

**Peninsula Corridor Joint Powers Board  
Finance Committee Meeting  
1250 San Carlos Avenue, San Carlos CA 94070**

**MINUTES OF JUNE 28, 2021**

**MEMBERS PRESENT:** Monique Zmuda (Chair), Jeff Gee

**MEMBERS ABSENT:** Glenn Hendricks

**STAFF PRESENT:** D. Hansel, M. Bouchard, J. Harrison, S. Petty, K. Yin, R. Barnard, L. Leung, M. Rush, D. Seamans, S. Wong

**1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Chair Monique Zmuda called the meeting to order at 2:30 pm and led the Pledge of Allegiance.

**2. ROLL CALL**

District Secretary Dora Seamans confirmed the presence of a Board quorum.

**3. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

Roland Lebrun, San Jose, commented on Caltrain electrification, trains arriving before they could be put into service, train storage, and Federal Railroad Administration concerns on San Jose grade separations.

Aleta Dupree, Oakland, commented on paper tickets and the Clipper Card.

**4. CONSENT CALENDAR**

- a. Approved meeting minutes of May 24, 2021**
- b. Award of contract to provide third party administrator services for public liability claims**
- c. Accept on-call transportation planning and consultant support services update**

Public comment

Roland Lebrun, San Jose, commented on concerns with Kimley Horn consultants, using SamTrans employees instead, and focusing on Redwood junction instead of Redwood City.

In response to Board members questions and comments on Items 4b and 4 c, staff provided clarifications on the five-year term as standard and the lower contract price with the incumbent firm; acknowledgment that the planning and consulting contract update provided a detailed quarterly update, including Caltrain Governance Support expense.

Motion/Second: Gee/Zmuda  
Ayes: Gee, Zmuda  
Noes: None  
Absent: Hendricks

## **5. ACCEPT REPORT OF THE CHIEF FINANCIAL OFFICER (CFO)**

### **A. STATEMENT OF REVENUES AND EXPENSES FOR THE PERIOD ENDING MAY 31, 2021**

Derek Hansel, Chief Financial Officer, provided updates, which included the following:

- Last monthly financials sent due to preparations for closing out the fiscal year
- First audit season with a brand new auditor
- Budgets team moves into last phase of budget season
- No need for the credit line in reserves to achieve a balanced budget
- Receiving approval of lines of credit
- Working with Metropolitan Transportation Commission (MTC) on allocation of American Rescue Plan Act (ARPA) funds

#### Public comment

Roland Lebrun, San Jose, commented on the ridership recovery slides, Coronavirus Aid, Relief, and Economic Security Act (CARES) Act and Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) Funding in the budget and ridership projections going forward.

Aleta Dupree, Oakland, commented on ridership recovery nationwide, and favorable interest rates.

In response to Board comment and questions, staff provided clarifications, which included the following:

- The amount of time necessary for withdrawing from a line of credit
- The 'unevenness' of cash flow
- Collecting Measure RR funds
- Over a fiscal year, showing the lumpy payments on a graph with another line indicating cash with a gap indicating the draw on credit facilities

Motion/Second: Gee/Zmuda  
Ayes: Gee, Zmuda  
Noes: None  
Absent: Hendricks

## **6. APPROVE AND RATIFY FISCAL YEAR 2022 PROPERTY CASUALTY INSURANCE PROGRAM**

Marshall Rush, Insurance and Claims Administrator, provided the report on how the worldwide property casualty insurance market has hardened over the past several years and the need to purchase more insurance from a slightly improving liability market. He noted that insurance carriers have pulled back available coverage and increased deductibles and premiums leading to a doubled property insurance premium for the JPB.

Public comment

Aleta Dupree, Oakland, commented on cyber security and financial protection.

The Board members had a discussion and staff provided further clarification, which included the following:

- The prognosis going forward for the next couple of years and will agreement rates go up over the next couple of years in the industry
- Building on a railway in an urban corridor with pressure to build close to the railway
- Whether passenger strikes/fatalities impacted the cost of the insurance
- Insuring cyber security
- Whether it is possible to document more safety with Positive Train Control (PTC) to impact insurance premiums.

Motion/Second: Gee/Zmuda

Ayes: Gee, Zmuda

Noes: None

Absent: Hendricks

**7. COMMITTEE MEMBER REQUESTS**

Director Gee requested a follow up on the capital program and what the lowered capital budget will and will not do.

**8. DATE/TIME OF NEXT REGULAR FINANCE COMMITTEE MEETING**

Monday, July 26, 2021 at 2:30 pm via Zoom

**9. ADJOURN**

The meeting adjourned at 3:23 pm.

An audio/video recording of this meeting is available online at <https://www.caltrain.com/about/bod/video.html?>. Questions may be referred to the Board Secretary's office by phone at 650.508.6279 or by email to [board@caltrain.com](mailto:board@caltrain.com).