



BOARD OF DIRECTORS AGENDA

LOSSAN RAIL CORRIDOR AGENCY BOARD OF DIRECTORS MEETING

Monday, June 17, 2019
11:15 a.m. to 12:45 p.m.

Orange County Transportation Authority Headquarters
Board Room – Conference Room 07
550 South Main Street
Orange, California

Teleconference Sites:

California Department of Transportation, Lanatt Street Warehouse
3390 Lanatt Street
Conference Room 1B/HQ – 1st Floor
Sacramento, CA

Del Mar City Hall
1050 Camino Del Mar
Lobby Conference Room – 1st Floor
Del Mar, CA

Poway City Hall
13325 Civic Center Drive
City Manager's Office
Conference Room 2118 – 2nd Floor
Poway, CA

San Diego Metropolitan Transit System
1255 Imperial Avenue
Executive Committee Conference Room – 10th Floor
San Diego, CA

Ventura County Criminal Justice Training Center
106 Durley Avenue
Instructor of Record Office – 1st Floor
Camarillo, CA



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Any person with a disability who requires a modification, accommodation or agenda materials in an alternative format in order to participate in the meeting should contact the LOSSAN Clerk of the Board, telephone 714-560-5676, no less than two (2) business days prior to this meeting to enable LOSSAN to make reasonable arrangements to assure accessibility to this meeting.

Agenda Descriptions

The 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 Board of Directors 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 Comments on Agenda Items

Members of the public may address the Board of Directors regarding any item. Please complete a speaker's card and submit it to the Clerk of the Board or notify the Clerk of the Board the item number on which you wish to speak. Speakers will be recognized by the Chairman at the time the agenda item is to be considered. A speaker's comments shall be limited to three (3) minutes.

All documents relative to the items referenced in this agenda are available for public inspection at www.lossan.org or through the LOSSAN Clerk of the Board's office at the OCTA Headquarters, 600 South Main Street, Orange, California.



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2019 BOARD OF DIRECTORS

(revision as of -3-18-19)

County	Members	Alternates
San Luis Obispo: 1 vote	Fred Strong Council Member, City of Paso Robles Member, San Luis Obispo Council of Governments	Jeff Lee Mayor, City of Grover Beach Member, San Luis Obispo Council of Governments Andy Pease Vice Mayor, City of San Luis Obispo Member San Luis Obispo Council of Governments
Santa Barbara: 1 vote	Gregg Hart Supervisor, 2nd District Santa Barbara County Board of Supervisors Member, Santa Barbara County Association of Governments	Cathy Murillo Mayor, City of Santa Barbara Member, Santa Barbara County Association of Governments
Ventura: 1 vote	Bryan MacDonald Council Member, City of Oxnard Member, Ventura County Transportation Commission	Jim White Representative, Ventura County Transportation Commission
Los Angeles: 2 votes	(Vacant) John Fasana Mayor, City of Duarte Member, Los Angeles County Metropolitan Transportation Authority	David Perry Representative, Los Angeles County Metropolitan Transportation Authority Mary Lou Echternach Representative, Los Angeles County Metropolitan Transportation Authority
Orange: 2 votes	Al Murray (Chairman) Executive Director, City of Tustin Chamber of Commerce Representing, Orange County Transportation Authority Tim Shaw Council Member, City of La Habra Member, Orange County Transportation Authority	Laurie Davies Mayor Pro Tem, City of Laguna Beach Member, Orange County Transportation Authority Mark A. Murphy Mayor, City of Orange Member, Orange County Transportation Authority



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County	Members	Alternates
Riverside: 1 vote	Dana Reed (Vice Chairman) Council Member, City of Indian Wells Member, Riverside County Transportation Commission	(Vacant)
San Diego: 2 votes	Jewel Edson Deputy Mayor, City of Solana Beach Member, North County Transit District Caylin Frank Council Member, City of Poway Member, San Diego Metropolitan Transit System Ellie Haviland Deputy Mayor, City of Del Mar Member, San Diego Association of Governments	Priya Bhat-Patel Mayor Pro Tem, City of Carlsbad Member, North County Transit District Bill Sandke Mayor Pro Tem, City of Coronado Member, San Diego Metropolitan Transit System Ron Morrison Vice Mayor, City of National City Member, San Diego Association of Governments
Ex-Officio Members:		
Amtrak	Eric Hosey Representative, Amtrak	
California Department of Transportation	Kyle Gradinger Representative, California Department of Transportation	
California High-Speed Rail Authority	(Vacant)	
Southern California Association of Governments	Alan D. Wapner Council Member, City of Ontario Member, Southern California Association of Governments	



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Call to Order

Pledge of Allegiance

1. Public Comments

At this time, members of the public may address the Board of Directors regarding any items within the subject matter jurisdiction of the Board of Directors, but no action may be taken on off-agenda items unless authorized by law. Comments shall be limited to three (3) minutes per speaker, unless different time limits are set by the Chairman subject to the approval of the Board of Directors.

Special Calendar

There are no Special Calendar Matters.

Consent Calendar (Items 2 through 7)

All items on the Consent Calendar are to be approved in one motion unless a Board Member or a member of the public requests separate action or discussion on a specific item.

2. Approval of Minutes

Approval of the minutes of the LOSSAN Board of Directors meeting of March 18, 2019.

3. Amendment to Conflict of Interest Code and Statement of Economic Interest Designated Positions

Olga Prado

Overview

Pursuant to the Los Angeles - San Diego - San Luis Obispo Rail Corridor Agency's Conflict of Interest Code, Members of the Board of Directors and designated positions are required to file a Statement of Economic Interest - Form 700.

Recommendation

Approve amendment to the Los Angeles - San Diego - San Luis Obispo Rail Corridor Agency Conflict of Interest Code and Statement of Economic Interest designated positions.



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4. **Annual Performance Evaluation of the Agency's Managing Director, Jennifer Bergener**
James Donich

Overview

Pursuant to the By-Laws of the Los Angeles - San Diego - San Luis Obispo Rail Corridor Agency, the Executive Committee is tasked with annually evaluating the performance of the Agency's Managing Director. The annual performance evaluation is required to be provided to the Board of Directors and the Managing Agency.

Recommendation

Receive and file as an information item and direct staff to forward the annual performance evaluation to the Chief Operating Office of the Managing Agency.

5. **Legislative Update**
Jaymal Patel

Overview

An overview is provided of a bill related to intercity rail feeder bus service, which is being supported consistent with the 2019 Los Angeles - San Diego - San Luis Obispo Rail Corridor Agency Legislative Program. Updates are also provided on the appointment of a new California State Transportation Agency Secretary and a bill related to lactation rooms at transit stations.

Recommendation

Receive and file as an information item.

6. **Los Angeles - San Diego - San Luis Obispo Rail Corridor Trends for the Fourth Quarter of Federal Fiscal Year 2017-18**
Roger M. Lopez

Overview

A report on ridership, revenue, and on-time performance trends for passenger rail services on the Los Angeles - San Diego - San Luis Obispo rail corridor, including the Pacific Surfliner, Metrolink, and COASTER, covering the fourth quarter of federal fiscal year 2017-18, is presented for consideration.

Recommendation

Receive and file as an information item.



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7. **Fiscal Year 2018-19 Third Quarter Budget Status Report**

Jason Jewell

Overview

The Los Angeles - San Diego - San Luis Obispo Rail Corridor Agency's Fiscal Year 2018-19 budget was approved by the Board of Directors on March 29, 2018 and amended on June 18, 2018, in conjunction with the approval of the annual business plan for Fiscal Years 2018-19 and 2019-20. This report provides a summary of financial activities and performance through the third quarter of Fiscal Year 2018-19.

Recommendation

Receive and file as an information item.

Regular Calendar

8. **Amendment to the Federal Fiscal Year 2018-19 Operating Agreement with Amtrak for Pacific Surfliner Intercity Passenger Rail Service**

Jason Jewell

Overview

The Los Angeles - San Diego - San Luis Obispo Rail Corridor Agency has secured the exclusive use of six Amtrak-owned passenger cars on the Pacific Surfliner intercity passenger rail service to help address equipment needs for expanded service including the forthcoming 13th roundtrip between Los Angeles and San Diego. The six cars are typically used on Amtrak long-distance trains and do not include the same passenger amenities provided on the equipment currently in use on the Pacific Surfliner service. In order to upgrade the cars and deliver a consistent quality of service, staff is seeking authorization to amend the current federal fiscal year 2018-19 Amtrak operating agreement, related fiscal year budgets, and funding supplements.

Staff is also seeking authorization to amend the current federal fiscal year 2018-19 Amtrak operating agreement, related fiscal year budgets, and funding supplements to allow for the additional federal fiscal year 2018-19 estimated net Amtrak operating costs and necessary funding to implement enhancements to the business class cars operating on the Pacific Surfliner service.

Recommendations

- A. Authorize the Managing Director to amend the Amtrak operating agreement for federal fiscal year 2018-19 for rail car upgrades, business class enhancements and additional federal fiscal year 2018-19 operating costs in an amount not to exceed \$4,871,316.



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8. (Continued)

- B. Amend the fiscal year 2019-20 operating revenue and expense in the amount of \$5,016,935 for Amtrak rail car upgrades, business class enhancements and additional federal fiscal year 2018-19 net Amtrak operating costs.
- C. Amend the fiscal year 2018-19 operating budget down by \$145,619 in order to decrease Amtrak operating expenses for rail car upgrades.
- D. Authorize the Managing Director to amend and execute Master Fund Transfer Agreement annual supplements necessary for rail car upgrades, business class enhancements and additional federal fiscal year 2018-19 operating costs.

9. **Los Angeles - San Diego - San Luis Obispo Rail Corridor Trends for the First Quarter of Federal Fiscal Year 2018-19**

Roger M. Lopez

Overview

A report on ridership, revenue, and on-time performance trends for passenger rail services on the Los Angeles - San Diego - San Luis Obispo rail corridor, including the Pacific Surfliner, Metrolink, and COASTER, covering the first quarter of federal fiscal year 2018-19, is presented for consideration.

Recommendation

Receive and file as an information item.

10. **Proposed Amendments to the Los Angeles - San Diego - San Luis Obispo Rail Corridor Agency Contracting and Procurement Policy**

Jason Jewell

Overview

The Los Angeles - San Diego - San Luis Obispo Rail Corridor Agency bylaws state that the Los Angeles - San Diego - San Luis Obispo Rail Corridor Agency shall develop administrative procedures establishing proper procurement practices. The Los Angeles - San Diego - San Luis Obispo Rail Corridor Agency's contracting and procurement policy was adopted by the Board of Directors on April 18, 2016 and amended in May 2017. Staff is proposing updates to the Los Angeles - San Diego - San Luis Obispo Rail Corridor Agency's contracting and procurement policy.



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10. (Continued)

Recommendations

- A. Amend the Los Angeles - San Diego - San Luis Obispo Rail Corridor Agency contracting and procurement policy to require letter amendments be signed by the Managing Director.
- B. Amend the Los Angeles - San Diego - San Luis Obispo Rail Corridor Agency contracting and procurement policy to increase the corporate credit card transaction limit to \$100,000 monthly for digital ad placements with Google.

11. **Fiscal Year 2019-20 Budget Amendment and Fiscal Years 2019-20 and 2020-21 Business Plan Amendment**

Jason Jewell

Overview

The Los Angeles - San Diego - San Luis Obispo Rail Corridor Agency's Fiscal Year 2019-20 budget and the fiscal years 2019-20 and 2020-21 business plan were approved by the Board of Directors on March 18, 2019. The business plan was submitted to the Secretary of the California State Transportation Agency on March 29, 2019, prior to the April 1 deadline. In order to incorporate the federal fiscal year 2019-20 revenue and expense forecast received from Amtrak on April 1, 2019, the California State Transportation Agency has allowed for a revised budget and resubmittal of the business plan by June 30, 2019, for final approval.

Recommendations

- A. Amend the Los Angeles - San Diego - San Luis Obispo Rail Corridor Agency's Fiscal Year 2019-20 revenue and expense budget to reflect the revised Amtrak operating revenue and expense forecast and other adjustments.
- B. Amend the Los Angeles - San Diego - San Luis Obispo Rail Corridor Agency's business plan for fiscal years 2019-20 and 2020-21 to reflect the revised budget.
- C. Direct staff to submit the Los Angeles - San Diego - San Luis Obispo Rail Corridor Agency revised business plan for fiscal years 2019-20 and 2020-21 to the Secretary of the California State Transportation Agency for approval.
- D. Authorize the Managing Director to make amendments to the Master Fund Transfer Agreement annual supplements for fiscal year 2019-20 operating funds, minor capital improvement projects funds, administrative, and marketing funds.
- E. Authorize the Managing Director to approve total advertising expenditures to exceed \$100,000 in Fiscal Year 2018-19 and Fiscal Year 2019-20 each with Facebook and Google for digital ad placements.



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12. Quarterly Marketing Update

Emilia Doerr

Overview

The Los Angeles - San Diego - San Luis Obispo Rail Corridor Agency's fiscal year 2018-19 marketing effort supports key priorities outlined in the Los Angeles - San Diego - San Luis Obispo Rail Corridor Agency's Fiscal Years 2018-19 and 2019-20 Business Plan by engaging in marketing strategies and programs designed to help grow awareness, ridership, and revenue on the Pacific Surfliner service. This report provides a summary of marketing activities and performance through April 2019.

Recommendation

Receive and file as an information item.

Discussion Items

13. Managing Director's Report

14. Board Members' Report

15. Closed Session

There is no Closed Session scheduled.

16. Adjournment

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

Monday, July 15, 2019

11:15 a.m. – 12:45 p.m.

Orange County Transportation Authority Headquarters

Board Room – Conference Room 07

550 South Main Street

Orange, California