MINUTES OF JUNE 15, 2016

MEMBERS PRESENT: J. Berk, C. Cabansagan, C. Cobey (Chair), A. Lee, A. Levin, G. Scharff, B. Shaw

MEMBERS ABSENT: Y. Mills, C. Tucker

STAFF PRESENT: J. Averill, C. David, C. Kwok, S. Petty, D. Stewart

Chair Chris Cobey called the meeting to order at 5:40 p.m. and led the Pledge of Allegiance.

APPROVAL OF MINUTES OF MAY 18, 2016
Motion/Second: Shaw/Berk
Ayes: Berk, Cabansagan, Berk, Levin, Shaw, Cobey
Absent: Mills, Scharff, Tucker

PUBLIC COMMENT
None

CHAIRPERSON’S REPORT
Chair Cobey said Jonathan Berk gave the CAC report to the Board. There have no responses on a proposal to skip a July or August CAC meeting.

COMMITTEE COMMENTS
Annie Lee said the Caltrain and San Francisco Muni monthly pass bundle discount was discontinued. Now there is a Clipper transfer discount that automatically applies when the customer tags on and off Caltrain. After that customers get a 50-cent discount on San Francisco Muni, but that is only if the customers tag on and tag off even if they have a monthly pass. This is very unclear. No one with a monthly pass tags on and off. It is worth putting up information at San Francisco stations noting this and that there are discounts available. Interagency transfers should be improved with future versions of Clipper.

Adina Levin said San Francisco is considering a ballot measure for transportation. A couple weeks ago Santa Clara Valley Transportation Authority (VTA) approved allocation for a transportation measure for November, which includes funding for Caltrain capacity improvements such as longer platforms and longer trains. Longer platforms and longer trains can only be delivered if all three counties are covering their cost for it. It would be logical for San Francisco to consider taking up this expense as
part of their ballot measure. There is nothing official about if and when San Mateo County would do a similar ballot measure.

Jonathan Berk said last month he asked why speed restrictions are in place over construction areas when construction is not occurring at that moment. He would like someone to get back to him with an answer. Overall, Caltrain is running more efficiently. There are fewer breakdowns and trains are running more on time than they used to. The train he was on had to wait at a few stations so it would not leave early. Instead of running efficiently the schedule was changed to account for inefficiency.

Chair Cobey said some parking spaces in the San Jose parking lot do not have numbers, which makes it hard to identify the space when paying for parking. These spaces are on the east side of the north and south parking lots. He heard a complaint from someone who experienced a bus bridge on a northbound morning train during a fatality. This person was concerned about the fact that two buses showed up to empty the train, which was not enough to handle capacity.

Public Comment
Roland Lebrun, San Jose, said the San Francisco tax measure is being discussed at the San Francisco County Transportation Authority (SFCTA) CAC. Longer platforms will not happen until San Mateo County participates. The only longer platform will be at Diridon.

**ANNUAL PASSENGER COUNTS**

Catherine David, Senior Planner, presented:

- **Purpose**
  - Provide a measurement relative to previous years
  - Data for evaluating service changes
  - Allocate resources to address capacity issues
  - Validate revenue-based ridership estimates

- **Data collection methodology**
  - Headcount on every weekday train averaged over five weekdays
  - Headcount on every weekend train for one weekend
  - Differs from monthly revenue-based average weekday ridership (AWR) calculations
  - Fifth year for “bikes denied boarding” count

- **Challenges**
  - Surveys suspended during special events and construction activities
  - Surveys extended into mid-March
  - More rain in 2016 than in past several years

- **AWR is 62,416, a 7.2 percent increase from last year**

- **Riders by time period 2015 versus 2016**
  - Traditional peak difference is 2,805 riders or an increase of 9.6 percent
  - Midday is 556 riders or an increase of 8 percent
  - Reverse peak is 722 or an increase of 3.8 percent
  - Night is 88 riders or an increase of 2.7 percent

- **Most stations are seeing ridership growth**

- **County-by-county 2015 versus 2016**
San Francisco: 1,283 additional riders or 8.3 percent increase
San Mateo: 1,208 additional riders or 6.7 percent increase
Santa Clara: 1,679 additional riders or 6.8 percent increase

- Gilroy extension ridership increased 12.7 percent since last year
- Riders per train type 2015 versus 2016
  - Baby Bullet increased 9 percent
  - Limited increased 6.7 percent
  - Local increased 2.8 percent

- Average trip length
  - Weekday: 22.8 miles
  - Baby Bullet: 27.7 miles
  - Peak non-Baby Bullet: 20.5 miles
  - Off peak: 21.1 miles
  - All locals: 20.8 miles

- Average weekday bike ridership decreased 11.1 percent to 5,520 bikes per day, which may be a reflection of the rainy counting season

- Bikes: Denied boarding
  - Fifth year counted with annual count
  - 118 bikes were denied boarding from the 528 trains counted
  - Carried approximately 29,130 bikes on the trains counted
  - Denied boardings were observed at 16 stations
  - Denials on 15 northbound trains and 8 southbound trains

- Summary
  - Passenger ridership is at an all-time height: 83 percent increase since 2010
  - Caltrain has a strong reverse-peak ridership
  - The majority of stations saw growth
  - All three counties saw increases
  - Overall weekend ridership increased

- Next steps
  - Review allocation of six-car trains
  - Fiscal Year (FY) 2017 Operating and Capital budgets must support the required resources to meet demand
  - Increasing capacity FY2017 – FY2020 is essential to continue ridership/revenue growth
  - Future service planning requires use of ridership data to develop potential service scenarios to improve capacity pre-/post-electrification

Mr. Berk said he is interested in the capacity of local trains around rush hour. He said he guesses the southbound trains from San Francisco at 9 a.m. and 10 a.m. are the fullest. He asked for the detailed data on each train. Baby Bullets are the most used. If Caltrain adds more Baby Bullets, people would move to those trains reducing the amount of people on local trains. The 8 p.m. northbound out of Palo Alto is packed. It seems like the JPB should attempt to introduce express service at 8 p.m. and 8:30 p.m. He asked why every single train does not stop at Palo Alto when it is the second busiest station. He asked for staff to get back to him with an answer on this question.

Ms. Levin asked out of the trains with denied bike boarding if any were six-car trains. This will tell staff if the six-car trains eliminated bike bumps and if there are any better
places to use the six-car trains. She asked for an update when the rest of the new cars will be put into service.

Chair Cobey asked why Atherton had a 45 percent increase over one year. Ms. David said the count was conducted on one Saturday and one Sunday. She said there has been a tremendous amount of development and new jobs near the Redwood City station, which can explain why that increase occurred.

Public Comment
Roland Lebrun, San Jose, said hopefully the Electric Multiple Unit (EMU) procurement will include automatic passenger counters. He said the consultants already decided to buy Swiss trains with only 600 seats, before ripping seats out for bikes, plus two sets of doors. The report states the most important amenity for EMUs is seating. He said the six-car train sets were paid for twice. The JPB bought 16, deployed five, and 11 were never deployed. The JPB ripped out 24 seats out of five of the cars and swapped them with the five that were deployed before, which are now parked back in Diridon. The JPB needs to buy one more Bombardier to have 12 spares and then make two more Bombardier train sets. Then two Gallery train sets can be broken down and one more car can be added to 10 Gallery train sets to make six-car trains.

Jeff Carter, Millbrae, said he suggested the JPB look at automatic passenger counters, which would get better data. Doing this count requires putting people to count passengers on the trains. The JPB had to adjust the counting schedule because of the Super Bowl, so the numbers might be skewed. The train data should be posted online. Caltrain needs more than six trains per hour per direction. Ms. David said staff is hoping automatic counters can be added to the EMUs. The key findings reports are posted online. She is planning to include the counts for each train in this year’s report when she posts it. This data is used to identify maximum loads at various times.

Mr. Berk said the Excel file of the raw should be posted. Ms. David said she will post it.

Andy Chow, Redwood City, said reasons the maximum bike capacity is over 80 are because some people bring folding bikes onboard but are still counted as a bike even though they are not using bike spaces, some bicyclists cram on and add more bikes than what is allowed by Caltrain, and some people get off mid-line and others come on.

Ms. Levin asked if Mr. Lebrun’s suggestion makes sense and if staff is working on it. Ms. David said the next steps are to make sure the current trains are being maximized with the 2016 count data.

Ms. Levin said the question was if there are ways to put existing cars in service and shuffle the trains around to have more six-car trains. Ms. David said they’re being analyzed and it is being considered.

Danielle Stewart, Acting Director, Rail Transportation, said some of the cars are still in the process of being rehabilitated. No target service date is known.
CUSTOMER EXPERIENCE SURVEY RESULTS
Christiane Kwok, Manager, Market Research and Development, presented:

- **Objectives**
  - Guide the Customer Experience Taskforce in choosing the priorities for future investments
  - Narrow the questions to be used in the upcoming Annual Customer Satisfaction Survey

- **Methodology**
  - Online survey
    - February 28 to March 20
    - Opt-in, not statistically valid
    - Various outreach methods
  - Response
    - 2,956
    - 92 percent completed the entire survey

- **Service ratings** (five-point scale: five = very important, one = not at all important)
  - More frequent service: 4.2
  - Trains with shorter commute times: 4.18
  - More shoulder peak service: 3.89
  - More frequent weekend or mid-day service: 3.33
  - Expanded service after 10:30 p.m.: 2.94
  - Expanded service between San Jose and Gilroy: 1.92

- **Service Rankings**
  - Top three priorities identified
    - More frequent service
    - Trains with shorter commute times
    - More shoulder peak service

- **Communications ratings**
  - Improved real-time updates onboard or at stations: 4.34
  - Schedule and real-time information on a smartphone application: 4.33
  - Better directional signage at stations: 2.99

- **Customer comfort/enjoyment ratings**
  - Allowing food and drinks onboard: 3.3
  - Quiet car: 3.24
  - Increased bike storage and bike share facilities: 2.97
  - Pay as you go Wi-Fi: 2.68
  - Access to concessions at stations: 2.6

- **Payment ratings**
  - Improved ticket machines with Clipper integration: 3.82
  - A smartphone application with mobile ticketing: 3.65
  - Ability to pay for parking using mobile application: 3.27

- **Rankings**
  - Top priorities identified
    - Improved real-time updates
    - Schedule and real-time information available on a smartphone application
    - Improved ticket machines with Clipper integration
    - A smartphone application with mobile ticketing
- Value of service relative to the cost to customer
  - Ranked 5: 14 percent
  - Ranked 4: 28 percent
  - Ranked 3: 33 percent
  - Ranked 2: 12 percent
  - Ranked 1: 6 percent
  - Mean: 3.35

- Use of Transportation Network Company (TNC)
  - Yes: 43 percent
  - No: 55 percent
  - Not sure: 2 percent

Chair Cobey asked if bikes are included in TNCs. Ms. Kwok said no.

Mr. Berk asked if shuttles are included in the TNCs. Ms. Kwok said no.

- Electric train amenity ratings
  - Seating: 4.43
  - Standing/leaning room: 3.34
  - Onboard bathroom: 3.01
  - Bike storage: 3.01
  - Maximum seating (bathrooms at stations only): 2.81
  - Luggage storage: 2.36

- Electric train amenity rankings
  - Top priorities identified
    - Seating
    - Standing/leaning room
    - Bike storage
    - Onboard bathroom

- What customers like about diesel cars and want to keep on electric trains
  - 52 percent of respondents answered this question
  - 49 percent of comments related to seating
    - 15 percent single seats on second level, 9 percent seating with tables, 8 percent comfortable seats
  - 32 percent of comments were about onboard amenities
    - 12 percent about having onboard bathrooms
  - 27 percent of comments were about train design/features
    - 12 percent about having two levels

- What customers dislike about diesel cars and want to change on electric trains
  - 57 percent of respondents answered this question
  - 20 percent of comments related to seating
  - 18 percent of comments related to capacity
    - 7 percent not enough seats or cars, 6 percent too crowded, 5 percent not enough standing room
  - 17 percent of comments were about amenities
    - 7 percent no Wi-Fi, 5 percent lack of outlets, 4 percent air conditioning
• Rider characteristics
  o 50 percent riding for four years or more, 34 percent for one to three years
  o 59 percent ride at least four days a week
  o 32 percent Go Pass users, 31 percent Caltrain Monthly Pass users
  o 82 percent traveling to or from work

• Demographics
  o 53 percent male
  o 71 percent between 25 and 54
  o 53 annual incomes of $100,000 or more
  o 61 percent white, 20 percent Asian

• Additional comments
  o 1,182 respondents provided comments
  o 46 percent related to service
    ▪ 20 percent more frequent trains or expanded service
  o 11 percent were positive comments
  o 9 percent were communications related
    ▪ 8 percent were about announcements/messages/updates

• Next steps
  o Used Customer Experience Survey data to develop additional questions
    for the Customer Satisfaction Survey (June 2016)
  o Develop customer experience focus group

Ms. Levin said TNC numbers are striking. She asked if there will be more data gathered about it. She asked if people use TNCs during peak hour or when no other options are available, if they use them frequently, daily, or just occasionally, where people take the TNCs to, and which stations from, and if it is for the first mile or last mile. Ms. Kwok said she can bring the issue up with the taskforce to see where they want to go with it.

Ms. Levin asked if the data is available in Excel format. Ms. Kwok said she could probably post it.

Clarrissa Cabansagan said the TNC data could be used for managing parking or the cost of parking.

Brian Shaw said this is not the survey to do an analysis on TNC use by Caltrain riders. A different survey would need to be done for that specific purpose.

Ms. Kwok said in October there will be the Triennial Customer Survey. One of the questions is about access and egress from stations. Staff could consider including this question.

Public Comment
Doug DeLong, Mountain View, said easiest way to find out about TNCs is to ask TNCs for their data. In the olden days, when the front cover of the Caltrain timetable was right side up and then it was opened, the print was also right side up. Now when it is open the customer has to rotate the timetable to see right-side-up print.
Roland Lebrun, San Jose, said free Wi-Fi service was not offered as a rating option on the survey because of the unlikeliness of it being an option for Caltrain to offer. There is an easy fix: a different managing agency should run Caltrain. Capitol Corridor, Altamont Corridor Express, Amtrak, and VTA provide Wi-Fi. The question about value of service was asked before the fare increase. The top priority should be seating. He said Chuck Harvey, Deputy CEO, Organizational Support/Special Projects, came up with the idea to take apart train sets to make six-car trains.

Jeff Carter, Millbrae, said he is bothered by the demographics showing Caltrain riders have high income. People see that and think fares are too low. The problem is fares are too high, which prevents low-income people to ride Caltrain. Other surveys showed having bathrooms onboard was a higher priority. Gallery car seats used to flip, but when the California State Department of Transportation operated the train they locked the seats in place in their current configuration. Seating versus bathrooms versus bikes goes back to shortsighted service projections. More cars per train and more trains per hour are needed.

BIKE PARKING MANAGEMENT PLAN
Sebastian Petty, Principal Planner, presented:

- **Capacity and access challenges**
  - Between 11 percent and 19 percent of customers make “bike-based” trips to and/or from system
  - Majority (approximately 90 percent) involve taking a bike onboard the train
  - Peak load trains often over capacity for bikes and people
  - Bike riders sometimes “bumped” or denied boarding due to capacity limits

- **Caltrain electrification**
  - Increase in service levels, capacity and performance
  - Six peak-hour trains
  - 8:1 seats to bikes ratio on new trains (versus existing 9:1)
  - Future blended system with California High-Speed Rail Authority (CHSRA) and service to Transbay Terminal

- **Growing bike-based trips on Caltrain**
  - Caltrain ridership projected to double by 2040
  - Caltrain wants to grow both the number and share of bike-based trips to the system
  - Expansion of onboard bike capacity included in electrification, but must be balanced against overall capacity needs
  - Long-term growth in the number of bike-based trips to the system will also require increased utilization of wayside facilities (bike parking and bike share)

- **Key questions**
  - What is the market for bike parking at Caltrain?
    - What will the future demand for bike-based trips to Caltrain be?
    - What mix of bike parking will best serve Caltrain customers?
• Which customers will always choose to bring their bike on board versus which ones might choose to park a bike if better facilities were available?
  o How can Caltrain deliver high-quality bike parking?
    ▪ What goals and standards should apply to Caltrain’s bike parking system?
    ▪ What is the best model for managing and operating a bike parking system? What resources may be needed?
    ▪ How should investments be focused and phased in the bike parking system?

Cordelia Crockett, Senior Transit Planner, Stantec, presented:
• General schedule
  o Data collection and customer research:
    ▪ Start: Now
    ▪ Duration: five months
  o Performance goals and targets
    ▪ Start: August 2016
    ▪ Duration: 5 months
  o Management and implementation recommendations:
    ▪ Start: December 2016
    ▪ Duration: 4 months
• Key activities
  o Data collection
    ▪ Analysis of Metropolitan Transportation Commission (MTC) survey data
    ▪ Parking occupancy and turnover data collection
  o Customer research
    ▪ Intercept survey of “bikes onboard” users (summer 2016)
    ▪ Web-based open survey (summer 2016)
    ▪ Keyed locker user survey (summer 2016)
    ▪ Focus groups (fall 2016)
  o Outreach
    ▪ Caltrain Bicycle Advisory Committee and CAC
    ▪ Study Technical Advisory Committee
    ▪ Project website/comment form
    ▪ Additional public meetings as requested by stakeholders
• Existing bike parking system
  o There are currently 660 racks, over 1,000 mechanical keyed lockers, 60 e-lockers, and 380 bike stations
• MTC data
  o Survey period: October/November/December 2014
  o Sample size: 5,704 trips on Caltrain, including 1,094 bike-based trips
  o Data types: trip type (home to work, home to college/university, etc), trip origin, access mode, origin station, access mode, egress mode, exit station, trip destination, socioeconomic information
  o Detailed information about bicycle access, including type of bike parking used at the entrance station and whether bike was brought onboard
Additional data collection
- Observe midday bike rack usage at top stations
- Collect data on usage of keyed, e-locker and shared bike facilities
- Observe “efficiency” of keyed locker usage at top stations

Intercept survey
- Collect 320+ completed surveys by interviewing passengers in the bike cars during July
- Focus will be customers who currently bring their bike onboard
- Intercept methodology used to insure representative sample
- Questions explore trip patterns observed in the MTC data and examine customers’ interest/ability to store bike at a Caltrain station rather than take it onboard

Questionnaire – keyed locker users
- Collect 20+ completed surveys from the users of keyed lockers through an e-mail/mail back questionnaire
- Questions will aim to explain observed usage of these lockers and identify positives and shortcomings of current parking system

Web-based survey
- Open to everyone
- Will occur after onboard survey
- Will provide more general format for input
- Questions related to trip patterns, bike parking needs and options
- Not a representative sample

Focus groups
- Three focus group meetings planned for early fall
- Will be held along the Caltrain corridor, likely in the afternoon/evening commute period
- Focus group participants will be selected through respondents to the intercept survey who provide their contact information
- Focus groups will be used to explore ideas and concepts for bike parking
- Improvements

Mr. Berk said the presentation never mentions bike share. It should be an important consideration as an alternative to bike lockers.

Mr. Berk left at 7:15 p.m.

Mr. Shaw said Caltrain does not own many of the stations and bike parking is at the stations themselves. He asked if there will be discussion with the municipalities involved to find out what they will allow Caltrain to do at those stations. Mr. Petty said a technical advisory committee will be formed with representatives from all three counties and municipalities with the highest bike ridership, Stanford, and Facebook. That group can serve as a basis for having those discussions.

Ms. Levin asked if theft and theft statistics will be look into. Mr. Petty said it will be looked into. The multijurisdictional nature about who a person calls when their bike is stolen creates a challenge.
Ms. Levin said customers should be asked what viable choices they have, what their tradeoffs are and what drives their behavior. Some people use more than one station depending on their needs each day.

Ms. Lee said bike share is critical. As it get ramped up it is important to see how it affects Caltrain’s projections. People might not use some services because bikes might get stolen. Cost could be a factor. Caltrain is not charging to bring bikes on trains but will charge to use these facilities. She asked if these issues are related to full sized bikes not foldable bikes or scooters. Mr. Petty said those issues are things that would be asked about in a focus group scenario.

Ms. Cabansagan said Bay Area Rapid Transit (BART) has a bike station plan and when they were determining the new cars and configuration for bikes they only had space onboard for three bikes. They are planning to make sure there is secure bike parking. The presentation did not show average distance per station for the last mile. There is a tradeoff between bringing a bike onboard, having a seat on the train or what to do at the end of the trip. Mr. Petty said those types of issues like how to manage bike parking could change over time as ridership grows, as bike share expands, and as TNCs become more common in some areas. Staff will look at how to make the system flexible and create a system that is equitable for users and cost efficient for Caltrain.

Mr. Shaw said at the end of the focus group staff should find out what ability Caltrain has to influence bikes onboard. He asked what all the things are that have to be in place to make it so people don’t need a bike on the train. It might be shuttles, bike share, storage, folding bikes. This is how Caltrain is beginning to manage this issue. Staff needs to think about ongoing data sets, evaluation and the things Caltrain can influence.

Public Comment

Roland Lebrun, San Jose, said there is a monetary incentive to bring a bike onboard versus leaving it at a station. He said people with monthly parking passes do not get dedicated parking spots for their cars, so there should not be dedicated spaces for bikes. Electronic lockers should be Clipper based where customers get the first 12 hours free. If the bike is still in the locker after 12 hours, customers should get charged $1 per hour. It should be first come first served. Right now trains have 762 seats and room for 80 bikes, so the ratio is 9.5:1. Staff will rip out 120 seats, going from 762 to 480 seats and from 80 bikes to 60, and this will provide the 8:1 ratio. New EMUs will each have capacity of 1,000 standees.

Greg Scharff arrived at 7:33 p.m.

Doug DeLong, Mountain View, said he was shocked to learn how few bike parking places there are on the Caltrain line. Three million dollars was provided by the Board to address this problem, but the need is more like $10 million. There are some stations where the existing bike racks are over 100 percent utilized, so people lock their bikes to fences and poles. If there is no place to park a bike, customers will bring bikes onboard.
Jeff Carter, Millbrae, said it is great Caltrain is looking into this. Staff is asking for stakeholder input on bike parking. Caltrain is also doing a fare study, but there has been no customer outreach and no focus groups and staff hasn’t presented anything to the CAC. It would be great if Caltrain could have more wayside parking. Caltrain does not have enough parking capacity for cars and bikes.

Andy Chow, Redwood City, said Caltrain has plenty of shared bike parking. Menlo Park, Palo Alto, and Mountain View have shared bike storage facilities. They don’t work together. They are all separate programs and require different fees and keys. There are better examples with BART. Their shared facilities and lockers work as a single system. This is an opportunity for Caltrain to join the program and use the same system as BART.

STAFF REPORT
Ms. Stewart said:
- Joseph Navarro will be starting June 20 as the Director, Rail Operations.
- Ms. Stewart researched the question about reporting late trains at one minute late versus five minutes late. This is an industry standard. Long Island Railroad, New Jersey Transit, Southeastern Pennsylvania Transportation Authority, and Capital Metro all follow that standard.
- The stations manager went to look at the wayfinding concerns at the 22nd Street Caltrain Station. An ambassador was there at the time and there was adequate signage.
- Last month there were questions related to the operating and capital budgets and partner contributions. Staff will try to send out update over e-mail or will address it at the next meeting.

Customer Experience Taskforce
Ms. Stewart said:
- Staff will consider CAC comments on the Playbook on Service Interruptions before publishing it.
- A month ago the JPB hired a contractor who has been instrumental in the Railroad Operation Control System and Predictive Arrival/Departure System (PADS) and pushing limits of what the systems can do. This person has looked into advanced technology. The weekend of June 25 staff will be displaying nomenclature related to the trains associated with the Pride Parade and baseball service to test out the technology.

Ms. Levin said the northbound train she was on today was early into Palo Alto and some other trains show up early. She asked if that is being looked at to see if the new times are right. Ms. Stewart said staff is still monitoring the timetable revisions.

Ms. Levin asked if the PADS plan includes making an application programming interface available to the public. She asked if Caltrain will provide access to real-time data. Ms. Stewart said the system is not at that point yet.

Mr. Shaw said trains have had to slow down through San Mateo because of the rehabilitation work. It looks like it is getting closer to done. He asked what the plan is to
return speed on bullet trains through San Mateo and if it will require a schedule change. This is slowing trains down by two or three minutes. Ms. Stewart said the timetable change took into account the slow speed orders. Staff continually monitors train service as it relates to construction. Future timetables will take project completion into account.

Annie Lee asked for an update on the mobile ticketing pilot program. This may be a replacement for Clipper. Ms. Stewart said she does not have an update at this time but it is on the work plan for a future presentation.

Mr. Shaw asked for an update on the additional Bombardier cars and the ability to use them to increase the length of trains. There is not a lot of room in the schedule because of construction, but if trains can be made longer it should be done. He would like to get an update in August or September.

Work Plan and Discussion of Possible Bye Month
Ms. Stewart said she would like to move incident management and recovery to September so Mr. Navarro will have time to address the issue and potentially make some changes. The two other items slated for July, the MTC fare study and the Caltrain fare study scope will not be ready for the July meeting.

Chair Cobey said it looks like the July meeting might be the bye meeting.

Mr. Shaw said the CAC owes it to the public to meet and they have a right to be heard, and there are issues that he would like to get updates on.

Mr. Scharff said he does not understand how there could be a meeting if there is nothing on the agenda. It seems silly to meet just for public comment. He would not vote to have a meeting.

Chair Cobey said he could just make a decision. Josh Averill, Assistant District Secretary, said the CAC rules say a bye month has to be voted on by the CAC. He asked if the CAC feels comfortable delegating the authority to the chair to make the decision. There were no objections.

Caltrain Electrification Update
Ms. Stewart said:
- In June the Board directed staff to include one restroom on each six-car EMU train consist.
- Several parties have committed to provide additional funding sources to the Peninsula Corridor Electrification Project associated with the 2014 cost estimate. The agreement was approved at the May JPB meeting.
  - $28.4 million from the MTC
  - $9 million from the JPB California’s low-carbon transit operations program
  - $20 million each from VTA, the San Mateo County Transportation Authority, and the SFCTA/city and county of San Francisco
  - $113 million from CHSRA
Public Comment
Andy Chow, Redwood City, said one reason for development in San Jose is the Greyhound station was moved the train station because the city wanted to redevelop the old station. The Amtrak ticket counter extended its hours to 1 a.m. because of the late-night Greyhounds. This means the bathrooms will be open longer.

Roland Lebrun, San Jose, said he strongly advises against canceling the July meeting because of what is happening at the Board. If there is nothing to present, he is happy to present something. The staff memorandum recommending one bathroom per EMU was posted one day before the Local Policy Makers Group met, and they voted to have two bathrooms per train. The JBP has no plans to increase capacity for the next six years. If one extra Gallery car is added per train, dwell times will decrease by 20 percent due to the additional door. He said PADS has never worked. It does not show trains at the correct time and it shows non-existent trains. He said mobile ticketing won’t work because people will just wait for the conductor to start checking tickets before they purchase a ticket.

Jeff Carter, Millbrae, said there will always be public comment, a chairperson’s report and committee comments, so there should not be a bye month. He said San Francisco has something against onboard bathrooms.

DATE, TIME AND LOCATION OF NEXT REGULAR MEETING:
Date to be determined at 5:40 p.m., San Mateo County Transit District Administrative Building, 2nd Floor Bacciocco Auditorium, 1250 San Carlos Avenue, San Carlos, CA.

Adjourned at 8:04 p.m.