



# **MINUTES**

## ***Finance and Administration Committee Meeting***

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

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

### **Committee Members Absent**

None

### **Staff Present**

Darrell E. Johnson, Chief Executive Officer  
Andrea West, Interim Clerk of the Board  
Sahara Meisenheimer, Clerk of the Board Specialist  
Gina Ramirez, Clerk of the Board Specialist, Senior

### **Via Teleconference:**

Jennifer L. Bergener, Deputy Chief Executive Officer  
James Donich, General Counsel  
OCTA Staff Members

## **Call to Order**

The October 13, 2021, regular meeting of the Finance and Administration (F&A) Committee was called to order by Committee Chairman Hennessey at 10:35 a.m.

## **Roll Call**

Sahara Meisenheimer, Clerk of the Board Specialist, conducted an attendance roll call and announced a quorum of the F&A Committee.

## **Pledge of Allegiance**

Director Muller led in the Pledge of Allegiance.

### **1. Public Comments**

There were no public comments received.

## **Special Calendar**

There were no Special Calendar matters.

## **Consent Calendar (Items 2 through 5)**

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

A motion was made by Director Hernandez, seconded by Director Foley, and following a roll call vote, declared passed 7-0, to approve the minutes of the Finance and Administration Committee meeting of September 22, 2021.



**3. Investments: Compliance, Controls, and Reporting, January 1 through June 30, 2021, Internal Audit Report No. 22-501**

A motion was made by Director Hernandez, seconded by Director Foley, and following a roll call vote, declared passed 7-0, to direct staff to implement a recommendation provided in Investments: Compliance, Controls, and Reporting, January 1 through June 30, 2021, Internal Audit Report No. 22-501.

**4. State Transit Assistance Fund Claims for Fiscal Year 2021-22**

A motion was made by Director Hernandez, seconded by Director Foley, and following a roll call vote, declared passed 7-0, to adopt Resolution No. 2021-078 to authorize the filing of State Transit Assistance Fund claims, in the amount of \$36,415,760, or up to the actual allocation published by the State Controller's Office, to support public transportation.

**5. SB 1 (Chapter 5, Statutes of 2017) State of Good Repair Claims for Fiscal Year 2021-22**

A motion was made by Director Hernandez, seconded by Director Foley, and following a roll call vote, declared passed 7-0, to authorize the filing of SB 1 State of Good Repair claims, in the amount of \$6,393,649, or up to the actual allocation published by the State Controller's Office, to help sustain and upgrade the Orange County Transportation Authority's bus system.

## **Regular Calendar**

**6. Microsoft Enterprise Agreement Renewal**

Barry Reynolds, Department Manager of Information Systems Technical Services, reported on the following:

- The purpose of the Microsoft Enterprise Agreement and how the Orange County Transportation Authority (OCTA) is heavily dependent upon the various products they use, such as: Microsoft Windows Operating System, Microsoft Office Suite, and the security software.
- Overview of the current agreement, the recommendations, and the procurement process.

Committee Chairman Hennessey asked if Vice Chairman Murphy's input was considered due to his background in technology and software. Darrell E. Johnson, Chief Executive Officer (CEO), responded that he has not talked to him due to the Committee's jurisdictions and the responsibilities outlined in the procurement policy.



A motion was made by Director Foley, seconded by Director Goodell, and following a roll call vote, declared passed 7-0, to:

- A. Approve the selection of Dell, Inc., to provide the Microsoft Enterprise renewal license for all of the Orange County Transportation Authority's Microsoft software.
- B. Authorize the Chief Executive Officer to negotiate and execute Purchase Order No. C13676 between the Orange County Transportation Authority and Dell, Inc., in the amount of \$2,575,000, for the renewal of the Microsoft Enterprise Agreement for a three-year term.

**7. Transportation Infrastructure Finance and Innovation Act Debt Service Savings**

Andy Oftlelie, Chief Financial Officer, provided a PowerPoint presentation and summarized the new Transportation Infrastructure Finance and Innovation Act (TIFIA) loan and the issuance of Bond Anticipation Notes (BANs).

A discussion ensued regarding:

- The total value of the TIFIA loan did not change, which was \$629 million. Under the existing loan, OCTA drew \$287 million off that loan. It has been paid back and there is no outstanding balance.
- The BANs issuance totaled \$660 million, at a rate of 0.34 percent over three years.

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

**Discussion Items**

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

Darrell E. Johnson, CEO, reported on the following:

- The International Bridge, Tunnel and Turnpike Association (IBTTA), which is the industry that represents the worldwide toll industry, held its 89<sup>th</sup> annual meeting and exhibition in Anaheim. There were more than 500 attendees with a wide variety of sessions on the tolling industry. On Sunday, October 10<sup>th</sup>, OCTA hosted more than 100 members of IBTTA on a technical tour of the Interstate 405 (I-405) Improvement Project. It was conducted via bus and members got to see the entire 16 miles of the construction project.



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- Tonight, OCTA staff will present an update on the status of the I-405 Improvement Project to the Westminster City Council.
- Tomorrow, via Zoom at 1:00 p.m., OCTA will host a roundtable discussion with several community-based organizations to discuss OCTA's Long-Range Transportation Plan (LRTP), as well as the Mobility Hubs Study.
- The LRTP will address future mobility needs through 2045 and the Mobility Hubs Study will identify a potential strategy to bring together various mobility services, amenities, and technologies to connect travelers more conveniently and allow them to easily switch between bus, rail, bike, and ridesharing.

### **9. Committee Members' Reports**

Director Harper inquired about reviewing the procurement policy at a future F&A Committee meeting. Mr. Johnson, CEO, responded that this has been discussed with Chairman Do and Vice Chairman Murphy, but a date has not been scheduled.

### **10. Closed Session**

There were no Closed Session items scheduled.

### **11. Adjournment**

The meeting adjourned at 11:01 a.m.

The next regularly scheduled meeting of this Committee will be held at **10:30 a.m. on Wednesday, October 27, 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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Sahara Meisenheimer  
Clerk of the Board Specialist