

**San Mateo County Transit District
1250 San Carlos Avenue, San Carlos, California**

**Measure W Citizens' Oversight Committee (COC)
Meeting Minutes**

March 7, 2022

Members Present (Via Teleconference): A. Brandt, R. Foust (Chair), R. Hedges, S. Lang, A. Levin, J. Lind Rupp (Vice Chair), J. Londer, A. Madrid, E. Mizzi, M. Robinson, I. Torres, M. Wooley-Ousdahl

Members Absent: E. Gonzalez, M. Rendon

Staff Present: A. Linehan, A. Chan, D. Hansel, J. Cassman, S. van Hoften, G. Martinez, J. Ye, D. Seamans, P. Skinner, J. Brook

1. Call to Order/Pledge of Allegiance

Chair Rosanne Foust called the meeting to order at 1:03 pm and requested that Malcolm Robinson lead the Pledge of Allegiance.

2. Roll Call

Chair Foust noted new members Irving Torres, representing County Supervisor District 1 (Dave Pine) and Michael Wooley-Ousdahl, representing the business community.

Jean Brook, COC Secretary, called the roll and confirmed that a quorum was present.

3. Public Comment for Items Not on the Agenda

There were no public comments.

4. Approval of Meeting Minutes from October 12, 2021

Chair Foust noted for the record the following changes to the agenda:

- The date for the Committee membership list in the first-page footer should be 2022 instead of 2021.
- Item #4 on Page 2 should read "Approval of Meeting Minutes from October 12, 2021, instead of 2022.

Motion/Second: Hedges/Robinson

Ayes: Brandt, Foust, Hedges, Lang, Levin, Lind Rupp, Londer, Madrid, Mizzi, Robinson, Torres, Wooley-Ousdahl

Absent: Gonzales, Rendon

5. Public Hearing: Annual Audit of Measure W Tax Revenues and Expenditures in Accordance with Congestion Relief Plan for the Fiscal Year Ended June 30, 2021

Chair Foust reviewed the order of the public hearing.

a. Independent Auditor's Presentation

Chair Foust and the committee members wished Derek Hansel, Chief Financial Officer, well in his new position at MTC (Metropolitan Transportation Commission).

Grace Martinez, Deputy Chief Financial Officer, introduced Nathan Edelman, Partner, Eide Bailly LLP, who provided the presentation.

b. Committee Questions

Sandra Lang said that they had decided at the October meeting what items to look at on future audit reports. Chair Foust clarified that that would be discussed during Item #5f.

Mr. Robinson asked how non-material weaknesses or compliance issues that might still raise questions are addressed in the current report. Mr. Edelman said that there was not anything that is either relevant or important that needed to be reported as an audit finding in this report.

Ethan Mizzi asked what the unexpended amount for SamTrans and the Transportation Authority (TA) for Fiscal Year 2021 was; Ms. Martinez said it was \$145 million, which she indicated was on Page 5 of the audit report.

Rich Hedges asked what the time period for raising the \$180 million was; Ms. Martinez said from July 2019 through June 30, 2021. He asked how much was set aside for grade separations from Measure W funds. April Chan, Chief Officer, Planning, Grants/Transportation Authority, said 2.5 percent or approximately \$4.5 million, which is supplementing Measure A funding.

c. Public Comment

There were no comments.

d. Close Public Hearing

Mr. Hedges made a motion to close the public hearing, which was seconded by Mr. Mizzi and approved unanimously.

e. Committee Comments

Adina Levin asked where there was a description of expenditures for 2020 and 2021. Derek Hansel, Chief Financial Officer, said expenditures indicate deposits of funds in the various buckets to be available for use by the TA.

f. Committee Discussion on Drafting of Committee Report

Ms. Lang asked for clarification about the links in the former Committee report. Chair Foust said they did not have the approved 2019-2020 report containing all the Committee member comments.

Mr. Hansel concurred that some of the questions lie outside of the scope of the audit itself but that it would be helpful to include them in the Committee report.

Mr. Robinson said that some cities had raised equity considerations. Ms. Chan explained the process for deciding what to include in the COC report. Mr. Hansel clarified the mandates of the audit as (1) presenting the financial statements accurately, (2) maintaining internal controls, and (3) ensuring that spending of the funding is consistent with the ballot measure.

Ms. Chan responded to various committee member questions. She said that 10 percent of funds had been set aside for regional transit connections and that TA staff will be working on a plan to determine which projects qualify and how to spend the money.

Joan Cassman, Legal Counsel, clarified that an annual audit is performed to monitor that the funds are being expended appropriately. She said the Committee oversees how the money was spent during the prior fiscal year but does not determine how the money will be spent in the future.

Chair Foust suggested that staff re-send the 2019-2020 report to the Committee members, who could then communicate their comments and questions directly to staff.

6. Committee Member Comments/Communications Regarding Transportation Matters

Chair Foust said she was proud to represent SAMCEDA (San Mateo County Economic Development Association) at the announcement by Assemblymember Pro Tem Mullin for additional state monies, with over \$200 million to be directed towards the electrification of Caltrain. She noted that Assembly Bill (AB) 2197 would improve schedule frequency and address climate change.

Mr. Hedges commented that cost overruns are often a result of contractor disputes.

Ms. Levin noted that she was serving on a stakeholder advisory body doing a regional network management business case study on regional coordination needs.

7. Next Meeting: Date to Be Announced

Ms. Chan requested that the Committee members provide comments to her on what to include in the 2020-2021 COC report as well as any comments on the audit by the end of March. She proposed having the next meeting in early June, the date and time to be determined.

8. Adjournment

The meeting adjourned at 2:10 pm.