

**Peninsula Corridor Joint Powers Board  
Technology, Operations, Planning, and Safety (TOPS) Committee**

**1250 San Carlos Avenue, San Carlos, CA 94070**

**Minutes of February 26, 2025**

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

**Staff Present:** R. Barnard, M. Bouchard, D. Chazen, J. Gibson, J. Harrison, J. Hogan, L. Ko, L. Lumina-Hsu, M. Meader, G. Rogers, M. Tauchen

**1. Call to Order**

Chair Medina called the meeting to order at 1:30 pm.

**2. Roll Call**

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

**3. Pledge of Allegiance / Safety Briefing**

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

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

**5. Approval of Meeting Minutes for January 29, 2025**

Motion/Second: Burt/Walton

Ayes: Burt, Walton, Medina

Noes: None

**6. Approve Guiding Principles and Goals for Rail Operations and Maintenance Successor Contract**

Graham Rogers, Project Manager, Rail Operations and Maintenance, provided the presentation that included the following:

- Expiration of TransitAmerica Services, Inc. (TASI) contract
- TASI services: Operations and Dispatching, Maintenance of Way and Systems, Maintenance of Equipment, Traction Electrification System, Additional Services
- Project timeline to issue a Request for Expressions of Interest in March in hopes to secure a contract by Fall 2026 and start in July 2027
- Request for Proposal (RFP) strategy to obtain input with stakeholders and peer agency feedback, in addition to a contract assessment
- Guiding principles and goals of RFP to encompass Caltrain core values and maintenance of service

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

- Contractor performance relating to guiding principles

- Key Performance Indicators (KPIs)
  - Incentives and penalties for contractor performance
  - Farebox recovery and fare collection methods
  - Rider experience and announcements
- Fare evasion tactics and prevention

The Committee did not motion the item and forwarded the item for review and consideration before the full Board at the March 6, 2025, regular meeting.

Public Comment

Adrian Brandt commented on farebox collection in Europe, roving fare collectors, and fare evasion.

Roland commented about prior contract proposal and preference for procurement.

**7. Adopt the Updated Mitigated Negative Declaration for the Guadalupe River Bridge Replacement Project**

Michael Tauchen, Deputy Director of Environmental Compliance, provided the presentation that included the following:

- California Environmental Quality Act (CEQA) addendum for minor changes that do not significantly impact the original project
- Receipt of agency feedback and application of permits
- Provision of Mitigation Negative Declaration and permits to involved agencies

Motion/Second: Walton/Burt

Ayes: Burt, Walton, Medina

Noes: None

**8. Receive Update on Active Grade Crossing Projects and Corridor Crossing Strategy**

Robert Barnard, Chief of Rail Design and Construction; Dahlia Chazen, Chief of Planning; and Jill Gibson, Project Manager, Kimley-Horn, provided the presentation that included the following:

- Grade separation of 65 percent of Caltrain's land
- Crossing Delivery Guidelines created from feedback received, where internal and external training has been provided
- Implementation of grade separations and closures
- City led and Caltrain led initiatives
- Delivery Guide highlighting Caltrain efficiencies
- Uphold of standards set by other railroad agencies for grade separations
- Blending of Caltrain and High-Speed Rail Service to accommodate moderate growth of an adopted service
- Technical analysis for the accommodation of a four-track configuration
- Grade crossing enhancement and elimination projects

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

- Impacts to cities from increased service, car travel, and potentially High-Speed Rail
- Capacity, security and safety, environmental considerations associated with construction
- Alignment of immediate and long-term enhancements with problem statements or goals
- Systematic approach for addressing additional and increasing costs

#### Public Comment

Roland commented on level boarding of tracks and track elevation using technology.

Adrian Brandt commented on grade crossings and grade separations linked to safety and horn blowing.

### **9. Receive Update on Caltrain Safety Performance for Quarter 1 of 2025**

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

- No reports of minimal injuries and accidents currently for 2025
- Increased employee engagements
- Weekly vehicle track incursions
- Grade crossing enhancements with better indicators to prevent cars from turning down tracks
- Clearer indication or signage of tracks through technology, enforcement, fencing/barriers, and suicide prevention
- Interaction with municipalities to improve grade crossings down the corridor
- Increase of safety at stations

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

- Criteria for using money to cover projects in a county
- Constructive uses of money to obtain bond renewal
- Project collaboration with sister agencies
- Implementations that help or hinder grade separation projects with municipalities

#### Public Comment

Adrian Brandt commented on the absence of track incursions, trespassing intrusion panels, and pedestrian crossings at stations.

Roland commented on geofencing and road markings.

### **10. Committee Member Requests - There were none.**

**11. Date/Time of Next Regular TOPS Committee Meeting:** Wednesday, March 26, 2025, at 1:30 pm.

**12. Adjourn** - The meeting adjourned at 3:18 pm.