

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

Meeting No. 32  
January 14, 2022

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

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## 1.0 CALL TO ORDER/ ROLL CALL

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:**

Don Horsley

**Staff Present:**

Sean Charpentier – Executive Council

Carter Mau – Executive Council

Mima Guilles – Clerk

Tim Fox – Legal Counsel

Van Ocampo – C/CAG staff supporting SMCEL-JPA

April Chan, Derek Hansel, SMCTA staff supporting SMCEL-JPA

Samantha Soules, Lacy Vong, Matt Click, Christa Cassidy – HNTB

Other members of staff and the public were in attendance.

## 2.0 BRIEF OVERVIEW OF TELECONFERENCE MEETING PROCEDURES

- 3.0 Review and approval of Resolution 22-01 finding that, as a result of the continuing COVID-19 pandemic state of emergency declared by Governor Newsom, meeting in person would present imminent risks to the health or safety of attendees.

APPROVED

Director Aguirre MOVED to approve the consent agenda. Director Beach SECONDED. Roll call was taken. **MOTION CARRIED 5-0-0**

Clerk of the Board Mima Crume reported there was no public comment submitted before the meeting. There was no public comment.

4.0 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.

Clerk of the Board Mima Crume reported there was no public comment submitted before the meeting. There was no public comment.

5.0 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.

5.1 Approval of the minutes of Board of Directors regular business meeting No. 30 dated December 10, 2021. APPROVED

5.2 Review and Approval of Resolution SMCEL 22-02 authorizing the SMCEL-JPA Chair to sign the License Agreement with the City of Palo Alto for Express Lanes Toll facilities within City Rights of Way. APPROVED

5.3 Accept the Sources and Uses of Funds for the FY22 Period Ending November 30, 2021. APPROVED

5.4 Review and Approval of Resolution SMCEL 22-03 authorizing the SMCEL-JPA Chair to execute an Agreement with Eide Bailly LLP for Financial Audit Services for an amount not to exceed \$48,500 through January 31, 2027. APPROVED

5.5 Approval of the minutes of the Board of Directors Special Meeting No. 31 dated December 23, 2021. APPROVED

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

6.0 REGULAR AGENDA

6.1 Receive an update on the logo for the San Mateo County Express Lanes Equity Program. INFORMATION

The Board received a brief presentation on the logo for the San Mateo County Express Lanes Equity Program.

Board of Director Beach gave feedback and said that it looks great. The language is accessible and explains what we're trying to do.

- 6.2 Receive an update on the San Mateo 101 Express Lanes Project opening schedule for the southern segment from Whipple Avenue to the San Mateo/Santa Clara border, along with status update on the negotiation of the Caltrans Operations & Maintenance (O&M) Agreement, and the BAIFA and BATA O&M Agreements.

#### INFORMATION

Joe Hurley, SMCTA staff gave an update on the San Mateo 101 Express Lanes Project opening schedule for the southern segment from Whipple Avenue to the San Mateo/Santa Clara border. He has added that the physical infrastructure work is nearly complete, and the only remaining portion in the southbound direction is the striping-in and the stenciling of the express lane in the roadway itself. As far as the toll facility equipment is concerned it has both the hardware and the software all installed. It has been tested with positive results. They have been meeting with VTA staff weekly making sure that they're on track for a coordinated opening. The VTA has an added challenge with their project being that they have an existing electronic toll facility which they are going to have to cutover to the new electronic toll facility. The cutover is scheduled January 25<sup>th</sup>. The San Mateo County's first Express Lanes project will go live next month.

Board of Director Aguirre asked about the work on the northbound portion.

Joe Hurley said the work is moving forward, the toll facility installation has begun. The team is coordinating with PG&E to make sure that the system is powered to be able to test the toll facility equipment. As far as the condition of the roadway, they are aware and have communicated back to Caltrans in terms of some of the potholes that have occurred in particular the northbound 101 in the proximity north of Ralston and through 3<sup>rd</sup> Ave. They're just looking for those windows of opportunity to go ahead and take corrective measures

Sam Soules gave an update on the negotiation of the Caltrans Operations & Maintenance (O&M) Agreement, and the BAIFA and BATA O&M Agreements. We're at the final stage of fine tuning some of the terms in the cooperative agreement between BAIFA and JPA for operations and maintenance and expecting to come back around the 28th and be able to get approval ahead of the opening. There is less fine tuning to do with the BATA agreement but it is still under review between the two agencies.

## 7.0 CLOSED SESSION

- 7.1 CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Cal. Gov't Code § 54956.8)  
Property: No. 1 lanes on US 101 N/S from Santa Clara/San Mateo County Line to I-380 interchange

Agency Negotiator: SMCEL-JPA Executive Council  
Negotiating Parties: SMCEL-JPA; California Department of Transportation  
Under Negotiation: Price and terms of payment for leasehold interest

Clerk of the Board Mima Crume reported there was no public comment before closed session.

Chair Papan reported out that closed session was held, and a discussion was held in the closed session.

## 8.0 REPORTS

### a) Chairperson Report.

None.

### b) Member Communication.

None.

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

Sean Charpentier did not have anything to report out.

Carter Mau reported that on the January 6<sup>th</sup> Transportation Authority Board meeting, the Alternative Congestion Relief and Transportation Demand Measurement Plan was adopted. In addition to adopting that plan the TA board approved a Measure A Alternative Congestion Relief funds were allocated to the San Mateo County Express Lanes JPA US 101 Express Lanes Equity Program for \$400K.

### d) Policy/Program Manager Report.

Matt Click reported that they are moving forward and working to get the transponders and the clipper cards in house for distribution. Staff has been working with Samaritan House and we will be doing a two train the trainer sessions next week with them.

## 9.0 WRITTEN COMMUNICATIONS

None.

## 9.0 NEXT REGULAR MEETING

February 11, 2022

## 10.0 ADJOURNMENT

10:16 a.m.