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AGENDA

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

December 17, 2025, 1:30 pm

Bacciocco Auditorium, 2nd Floor
1250 San Carlos Avenue, San Carlos, CA 94070

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

Members of the public may participate remotely via Zoom at <https://us06web.zoom.us/j/81186731470?pwd=OUE3b0ZiY3ZoYzRCN280UG5Gb9WZz09> or by entering Webinar ID: **811 8673 1470**, Passcode: **274739**, in the Zoom app for audio/visual capability or by calling 1-669-219-2599 (enter webinar ID and press # when prompted for participant ID) for audio only. The video live stream will be available after the meeting at <https://www.caltrain.com/video-board-directors>.

Members of the public also may participate in person at: San Mateo County Transit District, Bacciocco Auditorium - Second Floor, 1250 San Carlos Avenue, San Carlos, CA, or any other noticed location.

Public Comments: Written public comments may be emailed to publiccomment@caltrain.com or mailed to 1250 San Carlos Avenue, San Carlos, CA 94070, and will be compiled and posted weekly along with any TOPS Committee correspondence. Any written public comments received within two hours prior to the start of the meeting will be included in the weekly TOPS Committee correspondence reading file, posted online at: <https://www.caltrain.com/about-caltrain/meetings..>

Verbal public comments will also be accepted during the meeting in person and through Zoom* or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM. Participants using Zoom over the Internet should use the Raise Hand feature to request to speak. For participants calling in, dial *67 if you do not want your telephone number to appear on the live broadcast. Callers may dial *9 to use the Raise Hand feature for public comment. Each commenter will be recognized to speak, and callers should dial *6 to unmute themselves when recognized to speak.

Note: All items appearing on the agenda are subject to action by the Committee. Staff recommendations are subject to change by the Committee.

Each public comment is limited to one minute. The Committee Chair has the discretion to manage the Public Comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

December 17, 2025 - Wednesday

1:30 pm

All items to which [Government Code section 84308](#) applies have been marked with an asterisk.

A double asterisk indicates that one or more Directors of the JPB serve on the governing board of a public agency with which the JPB proposes to contract. Under Government code section 1091(a)(9), this relationship is considered to be a noninterest but it must be disclosed.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance / Safety Briefing
4. Public Comment on Items Not on the Agenda
Comments by each individual speaker shall be limited to one (1) minute. Items raised that require a response will be deferred for staff to reply.
5. Approval of Meeting Minutes for October 29, 2025 Motion
6. Receive Update Regarding San Francisquito Creek Bank Stabilization Project Informational
Status and Next Steps
7. Receive Update on Caltrain Safety Performance for Fiscal Year 2026 Quarter 2 Informational
8. Receive Update on Caltrain Trespasser and Suicide Prevention Safety Plan Informational
9. Receive Update Regarding Caltrain's Preparations for Major Events in 2026 Informational
10. Committee Member Requests
11. Date/Time of Next Regular TOPS Committee Meeting: Wednesday, January 28, 2026 at 1:30 pm.
The meeting will be accessible via Zoom and in person at the San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA 94070.
12. Adjourn

Information for the Public

All items appearing on the agenda are subject to action by the Committee. Staff recommendations are subject to change by the Committee. If you have questions on the agenda, please contact the JPB Secretary at 650.551.6108. Agendas are available on the Caltrain website at <https://www.caltrain.com>. Communications to the Board of Directors can be e-mailed to board@caltrain.com.

Free translation is available; Para traducción llama al 1.800.660.4287; 如需翻译 请电1.800.660.4287

Date and Time of Board and Committee Meetings

JPB Board: First Thursday of the month, 9:00 am; JPB Finance Committee: Two Mondays before the Board Meeting, 2:30 pm; JPB Technology, Operations, Planning, and Safety (TOPS) Committee: Two Wednesdays before the Board meeting, 1:30 pm. JPB Advocacy and Major Projects (AMP) Committee: Two Wednesdays before the Board meeting, 3:30 pm. The date, time, and location of meetings may be changed as necessary. Meeting schedules for the Board and Committees are available on the website.

Location of Meeting

Members of the Public may attend this meeting in person or remotely via Zoom. Should Zoom not be operational, please check online at <https://www.caltrain.com/about-caltrain/meetings> for any updates or further instruction.

Public Comment

Members of the public are encouraged to participate remotely or in person. Public comments may be submitted by comment card in person and given to the JPB Secretary. Written public comments may be emailed to publiccomment@caltrain.com or mailed to 1250 San Carlos Avenue, San Carlos, CA 94070, and will be compiled and posted weekly along with any TOPS Committee correspondence. Any written public comments received within two hours prior to the start of the meeting will be included in the weekly TOPS Committee correspondence reading file, posted online at: <https://www.caltrain.com/about-caltrain/meetings>.

Oral public comments will also be accepted during the meeting in person or through Zoom or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM. Each commenter will be automatically notified when they are unmuted to speak for one minute or less. The Committee Chair shall have the discretion to manage the Public Comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

Accessible Public Meetings/Translation

Upon request, the JPB will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least 72 hours in advance of the meeting or hearing. Please direct requests for disability-related modification and/or interpreter services to the Title VI Administrator at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or email titlevi@samtrans.com; or request by phone at 650-622-7864 or TTY 650-508-6448.

Availability of Public Records

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that is distributed to a majority of the legislative body, will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070-1306, at the same time that the public records are distributed or made available to the legislative body.

**Peninsula Corridor Joint Powers Board
Technology, Operations, Planning, and Safety (TOPS) Committee
1250 San Carlos Avenue, San Carlos, CA 94070
DRAFT Minutes of October 29, 2025**

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

Members Present via Teleconference: Pat Burt (Vice Chair, arrived at 1:32 pm)

Staff Present: M. Bouchard, S. Bullock, J. Harrison, J. Jest, L. Ko, L. Lumina-Hsu, B. Tietjen

1. Call to Order

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

2. Roll Call

Loana Lumina-Hsu, JPB Deputy Secretary, 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.

Director Burt invoked Assembly Bill (AB) 2449 and attended the meeting remotely.

4. Public Comment on Items not on the Agenda

Adrian Brandt commented on wheel flat spot solutions.

Roland commented on roving fare inspectors.

Doug Delong commented on trainset outages and related service cuts.

Aleta Dupree, Team Folds, commented on the Clipper launch and a single ticketing system amongst transit agencies.

5. Approval of Meeting Minutes for September 24, 2025

Ms. Lumina-Hsu explained clerical error in draft minutes Item 4.

Motion as amended/Second: Medina/Walton

Ayes: Burt, Walton, Medina

Noes: None

6. Adopt 2026 Meeting Calendar

Motion/Second: Walton/Medina

Ayes: Burt, Walton, Medina

Noes: None

7. Receive Results of the Annual Caltrain Customer Satisfaction Survey

Julian Jest, Manager, provided the presentation that included the following:

- 93 percent overall satisfaction
- 52 percent of riders increased ridership due to the electrification benefits (schedules, cleanliness, comfort, Wi-Fi)
- Cleanliness, scheduling, communication and signage, onboard electrification improvements
- High impact onboard ratings for on-time performance and onboard announcements
- Onboard improvements to cleanliness, train scheduling, conductor announcements about delays, printed materials
- High impact station ratings for safety at and around the station as well as cleanliness
- Station improvements to signage and announcements
- Positive customer feedback
- Onboard improvements to be addressed: digital displays, safety, and Wi-Fi – service level, South County connectivity, and cleanliness
- Station improvements to be addressed: safety, cleanliness, and communications – communication alerts, re-designed webpage, and customer engagement

Staff provided further clarification in response to the Committee comments and questions about onboard cleanliness maintenance, station safety and navigation, and station facilities upkeep.

Public Comment

Roland commented on improved scheduling, South County connectivity, and passing train announcements.

Adrian Brandt commented on the adoption of a station safety policy and onboard screen issues.

8. Receive Update on Guadalupe River Bridge Project

Sherry Bullock, Interim Chief, Design and Construction, and CalMod Program Director, provided the presentation that included the following:

- 2025 dry season construction complete
- Habitat Mitigation and Monitoring Plan (HMMP) finalization
- No reportable incidents
- Remaining tasks assessment and wet season work

Staff provided further clarification in response to the Committee comments and questions about the quarterly report transition.

Public Comment

Roland commented on the limited service between Diridon and Tamien station.

9. Receive Update Regarding Caltrain's Preparations for Major Events in 2026

Brent Tietjen, Manager, External Affairs, provided the presentation that included the following:

- Reliable, safe, and secure transportation services to Super Bowl LX (February 2026) and Fédération Internationale de Football Association (FIFA) World Cup (June 2026 to July 2026)
- 2016 pre-game and post-game service and ridership
- Service levels to be determined after December 5 FIFA team matching
- Municipality and transit agency coordination for services/fares and safety/security
- Communications (social media, announcements, websites, etc.)

10. Committee Member Requests - There were none.

11. Date/Time of Next Regular TOPS Committee Meeting: Wednesday, November 19, 2025, at 1:30 pm.

12. Adjourn - The meeting adjourned at 2:17 pm.

**Peninsula Corridor Joint Powers Board
Staff Report**

To: JPB Technology, Operations, Planning, and Safety (TOPS) Committee

Through: Michelle Bouchard, Executive Director

From: Sherry Bullock, Interim Chief, Design and Construction, and CalMod Program Director

For: January 2026 Board of Directors Meeting

Subject: **Receive Update Regarding San Francisquito Creek Bank Stabilization Project Status and Next Steps**

☐ Finance Committee
Recommendation

☐ Technology, Operations, Planning,
and Safety Committee
Recommendation

☐ Advocacy and Major Projects
Committee Recommendation

Purpose and Recommended Action

This report provides the Technology, Operations, Planning, and Safety (TOPS) Committee with the status of the San Francisquito Creek Bank Stabilization Project (Project) and outlines next steps leading to the start of construction in June 2026. No recommendation/action is required at this time.

Background

Following severe erosion caused by the 2022-2023 winter storms, the Peninsula Corridor Joint Powers Board (JPB) declared an emergency on March 29, 2023, authorizing immediate stabilization of the north channel embankment supporting the San Francisquito Creek Bridge. The emergency declaration was renewed monthly and ultimately terminated on August 1, 2024, after temporary stabilization measures mitigated the immediate risk to rail operations.

The San Francisquito Creek Bridge spans the boundary between the City of Menlo Park (San Mateo County) and the City of Palo Alto (Santa Clara County). The San Francisquito Creek Bank Stabilization Project will construct long-term bank protection, drainage, and habitat restoration improvements along approximately 130 linear feet of the creek near the Caltrain bridge. The Project is designed to protect the railroad embankment and bridge foundations from erosion, maintain safe and reliable rail operations, and restore riparian habitat along the creek.

Key elements of the Project include:

- North Bank Stabilization: Installation of boulder toe and vegetated revetments, wrapped soil lifts, and earthen fill slopes to reinforce and stabilize the eroded bank.
- South Embankment Protection: Construction of a boulder toe trench at the base of the existing concrete retaining wall to strengthen and protect the structure.
- Storm Drain Outfall Replacement: Removal and replacement of the Menlo Park storm drain outfall, including a new manhole, energy dissipation rock pad, and backflow prevention flap gate.
- Revegetation and Irrigation: Installation of temporary irrigation systems and native plantings to restore riparian habitat consistent with regulatory permit requirements.

By August 2025, Caltrain had received all required environmental permits to execute the Project, including approvals from the San Francisco Bay Regional Water Quality Control Board (SFBRWQCB), California Department of Fish and Wildlife (CDFW), and United States Army Corps of Engineers (USACE). The National Marine Fisheries Service (NMFS) also provides oversight to ensure compliance with the federal Endangered Species Act. These permits require Caltrain to implement measures that protect water quality, fish, and wildlife resources, and to mitigate both upcoming construction impacts and those from the 2023 emergency work.

Significance

The Project is an environmentally and safety critical and will:

- Protect the structural integrity of the existing bridge supporting both Main Track 1 (MT-1) and Main Track 2 (MT-2);
- Prevent flooding and scour that could threaten service reliability;
- Enhance the resiliency of Caltrain's core infrastructure and reduce exposure to future emergency repairs; and
- Safeguard nearby public assets, including the bicycle and pedestrian bridge linking Menlo Park and Palo Alto, and the El Palo Alto redwood tree, the symbol of the City of Palo Alto, which stands adjacent to the bridge on the south bank of the creek.

Upon completion, the Project will provide long-term stabilization, reduce risk of service disruption, and protect the safety of rail operations at this critical location.

Status Updates

Since termination of the emergency declaration, the Project has completed final design and is ready for public procurement of construction work. Major accomplishments include:

- **Permitting:** All required permits obtained from SFBRWQCB, CDFW, and USACE, with NMFS oversight ensuring federal Endangered Species Act (ESA) compliance.
- **Final Design:** Completion of all design documents, including temporary shoring and river diversion plans, ensuring the protection of active rail operations and structural integrity of the bridge during construction.
- **In-Kind Mitigation:** Per SFBRWQCB's request in early 2025, the Project has incorporated additional riparian enhancement on the City of Palo Alto side of the creek, with approval from both the SFBRWQCB and the City of Palo Alto.
- **Advance Tree Work:** Tree trimming and removal completed in October 2025 to avoid nesting-bird restrictions that could delay the 2026 construction season.
- **Risk and Constructability Reviews:** Comprehensive risk workshops and constructability reviews held to identify and mitigate construction challenges.
- **Cost Development:** Performed a detailed bottom-up total project cost estimate, including independent construction cost estimate and risk-based contingency.

Schedule Update

The following are the major milestones:

- JPB Board Construction Contract Award: February or March 2026
- Construction Start: June 2026
- In-Stream Work Window: June 15 – October 15, 2026 (permitted dry-season period)
- Substantial Completion: end of 2026
- Final Completion and Closeout: Mid-2027

The Project baseline schedule will be established once construction contract procurement is concluded by March 2026.

Budget Impact

The total Project cost of \$17 million reflects current market conditions, schedule extensions associated with permit re-application timelines, and the updated detailed construction cost estimate. Caltrain's Grants and Capital Program Delivery teams have identified and secured sufficient funding sources to fully fund the Project through completion, including allocations from Measure RR, the State Local Partnership Program (LPP-F), and capital reserves. The Cities of Menlo Park and Palo Alto will also contribute funds as previously agreed in the Memorandum of Understanding and Funding Agreement dated August 15, 2023.

Next Steps

- A Notice of Upcoming Solicitation was published on October 7, 2025.
- The Project is currently being advertised for Invitation for Bids (IFB) in early December 2025.
- Caltrain will return to the TOPS Committee and JPB Board in February/March 2026 to request approval of a project baseline budget and schedule, and award of the construction contract to the lowest responsive and responsible bidder.

Prepared By:	Sherry Bullock	Interim Chief, Design and Construction, and CalMod Program Director	12/03/2025
	Letitia Yeung	Senior Project Manager	12/03/2025

**Peninsula Corridor Joint Powers Board
Staff Report**

To: JPB Technology, Operations, Planning, and Safety (TOPS) Committee
Through: Michelle Bouchard, Executive Director
From: Ryan Frigo, Interim Chief Safety Officer
For: January 2026 JPB Board of Directors Meeting
Subject: **Receive Update on Caltrain Safety Performance for Fiscal Year 2026 Quarter 2**



Finance Committee
Recommendation



Technology, Operations, Planning,
and Safety Committee
Recommendation



Advocacy and Major Projects
Committee Recommendation

Purpose and Recommended Action

This item is for informational purposes only.

Discussion

This report and accompanying presentation are submitted to keep the Peninsula Corridor Joint Powers Board (Board) advised as to the Safety Performance of Caltrain based upon measurement of Key Performance Indicators (KPIs) and to provide an update on the development of the Caltrain Trespasser and Suicide Prevention Safety Plan. Caltrain is committed to providing a safe work environment for our employees and contractors, and safe and efficient train service for our customers. Caltrain is also committed to continuous improvement through the capture and analysis of key safety data and management of associated risk. Regularly reviewing this data will enable staff to identify areas needing improvement and focus our activities to achieve improved safety performance for our employees, passengers and the communities we serve.

Caltrain will provide quarterly safety reports to the board and will be sharing this same information with employees as we work to build a stronger Safety Culture consistent with our number one Core Value – Safety – First and Always as well as our System Safety Program Plan (SSPP). These reports will include both lagging safety performance indicators reported to the Federal Railroad Administration (FRA) and leading safety performance indicators. While lagging indicators can alert you to a failure in your safety program or to the existence of a hazard, leading indicators allow an organization to take preventive action to address that failure or hazard before it turns into an incident.

Budget Impact

There is no impact on the budget associated with receiving this informational update. Caltrain's ability to further enhance its safety program is contingent on the availability of funding dedicated to that purpose.

Prepared By: Ryan Frigo

Interim Chief Safety Officer

12/04/2025

**Peninsula Corridor Joint Powers Board
Staff Report**

To: JPB Technology, Operations, Planning, and Safety (TOPS) Committee
Through: Michelle Bouchard, Executive Director
From: Ryan Frigo, Interim Chief Safety Officer
For: January 2026 JPB Board of Directors Meeting
Subject: **Receive Update on Caltrain Trespasser and Suicide Prevention Safety Plan**

☐ Finance Committee Recommendation ☐ Technology, Operations, Planning, and Safety Committee Recommendation ☐ Advocacy and Major Projects Committee Recommendation

Purpose and Recommended Action

This item is for informational purposes only.

Discussion

This report and accompanying presentation are submitted to keep the Peninsula Corridor Joint Powers Board (Board) updated on the Caltrain Trespasser and Suicide Prevention Safety Plan. Staff will brief the Board on the status of this work and outline recent progress as part of Caltrain's commitment to maintaining a safe rail corridor for employees, passengers, and the communities we serve. This update will help to ensure transparency in our work to prevent incidents between Caltrain vehicles, non-rail vehicles, and pedestrians on the Right-of-Way.

Budget Impact

There is no impact on the budget associated with receiving this informational update. Caltrain's ability to further enhance its safety program is contingent on the availability of funding dedicated to that purpose.

Prepared By: Ryan Frigo

Interim Chief Safety Officer

12/10/2025

**Peninsula Corridor Joint Powers Board
Staff Report**

To: JPB Technology, Operations, Planning, and Safety (TOPS) Committee
Through: Michelle Bouchard, Executive Director
From: Casey Fromson, Chief of Staff
For: January 2026 JPB Board of Directors Meeting
Subject: **Receive Update Regarding Caltrain's Preparations for Major Events in 2026**

☐ Finance Committee
Recommendation

☐ Technology, Operations, Planning,
and Safety Committee
Recommendation

☐ Advocacy and Major Projects
Committee Recommendation

Purpose and Recommended Action

Caltrain is preparing for the Bay Area to host major sporting events in 2026, including the National Football League (NFL) Super Bowl LX and the Fédération Internationale des Associations de Football (FIFA) World Cup 2026.

This presentation is for informational purposes only, and no Board action is required.

Discussion

Caltrain is coordinating across multiple departments and regional partners to ensure operational readiness, safety, and enhanced rider experience during the 2026 major events. Levi's Stadium in Santa Clara will host both Super Bowl LX (February 2026) and multiple FIFA World Cup matches (June-July 2026), with other Bay Area cities expected to host fan events, media activations, and related activities that will drive significant ridership increases.

Caltrain has established a coordinated internal planning effort across departments and is meeting regularly with partner agencies, including the Bay Area Host Committee, Santa Clara Valley Transportation Authority (VTA), Metropolitan Transportation Commission (MTC), San Mateo County Transit District (SamTrans), and local jurisdictions in San Francisco, San Jose, and Santa Clara.

Budget Impact

No impact on the budget.

Prepared By: Brent Tietjen

Manager, External Affairs

12/09/2025