

**Peninsula Corridor Joint Powers Board
Technology, Operations, Planning, and Safety (TOPS) Committee
1250 San Carlos Avenue, San Carlos, CA 94070
Minutes of July 24, 2024**

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

Staff Present: R. Barnard, M. Bouchard, J. Harrison, L. Ko, M. Meader, G. Rogers,
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 May 29, 2024

Motion/Second: Walton/Medina

Ayes: Burt, Walton, Medina

Noes: None

5. Award Pre-Construction Contract for Construction Manager General Contractor (CMGC) Services for Rengstorff Avenue Grade Separation Project*

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

- Grade Separation at Rengstorff Avenue to increase transportation safety while decreasing noise and congestion
- Four proposals from established firms- Atkinson/Clark Joint Venture highest-ranked determined by experience and base contract price analysis
- Project budget for FY (fiscal year) 2019 was \$3,500,500 while current total project budget is \$22 million (addition of \$18.5 million in FY 2023)

The Committee members had a discussion and staff provided further clarification in response to the Committee comments and questions, which included the following:

- CGMC Services: separate contract with designer and contractor
- Progressive Design Build: contract with only one firm (design and construction services combined)
- Contract termination option and replace with an alternative company through bid to ensure fair pricing to drive outcomes

Motion/Second: Walton/Burt

Ayes: Burt, Walton, Medina

Noes: None

6. Adopt Revised Policy Regarding Trees on or Adjacent to the Caltrain Right of Way

Michael Meader, Chief Safety Officer, provided the presentation that included the following:

- Damages and delays caused by intense winter storms in 2023 and 2024
- Internal and municipal arborist involved to assess sturdiness of trees surrounding tracks
- Communication and cooperation with municipalities to effectively remove trees on municipal and private property in addition to the Caltrain Right of Way
- \$250 per tree incentive for private property tree removal. Must be compliant with Electrical Zone Requirements for prevention of future risks and damages
- \$100,000 proposed budget in FY2025 for incentives and subsidies with estimated removal costs of \$5,000-10,000 per tree

The Committee Members had a discussion and staff provided further clarification in response to the Committee comments and questions, which included the following:

- Alignment and receptivity of municipalities on public safety
- Most removal cases on municipal property with two instances on private property
- Legal authorities under federal and state statute

Public comment

Adrian Brandt commented receiving similar presentation at the JPB Citizens Advisory Committee (CAC), \$250 incentive was not adequate, and proposed a yearly evaluation of tree health before each rainy season.

Motion to review the adequacy of \$250 replacement incentive and submit revised policy to Board/Second: Burt/ Medina

Ayes: Walton, Burt, Medina

Noes: None

7. Receive Update on Caltrain Safety Performance

Michael Meader, Chief Safety Officer, provided the presentation that included the following:

- Safety Leader Recognition Program at all Rail All-Hands Meetings on quarterly basis. Recognized six individuals throughout the organization last week
- Eight reportable injuries for the year. Trending a little better than last year
- Since 2020, 198 vehicle track incursions- more than half of the occurrences taking place at five grade crossings

- Enhancements to be made at grade crossings: pavement markings, solar lane markers, delineators, signage, lighting, technology, scheduled improvements and separations
- Reduced amount of incursions to zero for stations with enhancements
- Implement AI (artificial intelligence) to new grade crossing enhancements. Prompt replacements of damaged barriers and addition of fences when needed

The Committee Members had a discussion and staff provided further clarification in response to the Committee comments and questions, which included the following:

- Share information with MTC on examples of how coordination can address issues
- Provide follow-up when implementations for vehicular safety for Churchill and at overall stations would be completed

Public comment

Adrian Brandt commented about the collision at Broadway and prompted enforcement by local police or Caltrain at train crossings.

8. Receive Update on Rail Activation Management Program

Graham Rogers, Project Manager, provided the presentation that included the following:

- On-time schedule with most critical items addressed
- Updated Passenger Information System (PIS): automated announcements, external signage, and manual announcements with a clearer communication for passengers
- Hard launch in September- feedback questionnaire to make adjustments

The Committee Members had a discussion and staff provided further clarification in response to the Committee comments and questions, which included the following:

- Information shared with MTC
- Whether the PIS can provide other transportation method information

Public comment

Adrian Brandt complemented the new PIS but suggested adding simpler directions communicating the final destination of the train.

9. Committee Member Requests

There were none.

10. Date/Time of Next Regular TOPS Committee Meeting: August 28, 2024 at 1:30 pm.

11. Adjourn – The meeting adjourned at 2:23 pm