



## ***EXECUTIVE COMMITTEE AGENDA***

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### **LOSSAN RAIL CORRIDOR AGENCY EXECUTIVE COMMITTEE**

**Thursday, June 3, 2021  
9:00 a.m. - 10:30 a.m.**

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

Any person with a disability who requires a modification or accommodation in order to participate in this 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 OCTA to make reasonable arrangements to assure accessibility to this meeting.

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 Committee 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.

All documents relative to the items referenced in this agenda are available for public inspection at [www.lossan.net](http://www.lossan.net) or through the Clerk of the Board's office at the OCTA Headquarters, 600 South Main Street, Orange, California.

#### **Guidance for Public Access to the Board of Directors/Committee Meeting**

On March 12, 2020 and March 18, 2020, Governor Gavin Newsom enacted Executive Orders N-25-20 and N-29-20 authorizing a local legislative body to hold public meetings via teleconferencing and make public meetings accessible telephonically or electronically to all members of the public to promote social distancing due to the state and local State of Emergency resulting from the threat of Novel Coronavirus (COVID-19).

In accordance with Executive Order N-29-20, and in order to ensure the safety of the Los Angeles-San Diego- San Luis Obispo Rail Corridor Agency (LOSSAN) Board of Directors (Board) and staff and for the purposes of limiting the risk of COVID-19, in person public participation at public meetings of LOSSAN will not be allowed during the time period covered by the above referenced Executive Orders.



## **EXECUTIVE COMMITTEE AGENDA**

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### **Guidance for Public Access to the Board of Directors/Committee Meeting (Continued)**

Instead, members of the public can listen to AUDIO live streaming of the Board and Committee meetings by clicking the below link:

<http://www.octa.net/About-OCTA/Who-We-Are/Board-of-Directors/Live-and-Archived-Audio/>

Public comments may be submitted for the upcoming Board and Committee meetings by emailing them to [lossanclerk@octa.net](mailto:lossanclerk@octa.net).

If you wish to comment on a specific agenda Item, please identify the Item number in your email. All public comments that are timely received will be part of the public record and distributed to the Board. Public comments will be made available to the public upon request.

In order to ensure that staff has the ability to provide comments to the Board Members in a timely manner, please submit your public comments **90 minutes prior to the start time of the Board and Committee meeting date.**



## EXECUTIVE COMMITTEE AGENDA

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### 2021 EXECUTIVE COMMITTEE

(03.15.21)

County	Members
<b>Riverside:</b> 1 vote	Dana Reed (Chairman) Council Member, City of Indian Wells Member, Riverside County Transportation Commission
<b>Santa Barbara:</b> 1 vote	Gregg Hart (Vice Chairman) Supervisor, 2nd District Santa Barbara County Board of Supervisors
<b>Orange:</b> 1 vote	Al Murray, Immediate Past Chairman Representing, Orange County Transportation Authority
<b>San Diego:</b> 1 vote	Jewel Edson Council Member, City of Solana Beach Member, North County Transit District
<b>Orange County:</b> Ex-Officio	Donna DeMartino Managing Director, Ex-Officio Member LOSSAN Rail Corridor Agency



## **EXECUTIVE COMMITTEE AGENDA**

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### **Call to Order**

### **Roll Call**

### **Pledge of Allegiance**

Vice Chairman Hart

### **1. Public Comments**

### **Special Calendar**

There are no Special Calendar matters.

### **Consent Calendar (Items 2 and 3)**

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

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

Approval of the minutes from the May 6, 2021 LOSSAN Executive Committee meeting.

### **3. Authorization to Execute Administrative Support Agreement with the Orange County Transportation Authority**

Jason Jewell

#### **Overview**

The Los Angeles – San Diego – San Luis Obispo Rail Corridor Agency entered into an administrative support agreement with the Orange County Transportation Authority in November 2013 to provide administrative services and daily management of the state supported Pacific Surfliner intercity passenger rail service operating in the Los Angeles – San Diego – San Luis Obispo rail corridor. The initial agreement expired on June 30, 2018 and was renegotiated for a new three-year term beginning July 1, 2018 through June 30, 2021, with two, three-year option terms. Staff is seeking authorization from the Board of Directors for the Managing Director to amend the administrative support agreement and to exercise the first three-year option term through June 30, 2024.

#### **Recommendation**

Authorize the Managing Director to negotiate, amend, and execute the administrative support agreement to exercise the first three-year option term with the Orange County Transportation Authority, from July 1, 2021 through June 30, 2024.



## ***EXECUTIVE COMMITTEE AGENDA***

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### **Regular Calendar**

There are no Regular Calendar items scheduled.

### **Discussion Items**

#### **4. Upcoming Board Agenda Items**

Donna DeMartino

Overview of upcoming agenda items for the Los Angeles - San Diego - San Luis Obispo Rail Corridor Agency Board of Directors.

#### **5. Managing Directors' Report**

#### **6. Committee Members' Reports**

#### **7. Closed Session**

There are no Closed Session items scheduled.

#### **8. Adjournment**

The regularly scheduled meeting of this Committee will be held:

**Wednesday, September 1, 2021**

**9:00 a.m. - 10:30 a.m.**

Orange County Transportation Authority Headquarters

Conference Room 07

550 South Main Street

Orange, California



# **MINUTES**

## ***Executive Committee Meeting***

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### **Committee Members Present**

#### **Via Teleconference**

Dana Reed, Chairman  
Gregg Hart, Vice Chairman  
Al Murray, Immediate Past Chairman  
Jewel Edson

### **Committee Members Absent**

None

### **Staff Present**

Sahara Meisenheimer, Deputy Clerk of the Board  
Allison Cheshire, Interim Deputy Clerk of the Board

#### **Via Teleconference**

Donna DeMartino, Managing Director  
Jennifer L. Bergener, Immediate Past Managing Director  
James Donich, General Counsel

## **Call to Order**

The May 6, 2021, Los Angeles - San Diego – San Luis Obispo (LOSSAN) Rail Corridor Agency (Agency) Executive Committee meeting was called to order by Chairman Reed at 9:02 a.m. at the Orange County Transportation Authority Headquarters, Conference Room 07, 550 South Main Street, Orange, California.

## **Roll Call**

The Deputy Clerk of the Board conducted an attendance Roll Call and announced a quorum of the Executive Committee.

## **Pledge of Allegiance**

The Deputy Clerk of the Board 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 (Item 2)**

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

A motion was made by Immediate Past Chairman Murray, seconded by Vice Chairman Hart, and following a roll call vote, declared passed 3-0, to approve the minutes from the March 4, 2021 LOSSAN Executive Committee meeting.

Director Edson abstained due to not being present at the March 4, 2021 LOSSAN Executive Committee meeting.



# **MINUTES**

## ***Executive Committee Meeting***

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### **Regular Calendar**

There were no Regular Calendar items scheduled.

### **Discussion Items**

#### **3. New LOSSAN Logo Unveiling**

Donna DeMartino, Managing Director, provided a PowerPoint presentation.

A discussion ensued and a suggestion was made to create a lapel pin and to remove the word "for" from the new logo.

#### **4. Proposed Adjustment to 2021 Board of Directors and Committee Meeting Schedule**

Donna DeMartino, Managing Director, provided a verbal report and proposed to change the LOSSAN Board meetings' start time to 10:00 a.m. and the Technical Advisory Committee meetings' start time to 1:00 p.m.

In addition, Chairman Reed proposed to meet in-person at the September 20, 2021 LOSSAN Board Meeting in Santa Barbara and to continue meeting via Zoom for the remainder of year.

#### **5. Managing Directors' Report**

Donna DeMartino, Managing Director, thanked the LOSSAN Executive Committee for their support, reported that three roundtrip services in the corridor will be restored by June 28<sup>th</sup>, and in August, a roll out event will be held to discuss the available services.

#### **6. Committee Members' Reports**

There were no Committee Members' Reports.

#### **7. Closed Session**

A Closed Session was held as follows:

Pursuant to Government Code Section 54957(b)(1) to evaluate the performance of Managing Director, Donna DeMartino.

There was no report out.



# **MINUTES**

***Executive Committee Meeting***

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## **8. Adjournment**

The meeting was adjourned at 9:47 a.m.

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

**Thursday, June 1, 2021**

**9:00 a.m. - 10:30 a.m.**

Orange County Transportation Authority Headquarters

Conference Room 07

550 South Main Street

Orange, California

ATTEST

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Dana Reed  
LOSSAN Agency Chairman

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Sahara Meisenheimer  
LOSSAN Agency  
Deputy Clerk of the Board





**June 3, 2021**

**To:** Members of the Executive Committee  
**From:** Donna DeMartino, Managing Director *Donna DeMartino*  
**Subject:** Authorization to Execute Administrative Support Agreement with the Orange County Transportation Authority

**Overview**

The Los Angeles – San Diego – San Luis Obispo Rail Corridor Agency entered into an administrative support agreement with the Orange County Transportation Authority in November 2013 to provide administrative services and daily management of the state-supported Pacific Surfliner intercity passenger rail service operating in the Los Angeles – San Diego – San Luis Obispo rail corridor. The initial agreement expired on June 30, 2018, and was renegotiated for a new three-year term beginning July 1, 2018 through June 30, 2021, with two, three-year option terms. Staff is seeking authorization from the Board of Directors for the Managing Director to amend the administrative support agreement and to exercise the first three-year option term through June 30, 2024.

**Recommendation**

Authorize the Managing Director to negotiate, amend, and execute the administrative support agreement to exercise the first three-year option term with the Orange County Transportation Authority, from July 1, 2021 through June 30, 2024.

**Background**

Senate Bill (SB) 1225, signed into law in September 2012, authorized the Los Angeles – San Diego – San Luis Obispo (LOSSAN) Rail Corridor Agency (Agency) to assume administrative responsibility for the state-supported Pacific Surfliner intercity passenger rail service. After a competitive process, the Orange County Transportation Authority (OCTA) was selected to serve as the Managing Agency. On November 21, 2013, the LOSSAN Agency entered into an administrative support agreement (ASA) with OCTA to provide administrative services and daily management of the state-supported Pacific Surfliner intercity passenger rail service. The ASA spanned the Start-Up and Initial terms and expired on June 30, 2018. On June 18, 2018, the LOSSAN Board of Directors (Board) authorized the Managing Director to execute an updated administrative

support agreement with the Orange County Transportation Authority for a term of three years with two, three-year option terms. An amendment is necessary to exercise the first option term to allow OCTA to continue to provide administrative support as the LOSSAN Managing Agency.

### **Discussion**

OCTA has served as the LOSSAN Managing Agency since November 2013, providing dedicated staff to the LOSSAN Agency as well as administrative support services. During that time, the LOSSAN Agency has achieved or advanced a number of key goals and initiatives, including:

- Successfully negotiating and executing the first interagency transfer agreement (ITA) with the California Department of Transportation and the first amended ITA
- Ensuring year over year increases in Pacific Surfliner ridership, revenue and farebox recovery, prior to the Coronavirus (COVID-19) pandemic
- Negotiating favorable operating agreements with Amtrak for the provision of the Pacific Surfliner intercity passenger rail service and connecting Thruway bus service
- Developing and managing a balanced annual administrative and operating budget
- Developing and obtaining approval for annual business plans
- Increasing service with the implementation of the 12th roundtrip between Los Angeles and San Diego
- Implementing key improvements to the passenger experience and marketing programs
- Establishing the Southern California Leadership Group, which includes executive leadership from the various host railroads and operators along the LOSSAN rail corridor to improve service coordination and planning
- Developing first- and last-mile connectivity options
- Successfully navigating and managing the service through the COVID-19 pandemic
- Successfully pursuing over \$379 million in grant funds

In coordination and agreement with OCTA, LOSSAN Agency staff has refined language in the scope of work to better define the services being provided by OCTA and to allow for the continuance of managing agency services. The scope of work was updated to better reflect the actual duties that have been performed on a day-to-day basis to support the LOSSAN Agency. The ASA assumes that the LOSSAN Agency's administrative, marketing, and operating budgets will continue to be fully funded by the State of California with no financial commitment from the LOSSAN member agencies. Insurance and indemnification assumptions for the ASA will remain unchanged.

***Summary***

The current administrative support agreement between the Orange County Transportation Authority and the Los Angeles – San Diego – San Luis Obispo Rail Corridor Agency expires on June 30, 2021. LOSSAN Agency staff is seeking authorization from the Board of Directors for the Managing Director to amend and exercise the first three-year option term of the administrative support agreement with the Orange County Transportation Authority to allow for the continuance of managing agency services.

**Prepared by:**

A handwritten signature in black ink, appearing to read 'J. Jewell', with a long horizontal stroke extending to the right.

Jason Jewell  
Finance and Administration Manager  
(714) 560-5688



**LOSSAN RAIL CORRIDOR AGENCY**

# **Upcoming Board Agenda Items**

**Supplemental Information**



**Los Angeles – San Diego – San Luis Obispo  
Rail Corridor Agency**

**DRAFT  
Upcoming Board Agenda Items  
Board of Directors Meeting  
June 21, 2021**

- The Los Angeles – San Diego – San Luis Obispo Rail Corridor Trends for the First Quarter of Federal Fiscal Year 2020-21
- Approval to Release Request for Proposals for On-Call Construction Management Services
- Amendment to Agreement L-9-0004 with HDR for Project Report / Environmental Document for the Central Coast Layover Facility
- Fiscal Year 2020-21 Budget Amendment
- Fiscal Year 2021-22 Budget Amendment and Fiscal Years 2021-22 and 2022-23 Business Plan Amendment
- Execute Amendment for first option term of Administrative Services Agreement
- Execute Amendment for first option term of Interagency Transfer Agreement
- On-Time Performance Analysis
- Pacific Surfliner Equipment Update
- Future of Rail 2 Rail