

**Peninsula Corridor Joint Powers Board
Technology, Operations, Planning, and Safety (TOPS) Committee
1250 San Carlos Avenue, San Carlos, CA 94070**

Minutes of December 20, 2023

Members Present: Pat Burt, Shamann Walton, Rico E. Medina (Chair)

Staff Present: R. Barnard, M. Bouchard, T. Burgwyn, J. Harrison, N. Steward-Crooks,
M. Tseng

1. Call to Order/Pledge of Allegiance

Chair Medina called the meeting to order at 1:30 pm and led the Pledge of Allegiance.

2. Roll Call

Deputy District Secretary Margaret Tseng called the roll and confirmed a Board quorum was present.

3. Public Comment on Items not on the Agenda - There were none.

4. Meeting Minutes of November 29, 2023

Motion/Second: Walton/Burt

Ayes: Burt, Walton, Medina

Noes: None

5. Authorize Execution of Agreement to Receive Section 130 Funding for the Preliminary Engineering of Charleston Road Grade Crossing Improvements*

Robert Barnard, Chief of Rail Design and Construction, provided the presentation which included the following:

- Project goals to improve safety, the addition of advanced signal preemption, replacement of grade crossing warning devices, and install new pedestrian gates with flashers to prevent motorists from making turns and queuing onto the tracks
- This crossing was identified for possible funding of hazard elimination and safety improvements through Federal Section 130 funds; the California Public Utilities Commission (CPCU) identified this location

Public Comment

Adrian Brandt commented on an average of four to six vehicle incursions onto the right-of-way from grade crossings. Ninety percent of vehicle incursions occur after dark. He encouraged staff to pursue a pilot project in which a gate across the train tracks will lift as the train approaches.

Staff provided further clarification in response to Director Burt's comments and questions regarding a grant to provide an opportunity for input on technical measures and concepts that address vehicle incursions.

Motion/Second: Walton/Burt

Ayes: Burt, Walton, Medina

Noes: None

6. Award of Contract for Mini-High Platform Project*

Robert Barnard, Chief of Rail Design and Construction, provided the presentation which included the following:

- Project goal to improve access to and from trains for passengers that utilize mobility devices, operational efficiency, on-time performance by utilizing mini-high platforms rather than mechanical lifts
- Project base bid was 66 percent over the engineering estimate; for a total 59 percent cost estimate overage for the project as increases in labor, fuel, equipment, and materials for capital projects across the country have surged over the last few years
- Working with a consultant to provide greater understanding of project costs, bundling projects, adding indices and elements for escalation, exploring risk allocations and incentive programs, and utilizing alternative delivery methods are methods being implemented to address rising project costs

The Board Members had a discussion and staff provided further clarification in response to the Board Members comments and questions regarding the following:

- The availability of skilled labor and surging labor costs impact housing transportation projects and climate plans for electrification throughout the region
- Need for state legislation and a comprehensive look at investment options to address state's lack of affordable housing, transportation, and climate initiatives in this region

Public Comment

Adrian Brandt commented his support and level boarding planning should be prioritized.

Motion/Second: Burt/Walton

Ayes: Burt, Walton, Medina

Noes: None

7. Receive Update on the New Fare Media Based Ridership Estimation Model

Theodore Burgwyn, Director of Rail Network and Operations Planning, provided the presentation which included the following:

- Revamped process for monthly ridership reporting which is a key metric for service planning, analysis, and reporting
- Real-time data on ridership for individual trips are not available for all ticket types and fare media

- New methodology enabled a new level of ridership data transparency implemented in November of 2023
- Dashboards utilizing the new methodology will be posted to the website

Staff provided further clarification to Director Burt's inquiries regarding the following:

- Implementation of the new technology was in November
- 100 percent of ridership data captured upon new apc (automatic passenger counters) in service

8. Committee Member Requests - There were none.

9. Date/Time of Next Regular TOPS Committee Meeting: Wednesday, January 24, 2024 at 1:30 pm.

Chair Walton announced he will not be attending the next meeting due to a prior commitment.

10. Adjourn - Meeting adjourned at 2:00 pm.