

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

**MINUTES OF JUNE 28, 2021**

**MEMBERS PRESENT:** Jeff Gee (Acting Chair), Glenn Hendricks

**MEMBERS ABSENT:** Monique Zmuda

**STAFF PRESENT:** D. Hansel, M. Bouchard, J. Harrison, S. Petty, A. Simmons, K. Yin, S. Oh, T. Burgwyn, J. Sangha, D. Seamans, S. Wong

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

Acting Chair Jeff Gee called the meeting to order at 2:34 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**

Marie Blankley, Gilroy Mayor, requested staff agendaize discussion of acquisition of the 7-acre parcel in Gilroy to maintain parking at their only transit center site.

Aleta Dupree, Oakland, commented on managing fares and using Clipper.

Roland Lebrun, San Jose, commented on Gilroy parking lot numbers pre-pandemic, email correspondence not posted to packet, and making closed session discussions public.

Adrian Brandt, San Mateo County, commented on ridership, the Citizen's Advisory Committee's resolution to go to distance based fares, and requiring employee vaccinations.

**4. CONSENT CALENDAR**

- a. Approved meeting minutes of June 28, 2021**
- b. Amendment to Increase the Fiscal Year 2022 Capital Budget by \$2.0 Million for the Caltrain San Francisco Railyards Preliminary Business Case**
- c. Award of Contract for On-Call Ambassador Services**

Motion/Second: Hendricks/Gee

Ayes: Hendricks, Gee

Noes: None

Absent: Zmuda

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

**A. STATEMENT OF REVENUES AND EXPENSES FOR THE PERIOD ENDED JUNE 30, 2021**

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

- The budget is ready for the upcoming fiscal year
- They have drawn \$42 million of the \$47 million Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) Funding
- Preliminary allocation approved by Metropolitan Transportation Commission (MTC) in \$41 million

In response to Board members' comments and questions, staff provided clarification on plans for the extra budget in the MTC funds allocation and unfunded liability.

Public comment

Roland Lebrun, San Jose, commented on sending the extra funds to reserves and breaking down reserves usage.

Aleta Dupree, Oakland, commented on the two allocations in the process, additional allocations, and improving service.

Motion/Second: Hendricks/Gee

Ayes: Hendricks, Gee

Noes: None

Absent: Zmuda

**6. AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE A CHANGE ORDER TO THE PENINSULA CORRIDOR ELECTRIFICATION PROJECT (PCEP) CONTRACT WITH BALFOUR BEATTY, INC. FOR REMOVAL AND DISPOSAL OF CONTAMINATED SOIL FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$2,800,000**

John Funghi, CalMod Chief Officer, provided updates, which included the following:

- This change order is for the removal of an additional 30,000 tons of contaminated materials
- The entire allowance expanded because the contaminated soil could not be reused on the property

Public comment

Roland Lebrun, San Jose, commented on the cause of the removal, initial and final foundation poles, and initial and final cost per ton for removal.

Aleta Dupree, Oakland, commented on contingency, the cause of contamination, and foundation production.

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

- The amount of soil reserved for removal and the amount needed to be removed
- What is reasonable to know when laying out projects and how much should have been remediated, reused, and costs that were estimated previously and now
- Details regarding the source and nature of the contamination, its location, and the cost per ton,
- Digging requiring a bigger contingency
- Program management –expectations

Motion/Second: Hendricks/Gee

Ayes: Hendricks, Gee

Noes: None

Absent: Zmuda

## **7. APPROVAL OF MEASURE RR INTERIM FINANCING TRANSACTIONS AND RELATED TRANSACTION DOCUMENTS**

Derek Hansel, Chief Financial Officer, provided the presentation. He spoke about the three components of the financing: replacement of two revolving credit agreements, issuing "new money" tax bonds, and refunding farebox revenue bonds.

### Public comment

Aleta Dupree, Oakland, commented on Measure RR and financing the railroad.

Roland Lebrun, San Jose, commented on Measure RR board oversight and showing where revenues are going.

The Board members had a discussion and staff provided further clarifications regarding managing the different funds, reducing overall costs, and thanking the voters for backing Measure RR, which allowed for approximately \$2.5 million savings in lower interest costs.

Motion/Second: Hendricks/Gee

Ayes: Hendricks, Gee

Noes: None

Absent: Zmuda

## **8. UPDATE ON SERVICE RESTORATION**

Sebastian Petty, Deputy Chief of Planning, provided the presentation. He spoke about the Service Planning Strategy, ongoing constraints, August 2021 service expansion, Millbrae BART connections, financial implications, overall benefits, and future considerations.

### Public comment

Roland Lebrun, San Jose, commented on fare box recovery and having a minimum two baby bullets an hour stopping in Sunnyvale.

Aleta Dupree, Oakland, commented on seeing new schedule, consistency, and making intermediate stops.

Jeff Carter, Millbrae, commented on schedules and gathering data from Clipper to see tag on/off times.

Adrian Brandt, San Mateo County, commented on shifting toward a transit-oriented schedule, Sunnyvale service, and supply oriented ridership.

Drew, San Mateo, commented on additional baby bullets, weekend service, consistency, and clock based schedules.

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

- The difficulty of designing schedules
- Adding an actual cost slide to compare with budget
- More service in Sunnyvale
- Frequently adjusting with updated data
- Improving midday service
- Public messaging and setting expectations regarding train increase or decrease
- Consistency and simplification of train schedules(having 5 reliable schedules and expanded service off peak)

## **9. COMMITTEE MEMBER REQUESTS**

Director Hendricks requested verification for November and December finance meetings.

## **10. DATE/TIME OF NEXT REGULAR FINANCE COMMITTEE MEETING**

Monday, August 23, 2021 at 2:30 pm via Zoom

## **11. ADJOURN**

The meeting adjourned at 4:16 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).