

CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov



CITY OF
HAYWARD
HEART OF THE BAY

Agenda

Thursday, July 30, 2020

3:00 PM

Remote Participation

South Hayward BART Access Authority

This meeting is being conducted utilizing teleconferencing and electronic means consistent with State of California Executive Order No. 29-20 dated March 17, 2020, and Alameda County Health Officer Order No. 20-04 dated April 29, 2020, regarding the COVID-19 pandemic.

How to submit written Public Comment:

Send an email to Colleen.Kamai@hayward-ca.gov by 10 a.m. the day of the meeting. Emails will be compiled into one file, distributed to the South Hayward BART Access Authority and staff, and published on the City's Meeting & Agenda Center under Documents Received After Published Agenda. <https://hayward.legistar.com/Calendar.aspx>

The Chair will read all email comments, provided the reading will not exceed three (3) minutes consistent with the time limit for speakers at South Hayward BART Access Authority meetings. Email comments will become part of the record of the South Hayward BART Access Authority meeting.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENTS:

Limited Only to Items on the Agenda and Submitted in Writing Prior to the Meeting.

ACTION ITEMS

1. [LB 20-041](#) Adoption of FY 21 Proposed Budget

Attachments: [Attachment I Staff Report](#)
[Attachment II FY 2021 Proposed Budget](#)
[Attachment III Resolution](#)

FUTURE AGENDA TOPICS

BOARD MEMBER/STAFF ANNOUNCEMENTS AND REFERRALS

ADJOURNMENT

NEXT MEETING – To be announced

Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans Disabilities Act of 1990. Interested persons must request the accommodation at least 48 hours in advance of the meeting by contacting the City Manager at (510) 583-4300 or TDD (510) 247-3340.



CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov

File #: LB 20-041

DATE: July 30, 2020

TO: South Hayward BART Access Authority

FROM: Co-Executive Directors

SUBJECT

Adoption of FY 21 Proposed Budget

RECOMMENDATION

That the Board approves the attached resolutions approving the FY 2021 Proposed Budget (Attachment II) and appropriating the necessary funds.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	FY 2021 Proposed Budget
Attachment III	Resolution



DATE: July 30, 2020

TO: South Hayward BART Station Access Authority Board

FROM: Co-Executive Directors

SUBJECT Adoption of FY 21 Proposed Budget

RECOMMENDATION

That the Board approves the attached resolutions approving the FY 2021 (Attachment II) Proposed Budget and appropriating the necessary funds.

DISCUSSION

Due to the COVID crisis and extremely reduced ridership, Bay Area Rapid Transit (BART) has cut \$190 million from the FY 21 agency operating budget, primarily through deferring capital costs and a hiring freeze. Ridership is currently trending lower than even the lowest forecasts prepared at the start of the fiscal year, and the agency is currently facing approximately \$40-\$100 million in additional shortfalls for FY 21.

BART is in the process of updating its ridership and parking revenue forecasts, and is currently forecasting total District-wide parking revenue in the \$5 to \$10 million range for FY21, compared to \$37 million received in FY19. Since April, parking revenues at South Hayward have comprised about 0.7% of the District-wide total, suggesting that parking revenues for the year could amount to between \$35,000 and \$70,000, compared to more than \$500,000 in a typical year. To help mitigate the expected shortfall, BART will be seeking additional sources of parking revenue, for example, by exploring opportunities to permit third parties to use BART facilities after hours.

Rather than use the JPA fund balance to cover operations and maintenance costs, BART and City of Hayward staff are proposing to pause JPA operations for FY21. This will mean that neither the City of Hayward nor BART will contribute revenue to the JPA nor withdraw funds to cover operating costs of either agency. Operating cost deficits will be absorbed by the respective agencies. JPA finances will be re-examined in early 2021 when revenue trends will be better understood. In the meantime, staff will examine options for restructuring the JPA to create future financial stability and to minimize fiscal impacts on both agencies.

The Authority will continue to retain Goldfarb & Lipman, LLP as legal counsel for FY 2021 at an annual estimated cost of \$3,500. The JPA will utilize the City's auditor Maze and Associates to conduct the annual audit of the Authority at a cost of \$6,000 that will be paid for out of the existing fund balance of over \$1 million.

As a result, the proposed FY 2021 budget estimates an end-of-year fund balance decrease of \$9,500, or 1%.

NEXT STEPS

Following adoption of the FY2021 budgets, the Co-Executive directors will take all necessary actions to administer and execute the affairs of the Authority in a manner consistent with the budget.

Prepared by: Ryan Greene Roesel, Parking Manager, BART
Laurel James, Management Analyst II, City of Hayward

Recommended by: Kelly McAdoo, City Manager, City of Hayward
Sean Brooks, Real Estate & Property Development, BART

Approved by:



Kelly McAdoo, City Manager

South Hayward BART Joint Powers Authority
FY 2021 Proposed Budget
As of July 23, 2020

		FY 20 Adopted	FY 20 Actuals	FY 21 Proposed*
1	Beginning Fund Balance	\$ 1,133,902	\$ 1,133,902	\$ 1,187,492
2				
3	Revenue			
4				
5	Parking Fees			
6	Daily Non Reserve	\$ 489,949	\$351,812	\$ -
7	Permit-Single Day Reserve	\$ 10,115	\$8,975	\$ -
8	Permit-Monthly Reserve	\$ 34,692	\$34,951	\$ -
9	Permit-Long Term/Airport Reserve	\$ 4,746	\$3,018	\$ -
10	<i>Fees Subtotal</i>	\$ 539,502	\$ 398,756	\$ -
11				
12	Citations			
13	Citations-COH	\$ 30,000	\$ 50,190	\$ -
14	Citations-BART	\$ 30,000	\$ 47,213	\$ -
15	<i>Citations Subtotal</i>	\$ 60,000	\$ 97,403	\$ -
16				
17	<i>Total Revenue</i>	\$ 599,502	\$ 496,159	\$ -
18				
19	Expenditures			
20				
21	Operations			
22	Legal Fees	\$ 7,000	\$ 3,500	\$ 3,500
24	Audit Fees	\$ 6,000	\$ 6,000	\$ 6,000
25	O&M Reimbursement - BART	\$ 454,750	\$ 430,875	\$ -
26	O&M Reimbursement - CoH	\$ 115,600	\$ 2,194	\$ -
27	Contingency	\$ 10,000	\$ -	\$ -
28	<i>Operations Subtotal</i>	\$ 593,350	\$ 442,569	\$ 9,500
29				
30	Capital Improvements			
31		\$ -	\$ -	\$ -
32		\$ -	\$ -	\$ -
34	<i>Capital Improvements Subtotal</i>	\$ -	\$ -	\$ -
35				
36	<i>Total Expenditures</i>	\$ 593,350	\$ 442,569	\$ 9,500
37				
38	Projected Ending Fund Balance	\$ 1,140,054	\$ 1,187,492	\$ 1,177,992
39				
40	Projected Change in Fund Balance	\$ 6,152	\$ 53,590	\$ (9,500)
41		1%	5%	-1%

* In the proposed FY 21 budget, each agency will retain its own revenues and be responsible for its respective operations and maintenance costs.

SOUTH HAYWARD BART STATION ACCESS AUTHORITY

RESOLUTION NO. 20-04

Introduced by Boardmember _____

RESOLUTION OF THE SOUTH HAYWARD BART STATION
ACCESS AUTHORITY APPROVING THE FISCAL YEAR 2020
OPERATING BUDGET FOR THE PERIOD BEGINNING
JULY 1, 2020 THROUGH JUNE 30, 2021

WHEREAS, on April 2, 2013 the City of Hayward (the “City”) and the San Francisco Bay Area Rapid Transit District (“BART”) entered into the First Amended and Restated Joint Exercise of Powers Agreement for the South Hayward BART Station Access Authority (the “JPA Agreement”); and,

WHEREAS, Section 4.1 of the JPA Agreement provides the Board of Directors (the “Board”) of the South Hayward BART Station Access Authority (the “Authority”) to adopt an operating budget for the authority; and,

WHEREAS, the Co-Executive Directors of the Authority have presented the proposed operating budget attached to this Resolution as Exhibit A (the “Proposed Budget”);

NOW THEREFORE, the Board does hereby find, determine, resolve and order as follows:

BE IT RESOLVED that the Proposed Budget is approved as the Authority Budget for Fiscal Year 2021; and

FURTHER BE IT RESOLVED, that the Co-Executive Directors are authorized to administer and execute the affairs of the Authority in a manner consistent with the Budget; and

FURTHER BE IT RESOLVED, that the Co-Executive Directors are authorized to execute contracts, disperse funds, and take all necessary actions to administer and execute the affairs of the Authority in a manner consistent with the Budget; and

FURTHER BE IT RESOLVED, that this Resolution shall take immediate effect upon its adoption.

IN HAYWARD, CALIFORNIA, JULY 30, 2020

ADOPTED BY THE FOLLOWING VOTE:

AYES: BOARDMEMBERS:

NOES: BOARDMEMBERS:

ABSTAIN: BOARDMEMBERS:

ABSENT: BOARDMEMBERS:

ATTEST: _____
Chair