



Agenda Measure W Citizens' Oversight Committee (COC) Meeting

San Mateo County Transit District

Due to COVID-19, this meeting will be conducted via teleconference only (no physical location) pursuant to [Assembly Bill 361](#) (Government Code Section 54953).

Committee members, staff and the public may participate remotely via Zoom at <https://samtrans.zoom.us/j/92139885464?pwd=SmpwTWROOVpxcnNpVk9UdklQSDA0dz09> or by entering Webinar ID: **921 3988 5464**; Passcode: **385999** in the Zoom app for audio/visual capability or by calling 1-669-900-9128 (enter webinar ID and press # when prompted for participant ID) for audio only.

The video live stream will be available after the meeting at <https://www.samtrans.com/about-samtrans/video-board-directors-cac>

Public Comments: Members of the public are encouraged to participate remotely. Public comments may be submitted to publiccomment@samtrans.com prior to the meeting's call to order so that they can be sent to the Board as soon as possible, while those received during or after an agenda item is heard will be included into the Board's weekly correspondence and posted online at: <https://www.samtrans.com/meetings>

Oral public comments will also be accepted during the meeting through *Zoom or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM. Use the Raise Hand feature to request to speak. For participants calling in, dial *67 if you do not want your telephone number to appear on the live broadcast. Callers may dial *9 to use the Raise Hand feature for public comment and press *6 to accept being unmuted when recognized to speak. Each commenter will be automatically notified when they are unmuted to speak for three minutes or less. The Committee Chair shall have the discretion to manage the Public Comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

Tuesday, June 21, 2022

3:00 pm

1. Call to Order/Pledge of Allegiance
2. Roll Call

San Mateo County Transit District Measure W Citizens' Oversight Committee Members 2022: Rosanne Foust (Chair), Julie Lind Rupp (Vice Chair), Adrian Brandt, Eduardo Gonzalez, Rich Hedges, Sandra Lang, Adina Levin, Jeff Londer, Alex Madrid, Ethan Mizzi, Michael Wooley-Ousdahl, Mario Rendon, Malcolm Robinson, Irving Torres

Staff Liaisons: April Chan, Acting Deputy General Manager/CEO
Amy Linehan, Government and Community Affairs Officer

COC Secretary: Jean Brook

SamTrans Measure W Citizens' Oversight Committee Meeting
June 21, 2022

3. Public Comment for Items Not on the Agenda

At this time, persons in the audience may speak on any matter within the jurisdiction of the Committee. The Brown Act (the State local agency open meeting law) prohibits the Committee from acting on any matter that is not on the agenda. The Chair may limit speakers to three minutes each.

4. Approval of Meeting Minutes from March 7, 2022

5. Consideration and Approval of Annual Committee Report on Use of Measure W Tax Revenues and Expenditures for Fiscal Year Ending June 30, 2021

6. Update on Measure W Citizens' Oversight Committee Membership - Recruitment for Terms Ending in 2022

7. Committee Member Comments/Communications Regarding Transportation Matters

8. Next Meeting: Date to be announced; will be held via Zoom teleconference (additional location, if any, to be determined).

9. Adjournment

Information for the Public

If you have questions about the agenda, please contact Amy Linehan at linehana@samtrans.com. Agendas are available on the SamTrans website at <https://www.samtrans.com/meetings>. Communications to the Board of Directors can be emailed to board@samtrans.com.

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Date and Time of Board and Measure W Citizens' Oversight Committee Meetings

San Mateo County Transit District Committees and Board: First Wednesday of the month, 2:00 pm;
SamTrans Measure W Citizens' Oversight Committee (COC): Frequency of meetings to be determined.
Date, time and location of meetings may be changed as necessary. Meeting schedules for the Board and COC are available on the website.

Location of Meeting

Due to COVID-19, the meeting will only be via teleconference as per the information provided at the top of the agenda. The public may not attend this meeting in person.

Public Comment

Members of the public are encouraged to participate remotely. Public comments may be submitted to publiccomment@samtrans.com prior to the meeting's call to order so that they can be sent to the Board as soon as possible, while those received during or after an agenda item is heard will be included into the Board's weekly correspondence and posted online at: <https://www.samtrans.com/meetings>.

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Availability of Public Records

All public records relating to an open session item on this agenda that are not exempt from disclosure pursuant to the California Public Records Act and that are distributed to a majority of the legislative body will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070 at the same time that the public records are distributed or made available to the legislative body.

**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.



San Mateo County Transit District

Report of the Measure W Citizens' Oversight Committee

Fiscal Year 2021 (July 2020 – June 2021)

I Introduction and Findings of the Citizens' Oversight Committee

The Measure W Citizens' Oversight Committee (COC) is pleased to provide its annual report on the expenditure of proceeds from the San Mateo County Transit District's (District) 2018 Measure W. This report covers the 2020-2021 fiscal year, from July 1, 2020, through June 30, 2021. Principal duties of the COC are to ensure that the proceeds have been expended for the purposes set forth in the Measure W ballot language and to provide a report on the independent audit conducted pursuant to the ballot language and the District Ordinance (Ordinance) which placed Measure W on the ballot.

Measure W tasks the COC with providing information to the taxpayers of San Mateo County in the following ways:

- Receive the District's annual audit report on receipts and expenditures of Measure W tax proceeds and expenditures under the Congestion Relief Plan
- Hold an annual public hearing on the audit report
- Issue an annual report of the COC on the audit results

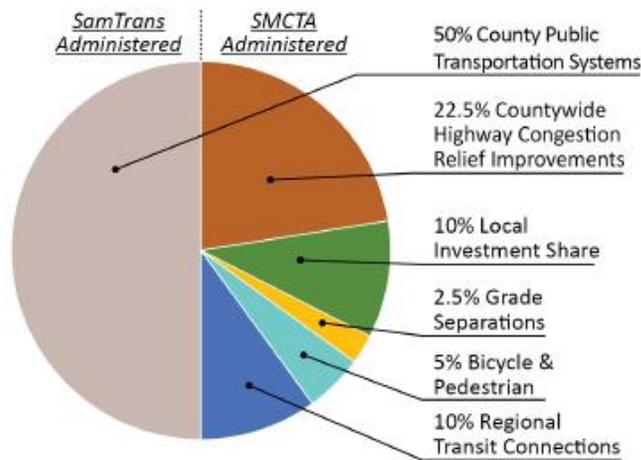
The Board of Directors of the District and the Board of Directors of the San Mateo County Transportation Authority (TA) are responsible for the prioritization and distribution of funds received pursuant to the provisions of Measure W. The independent audit conducted by the District and the COC's report are intended to provide additional accountability with respect to the expenditure of these proceeds by both the District and the TA. The COC received the audit on February 17, 2022 and the COC held a public hearing on the report on March 7, 2022.

The COC finds the Independent Auditor's report appropriately presents the Measure W revenues and expenditures, as contemplated by the ballot language, for the fiscal period ending June 30, 2021. In addition, COC is pleased with the process by which the audit was conducted and with the outcomes of the Independent Auditor.

II Purpose of Measure W

Measure W levies a one half-cent sales tax on retail sales in San Mateo County. The purpose of Measure W is to provide funding to address transportation and transit needs in San Mateo County, pursuant to a [Congestion Relief Plan](#) adopted in July 2018 by the District as part of Ordinance 103. The funding provisions of the Congestion Relief Plan provide an investment roadmap, illustrated in Table 1 of transportation related categories.

Table 1: Measure W Funding Categories



Source: Strategic Plan 2020-2024

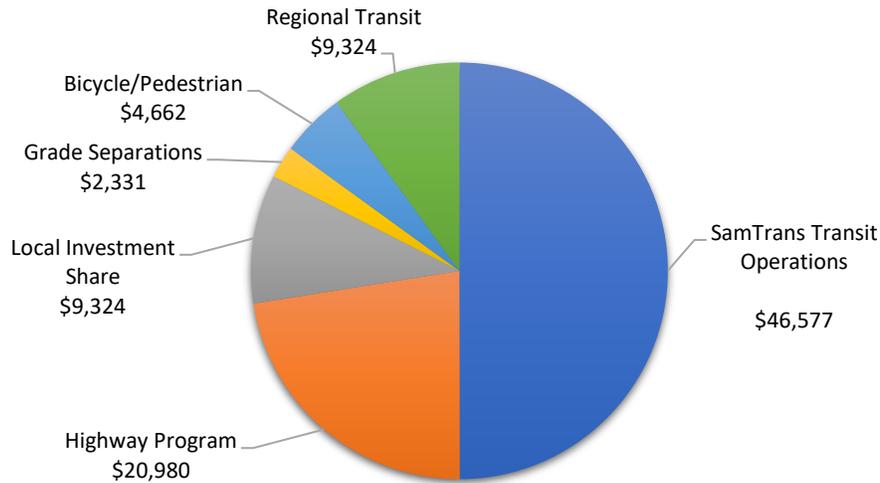
III Audit Findings

As noted above, the District’s annual audit report on receipts and expenditures of Measure W tax proceeds for the Fiscal Year ended June 30, 2021, was provided on February 17, 2022, by Eide Bailly, LLP, an independent accounting firm. This firm has several years of experience in conducting independent audits of the financial results of both the District and the TA. In its audit, Eide Bailly, LLP provided what is known as an unmodified opinion (what is often referred to as a “clean” opinion) on the Measure W financial statements as prepared by District staff. The COC held a [public hearing](#) on the audit report on March 7, 2022 and a copy of the audit report is attached as Appendix A.

III.a Receipt and Distribution of Funding

A total of \$93.198 million in Measure W sales tax was realized and received in Fiscal Year 2021. Per Measure W, the funds are divided equally between the District and TA as shown in Table 1 above. Table 2 on the following page provides the specific breakdown of funding apportioned between the District and the TA program categories based on the funding received.

Table 2: Measure W Distribution (in thousands)

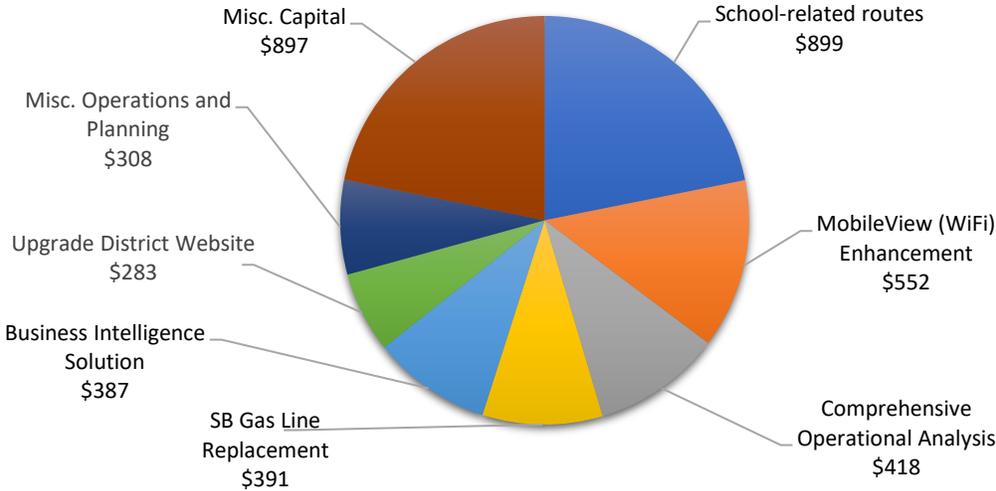


Source: Fiscal Year 2021 Audit Report

III.b District Expenditures of Measure W in Fiscal Year 2021

District Measure W revenues were spent on supporting SamTrans transit services in several operating areas and on several capital projects. While Measure W generated \$46.577 million to the District, expenditures totaled \$4.115 million were spent in Fiscal Year 2021. It is important to note that the slowdown in expenditures is primarily due to the pandemic, as well as infusion of one-time Federal operating assistance for SamTrans (as well as other transit agencies across the country). The remaining balance of \$42.46 million has been retained for future uses. Of the funds expended, the largest share was for SamTrans routes and services adjacent to schools that are timed to match school bell schedules, referred to in the graph below as "school-related routes". Table 3 below outlines the expenditures of the District's share of Measure W funds in Fiscal Year 2021.

Table 3: SamTrans Expenditures (in thousands)



Source: Fiscal Year 2021 Audit Report

III.c TA Expenditures of Measure W in Fiscal Year 2021

Unlike SamTrans, which expends Measure W funds on projects and programs directly, the TA serves primarily as a granting agency and provides funds to cities and other local agencies throughout San Mateo County. The TA’s investments in each category are guided by the TA’s [Strategic Plan 2020-2024](#), which was adopted in December 2019 by the TA Board of Directors. Adoption of a Strategic Plan every 5 years is a requirement of both the TA’s [Measure A Transportation Expenditure Plan](#) and the [Measure W Congestion Relief Plan](#).

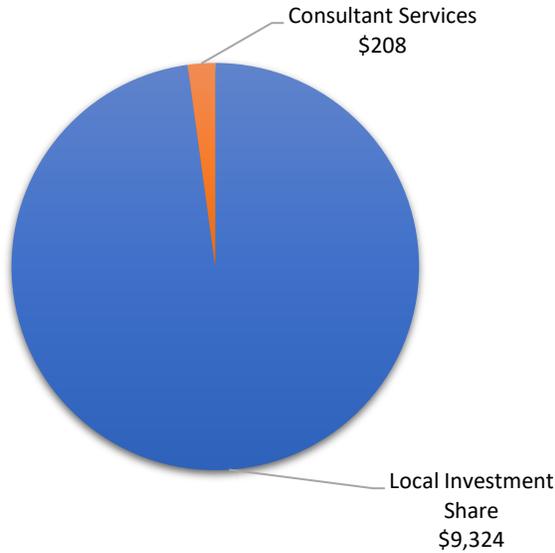
With the notable exception of the local investment share, which is provided directly to cities and the County by the TA, most of the Measure W funding is programmed and allocated through competitive calls for projects (CFP) for each of the Measure W program categories. The TA’s CFPs for each of the program categories typically occur on biennial cycles. While funds are awarded to projects in each CFP cycle by the TA Board of Directors, the expenditure of those funds is based on actual reimbursements to project sponsors for eligible project expenses.

In Fiscal Year 2021, ending June 30, 2021, the TA conducted only one CFP with the inclusion of Measure W funding for the Bicycle and Pedestrian Program. However, no Bicycle and Pedestrian Program projects submitted reimbursements requests in Fiscal Year 2021. As a result, actual TA expenditures of Measure W funding for Fiscal Year 2021 are only related to the following:

- TA consultant services for the preparation of:
 - Short-Range Highway Plan
 - Alternative Congestion Relief/Transportation Demand Management Plan
 - scoping of the forthcoming Regional Transit Connections Study

- Local investment share, which totals 10 percent of the Measure W funding that is directly allocated to the cities and the County.
 - Funds can be used for transportation investments such as roadway rehabilitation, planning and implementing traffic safety projects and promoting alternative modes of transportation.

Table 4: TA Expenditures (in thousands)



Source: Fiscal Year 2021 Audit Report

IV TA Funding Allocations and Consistency with Measure W Core Principals

The Strategic Plan 2020-2024 establishes scoring criteria¹ based on the Measure W Core principles², as well as the Goals of Measure A³. These scoring criteria are applied to the competitive CFP’s for the following program categories: Highways, Grade Separations, Pedestrian and Bicycle, and Regional Transit Connections. Projects that compete well in the CFP process are those that score well in accordance with these criteria.

During Fiscal Year 2021, one CFP for the Pedestrian and Bicycle program was issued on August 6, 2020. Nineteen applications were received from eleven jurisdictions. In October 2020, the TA assembled a project review committee which met to evaluate and score the submitted applications. The scoring of each application question ties directly to the Strategic Plan 2020-2024 evaluation criteria, which is inclusive of the Measure W core principles. Five primary evaluation criteria are used to score each

¹ [Strategic Plan 2020-2024](#), Appendix E

² [Strategic Plan 2020-2024](#), Table 3-2

³ [Strategic Plan 2020-2024](#), Page 3

application, which include Need, Effectiveness, Sustainability, Readiness and Funding Leverage which total to 100 points.

Draft recommendations were presented to the TA Board of Directors in November 2020 and the final pedestrian and bicycle program was adopted in December 2020. In total, the TA Board of Directors programmed and allocated \$7,714,729 (of which Measure W provided \$3,584,026) to fully fund twelve recommended projects. This was the first year that included funding for a new planning and promotions subcategory for bicycle and pedestrian projects, and this is made possible with Measure W funding. The next Pedestrian and Bicycle CFP for Measure A and Measure W is scheduled to be released in August 2022.

V Equity Considerations for the Distribution of TA Funding

As part of the TA Strategic Plan 2020-2024, equity is highlighted as a core evaluation criterion in TA CFP processes. Projects are evaluated holistically in terms of geographic and socioeconomic equity.

V.a Geographic Equity

Geographic equity is evaluated by a Call for Projects Scoring Evaluation Committee assembled to review the submitted applications. The Committee assesses whether sales tax revenue is being distributed fairly to all areas in the San Mateo County. Specifically, the Evaluation Committee often looks at whether funds are proposed to be distributed between the Coastsides versus the Baysides and amongst the North, Central, and Southern portions of the county. This often includes a review of past funding awards, in particular for smaller jurisdictions that may not often apply for Measure A and Measure W funding. The Evaluation Committee then makes recommendations to the TA Board of Directors for their consideration if there are any deviations proposed from the ranked project list.

An example of the TA's efforts to ensure geographic equity is highlighted in funding distribution. The City of Redwood City submitted three projects to the Pedestrian and Bicycle CFP that all ranked fairly high based on the evaluation scoring. However, the evaluation committee recommended awarding only the two highest scoring Redwood City projects, allowing for two smaller projects in the Town of Portola Valley to be funded. This helped to further geographic equity by providing funds to a small rural community that does not often receive competitive funding from the TA.

V.b Socioeconomic Equity

Socioeconomic equity scoring criteria are more directly linked to evaluating locations throughout San Mateo County that may have higher proportions of the historically underserved and/or communities with lower incomes or higher ratios of people of color as compared to other locations. These criteria are generally consistent with the California Transportation Commission's Active Transportation Program and the Metropolitan Transportation Commission's (MTC) regional criteria for the Active Transportation Program. Specific examples of the socioeconomic criteria used in the Fiscal Year 2021 Pedestrian and Bicycle CFP include the following:

- 75 percent or more students eligible for free or reduced priced meals
- CalEnviroScreen 3.0 top 25th percentile (measure of pollution and the potential vulnerability to the effects of pollution)

- Healthy Places Index lowest 25th percentile (data on social conditions including education, job opportunities, and clean water)
- MTC Equity Priority Communities (underserved populations, such as households with low incomes and people of color)

Projects that met social/economic equity criteria submitted to the Fiscal Year 2021 Pedestrian and Bicycle CFP include:

- Redwood City Hopkins Avenue Traffic Safety Implementation
 - Equity Criteria met: MTC Equity Priority Community and Free/Reduced Price Lunch
- San Bruno Huntington Bikeway and Pedestrian Safety Project
 - Equity Criteria met: MTC Equity Priority Community and CalEnviroScreen 3.0
- Redwood City El Camino Real Corridor Safety Project
 - Equity Criteria met: Free/Reduced Priced Lunch, CalEnviroScreen 3.0, and MTC Equity Priority Community
- Daly City Vision Zero Community Outreach Program
 - Equity Criteria met: MTC Equity Priority Community

VI Technical Assistance to Jurisdictions

The Strategic Plan 2020-2024 recommended the TA strive to further its role with technical assistance, as resources permit, to advance project delivery. The following are four areas of concentration for TA technical assistance:

- Provide technical assistance to sponsors, not limited to the Highway Program.
- Utilize consultant services to offer Complete Streets and other best practice workshops.
- Temporarily offer consultant services to sponsors, on request, to keep projects moving, while minimizing delay.
- Provide consultant services to help sponsors better position themselves to obtain grant funds to better leverage TA funding.

The Highway Program continues to provide technical assistance developing and leading projects on behalf of sponsors. The Complete Streets workshops that were recently concluded in Fiscal Year 2022 in advance of the Alternative Congestion Relief and Transportation Demand Management (ACR/TDM) and Fiscal Year 2022 Bicycle and Pedestrian CFPs. The ACR/TDM Program CFP was released on April 20, 2022, and included technical assistance for small and coastal jurisdictions for grant writing and/or project development assistance.

VII Regional Transit Connections

The Regional Transit Connections program category receives ten percent of Measure W revenue. The intent of the category is to invest in infrastructure and services that are designed to improve transit connectivity between San Mateo County and the rest of the nine-county Bay Area region. The Strategic Plan 2020-2024 recommended that a Regional Transit Connections planning study and an accompanying Transit Capital Improvement Program (CIP) be prepared to better inform the competitive selection

process. The development of the Regional Transit Connections Plan is currently expected to commence in Fiscal Year 2023.

VIII Findings of the Citizens' Oversight Committee and Future Requests

The COC finds the Independent Auditor's report appropriately presents the Measure W revenues and expenditures, as contemplated by the ballot language, for the fiscal period ending June 30, 2021. The COC also is pleased with the process by which the audit was conducted and with the outcomes.

IX Additional Information

1. FY2021 Measure W audit (Appendix A)
2. [District FY2021 Annual Comprehensive Financial Report](#)
3. [District FY2021 Popular Annual Financial Report](#)
4. [TA FY2021 Annual Comprehensive Financial Report](#)
5. [FY2021 Pedestrian and Bicycle Program](#)
6. [TA Strategic Plan 2020-2024](#)

Appendix A



Financial Statements
Measure W Funds
For the Years Ended June 30, 2021
and June 30, 2020

San Mateo County Transit District

San Mateo County Transit District
Measure W Funds
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June 30, 2021 and 2020

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Independent Auditor's Report

Governing Board and
Citizens Oversight Committee
San Mateo County Transit District
San Carlos, California

Report on the Financial Statements

We have audited the accompanying financial statements of the San Mateo County Transit District's Measure W Funds (Measure W), as of and for the year ended June 30, 2021 and June 30, 2020, and the related notes to the financial statements, which collectively comprise the Measure W's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statement in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of financial statements, whether due to error or fraud. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting principles used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Measure W as of June 30, 2021 and June 30, 2020 and the respective changes in financial position, and where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1, the financial statements of the Measure W are intended to present the financial position and the changes in financial position attributable to the transactions of that Fund. They do not purport to, and do not, present fairly the financial position of San Mateo County Transit District as of June 30, 2021 and June 30, 2020, and the results of its operations for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Matters*Required Supplementary Information*

Management has omitted the management's discussion and analysis that the accounting principles generally accepted in the United States of America requires to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by the missing information.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Measure W's financial statements. The Measure W Allocations and Expenses, and Current Year Measure W projects are presented for purposes of additional analysis and are not a required part of the financial statements.

The Measure W Allocations and Expenses, and Current Year Measure W projects are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated February 17, 2022, on our consideration of the Measure W's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Measure W's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Measure W's internal control over financial reporting and compliance.

A handwritten signature in black ink that reads "Eide Sully LLP". The signature is written in a cursive, flowing style.

Menlo Park, California
February 17, 2022

San Mateo County Transit District
 Measure W Funds
 Statement of Net Position
 June 30, 2021 and 2020 (In thousands)

	2021	2020
Current Assets		
Cash and cash equivalents	\$ 63,313	\$ 22,564
Accounts receivable	9,465	6,701
Total assets	72,778	29,265
Liabilities		
Current Liabilities		
Accounts payable	135	117
Net Position		
Restricted for Measure W projects	72,643	29,148
Total net position	\$ 72,643	\$ 29,148

San Mateo County Transit District
 Measure W Funds
 Statement of Revenues, Expenditures, and Changes in Net Position
 Years Ended June 30, 2021 and 2020 (In thousands)

	2021	2020
Revenues		
Measure W sales tax	\$ 93,198	\$ 88,345
Total operating revenues	93,198	88,345
Expenses		
District		
Transit operations	4,115	15,046
Disbursements to Transportation Authority		
Highway	20,980	19,868
Major arterial and local roadway improvements	11,655	11,038
Bicycle, pedestrian, and active transportation projects	4,662	4,415
Infrastructure and services designed to improve transit connectivity	9,324	8,830
Total expenses	50,736	59,197
Operating Income	42,462	29,148
Nonoperating Revenues (Expenses)		
Interest income	1,033	-
Total nonoperating revenues (expenses)	1,033	-
Change in Net Position	43,495	29,148
Net Position - Beginning	29,148	-
Net Position - Ending	\$ 72,643	\$ 29,148

San Mateo County Transit District
Measure W Funds
Statement of Cash Flows
Years Ended June 30, 2021 and 2020 (In thousands)

	2021	2020
Cash Flows from Operating Activities		
Cash received from California Department of Tax and Fee Administration	\$ 90,434	\$ 81,644
Payments to vendors for goods and services	(3,917)	(14,475)
Payments to employees	(181)	(453)
Disbursements to the Transportation Authority	(46,620)	(44,152)
Net Cash Provided by Operating Activities	39,716	22,564
Cash Flows from Investing Activities		
Investment income received	1,033	-
Net cash provided by investing activities	1,033	-
Net Change in Cash and Cash Equivalents	40,749	22,564
Cash and Cash Equivalents, Beginning of Year	22,564	-
Cash and Cash Equivalents, End of Year	\$ 63,313	\$ 22,564
Reconciliation of Operating Income to Net Cash Provided by Operating Activities		
Operating income	\$ 42,462	\$ 29,148
Adjustments to reconcile operating income to net cash provided by operating activities		
Accounts receivable	(2,764)	(6,701)
Accounts payable and accrued liabilities	18	117
Net Cash provided by Operating Activities	39,716	22,564

Note 1 - Summary of Significant Accounting Policies

Financial Reporting Entity

Under Measure W approved by the voters of San Mateo County in November 2018, San Mateo County Transit District (District) receives a share of the one-half percent sales tax to be used for local transportation-related expenses. The duration of the sales tax is for a period of 30 years, beginning on July 1, 2019 and ending June 30, 2049.

The financial statements of the funds do not purport to, and do not, present the financial position of the District as of June 30, 2021, and the changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America. The activities of the Funds are reported within the District's enterprise fund. The projects funded by Measure W represent a portion of the activities of the District and, as such, are included in the District's financial statements.

Basis of Accounting

The accompanying financial statements have been prepared on the accrual basis of accounting. Under the accrual basis of accounting, revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows.

Net Position

Net position is reported on the statement of net position as "restricted net position." This category represents net position that may only be used to support activities and costs allowable per the Measure W enabling legislation.

Spending Order

The accounting policy is to first consume the most restricted resources when multiple resources are available for the same purpose.

Cash and Cash Equivalents

For purpose of the statement of cash flows, the District considers all highly liquid investments with an initial maturity of 90 days or less when purchased to be cash equivalents.

Investments

The District's investments are generally carried at fair value, as required by generally accepted accounting principles. The District adjusts the carrying value of its investments to reflect their fair value at each fiscal year end and includes the effects of these adjustments as a component of interest and investment income for that fiscal year.

Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Actual results could differ from those estimates.

Note 2 - Cash and Investments

Policies

All of the Measure W Program's cash and investments are deposited in the District's Treasury pool managed by Public Financial Management and District staff. The pool is unrated. Investments in the pool are made in accordance with the District's investment policy as approved by the Board. Investments are stated at fair value. However, the value of the pool shares in the District's Treasury pool that may be withdrawn is determined on an amortized cost basis, which is different from the fair value of the Measure W Program's position in the pool.

Investments Authorized by the California Government Code and the Fund's Investment Policy

The table below identifies the investment types that are authorized for the District by the California Government Code or the District's investment policy, whichever is more restrictive, that addresses interest rate risk and concentration of credit risk. This table does not address investments of debt proceeds held by bond trustees that are governed by the provisions of debt agreements of the District, rather than the general provisions of the District's investment policy.

Authorized Investment Type	Minimum Credit Rating	Maximum Maturity	Maximum Percentage of Portfolio	Maximum Investment in One Issuer
U.S. Treasury Obligations	None	15 years	100%	N/A
U.S. Agency Securities	None	15 years	100%	N/A
Banker's Acceptances	None	180 days	40%	30%
Commercial Paper (\$500 Mil. Min. Assets)	A1/P1/F1	270 days	40%	10%
Negotiable Certificates of Deposit	None	5 years	30%	N/A
Repurchase Agreements	None	1 year	100%	N/A
Reverse Repurchase Agreements	None	92 days	20%	N/A
Medium-term Notes	A	5 years	30%	10%
Shares of beneficial interest issued by diversified management companies	None	N/A	20%	10%
Local Government Investment Pools	None	N/A	100%	N/A
Asset-backed and Mortgage-backed securities	AA	5 years	20%	N/A
Municipal Obligations	None	10 years	100%	N/A
Supranational Obligations	AA	5 years	30%	N/A
Local Agency Investment Fund (LAIF)	None	N/A	None	\$75M
San Mateo County Investment Pool	None		Up to the current state limit	

Interest Rate Risk

Interest rate risk is the risk incurred when market interest rates adversely affect the fair value of an investment. Generally, the longer the maturity of an investment the greater the sensitivity of its fair value to changes in market interest rates. One of the ways that the District manages its exposure to interest rate risk is by purchasing a combination of short-term and long-term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturity evenly over time as necessary to provide the cash flow and liquidity needed for operations.



Supplementary Information
June 30, 2021

San Mateo County Transit District

San Mateo County Transit District
 Measure W Funds
 Allocations and Expenses
 Through June 30, 2021

The following table shows the total Measure W allocations and amount reported as expended by the District and the Authority from inception to June 30, 2021.

	Inception to Date as of June 30, 2021		
	Measure W Allocations	Measure W Expenses	Unexpended Amounts
(In thousands)			
District			
Transit operation	\$ 90,772	\$ 19,168	\$ 71,604
Interest income	1,033	-	1,033
Disbursements to Transportation Authority			
Highway projects	40,847	214	40,633
Major arterial and local roadway improvements	22,693	18,154	4,539
Bicycle, pedestrian, and active transportation projects	9,077	-	9,077
Infrastructure and services for transit connectivity	18,154	8	18,147
Interest income	130	-	130
	<u>\$ 182,706</u>	<u>\$ 37,544</u>	<u>\$ 145,163</u>
Total - restricted for Measure W			

San Mateo County Transit District
 Measure W Funds
 Current Year Measure W Projects
 For the year ended June 30, 2021

The tables below show the current year Measure W project expenses for the District and the Authority, respectively.

District's Measure W Projects	Amount (In thousands)
Transit Operation	
School Bus Services	\$ 899
MobileView (WiFi) Enhancement	552
FY20 Comprehensive Operation Analysis	418
SB Gas Line Replacement	391
Business Intelligence Solution	387
Upgrade District Website	263
Capital Program and Project Development	205
Technology Refresh Project	187
MB-2000 Bus Simulator System	172
ZEB Program Management	108
FY20 Shuttle Study	104
SPEAR System Improvement	82
ITS PADS Upgrade 3G to 4G	81
Energy Procurement Plan	75
Way2go	53
FY2020 ADA Subsidy	54
South Base Switchgear Replace	24
SamTrans Visioning	20
ECR Pinch Point Study	13
ADA Scheduling Software	12
Climate Adaptation Planning	8
Electric Bus Procurement	6
North and South Base Exterior	1
Promoting Senior Mobility	1
Total transit operation	<u>\$ 4,115</u>
Transportation Authority's Measure W Projects	Amount (In thousands)
Highway Projects	
FP&A Services-W-Highway	\$ 207
Major Arterial and Local Roadway Improvements	
Local investment share	9,324
Infrastructure and Services for Transit Connectivity	
FP&A Services-W-RTC	1
Total	<u>\$ 9,532</u>



Independent Auditor's Report
For the Years ended June 30, 2021
and June 30, 2020

San Mateo County Transit District



**Independent Auditor's Report on Internal Control over Financial Reporting and
on Compliance and Other Matters Based on an Audit of Financial Statements Performed
in Accordance with *Government Auditing Standards***

Governing Board and
Citizens Oversight Committee
San Mateo County Transit District
San Carlos, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the San Mateo County Transit District's Measure W Funds (Measure W) as of and for the year ended June 30, 2021 and 2020, and the related notes of the financial statements, and have issued our report thereon dated February 17, 2022.

Emphasis of Matter

As discussed in Note 1, the financial statements of the Measure W Funds are intended to present the financial position and the changes in financial position attributable to the transactions of the Funds. They do not purport to, and do not, present fairly the financial position of San Mateo County Transit District as of June 30, 2021 and 2020, and the results of its operations for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Measure W San Mateo County Transit District's internal control over financial reporting (internal control) as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Measure W's internal control. Accordingly, we do not express an opinion on the effectiveness of Measure W San Mateo County Transit District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District's Measure W Funds financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Measure W's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Eide Sully LLP". The signature is written in a cursive, flowing style.

Menlo Park, California
February 17, 2022

None reported.