

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

Meeting No. 21
March 12, 2021

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

1.0 CALL TO ORDER/ ROLL CALL

Vice Chair Papan 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

SMCTA Members:

Rico Medina, Emily Beach

Members Absent:

Chair Don Horsley

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

Samantha Soules, HNTB

Other members of staff and the public were in attendance.

2.0 BRIEF OVERVIEW OF TELECONFERENCE MEETING PROCEDURES

Mima Guilles, Clerk of the Board, 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 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.

4.1 Approval of the minutes of Board of Directors regular business meeting No. 20 dated February 12, 2021. **APPROVED**

4.2 Accept the Sources and Uses of Funds for the FY21 Period Ending January 31, 2021 **APPROVED**

4.3 Review and approval of Resolution SMCEL 21-01 ratifying the Chief Financial Officer's binding of the SMCEL-JPA's Fiscal Year 2021/2022 Property and Liability Insurance Program and approving a cost of not to exceed \$186,648 for a term not more than 12 months. **APPROVED**

Director Aguirre MOVED approval of the consent agenda. Director Derwin SECONDED. Roll call was taken. **MOTION CARRIED 5-0-0**

4.0 REGULAR AGENDA

5.1 Review and approval of Resolution SMCEL 21-02 approving Master Agreement and Supplements for Vendor Contracting by the San Mateo County Transportation Authority in Support of the San Mateo County Express Lanes Joint Powers Authority. **APPROVED**

April Chan presented the Master Agreement and Supplements for Vendor Contracting by the San Mateo County Transportation Authority in Support of the San Mateo County Express Lanes Joint Powers Authority.

Director Papan commented that there was \$75,000 for branding this year and another \$150,000 for the following year.

April noted that the contract limit is \$150,000 and that the logo and branding services should not exceed \$70,000.

Director Beach asked about the competitive bid process and how this company was selected.

April said it was done by the San Mateo County Transit District.

Director Beach expressed concern that the \$70K scope for the logo, brand environmental analysis, draft logo creation, final delivery believes seems to be very high.

April responds that the way the consultants is based some of the work they have done around the bay area.

Director Beach says we should consider a cap for the logo and creation and delivery.

Director Aguirre asked if C/CAG has tried another vendor.

Sandy Wong noted that C/CAG does not currently have an applicable vendor.

Director Derwin shares concerns about cost and asked Vice Chair Papan who did we hire for the Flood and Sea Level Rise?.

Vice Chair Papan doesn't recall anyone was hired and that it was done in-house.

April mentioned that the website for the JPA, logo, branding is being done by in house staff.

Jim Harnett suggests that we bring this back with greater clarity.

Director Medina also mentions that the cap could be clarified.

Public member Drew mentioned that By Pass works on websites as well.

Vice Chair Papan asked if there were a motion to approve the Master Agreement with the San Mateo County Transportation Authority and Vendor Supplement with Grey Bowen Scott.

Director Medina MOVED approval of the motion as stated by Vice Chair Papan. Director Beach SECONDED. Roll call was taken. **MOTION CARRIED 5-0-0**

5.2 Receive a presentation on the Proposed Toll Ordinance. INFORMATION

The Board received a presentation from Matt Click and Samantha Soules on the proposed toll ordinance.

Vice Chair Papan noted a concern about disparate enforcement.

Director Beach asked about technology for enforcement.

Samantha Soules noted that there are new technologies being piloted.

Vice Chair Papan asked if privately operated buses are considered public transit and what if a specific company (Google) owned the bus?

Tim Fox, noted that the benefits extended to public transit must also be extended to over the road buses that serve the public, and the federal statute did not make a distinction based on which entity owned the bus.

Director Beach noted the opportunity to be “thought leaders” and consider zero discount for CAVs to because the discount accrues to higher income drivers and does not necessarily contribute to more utilizatn of electric vehicles.

Director Derwin noted the link between income and Tesla ownership and the work with PCE, and agrees with Director Beach’s request to explore zero discount.

Director Aguirre acknowledged the regional aspect and expressed interest in for exploring a phased approach.

Vice Chair Papan asked about the rate of growth of zero admission vehicles.

Staff said that we would research this question.

Director Medina agreed with Director Beach’s comments and did not favor the 50% discount.

Vice Chair Papan asked the mechanism for phasing out a CAV discount.

Samantha Soules noted that it would be through the Toll Ordinance.

Vice Chair Papan noted that there were three discount options, 50%, 25% or 0% and that staff will return to the Board to select an option.

Director Aguirre noted that the right choice was between 25% or 0% discount.

Drew, member of the public, spoke of the use of toll tags.

Don Cecil noted that the conversation was exciting, and that private shuttles remove vehicles from the highway and there will be opportunities for Samtrans express bus service.

Director Beach noted it would be great if Clipper Start could be assigned to low income people and then be linked to their transponders to facilitate future discount on tolls.

Director Beach asked about the nature of the regional MOU to encourage regional consistency.

April Chan noted that the MOU would establish a process for discussing regional consistency.

Sandy Wong noted that there is a staff group that works on regional consistency, and BAIFA, as a regional operator is looking to a formal process to facilitate consensus. The MOU would not remove the policy making authority of this Board.

Drew, member of the public, expressed support for methods to communicate with the drivers.

6.0 REPORTS

a) Chairperson Report.

Vice Chair would like to add to the next meeting agenda the discussion of if the JPA Board would like to request that the SMCTA use the credit enhancement fee for the equity program.

b) Member Communication.

None.

c) Executive Council Report - Executive Council Verbal Report.

Sandy Wong reported out that we have not set up a JPA website yet. It is being designed by TA staff. Recordings can be uploaded one month at a time on the C/CAG website, it is brown act compliant but inconvenient for to the public. JPA secretary is in communication with the TA secretary as far as uploading recordings on the TA website.

d) Policy/Program Manager Report.

Matt Click would like to recommend and to bring back the clean air vehicle follow-up conversation on the next board meeting. March 18, 2021 at 5:30 pm is the public equity study meeting to be held via zoom.

7.0 WRITTEN COMMUNICATIONS

None. p.m.

8.0 NEXT REGULAR MEETING

April 9, 2021

ADJOURNMENT – 10:55 a.m.