

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

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

**Minutes of July 23, 2025**

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

**Staff Present:** M. Bouchard, S. Bullock, T. Burgwyn, J. Harrison, L. Lumina-Hsu,  
M. Meader, A. Metz, M. Tseng

**1. Call to Order**

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

**2. Roll Call**

Margaret Tseng, JPB Secretary, called the roll and confirmed a quorum was present.

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

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

**4. Public Comment on Items not on the Agenda**

Roland commented on the listing of on-call contracts in the supplemental reading file.

**5. Approval of Meeting Minutes for May 28, 2025**

Motion/Second: Burt/Walton

Ayes: Burt, Walton, Medina

Noes: None

**6. Authorize Executive Director to Execute Two Memoranda of Understanding with San Mateo County Transportation Authority (TA) and City of Burlingame for Broadway Burlingame Grade Separation\*\***

Sherry Bullock, Interim Chief, Design and Construction, and James Harrison, General Counsel, provided the presentation that included the following:

- Increased construction costs for original 65 percent design; project to total \$15.3 million
- Funding contribution: 25 percent Caltrain, 25 percent City of Burlingame, and 50 percent San Mateo County Transportation Authority (TA)
- Property acquisition from TA

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

- Funding sources clarification asking TA to allocate funds for Caltrain's acquisition
- Routine or annual construction cost updates based on inflation or local cost index
- Communication and collaboration with counties and cities located along corridor on construction costs and methodology of projects

- Corridor crossing strategies and significant cost-factors communications with partner government agencies

Motion/Second: Burt/Walton

Ayes: Burt, Walton, Medina

Noes: None

#### Public Comment

Roland commented on minimizing design costs.

Adrian Brandt commented on the project's location, the RailSentry system, and construction techniques used abroad.

### **7. Receive Update Regarding Guadalupe River Bridge Project**

Ms. Bullock provided the presentation that included the following:

- Development of hazardous materials management plan
- No incidents for the month of June
- Project risks and mitigations: different site conditions, bird nesting, different or additional permit requirements, unpredictable water or weather conditions, alternative pile installation to acceleration schedule

*Director Walton left the meeting at 2:07 pm.*

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

- Birds and bird-nesting; recorded eagle and raptor sounds deterrents
- Bus bridge ridership numbers; 100 per weekday; 35-40 per weekend day; checking the seasons such as when school is in session; shuttle frequency
- Capital funds, funding from capital-and-trade dollars

#### Public Comment

Roland commented on recorded sounds for deterrents and project schedule acceleration.

### **8. Receive Updates on Caltrain Safety Performance for Quarter Three (Q3) 2025 and Trespasser/Suicide Prevention Safety Plan**

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

- 2025 Commuter Rail Safety Gold Award; Safety culture initiatives
- Employee engagements – exceeding last year's numbers
- Vehicle track incursions – measurement change resulting in a decrease in Quarter 2 values

- Trespasser and suicide prevention safety plan
  - Education: regional mental health partnership events; employee training; expanded mental health messaging on trains, stations, website and social media
  - Engineering: new trespasser panels in high-risk areas
  - Enforcement: ticketing, municipal enforcement coverage, increasing transit police
- Evaluation criteria: prioritizing trespasser/suicide areas, risk assessment, cost-effect solutions to implement quickly
- Preliminary cost estimates for enhancements and improvements along corridor and per grade crossing; \$40 million cost to fence 82,000 feet along entire corridor
- Four-quadrant gates considerations: (1) closing the crossing, (2) grade separation, (3) median barriers; evaluate feasibility at gates including motorist and pedestrian behaviors
- 143 trespassers transit police calls for service between April and June 2025

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

- Grade crossing separations prioritization
- Cost comparison analysis of grade crossing separations versus packaged corridor-wide construction needs
- Intrusion detection technology and preventative barriers
- Potential project qualification for Santa Clara Valley Transportation Authority (VTA) funding

#### Public Comment

Roland commented on delineators, international standards for double yellow lines, gates, and grade separations prioritization.

Adrian Brandt commented on four-quadrant gate costs and automated grade crossing enforcement systems.

### **9. Receive Update on Regional Coordination Efforts: Bay Area Transit Reliability and Accessibility Network Scheduling Framework and Equitable Regional (TRANSFER) Plan**

Theodore Burgwyn, Director, Rail Networks and Operation Planning, and Andy Metz, Principal Planner, Alameda-Contra Costa Transit District (AC Transit), provided the presentation that included the following:

- Primary objectives: service change alignment, improve transfer timing, highlight efforts, develop a framework for scheduling alignment
- Schedule changes in August 2025 include Palo Alto Caltrain

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

- Palo Alto intermodality station – VTA awarding funding for transit improvement projects
- Station activation timing, user experience at stations, and transferring between transit systems

Public Comment

Adina Levin, Friends of Caltrain and Seamless Bay Area, commented on transit hubs and improved transit user experience.

Roland commented on transfer experience.

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

**11. Date/Time of Next Regular TOPS Committee Meeting:** Wednesday, August 27, 2025, at 1:30 pm.

**12. Adjourn** - The meeting adjourned at 3:11 pm.