

San Mateo County Express Lanes Joint Powers Authority Board of Directors Meeting Minutes

Meeting No. 4

DATE: Friday, October 11, 2019
TIME: 9:00 A.M.
PLACE: San Mateo County Transit District Office
1250 San Carlos Avenue, Second Floor Auditorium
San Carlos, CA

Board of Directors: Alicia Aguirre (Chair), Don Horsley (Vice Chair), Emily Beach, Maryann Moise Derwin, Maureen Freschet, and Diane Papan

1.0 CALL TO ORDER/ ROLL CALL

Chair Aguirre called the meeting to order at 9:05 a.m. Roll call was taken. Chair Aguirre welcome new Board Member Maryann Moise Derwin.

Members Present:

C/CAG Members: Alicia Aguirre, Maryann Moise Derwin
SMCTA Members: Don Horsley, Emily Beach, Maureen Freschet

Members Absent:

C/CAG Member: Diane Papan
SMCTA Member: None

Staff Present:

Sandy Wong – Executive Council
April Chan – Executive Council
Mima Guilles – Secretary
Justin Mates – Legal Counsel
Jean Higaki, Van Ocampo – C/CAG Staff support SMCEL JPA
Derek Hansel, Joe Hurley, Jennifer Williams – TA Staff supporting SMCEL JPA

Other members of the public were in attendance.

2.0 PLEDGE OF ALLEGIANCE

3.0 PUBLIC COMMENT

Note: Public comment is limited to two minutes per speaker. Public comment permitted

on both items on the agenda and items not on the agenda.

None .

4.0 APPROVAL OF CONSENT AGENDA

This item is to set the final consent and regular agenda, and to approve the items listed on the consent agenda. All items on the consent agenda are approved by one action. There will be no separate discussion on these items unless members of the Board, staff or public request specific items to be removed for separate action.

- a) Approval of the minutes of Board of Directors regular business meeting No. 2 dated July 12, 2019. APPROVED
- b) Approval of the minutes of Board of Directors regular business meeting No. 3 dated September 13, 2019. APPROVED

Director Horsley **MOVED** to approve the CONSENT AGENDA. Director Freschet **SECONDED. MOTION CARRIED 5-0-0**

5.0 REGULAR AGENDA

- a) Review and approval of Resolution SMCEL 19-05 authorizing the Chair to execute a two-year agreement with HNTB Corporation for Policy/Program Management services for a total amount not to exceed \$1,381,716. APPROVED

Van Ocampo, C/CAG staff supporting the SMCEL-JPA on contracts and procurement, reported on the Request for Proposal (RFP) process taken to select HNTB Corporation for to provide Policy/Program Management services to the SMCEL-JPA.

HNTB Project Manager Matthew Click was introduced. He addressed the Board and provided a brief description on his professional background as it relates to highway tolling and pricing projects.

Director Beach **MOVED** to approve Resolution SMCEL 19-05 authorizing the Chair to execute a two-year agreement with HNTB Corporation for Policy/Program Management services for a total amount not to exceed \$1,381,716. Director Horsley **SECONDED. MOTION CARRIED 5-0-0**

6.0 REPORTS

- a) Chairperson Report.

None.

- b) Member Communication.

None.

c) Executive Council Report.

Sandy Wong, Member of the Executive Council, extended the welcome to Director Maryann Moise Derwin on behalf of the Executive Council and all staff. Also, since this is Director Freschet's last meeting, Ms. Wong thanked Director Freschet for her contribution and leadership throughout the process for the creation and initial set up of this SMCEL-JPA and making it a success. April Chan, Acting Member of the Executive Council, stated her regret of Executive Council member Jim Hartnett unable to attend this meeting due to traveling to another meeting. Ms. Chan welcome Director Derwin and thanked Director Freschet for her contributions to this JPA during the journey in past almost one year, and wished her well and success.

Director Freschet expressed that it has been an honor to work with all the esteem colleagues. She thanked everyone for the opportunity to serve on this Board.

Members of the Board also expressed their appreciation for Director Freschet.

April Chan, Acting Member of the Executive Council, mentioned an update on the capital project construction status and cost estimates will be presented to the Board at its next meeting. At this time, there is a potential cost increase of approximately \$30M anticipated in the overall capital project, due to some unanticipated cost of toll system as well civil work. As such, TA may need to increase the capital loan to the project. The capital loan will be subjected to negotiation between SMCEL-JPA and the TA. The reason being is that while the TA will provide the loan, the repayment will come from future toll revenues.

Chair Aguirre was concerned about the cost increase. Ms. Chan explained the negotiation between Caltrans and the contractor is still on going.

Sandy Wong, Member of the Executive Council, mentioned the bulk of the cost increase are from two components. One component is the civil part of the infrastructure work, which is still undergoing negotiation between Caltrans and the contractor as part of the final design. The second and bigger component is the electronic toll infrastructure work. The original cost estimate for toll infrastructure was made by the consultant during the environmental study phase, which preceded the decision of selecting BAIFA to be the operator.

Director Beach commented on the history of San Mateo County agencies are responsible for construction cost increases, regardless of who the operator is. She also mentioned that this sort of cost increase is not entirely unexpected, and thanked San Mateo County voters for Measure A that gives the financial backstop to make this kind of project possible.

Board members were reminded that in accordance with the Joint Exercise of Powers Agreement, "All actions of the Board will require five (5) Board members to be present for voting". Hence, attendance at the next meeting is important.

7.0 WRITTEN COMMUNICATIONS

None.

8.0 NEXT REGULAR MEETING

The next meeting is scheduled for November 8, 2019.

9.0 ADJOURN

The meeting was adjourned at 9:27 A.M.