

**Peninsula Corridor Joint Powers Board
Finance Committee
Regular Meeting**

1250 San Carlos Avenue, San Carlos, CA 94070

Minutes of May 18, 2026

Members Present: Greg Wagner, David Canepa (Chair)

Members Absent: David Cohen (Vice Chair)

Staff Present: M. Bouchard, C. Fromson, J. Harrison, M. Jones, K. Jordan Steiner,
S. Kirkpatrick, M. Kumar, L. Lumina-Hsu, M. Stewart, K. Yin

1. Call to Order

Chair Canepa called the meeting to order at 2:30 pm.

2. Roll Call

Loana Lumina-Hsu, Deputy JPB Secretary, called the roll and confirmed a quorum was present.

3. Pledge of Allegiance / Safety Briefing

Chair Canepa led the Pledge of Allegiance and delivered the safety briefing.

4. Public Comment on Items not on the Agenda

There were none.

5. Consent Calendar

5.a. Approval of Meeting Minutes for April 27, 2026

Motion/Second: Wagner/Canepa

Ayes: Wagner, Canepa

Noes: None

Absent: Cohen

6. Adopt Fiscal Year 2027 Proposed Operating Budget

Kate Jordan Steiner, Chief Financial Officer, provided the presentation that included budget refinements, use of State Bridge Loan funding to balance the budget, and administrative cost savings that do not impact service delivery priorities.

Staff provided further clarification in response to the Committee comments and questions, which included the following:

- State Bridge Loan funding assumptions, including anticipated Fiscal Year 2027 (FY27) usage and the availability of unused funds in the future
- Proposed reductions in operating and capital full-time equivalents (FTEs)
- Relationship between administrative staffing reductions and contracted service operations

Motion/Second: Wagner/Canepa

Ayes: Wagner, Canepa

Noes: None

Absent: Cohen

7. Adopt Framework for Caltrain's "No External Funding" Scenario

Melissa Jones, Deputy Director, Caltrain Policy Development, provided the presentation that included the following:

- Need for external funding to close deficit to sustain current service
- Potential FY28 service reductions if funding is not secured
- Revenue is tied to service levels; cuts would not fully eliminate the deficit
- Framework updated based on May 7, 2026 Board of Directors meeting feedback
- Expanded community engagement through website and stakeholder outreach

Staff provided further clarification in response to the Committee comments and questions, which included the following:

- Updated no external funding scenario framework
- Timeline for evaluating future service level options and budget impacts
- Potential funding sources if external funding is not secured
- Relationship between Measure RR, service levels, operating costs, and fare revenue
- Impacts of service reductions on regional mobility, traffic congestion, and non-transit users

Motion/Second: Wagner/Canepa

Ayes: Wagner, Canepa

Noes: None

Absent: Cohen

Public Comment

Roland commented on potential cost-saving measures and fare increases to maintain service levels.

8. Award a Contract to Universal Protection Service, LP, dba Allied Universal Security Services, for Security Guard Services for a Total Not-To-Exceed Amount of \$7.4 Million for a Five-Year Term*

Kevin Yin, Director, Contracts and Procurement, and Scott Kirkpatrick, Deputy Director, Safety and Security, provided the presentation that included a contract for security guard services at three Caltrain stations and Central Equipment Maintenance and Operations Facility (CEMOF), with proposals received, ten found responsive, and funding included in the current budget.

Staff provided further clarification in response to the Committee comments and questions noting the contract is a five-year term with a two-year option.

Motion/Second: Wagner/Canepa

Ayes: Wagner, Canepa

Noes: None

Absent: Cohen

9. Authorize Execution of Contracts and Amendments for Information Technology Hardware, Software, Licenses, Maintenance Services and Professional Services, and Technology-Related Products and Services, Through Piggyback Contracts and Cooperative Purchasing Programs up to an Aggregate Not-to-Exceed Limit of \$3 Million for Fiscal Year 2027*

Kevin Yin, Director, Contracts and Procurement, and Mehul Kumar, Chief Information and Technology Officer, provided the presentation that included Board-approved Resolution No. 2023-37 and noted that funds cannot be spent unless the budget is approved.

Staff provided further clarification in response to the Committee comments and questions, which included the following:

- Cooperative and piggyback contracts are competitively awarded by other agencies and leveraged to improve efficiency and pricing
- Executive Director contract authority applies to agreements under \$250,000, with a \$3 million annual aggregate limit not recently exceeded
- Prior to 2023, Board resolutions covered co-op maintenance, and licenses at \$1.5 million each

Motion/Second: Wagner/Canepa

Ayes: Wagner, Canepa

Noes: None

Absent: Cohen

10. Authorize the Executive Director to Execute the Master Agreement with California Department of Transportation (Caltrans) for the Transit and Intercity Rail Capital Program (TIRCP)

Michelle Stewart, Director, Grants and Fund Management, provided the presentation that included renewing agreement to allow Caltrain to continue receiving TIRCP reimbursement funds.

Motion/Second: Wagner/Canepa

Ayes: Wagner, Canepa

Noes: None

Absent: Cohen

11. Receive Quarterly Financial Report: Fiscal Year 2026 Quarter 3 Year-to-Date Results and Year End Forecast

Kate Jordan Steiner, Chief Financial Officer, provided the presentation that included the following:

- Revenue above budget and expenses below budget
- Higher sales tax revenue contributing to favorable budget performance
- Majority of uses (78 percent) dedicated to direct service provision
- Year-end forecast projects \$2.4 million favorable position driven by farebox, Measure RR, and State Rail assistance
- Ridership recovery continues amid inflation and economic uncertainty

Staff provided further clarification in response to the Committee comments and questions, which included favorable results reducing the need for reserve funding and timing-related expense variances expected to be reconciled by fiscal year-end.

Public Comment

Roland commented on favorable financial results and potential additional revenue sources.

12. Committee Member Requests - There were none.

13. Date/Time/Location of Next Regular Finance Committee Meeting: Monday, July 27, 2026 at 2:30 pm: Monday, July 27, 2026 at 2:30 pm. The meeting will be accessible via Zoom and in person at the San Mateo County Transit District, Public Hearing Room, 5th Floor, 166 North Rollins Road, Millbrae, CA 94030.

14. Adjourn - The meeting adjourned at 3:21 pm.