

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

Meeting No. 23  
May 14, 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

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

SMCTA Members:

Don Horsley, Rico Medina, Emily Beach

**Members Absent:**

**Staff Present:**

Sandy Wong – 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 – SMCTA staff supporting SMCEL-JPA

Autumn Bernstein – Arup

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.*

#### 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 regular business meeting No. 22 dated April 9, 2021.  
APPROVED

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

Director Aguirre MOVED to approve the consent agenda. Director Medina SECONDED. Roll call was taken. **MOTION CARRIED 6-0-0**

#### 5.0 REGULAR AGENDA

5.1 Receive a presentation on the San Mateo County US 101 Express Lane Equity Study and approve by motion the Recommended Equity Program. APPROVED

Matt Click gave a brief introduction on the presentation on the San Mateo County US 101 Express Lane Equity Study and approve by motion the Recommended Equity Program and give the PPM directions to work with JPA staff over the summer on the implementation plan.

The Board received a presentation from Autumn Bernstein on the San Mateo 101 Express Lanes Equity Study. She has provided a project timeline, a recap on the Equity Program Alternatives, stakeholder and community feedback, and the recommended Equity Program.

Director Beach asked if the equity program might be delayed while MTC worked on its discounted Fastrak.

Autumn Bernstein noted that rather than duplicate the MTC's efforts, staff will be working with the MTC to leverage their efforts.

Director Derwin asked if the cash on clipper allowed for \$50 per year for potentially multiple years, and that there was no limit to the number of people per household; but the discounted FasTrak was a one-time benefit with one per household.

Autumn Bernstein confirmed that was accurate.

Vice Chair Papan asked how enrollment would work with MTC, and would the MTC charge a fee?

Director Medina asked if staff had an initial information on potential MTC implementation fees?

Autumn Bernstein said that we would leverage the MTC's enrollment process and that the MTC would probably charge a fee.

Matt Click noted that PPM and JPA staff are engaged with MTC on these implementation questions. Initial staff impression is that Clipper Start might be implemented earlier with the FasTrak discount to follow.

Director Aguirre wanted to ensure that we used best practices for outreach and utilize County outreach successes regarding the CENSUS outreach.

Matt Click noted that we were working with MTC on the implementation.

Director Beach asked how much of the eligible population that could be served?

Autumn Bernstein mentioned that the program could potentially reach 20%-40% of people who are eligible, however, not everybody who is eligible will sign up. There are many unknown variables about who will enroll.

Director Papan MOVED approval of item 5.1. Director Medina SECONDED. Roll call was taken. **MOTION CARRIED 6-0-0**

5.2 Public Hearing: Introduce an Ordinance for the Administration of Tolls and Enforcement of Toll Violations for the San Mateo County US 101 Express Lanes, and waive the reading of the Ordinance. **APPROVED**

The Board received a presentation on Introduce an Ordinance for the Administration of Tolls and Enforcement of Toll Violations for the San Mateo County US 101 Express Lanes, and waive the reading of the Ordinance.

Chair Horsely opened the Public Hearing.

Vice Chair Papan asked why motorcycles have to have a FastTrak tag to be exempt.

Tim Fox noted that our regional partners required that all non-revenue vehicles have FasTrak tags.

Vice Chair Papan asked what 2-person vehicle had to do to ride for free?

Matt Click confirmed this.

Vice Chair asked what the surcharge to use the license plate would be?

Matt Click noted that he did not know.

Vice Chair Papan asked how the CAV would get its discount?

Matt Click noted that CAVs must get a separate CAV transponder.

Vice Chair Papan asked where the 2025 deadline for CAV discount come from?

Tim Fox noted that the 2025 deadline was based on State Statute, but the Ordinance has been structured for maximum flexibility to amend the CAV discount.

Chair Horsley asked where the fines go?

Matt Click indicated that the JPA would not receive the fines.

Director Beach noted that the omission of a discussion of a cap meant that prices would be set by market?

Matt Click confirmed this.

Director Beach asked if the ordinance should preview the JPA Board's intent to reduce the CAV Discount by fall of 2022? And why the early goal of CAV Discount of fall of 2022 was not included in the Ordinance?

Matt Click noted that the CAV discount timeline of fall of 2022 would be included in the adopting resolution.

Tim Fox noted that the most flexibility would come from changing the CAV discount via resolution rather than by ordinance.

April Chan noted that regional express lane operators were supportive of this approach.

Chair Horsley closed the Public Hearing.

Director Beach MOVED to introduce the ordinance and waive the requirement that it be read in its entirety. Vice Chair Papan SECONDED. Roll call was taken.  
**MOTION CARRIED 6-0-0**

## 6.0 REPORTS

### a) Chairperson Report.

None.

b) Member Communication.

None.

c) Executive Council Report - Executive Council Verbal Report.

Sandy Wong announced that the C/CAG Board has re-appointed the three members that represents C/CAG to serve another two (2) year term. Election of Chair and Vice Chair staff will bring an item to the June Board meeting.

April Chan mentioned that, Carter Mau, acting Executive Director for the TA is absent but would like to inform the Board that they will bring the Fiscal year 2022 preliminary budget for approval to the next Board meeting.

d) Policy/Program Manager Report.

None.

Tim Fox, Legal Counsel, reported out that staff has clarified that there were no written or oral comments that were submitted in connection to the Toll Ordinance item.

7.0 WRITTEN COMMUNICATIONS

None.

8.0 NEXT REGULAR MEETING

June 11, 2021

ADJOURNMENT – 10:17 a.m.