion was made by Director Hennessey, seconded by Director Shaw, and following a roll call vote, declared passed 6 to 0, to:

- A. Direct staff to initiate the process to amend the Orange County Local Transportation Authority Measure M2 Ordinance No. 3 to extend the fiscal year 2020 21 revised maintenance of effort requirement into fiscal year 2021 22 to continue assisting local jurisdictions through this period of economic uncertainty.
- B. Direct staff to set a date of May 24, 2021, for a public hearing and Board of Directors' action to consider adoption of the amendment to the Orange County Local Transportation Authority Measure M2 Ordinance No. 3 as it relates to the maintenance of effort requirement.

Discussion Items

6. State of Cyber Security 2021

Michael Cardoza, Department Manager of Cyber Security, presented a PowerPoint on this item.

Director Bartlett inquired about information on the employee training program and provided comments regarding training at the County.

Mr. Cardoza stated that OCTA has a very similar program to the County program where all new employees go through mandatory cybersecurity training. Each year employees go through regular training, and are provided applicable policies and are sent best practice emails.

Director Bartlett inquired if OCTA checked incoming emails automatically.

Mr. Cardozo stated the exchange server does check emails automatically, and if it is not a known user, a warning is sent to the employee.

Chairman Do inquired if the system learns the email source over time if the recipient continues to open up the email.

Mr. Cardozo responded that the Phish ER system does learn behaviors.



7. Chief Executive Officer's Report

Mr. Johnson, CEO, reported on the following:

- On April 7th at 4:00 p.m., staff will host a Zoom meeting with the community to update the Interstate 405 Improvement Project and upcoming work on the Ward Street Bridge.

8. Committee Members' Reports

There were no Committee Members' Reports.

9. Closed Session

There were no Closed Session items scheduled.

10. Adjournment

The meeting adjourned at 11:46 a.m.

The next regularly scheduled meeting of this Committee will be held at **9:00 a.m. on Monday, May 3, 2021**, at the Orange County Transportation Authority Headquarters, Conference Room 07, 550 South Main Street, Orange, California.

ATTEST

Andrew Do
Chairman

Gina Ramirez
Deputy Clerk of the Board