



**Committee Members Present**  
**Via Teleconference:**

Michael Hennessey, Chairman  
Steve Jones, Vice Chairman  
Katrina Foley  
Patrick Harper  
Gene Hernandez  
Joe Muller

**Staff Present**

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

**Via Teleconference:**

Darrell E. Johnson, Chief Executive Officer  
Andrew Oftelie, Chief Financial Officer  
James Donich, General Counsel

**Committee Members Absent**

Brian Goodell

**Call to Order**

The April 28, 2021, regular meeting of the Finance and Administration (F&A) Committee was called to order by Committee Chairman Hennessey at 10:33 a.m.

**Roll Call**

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

**Pledge of Allegiance**

Director Harper led in the Pledge of Allegiance.

**1. Public Comments**

There were no Public Comments.

**Special Calendar**

**2. Proposed Fiscal Year 2021-22 Southern California Regional Rail Authority Budget**

Stephanie Wiggins, Chief Executive Officer of Metrolink, provided a PowerPoint presentation of the proposed Southern California Regional Rail Authority Fiscal Year 2021-22 Budget, including the Orange County Transportation Authority's (OCTA) proposed share of operating, rehabilitation, and capital expenses for Metrolink commuter rail service.



**2. (Continued)**

Discussion ensued regarding the following:

- OCTA's share to Metrolink covered this year by funds available under the Coronavirus Aid, Relief, and Economic Security (CARES) Act., which is normally included in the annual proposed OCTA budget.
- Renewable diesel fuel utilized for locomotives.
- Alternative fuel options available for transit buses.
- Metrolink ridership recovery scenarios.
- Metrolink management of CARES Act funds.

**Consent Calendar (Items 3 through 11)**

**3. Approval of Minutes**

A motion was made by Director Foley, seconded by Director Hernandez and following a roll call vote, declared passed 6-0, to approval of the minutes of the Finance and Administration Committee meeting of April 14, 2021.

**4. Fiscal Year 2020-21 Internal Audit Plan, Third Quarter Update**

Committee Chairman Hennessey pulled this item to inquire about the discrepancy found during the audit and the invoice review process.

Ms. Sutter stated that the invoice discrepancy amounts were very small, that the discrepancy was resolved, and that there are good invoice review controls in place.

A motion was made by Committee Chairman Hennessey, seconded by Director Foley and following a roll call vote, declared passed 6-0, to receive and file the third quarter update to the Orange County Transportation Authority Internal Audit Department Fiscal Year 2020-21 Internal Audit Plan, as an information item.



**5. Amendment to the 91 Express Lanes Riverside County Transportation Commission/Orange County Transportation Authority Facility Agreement**

A motion was made by Director Foley, seconded by Director Hernandez and following a roll call vote, declared passed 6-0, to authorize the Chief Executive Officer to negotiate and execute Amendment No. 6 to Agreement No. C-5-3828 between the Orange County Transportation Authority and Riverside County Transportation Commission, in the amount of \$931,300, for the reimbursement of shared operational expenses through June 30, 2022.

**6. Approval of the Fiscal Year 2021-22 Local Transportation Fund Claim for Laguna Beach Public Transportation Services**

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

- A. Approve the Laguna Beach Municipal Transit Lines Fiscal Year 2021-22 Local Transportation Fund Claim for public transportation services in the amount of \$1,075,788.
- B. Authorize the Chief Executive Officer of the Orange County Transportation Authority to issue allocation/disbursement instructions to the Orange County Auditor-Controller in the amount of the claim.

**7. Approval of the Fiscal Year 2021-22 Local Transportation Fund Claim for Public Transportation and Community Transit Services**

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

- A. Approve the Orange County Transit District Fiscal Year 2021-22 Local Transportation Fund Claim for public transportation services in the amount of \$152,727,401, and for community transit services in the amount of \$8,094,905, for a total claim amount of \$160,822,306.
- B. Authorize the Chief Executive Officer to issue allocation/disbursement instructions to the Orange County Auditor-Controller in the full amount of the claims.

**8. Amendment to Cooperative Agreement with the Anaheim Transportation Network for Public Transit Services**

A motion was made by Director Hernandez, seconded by Director Muller and following a roll call vote, declared passed 6-0, to authorize the Chief Executive Officer to negotiate and execute Amendment No. 2 to Cooperative Agreement No. C-7-1760 between the Orange County Transportation Authority and the Anaheim Transportation Network, in the amount of \$3,504,231, to provide Coronavirus Response and Relief Supplemental Appropriations Act of 2021 and American Rescue Plan Act of 2021 funding. This will increase the maximum obligation of the cooperative agreement to a total contract value of \$10,064,093.

**9. Amendment to Cooperative Agreement with the City of Laguna Beach for Public Transit Services**

Director Foley pulled this item to inquire about the purpose of this cooperative agreement.

Andrew Oftelie, Chief Financial Officer, responded that the agreement is in place for the City of Laguna Beach to obtain their pass-through funds for the Laguna Beach Municipal Transit Lines (LBMTL), which was in existence before 1971.

Darrell E. Johnson, Chief Executive Officer (CEO), commented that the LBMTL is different in that it was established before 1971. A community circulators program under Measure M2, known as Project V, which all cities in the county are eligible for and requires a match of funds by the cities to participate.

A motion was made by Director Foley, seconded by Committee Chairman Hennessey and following a roll call vote, declared passed 6-0, to authorize the Chief Executive Officer to negotiate and execute Amendment No. 2 to Cooperative Agreement No. C-8-1679 between the Orange County Transportation Authority and the City of Laguna Beach, in the amount of \$430,821, for the pass through of American Rescue Plan Act funding. This will increase the maximum obligation of the cooperative agreement to a total contract value of \$3,630,202.

**10. Third Quarter Fiscal Year 2020-21 Procurement Status Report**

A motion was made by Director Hernandez, seconded by Director Muller and following a roll call vote, declared passed 6-0, to receive and file as an information item.



**11. Orange County Transportation Authority Investment and Debt Programs Report - March 2021**

A motion was made by Director Hernandez, seconded by Director Muller and following a roll call vote, declared passed 6-0, receive and file as an information item.

**Regular Calendar**

**12. Orange County Transportation Authority Fiscal Year 2021-22 Budget Workshop Preview**

Victor Velasquez, Department Manager of Financial Planning and Analysis, provided a PowerPoint presentation.

Discussion ensued regarding the following:

- Factors that affect salaries and benefits.
- Salary rates for coach operators.
- Determination of costs for directly-operated bus services versus contract-operated bus services.
- The state provides LOSSAN funding.
- OCTA's investment and debt service.
- Budget sources for capital programs.
- OCTA's reserve funds policy.

Mr. Johnson, CEO, reported that a budget workshop is scheduled on Monday, May 10, 2021 and a public hearing on the proposed budget is scheduled for Monday, June 15, 2021.

Following the discussion, no action was taken on this receive and file for information item.

**Discussion Items**

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

Mr. Johnson, CEO, provided the following:

- One-on-One briefings on the proposed budget are available to all Board Members.



**13. (Continued)**

- Enhanced Mobility for Seniors and Disabled (EMSD) Workshops
  - On April 28, staff will host a second workshop for OCTA's EMSD grant program. This program offers grant opportunities for non-profits and local public agencies to help meet the transportation needs of seniors and individuals with disabilities.
  - There are 21 RSVPs for the workshop today, and yesterday there were 39 participants.
  - Pending Board approval in July, OCTA will release the Call for Projects of potentially up to \$4 million in local funds.
  - OCTA's last call for projects under this program was in October 2018 and awarded \$1.25 million to six agencies.

**14. Committee Members' Reports**

There were no Committee Members' Reports.

**15. Closed Session**

There were no Closed Session items scheduled.

**16. Adjournment**

The meeting was adjourned at 11:30 a.m.

The next regularly scheduled meeting of this Committee will be held at **10:30 a.m. on Wednesday, May 12, 2021**, at the Orange County Transportation Authority Headquarters, Conference Room 07, 550 South Main Street, Orange, California.

ATTEST

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Michael Hennessey  
Committee Chairman

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Allison Cheshire  
Interim Deputy Clerk of the Board