



**1. Call to Order**

**2. Roll Call**

A roll call was conducted. All members were present with the exception of Commissioner Mei.

**Subsequent to the roll call:**

Commissioner Mei arrived during 5.1.

**3. Public Comment**

There were no public comments.

**4. Election of Chair and Vice Chair**

**4.1. Approve the election of the Chair and Vice-Chair of the Sunol Smart Carpool Lane Joint Powers Authority**

Tess Lengyel stated that pursuant to the Sunol JPA's Administrative Code, the election of the Chair and Vice-Chair of the Authority will occur annually at its first meeting of the year, and such elections will be effective immediately. Ms. Lengyel noted that it is practice for the Chair and Vice Chair to serve two terms even though the election is annually. She noted that the current Chair, Commissioner Mei, and the current Vice-Chair, Commissioner Haubert have completed one year as Chair and Vice Chair.

*Commissioner Haubert moved to reelect Commissioner Mei and Commissioner Haubert as the Chair and Vice-Chair of the Authority. Commissioner Brown seconded the motion. The motion passed with the following roll call votes:*

Yes: Brown, Haubert, Hendricks, Hernandez,  
No: None  
Abstain: None  
Absent: Mei

**5. Consent Calendar**

**5.1. Approve the November 9, 2020 I-680 Sunol Smart Carpool Lane Joint Powers Authority (JPA) Meeting Minutes**

*Commissioner Haubert moved to approve the consent calendar. Commissioner Hernandez seconded the motion. The motion passed with the following roll call votes:*

Yes: Haubert, Hendricks, Hernandez, Mei  
No: None  
Abstain: Brown  
Absent: None

## 6. Regular Matters

### 6.1. I-680 Sunol Express Lanes Project Implementation Update

Liz Rutman provided the Authority with a status update on the I-680 Sunol Express Lanes project development and implementation activities. Ms. Rutman stated that the Interstate 680 (I-680) Sunol Express Lanes will provide enhanced mobility for motorists in both the northbound and southbound directions. She stated that the project has several key components: a new northbound express lane between south of Auto Mall Parkway and SR 84, conversion of the existing southbound controlled-access express lane to an open-access facility between SR 84 and SR 262, and deployment of a new toll system for both directions of travel with new technology that will allow for implementation of all toll policies adopted last June.

Ms. Rutman stated that in June 2016, Kapsch TrafficCom was selected as the Toll System Integrator (TSI) for the I-680 Sunol Express Lanes project. She discussed the seven high-level stages of toll system implementation, which is highly specialized work performed by a TSI and overseen by a System Manager. The seven stages include design, software development, factory acceptance testing, equipment installation, system acceptance testing, beginning live operations, and operational acceptance testing. She stated that the System Detailed Design Document has been drafted and the Roadside Factory Acceptance Test is expected to begin this month. Because this work is behind schedule, Kapsch has installed the toll equipment at risk so that, once the software development and preliminary testing are completed, field testing can proceed immediately. Only upon completion of system testing during live operations, is the toll system implementation considered complete. Ms. Rutman then explained that the original I-680 Sunol Southbound Express Lane was decommissioned last August to allow for completion of the civil construction, and has been open only for carpools since then; and the new northbound lane was opened for use on October 29, 2020 and is also open only for carpools. She concluded her report by noting that full toll operations are currently projected to begin in Fall 2021.

Commissioner Brown asked if all fully electric vehicles are only available for the 50% toll discount for solo drivers. Ms. Rutman stated that the discount applies to any vehicle that has a valid decal issued by the DMV. If a person has a valid decal, the documentation may be submitted to the Bay Area Transportation Authority and a toll tag may be issued for the discount. Ms. Rutman stated that the same policy applies to all Express Lanes in the Bay Area.

Commissioner Hendricks noted that the full toll operations are projected to begin in the Fall of 2021. He questioned if a Fall 2021 projection was a change to schedule and he wanted to know if the projected date was the start or the end of the operational acceptance test (OAT). Ms. Rutman confirmed that Fall 2021 is a new projected start date and is the beginning of revenue operations and the beginning of the OAT. Ms. Lengyel stated that Alameda CTC intended to implement these lanes earlier; however there have been delays from the System Integrator and staff has been working with Kapsch to address performance issues on the contract.

Commissioner Hendricks asked if this date is solid barring any unforeseen problems. Ms. Lengyel stated that she is meeting with Kapsch Executive Management on a monthly basis, and with their global leadership on a quarterly basis, and Fall 2021 is a date that the Authority has been given by Kapsch to realistically deliver the system.

Commissioner Hendricks stated that since Fall 2021 is the beginning of OAT, will the Authority collect revenues, and if problems occur will there be a need to turn the tolling system off. Ms. Rutman stated that revenues would be collected and it is highly unlikely that there will be a need to turn the tolling system off.

Commissioner Mei commented that staff should evaluate the fees being charged if the consultants are not delivering services. Ms. Lengyel stated that staff is working with Kapsch on a corrective action plan.

## **6.2. Approve the I-680 Sunol Smart Carpool Lane FY2020-21 Second Quarter Financial Report**

Patricia Reavey recommended that the Authority approve the I-680 Sunol Smart Carpool Lane FY2020-21 Second Quarter Financial Report. The financial report provides a summary of revenues and expenses related to the I-680 Sunol Smart Carpool Lane for the fiscal year through December 31, 2020. Ms. Reavey stated that net toll and other revenues were \$106,314 or 54.76 percent less than projected through the second quarter of FY2020-21 with no additional revenues expected through the balance of the fiscal year, and that operating expenses through the second quarter totaled \$392,878 or 63.88 percent less than budget. She stated that assets that were no longer usable due to upgrades under development as part of Alameda CTC's I-680 capital project were disposed resulting in a loss on disposal of assets of \$417,130, and that these variances together resulted in a decrease to net position of \$703,694. As of December 31, 2020, the I-680 Sunol Smart Carpool Lane had cash and investments totaling \$5.9 million. She also stated that the significant variances from budget for both revenues and expenses as of December 31, 2020 are related to the timing of the planned shut-down of revenue operations on the express lane related to construction work on Alameda CTC's I-680 capital project, which was brought forward three months to take advantage of lighter traffic flows during the pandemic, minimizing the effect on commuters, and to expedite the capital project. Construction on the I-680 express lanes will continue to have a significant effect on revenues and expenses for the I-680 Express Lane throughout the fiscal year. She noted that staff has reviewed all budgeted projections for both revenues and expenses in relation to the timing of construction work on the lanes and is bringing a separate staff report to propose updates to the adopted budget which reflect updated expectations due to construction work on the express lane.

Commissioner Mei wanted to ensure that staff is fiscally responsible for vetting charges allocated from the vendor who has contract delivery delays. Ms. Lengyel stated that Alameda CTC is working closely with legal counsel regarding the articles in the agreement pertaining to damages and delays. Staff is looking at the full ability to recoup costs according to the contract.

Commissioner Mei asked if staff has other recommendations to better offset the delay in implementing the I-680 Sunol Express Lanes. Ms. Lengyel stated that she is meeting with Kapsch Executive Management on a monthly basis and their global leadership on a quarterly basis to ensure the project is delivered.

*Commissioner Brown moved to approve this item. Commissioner Hernandez seconded the motion. The motion passed with the following roll votes:*

Yes: Brown, Hendricks, Hernandez, Haubert, Mei  
No: None  
Abstain: None  
Absent: None

### **6.3. Approve the I-680 Sunol Smart Carpool Lane FY2020-21 Mid-Year Budget Update**

Patricia Reavey recommended that the Authority approve the I-680 Sunol SMART Carpool Lane JPA FY2020-21 Mid-Year Budget Update. Ms. Reavey provided an overview of the proposed budget changes that consist of adjustments to the beginning net position of the currently adopted budget to the ending net position in the audited financial statements for FY2019-20, changes due to closure of toll revenue service, and timing of I-680 Express Lane project and related upgrades including the disposal of legacy equipment. She reviewed proposed changes to specific line items in the budget and noted that there is a beginning net position of \$6.8 million, revenues of \$118 thousand, and expenses of \$2.15 million for an overall change in net position of \$2 million. There were no changes proposed for the maintenance reserve, and the operational risk reserves are replenished as part of this budget update to \$2 million. Operational risk reserves are important to ensure sustainability and cover unanticipated expenses such as the pandemic.

Commissioner Hendricks asked how much the revenue is reduced in this fiscal year due to the Implementation of a new toll system being delayed, and what the overall budget will look like going forward. Ms. Lengyel stated that overall the revenues are reduced because tolls are not being collected and expenditures are also reduced because the Authority is not paying for enforcement by CHP nor the transactions fees with BATA. The Authority will dispose of the antiquated equipment and is working with legal counsel on addressing the damages due to the delay of the implementation of the toll system. Ms. Reavey stated that, overall, expenses decreased more than revenues.

*Commissioner Haubert moved to approve this item. Commissioner Brown seconded the motion. The motion passed with the following roll votes:*

Yes: Brown, Hendricks, Hernandez, Haubert, Mei  
No: None  
Abstain: None  
Absent: None

## **7. Committee Member Report**

There were no committee reports.

**8. Staff Reports**

There were no staff reports.

**8. Adjournment/ Next Meeting**

The next meeting is:

Date/Time: Monday, May 10, 2021 at 9:00 a.m.

*This page intentionally left blank*