

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

Meeting No. 7

DATE: Friday, January 10, 2020
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, Diane Papan, and Rico Medina

1.0 CALL TO ORDER/ ROLL CALL

Chair Aguirre called the meeting to order at 9:03 a.m. Roll call was taken.

Members Present:

C/CAG Members:

Alicia Aguirre, Maryann Moise Derwin, Diane Papan (arrived at 9:06 a.m.)

SMCTA Members:

Don Horsley, Emily Beach, Rico Medina

Members Absent:

C/CAG Member: None

SMCTA Member: None

Staff Present:

Sandy Wong – Executive Council

Jim Hartnett – Executive Council

Mima Guilles – Secretary

Tim Fox – Legal Counsel

Matthew Click – Program/Policy Manager

Van Ocampo – C/CAG staff supporting SMCEL JPA

April Chan, 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

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.

- 4.1 Approval of the minutes of Board of Directors regular business meeting No. 6 dated December 13, 2019. APPROVED

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

5.0 REGULAR AGENDA

- 5.1 Accept the Statement of Revenues and Expenditures for the period ending November 30, 2019. APPROVED

Chief Financial Officer Derek Hansel stated the statement of revenues and expenditures is as shown in the staff report. There was no question from the Board.

Director Derwin **MOVED** to accept the Statement of Revenues and Expenditures for the period ending November 30, 2019. Director Medina **SECONDED. MOTION CARRIED 5-0-0.**

- 5.2 Review and approval of Resolution SMCEL20-01 authorizing the SMCEL-JPA Fiscal Year 2020 Insurance Program and authorizing the binding of Public Officials' insurance. APPROVED

Chief Financial Officer Derek Hansel provided updated information. After the meeting packet was distributed, he received a quote on January 9th from Chubb/Ace who provides the public official liability insurance for the Transportation Authority. In the staff report it says the estimated annualized premium is about \$50K. The updated estimated annual premium is under \$18K for a period covering thru June 30, 2021.

Director Horsley **MOVED** to approve Resolution SMCEL 20-01 authorizing the SMCEL-JPA Fiscal Year 2020 Insurance Program and authorizing the binding of Public Officials' insurance. Director Derwin **SECONDED. MOTION CARRIED 6-0-0.**

- 5.3 Review and approval of Resolutions SMCEL20-02 and SMCEL-JPA 20-03 authorizing the SMCEL-JPA Chair to execute the agreements with Nixon Peabody, LLP for Financial Legal services in an amount of \$55,000 and with PFM Financial

Advisors LLC for Municipal (Financial) Advisory services in an amount of \$30,000, respectively. APPROVED

Staff Van Ocampo presented the process used to select the firms for financial legal services and financial advisory services. He also shared a message from a perspective bidder who cited potential conflict of interest as a reason for not submitting a proposal. Chair Aguirre asked for clarification regarding such conflict. Legal Counsel Tim Fox responded that he does not see a legal conflict of interest. Rather, it may be the firm's desire to preserve its relationships with its existing clients.

Director Derwin asked about the time frame. Staff Ocampo responded the tentative schedule is March or April.

Director Beach **MOVED** to approve Resolutions SMCEL20-02 and SMCEL-JPA 20-03 authorizing the SMCEL-JPA Chair to execute the agreements with Nixon Peabody, LLP for Financial Legal services in an amount of \$55,000 and with PFM Financial Advisors LLC for Municipal (Financial) Advisory services in an amount of \$30,000, respectively. Director Medina **SECONDED. MOTION CARRIED 6-0-0.**

6.0 REPORTS

a) Chairperson Report.

None.

b) Member Communication.

c) Executive Council Report.

Sandy Wong, Executive Council, reported that Caltrans has awarded the construction contract for the second segment of express lanes project (between Whipple Ave and I-380). Formal construction for the segment will officially begin in February but vegetation removal work will begin momentarily. Public outreach is currently on-going, as this Board received a presentation at the last meeting.

d) Policy/Program Manager Report.

Matthew Click, Program/Policy Manager, reported on the steps taken thus far to solicit consultant services to perform the equity study. The RFP will be released soon. A consultant service contract is targeted to be approved by this Board in March. Representing the SMCEL JPA, he also participated in a regional discussion regarding express lanes equity issues with staff from the Alameda County Transportation Commission, VTA, MTC and SFCTA.

7.0 WRITTEN COMMUNICATIONS

None.

8.0 NEXT REGULAR MEETING

February 21, 2020

ADJOURNMENT – 9:29 a.m.