

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

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

February 25, 2025

Members Present (In Person): J. Baker, R. Hedges, K. Kuklin, S. Lang, B. Mangiafico (arrived at 4:28 pm), G. Mattammal (arrived at 4:04 pm), S. Patel, M. Rendon, M. Robinson, M. Wooley-Ousdahl, A. Brandt (Vice Chair), R. Foust (Chair)

Members Present (Via Teleconference): G. Terry

Members Absent: None

Staff Present: J. Brook, J. Cassman, C. Chang, A. Gharaibeh (Eide Bailly LLC), P. Skinner, A. To, S. van Hoften

1. Call to Order

Chair Rosanne Foust called the meeting to order at 4:02 pm and led the Pledge of Allegiance.

2. Roll Call

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

The Committee voted to allow Gabriel Terry to participate remotely per Assembly Bill (AB) 2449 due to illness:

Motion/Second: Brandt/Robinson

Ayes: Baker, Brandt, Hedges, Kuklin, Lang, Patel, Rendon, Robinson, Terry, Wooley-Ousdahl, Foust

Noes: None

Absent: Mangiafico, Mattammal

3. Public Comment for Items Not on the Agenda – There were none.

4. Election of Chair and Vice Chair for One-year Terms

Adrian Brandt nominated Chair Foust to continue as Chair, which she accepted and the Committee approved.

Motion/Second: Brandt/Hedges

Ayes: Baker, Brandt, Hedges, Kuklin, Lang, Mattammal, Patel, Rendon, Robinson, Terry, Wooley-Ousdahl, Foust

Noes: None

Absent: Mangiafico

Chair Foust nominated Mr. Brandt as Vice Chair, which he accepted and the Committee approved.

Motion/Second: Foust/Baker

Ayes: Baker, Brandt, Hedges, Kuklin, Lang, Mattammal, Patel, Rendon, Robinson, Terry, Wooley-Ousdahl, Foust

Noes: None

Absent: Mangiafico

5. Approval of Meeting Minutes from October 21, 2024

Motion/Second: Hedges/Lang

Ayes: Baker, Brandt, Hedges, Kuklin, Lang, Mattammal, Rendon, Robinson, Terry, Wooley-Ousdahl, Foust

Noes: None

Abstain: Patel

Absent: Mangiafico

6. Public Hearing: Annual Audit of Measure W Tax Revenues and Expenditures in Accordance with Congestion Relief Plan for the Fiscal Year Ended June 30, 2024

Chair Foust announced the public hearing.

a. Independent Auditor's Presentation

Annie To, Director, Accounting, stated staff had completed the Measure W audit and introduced the District's independent auditor, Ahmad Gharaibeh, Partner, Eide Bailly LLP. Mr. Gharaibeh provided the presentation, which included the following:

- Outline of audit process
- Confirmation of financial information regarding Measure W, tax receipts, cash out, receivables
- Compliance with ballot language
- Cooperation with District management

b. Committee Questions

The Committee had a discussion and staff provided further clarification in response to the Committee comments and questions, which included the following:

- Supplementary information is an optional explanation of financial statements
- Core principles are weighted equally; other factors such as green energy could be considered when projects come under consideration
- Percentages of revenues are misaligned; staff to make adjustments – revenues are correct, but percentages are incorrect
- Request numbers for categories as well as actuals

c. Public Comment – There were none.

d. Close Public Hearing

Motion/Second: Hedges/Robinson

Ayes: Baker, Brandt, Hedges, Kuklin, Lang, Mangiafico, Mattammal, Patel, Rendon, Robinson, Terry, Wooley-Ousdahl, Foust

Noes: None

Absent: None

e. Committee Comments

The Committee had additional discussion and staff provided further clarification in response to the Committee comments and questions, which included the following:

- Purpose of the audit: provides snapshot of how money was spent in FY 2024
- Audit does not reflect District's compliance with 2040 zero-emission mandate for buses

f. Committee Discussion on Drafting of Committee Report

The Committee had discussion regarding drafting of the COC committee report and staff provided further clarification in response to the Committee comments and questions, which included the following:

- Ad hoc committee composed of Malcolm Robinson, Gus Mattammal, Vice Chair Brandt, Rich Hedges, and Chair Foust to review audit and draft a Committee report by April
 - Will request input via email from entire COC
 - Requested a draft timeline of when materials would be ready
 - Report to include pie chart graphics and core principles

7. Update on Measure W Citizens' Oversight Committee Membership - Recruitment for Terms Ending in 2025

Charlsie Chang, Government Affairs Officer, reviewed the returning and new members and noted the current vacancies:

- People with Disabilities representative
- County Supervisor District 1 representative
- Special application period from March 28 to 31
- Regular recruitment period in October for members whose terms expire December 31, 2025

Rich Hedges left the meeting at 4:53 pm.

8. Committee Member Comments/Communications Regarding Transportation Matters

- Check with legal counsel regarding any conflict of interest for COC member to participate in Transportation Authority scoring panels for competitive calls for projects
- Caltrain ridership recovery, regional sales tax voter polling results, on-time performance

9. Next Meeting: Tuesday, May 6, 2025, at 4:30 pm.

10. Adjournment – The meeting adjourned at 5:07 pm.

An audio/video recording of this meeting is available online at <https://www.samtrans.com/about-samtrans/video-board-directors-cac-and-measure-w-coc>. Questions may be referred to the District Secretary's office by phone at 650-551-6108 or by email to board@samtrans.com.