

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

Meeting No. 15  
September 11, 2020

In compliance with Governor’s Executive Order N-29-20, and pursuant to the Shelter-in-Place Order issued by the San Mateo County Health Officer, this meeting was conducted via remote conferencing.

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

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## 1.0 CALL TO ORDER/ ROLL CALL

Chair Horsley called the meeting to order at 9:00 a.m. Roll call was taken.

**Members Present:**

C/CAG Members:

Diane Papan, Maryann Moise Derwin, Alicia Aguirre (arrived 9:15 a.m.)

SMCTA Members:

Don Horsley, Rico Medina, Emily Beach

**Members Absent:**

None.

**Staff Present:**

Sandy Wong – Executive Council

Jim Hartnett – Executive Council

Mima Guilles – Secretary

Tim Fox – Legal Counsel

Matthew Click – Program/Policy Manager (PPM) for SMCEL JPA, HNTB

Sean Charpentier, Van Ocampo – C/CAG staff supporting SMCEL JPA

April Chan, Derek Hansel, Joe Hurley, Jessica Epstein – SMCTA staff supporting SMCEL JPA

Autumn Bernstein – ARUP

Khalilha Haynes – Estolano Advisors

Other members of staff and the public were in attendance.

## 2.0 BRIEF OVERVIEW OF TELECONFERENCE MEETING PROCEDURES

Mima Guilles, Secretary, provided an overview of the teleconference meeting procedures.

### 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.*

Mima Guilles, Secretary, reported there was no public comment submitted before the meeting. There was no public comment.

### 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.

Sean Charpentier, C/CAG Program Director supporting SMCEL JPA, announced that staff issued an addendum to item 4.2 to the public and to the Board. The addendum identifies that the financial report includes the operating loan balances but does not change the recommendation or financial statement.

Director Medina **MOVED** approval of Items 4.1 and 4.2. Director Beach **SECONDED**. Roll call was taken. **MOTION CARRIED 5-0-0 (Director Aguirre-Absent)**

4.1 Approval of the minutes of Board of Directors regular business meeting No. 14.  
Dated August 14, 2020. **APPROVED**

4.2 Accept the Sources and Uses of Funds for the FY21 Period Ending July 31, 2020.  
**APPROVED**

### 5.0 REGULAR AGENDA

5.1 Receive a presentation on the Equity Study Guiding Document, Public Engagement Strategy, and project status and schedule. **INFORMATION**

Autumn Bernstein and Khalilha Haynes from ARUP and Estolano Advisors respectively, provided a presentation on the Equity Study Guiding Document, Public Engagement Strategy, and project status and schedule.

Director Beach commented that the presentation was a great overview; she was fascinated that 5% of the peak commute hour trips are made by low income commuters; she was glad to hear that we are looking at the standard of 2 times the federal poverty level which was used in Los Angeles; she wanted to ensure that the outreach encouraged maximum participation; she appreciated that exploration of transit solutions; and she asked if Car Share should be included in this analysis.

Director Aguirre, who participates in the Equity Study, thanked Autumn and team for the presentation and all of their hard work.

Chair Horsley thanked Autumn and her team for the presentation.

Director Papan asked if there was a cost estimate for implementing equity strategies and noted that we would like to get the most bang for our buck.

Autumn Bernstein responded that we will return to the Board in December with the results of the community engagement strategy as well as the analysis of the target population and travel behavior. Then our next step is to create potential program alternatives, including potential cost. We anticipate bringing draft alternatives to the SMCEL-JPA Board early next year.

## 6.0 REPORTS

### a) Chairperson Report.

None.

### b) Member Communication.

Member Papan asked if the \$100 million bond has been closed. Derek Hansel, SMCTA Staff, reported that the \$100 million in bonds has gone to the market on Wednesday. Bonds were sold in two tranches, with \$50 million in bonds to be remarketed every single week and another \$50 million in bonds to be remarketed on a daily basis. The average interest rate, as of today, between the two is .085% providing an in all cost of capital to the SMCTA of just under 0.5%, and an effective cost to the JPA with the credit enhancement fee of just under 1%.

### c) Executive Council Report - Executive Council Verbal Report.

Jim Harnett, Executive Council, congratulated the team for doing a great job and getting the bonds out to the market.

Sandy Wong, Executive Council, echoed the appreciation and thanked the Ad Hoc Committee and staff team for the closing of the Bond Loan. She reported that at the direction provided by the Board at last month's meeting, and with the Ad Hoc committee's review, the letter to MTC regarding Bay Area Express Lanes has been sent, and also shared with other county transportations agency planning staff in the bay area.

### d) Policy/Program Manager Report.

Matt Click, PPM, reported that there will be a series of toll policy conversations starting next month and leading to action next year. We will have informational items related to the toll policies and agreements at the October, November, February, and March SMCEL-JPA Board meetings.

Staff will bring action items to the Board in April, May, June and July 2021. Toll Policy actions will be integrated with the Equity Study efforts. There is an executive staff workshop with BAIFA on September 22, 2020 to start working through the Operating and Maintenance Agreement with BAIFA.

## 7.0 WRITTEN COMMUNICATIONS

7.1 Letter from Executive Council, Sandy Wong and Jim Hartnett, San Mateo County Express Lanes Joint Powers Authority, to Therese W. McMillan, Executive Director, Metropolitan Transportation Commission, dated 8/25/20. RE: Bay Area Express Lanes Project Performance in Plan Bay Area 2050.

## 8.0 NEXT REGULAR MEETING

October 16, 2020

## 9.0 ADJOURNMENT – 9:54 a.m.