PCC

Paratransit Coordinating Council

SPECIAL MEETING

AGENDA

Thursday, July 10, 2014
10:00 am

NCTPA / NVTA Board Room
625 Burnell Street, Napa CA 94559

General Information

All materials relating to an agenda item for an open session of a regular meeting of the PCC which are provided to a majority or all of the members of the PCC by PCC members, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, on and after at the time of such distribution, in the office of the Secretary of the PCC, 625 Burnell Street, Napa, California, 94559, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., except for NCTPA holidays. Materials distributed to a majority or all of the members of the PCC at the meeting will be available for public inspection at the public meeting if prepared by the members of the PCC or staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

****** Members of the public may speak to the PCC on any item at the time the PCC is considering the item. Please complete a Speaker's Slip, which is located on the table near the entryway, and then present the slip to the PCC Staff. Also, members of the public are invited to address the PCC on any issue not on today's agenda under Public Comment. Speakers are limited to three minutes.***

This Agenda shall be made available upon request in alternate formats to persons with a disability. Persons requesting a disability-related modification or accommodation should contact Deborah Schwarzbach, PCC Staff, at (707) 259-8631 during regular business hours, at least 48 hours prior to the time of the meeting.

This Agenda may also be viewed online by visiting the NCTPA website at www.nctpa.net.

ITEMS

		Time Estimates
1.	Call to Order	**10 Minutes**
2.	Roll Call and Introductions	
3.	Public Comment ***	
4.	Chairperson, Committee Members' Update	
5.	Correspondence	

REGULAR AGENDA ITEMS	RECOMMENDATION	Time Estimates
6. Approval of Minutes of May 1, 2014	APPROVE	**5 min**
7. Introduction of New NCTPA Staff The Council will be introduced to new team members and receive an overview of staffing changes.	INFORMATION	**10 min**
8. Countywide Plan Update The Council will receive an update on the development of the Countywide Transportation Plan.	INFORMATION	**30 min**
9. Review VINE/Vine Go Fare Policies The Council will review the proposed passenger fare policies and make a recommendation to the Board of Directors.	APPROVE	**20 min**
10. Transit Manager's Update The Council will receive a status update from the Manager of Public Transit on various agency projects and review service metrics.	INFORMATION	**20 min**
11. Adjourn		
	Meeting Length Estimate:	***95 mins***

PCC
PARATRANSIT COORDINATING COUNCIL

Minutes
Thursday May1, 2014

ITEMS

1. **Call to Order**

   The meeting was called to order at 10:07 am.

2. **Roll Call and Introductions**

   Members Present:

   Joann Busenbark
   Doug Weir
   Randy Kitch
   James Tomlinson
   Fran Rosenberg
   Julie Spencer

   Members Absent

   Beth Kahiga

3. **Public Comment**

   None

4. **Reports: Chairperson / Committee Members / Staff**

   Committee member Joann Busenbark was unable to attend the MTC Advisory Committee meeting.

5. **Correspondence**
   None

REGULAR AGENDA ITEMS

6. Approval of March 6,2014 Meeting Minutes

MSC Busenbark/Spencer, Unanimously Carried

7. Review Travel Behavior Study

- Highlights of the study were disseminated for members. There were 1,400 responses received from the employee surveys. The data collected were both quantitive and qualitive. Joann asked about vehicle classification counts. Vehicles could be counted twice – entering and exiting the locations where cameras were established.

- Page 19 was disseminated for the group per Joann's request. Winery and vehicle intercept locations, maps, etc.

- Fran wanted to know why the October 4th date was picked. She stated that it was impacted by mostly visitors.

- Randy wanted to know why we need to know all survey information for planning purposes for future projects.

- James made comments in regards to the survey and said it had been the same for 30 years. He asked if there were further steps taken to take "existing projects" to another level and make a significant impact like light rail? Danielle explained NCTPA has to do the plan and why. Tom provided previous study information.

- Joann noted that she found the percentages on page 23 of the interesting.

- Celine made a comment about affordable housing issues. It was stated that there is no authority over local land use decisions.

8. Countywide Pedestrian Plan

- Joanne asked about the timeline. She said it was parallel to the countywide plan which should include senior residential living facilities with signalization timing etc. Next there was discussion about the scope and being able to capture all kinds of needs, not only sidewalks.

- James said keep the study in tune to new technology

- Julie said workshops up valley should be at 6 maybe both daytime and evening. It was asked if the three meetings will be tapping into different populations other than public officials and Danielle confirmed it would and also tapping into stakeholders too.

- Julie also announced Senior Celebration October 8th and the contact was Darcie Jesiskie at Piners.

9. Review 14/15 Transit Budget

Justin noted that the first reading of the budget is being presented to the Board in April and the budget is schedule to be adopted by the Board in May. Justin provided a presentation about the Transit Budget. Joann asked about the Shared Vehicle Program (SVP). Tom talked about VINE Go and Taxi Scrip. He stated that there was one agency enrolled in the SVP. Tom said there were a few inquiries from Beth Kahiga, the County and Queen of the Valley Hospital in St Helena. Tom is preparing to have new vehicles for the program. Justin was asked about the fare box ratio on VINE Go. Justin indicated that there is a 10% total expenditures including capital. Justin asked for a recommendation from the committee.

10. Transit Managers Report

- Summer Youth Pass May 22nd Special Gift promo
- HHSA relocation routes and ridership were discussed
- Dashboard Stats
- VINE ridership, Vets Home VG/Bear Flag discussion
- Celine asked about restricted trips

11. **Adjourn**

Meeting was adjourned at 11:32 am. The next meeting date is July 10, 2014.

July 10, 2014
NCTPA Agenda Item 8
Continued From: New
Action Requested: RECOMMEND

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY
PCC Agenda Letter

TO: Paratransit Coordinating Committee

FROM: Eliot Hurwitz, Planning Special Programs

REPORT BY: Eliot Hurwitz, Planning Special Programs
(707) 259-8782 / Email: ehurwitz@nctpa.net

SUBJECT: NCTPA Countywide Transportation Plan

RECOMMENDATION

That the Paratransit Coordinating Committee (PCC) provide comments on the process for updating the Napa Countywide Transportation Plan (CWTP) and the Community-Based Transportation Plan (CBTP).

EXECUTIVE SUMMARY

In January NCTPA launched an effort to revise and update the Napa Countywide Transportation Plan (CWTP). In February, the NCTPA Board adopted a comprehensive set of goals and objectives for the Plan. NCTPA staff has begun discussions with the NCTPA Technical Advisory Committee (TAC) on developing performance measures and a comprehensive inventory of projects. An active citizens' committee has been convened, and a page on the NCTPA website has been developed focusing on the CWTP which entails some innovative features. An initial series of three public meetings was held in April to solicit public input.

In coordination with the development of the CWTP, NCTPA has also launched a revision of the Napa "Community-Based Transportation Plan" which focuses specifically on the transportation needs of low-income, disabled, elderly and other disadvantaged members of the community.

PROCEDURAL REQUIREMENTS

1. Staff Report
2. Public Comment
3. Discussion

FISCAL IMPACT

Is there a Fiscal Impact? No.

CEQA REQUIREMENTS

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Sub-plans

To be consistent with the regional process, a new CWTP should be completed every four years. The last NCTPA 25-year Countywide Transportation Plan was adopted in 2009 and was used to inform the One Bay Area Plan, the Metropolitan Transportation Commission's (MTC) long range plan adopted in 2013. The 2014 plan will be completed in time to inform the next regional plan which is scheduled for adoption in 2017. ARUP consulting has been engaged to assist NCTPA staff in the development of the CWTP.

The plan will consist and reference a number of other planning efforts in the appendix. Key in those efforts is the countywide bicycle plan which was completed in 2012, the countywide pedestrian plan which is being kicked off this month, and the countywide community based transportation plan (CBTP). The CBTP is a requirement of the MTC, and will specifically address the transportation needs of minority, disabled, elderly and other disadvantaged members of the Napa community.

Goals and Objectives

As part of the development of the new Plan, the NCTPA Board considered and adopted a set of Goals and Objectives in March which will guide and inform the CWTP and the CBTP.

Committee and Public Meetings

In April the Citizens' Committee held its first meeting. With 24 members, the committee represents a wide spectrum of the county's population, some of whom have participated in previous transportation planning efforts. The committee will meet four more times over the course of the CWTP development.

The NCTPA Technical Advisory Committee (TAC) has reviewed the Goals and Objectives of the Plan. Staff has engaged the TAC in the development of a comprehensive Inventory of Projects, which will be completed this fall. Staff is also working with TAC to develop evaluation criteria that will assist in determining how projects contribute to meeting the CWTP Goals and Objectives.

There have also been three (3) public meetings to elicit comments and ideas from the public. At the Public Meetings, Staff and consultants presented an overview of key

issues to be addressed in the CWTP and received comments and feedback. The consulting team has built a web-based map site that will allow members of the public to post their comments and suggestions associated with specific locations in the county. Over the coming months, staff will reach out to specific public interest groups to solicit additional input.

SUPPORTING DOCUMENTS

1. Goals and Objectives for the Napa Countywide Transportation Plan
2. Sample of outreach "bookmark"

Goals and Objectives for 2015 CWTP

Preamble:
The goals and objects for the 2015 Napa Countywide Transportation Plan are based on the following key facts.

- Napa County has a number of constraints that prevent and/or limit expanding the highway and road system as a means to eliminate congestion.
- Peak travel in Napa County is often associated with visitors and commuters traveling through Napa to/from adjacent counties, rather than employees or residents,
- The County's senior population is expected to double over the next 30 years.
- In 2010, approximately 1% of Napa County commuters biked to work, and approximately 4% walked to work, while 76% drove alone.[1]
- Housing costs in Napa make it a challenge to provide sufficient housing stock for its growing work force.
- The issues and challenges are many and the solutions must be balanced; therefore the established goals are considered of equal importance.

Goal 1: Serve the transportation needs of the entire community regardless of age, incomeor physical ability.
Objectives:

1. Provide safe access to jobs, schools, recreation and other daily needs for Napa's residents and visitors.
2. Endeavor to serve the special transportation needs of seniors, children and the disabled.
3. Coordinate transportation services for disabled persons, seniors, children and other groups so each serves as many people as possible.
4. Provide affordable transportation solutions to ensure access to jobs, education, goods, and services for all members of the community.

Goal 2: Improve system safety in order to support all modes and serve all users.
Objectives:

1. Design roadways and other transportation facilities to enhance coexistence of users of all modes.
2. Educate all roadway users so they may safely coexist.
3. Work with Napa jurisdictions to adopt complete streets policies to meet the Metropolitan Transportation Commission's funding eligibility requirements.[2]
4. Ensure Measure T roadway funds are maximized to improve infrastructure, as allowed under the Ordinance, to benefit all transportation modes.
5. Prioritize projects that expand travel options for cyclists and pedestrians as well as those projects that improve operation and safety for vehicles, pedestrians, and cyclists

[1] U.S. Census Bureau, 2010-2012 American Community Survey.
[2] MTC requires that jurisdictions adopt a complete streets policy and update their general plans to be consistent with the Complete Streets Act of 2008 in order to receive funding after FY 2015-16 OBAG programming cycle.

Goal 3: Use taxpayer dollars efficiently.
Objectives:

1. Continue to prioritize local streets and road maintenance, consistent with Measure T.
2. Invest in fast and reliable bus service and infrastructure, so public transit is an attractive alternative to driving alone.
3. Identify alternative solutions that minimize costs and maximize system performance.
4. Provide real-time traffic and transportation information via MTC's 511 or similar system by 2017.
5. Explore new transportation funding sources, including fees associated with new development.
6. Develop partnerships with Caltrans, California Transportation Commission (CTC), Metropolitan Transportation Commission (MTC) and Napa's state legislators to support expanded transportation funding for local mobility needs and to accommodate demand from regional traffic that travels through Napa County

Goal 4: Support Napa County's economic vitality.
Objectives:

1. Identify and improve key goods movement routes.
2. Work with employers to improve access to employment centers, as well as dispersed agricultural employment sites.
3. Improve transportation services aimed at visitors, including alternatives to driving.
4. Use transportation demand management techniques to shift travel from peak to non-peak times.

Goal 5: Minimize the energy and other resources required to move people and goods.
Objectives:

1. Prioritize projects that reduce greenhouse gases.
2. Increase mode share for transit, walking, and bicycling to 10% by 2035.[3]
3. Reduce the growth of automobile vehicle miles traveled (VMT) by shifting trips to other modes.
4. Encourage the provision of alternative fuel infrastructure.
5. Invest in improvements to the transportation network that serve land use, consistent with SB 375.[4]
6. Identify revenues that support investments in Priority Development Areas (PDAs).

Goal 6: Prioritize the maintenance and rehabilitation of the existing system
Objectives:

1. Deliver Measure T projects effectively.
2. Focus funding on maintenance priorities.

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[3] Based on Plan Bay Area target. http://onebayarea.org/plan-bay-area/targets.html, accessed on 2/10/14. Compared to 2008 mode share.

[4] SB 375 requires California's 18 metro areas to integrate transportation, land-use and housing as part of an SCS to reduce greenhouse gas emissions from cars and light-duty trucks. Source: http://onebayarea.org/about/faq.html, accessed on 2/21/14.

VISION 2040
Moving Napa Forward

HELP US DESIGN

Napa's Future Transportation System!

Take a short survey online here:
http://www.nctpa.net/countywide-plan-public-input

Also

Show us where you'd like to see changes!

Go to this online interactive map:

http://www.collaborativemap.org/NapaCounty

Questions or Comments?
Contact us at PLAN@NCTPA.NET

VISION 2040
Moving Napa Forward

¡AYÚDENOS A DISEÑAR

el futuro sistema de transporte de Napa!

Responda a una breve encuesta aquí:
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y también

¡muéstrenos donde quiere ver cambios!

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¿Preguntas o comentarios?
Contáctenos al PLAN@NCTPA.NET

July 10, 2014
NCTPA Agenda Item 9
Continued From: New
Action Requested: RECOMMEND

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY
PCC Agenda Letter

TO: Paratransit Coordinating Committee

FROM: Justin Paniagua, Associate Finance Analyst

REPORT BY: Justin Paniagua, Associate Finance Analyst
(707) 259-8781 / Email: jpaniagua@nctpa.net

SUBJECT: NCTPA Public Transit Fare Policy

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) Paratransit Coordinating Committee (PCC) recommend to the Board of Directors the approval of the NCTPA Public Transit Fare Policy (Attachment 1)

EXECUTIVE SUMMARY

A refinement of NCTPA Policy Manual is being proposed to better serve the needs of the Agency. The Public Transit Fare Policy has been developed to guide the agency in dealing with possible future changes in fare structure. The goal of the policy is to ensure the continued viability of NCTPA's public transit system and to apply any future fare changes as fairly and equitably as possible.

PROCEDURAL REQUIREMENTS

1. Staff Report
2. Public Comment
3. Motion, Second, Discussion and Vote

FISCAL IMPACT

Is there a Fiscal Impact? No, adoption of this policy would not cause any immediate change to fares or fare structure on its own. Any changes to fares or fare structure would require separate public comment and research but the policy would guide NCTPA in the process of changing fares and/or developing a fare structure.

CEQA REQUIREMENTS

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The existing NCTPA Public Transit Fare Policy states that NCTPA adheres to federal and state fare structure regulations but does not specify when NCTPA should consider a fare increase or an approach to evaluating what conditions should influence the Board's decision to alter fares. Current policy has led to an ad hoc approach to changes in fares. This approach is not conducive to sustaining the public transit system and often results in infrequent and precipitous increases which is an unnecessary burden to riders and often negatively affects ridership levels.

The proposed Public Transit Fare Policy would require the Board to review annually the farebox recovery ratio and consider a fare increase should the recovery ratio not meet policy standards and/or no less than every three years based upon Bay Area Consumer Price Index (CPI) and/or actual cost increases. Fare increases are further subject to Title VI of the Civil Rights Act of 1964. A change in fares shall be indexed to CPI or the increase in actual expenditures, whichever is greater. Fare changes would be applied proportionately across the all fare types. The new policy also creates a correlation between rides and pass costs in order to provide a reasonable discount for frequent riders. This would be done by applying a multiplier in the case of 31day and day passes and a standard discount to 20-ride passes.

VINE Commuter routes and community shuttle services are singled out in the fare policy due to different rules and regulations, some of which stem from specific grant funding, federal regulations, state regulations and/or memoranda of understanding.

SUPPORTING DOCUMENTS

Attachment: (1) NCTPA Public Transit Fare Policy

POLICY AND PROCEDURES MANUAL	NUMBER 6.1.2	EFF. DATE 6/18/14
	SUPERSEDED New Policy	
RESPONSIBLE DEPARTMENT Finance	KEY SUBJECT Fares, Farebox Recovery	
TITLE Public Transit Fare Policy		
APPLIES TO Development of Fare Structure, General Public	APPROVAL(S)	

Purpose: Napa County Transportation and Planning Agency's (NCTPA) Fare Policy establishes principles and polices that governs recovery of passenger revenues in support of NCTPA's vision of the VINE being a customer-driven and efficient public transportation system serving the County of Napa.

Definition of Fare: The fee charged and received by NCTPA in exchange for transit services provided. The fare can be in the form of cash payment at the time of service, prepayment through other means or Clipper. Many transit fares are typically collected and recorded via an electronic recording device, known as a farebox; however, this is not the only method of collecting and recording fees. This policy may use the term fare and farebox interchangeably, and shall be interpreted as the totality of the fees.

General Principles: Generally, fares are required to generate revenue to offset a component part of NCTPA's expenses as defined by the Transportation Development Act (TDA) as part of a sustainable long-term Financial Plan. The following principles guide establishment and management of NCTPA's fare revenue collections:

- Promote ridership on all transit related services: NCTPA seeks to encourage and facilitate transit ridership within VINE's service area. VINE's fares shall; therefore, be devised to be attractive to the widest possible range of existing and potential rider groups.
- Equitable fares: To be equitable, fares must take into account the needs of VINE's riders as well as the cost and value of the service provided by the VINE. VINE's fares shall support the travel patterns and requirements of transit riders throughout the service area and shall also reflect differences in the characteristics and frequency of the service provided, while not undervaluing VINE's service.
- Enhance mobility & access: VINE fares shall enhance the ability of riders to access the system and move through it with ease. To do so, VINE fares shall be easy to understand and shall promote a unified system by simplifying and, where effective and possible, unifying fares across services.
- Effective & cost efficient: VINE's fare pricing, fare policy, fare media distribution channels, and fare collection technologies shall be developed and operated to be easily applied by transit operating employees, as well as to minimize the costs associated with fare collection, fare media distribution and revenue processing.
- Management: VINE's fares and fare collection system shall be designed to facilitate data collection to foster analytical decision making by NCTPA's staff.

In keeping with these principles, the policies governing VINE's fares are set forth below:

1. Farebox Recovery

VINE collects fares from passengers riding its transit services as one element of funding these services. These fares are then used to offset the costs of providing the transit service, otherwise known as Farebox Recovery. The Farebox Recovery ratio is defined as the ratio of the transit fares to the operating costs. NCTPA's farebox recovery ratio target shall be equal to those targets set forth by Transit Development Act regulations. Urban transit services, VINE and American Canyon Transit, have a farebox recovery target different than that of rural transit (Calistoga Shuttle, St. Helena Shuttle and Yountville Trolley) and ADA Paratransit services. See note D at the end of this document for current regulatory farebox recovery rates.

2. VINE Fare Adjustments

Fare adjustments are defined as any permanent changes to VINE's fare structure. Decisions on fare adjustments are made by the NCTPA's Board of Directors. Prior to making a decision on a fare adjustment, the Board shall consider the recommendation by NCTPA's staff, including but not limited to an analysis of the impacts on minorities and low-income individuals consistent with Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq), the Federal Transit Administration (FTA) Title VI regulations (49 CFR part 21), and FTA's Circular 4702.1B, including any future amendments thereto, as well as NCTPA's Title VI Policy. Prior to raising a fare, NCTPA shall solicit and consider public comment in compliance with 49 USC Chapter 53 and FTA Circular 9030.1C, including any future amendments thereto. Implementation of a fare adjustment shall occur no earlier than 30 days and no later than 12 months following approval by the Board of Directors. Any change in the fare shall be rounded to the nearest $.05.

Fare adjustments shall be considered by the NCTPA Board under the following scenarios:

I. Following NCTPA's annual report if VINE has failed to meet its farebox ratio goal defined in the fare policy.
II. Every three years the NCTPA Board of Directors will consider fare adjustments to match the previous three years of CPI-U for the San Francisco – Oakland – San Jose Region or to match the percent increase in VINE expenditures for the previous three years whichever is greater. Unless the farebox ratio for the previous fiscal year is equal to or greater than 20%. In which case fare increases shall be paused.

NCTPA staff will annually report to the Board a review of farebox revenues and the farebox recovery ratio for the entire system and service. NCTPA staff will recommend possible solutions for meeting the minimum farebox recovery if analysis indicates it has not been meet. Solutions may include a recommendation for a fare adjustment. Such recommendation will include consideration of economic trends, VINE's current and future operating health and the value of services, both qualitative and quantitative, in the communities served.

3. Fare Differentials

VINE's fares shall balance simplicity and uniformity of fares with the equity of pricing services consistent with the cost and value of providing that service. The number of fare types, levels, and fare payment instruments shall consider the ease of enforcement by vehicle operators, ease of understanding by customers and the ease of tracking with both the farebox technology and the back-office technology.

Services that cost more to operate or provide additional value to passengers compared with local bus service are considered premium services, and may be priced higher (but never lower) than local bus service. Premium services include express buses, paratransit, and if implemented in the future, bus rapid transit. The price structure for each premium service will be set separately.

Local distribution services that operate in a small area and are used for shorter than average length trips provide less value to riders and are classified as shuttle services. Shuttle services may be priced equal to or lower than local bus service.

4. VINE-GO Paratransit Fares

VINE-GO's policy, in compliance with the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12143) and the implementing FTA Regulations (49 CFR Section 37.121) is that ADA complementary paratransit fares will equal twice the regular fixed-route fare for the same trip. If the Act is changed, this policy shall be changed to be consistent with federal law. If ADA complementary paratransit provides service beyond or in addition to the federally defined ADA complementary paratransit service, a higher fare shall be charged for that service.

5. VINE Local Passes

Prepayment of fares on the fixed-route system shall be encouraged. Monthly local VINE passes shall be discounted to provide some savings to commuters compared with the cash fare, but not less than 30 (See Attachment A) times the cash fare. Day passes shall be priced at least equivalent to the cost of three boardings and no more than the cost of six boardings (See Attachment A). Twenty ride passes shall provide the equivalent of 20 rides and shall be discounted no more than 10% (See Attachment A) from the actual value. These policies shall be applied equitably across all fare types (Adult, Youth and Discount). Passes shall be priced to expedite the boarding process.

Employer, university or schools and other qualifying group pass programs shall be priced so that either:

- the anticipated average revenue per boarding to VINE from such programs is approximately equal to or greater than VINE's average revenue per boarding for the two most recent fiscal years excluding these programs, or
- the anticipated revenue from the program is at least equal to the estimated revenue previously generated by the riders switching to the program.

6. VINE Express Fares and Passes

A) VINE Route 29

VINE Route 29 is a partially grant funded premium express service from Calistoga to the Vallejo Ferry and BART. As such it is primarily intended to service commuters traveling to and from the City of San Francisco and the East Bay. The cash fares shall be split into a two tiered system with one fare to the Vallejo Ferry Terminal and higher fare to BART. As a grant funded route the farebox requirement for the Route 29 is 20% and the fare structure is independent of the local VINE routes. As a commuter route the discounted fare provisions of this policy do not apply to the Route 29 therefore all cash and pass fares shall be equal. The Route 29 farebox ratio and fares shall be reviewed on the same schedule set forth for the local routes but there is no provision for automatic increases to the fares. Passes will cost no less than 20 (See Attachment B) times the cash fare. Only Route 29 monthly passes shall be valid on the Route 29. Punch passes can be used on the Route 29 but a single ride will cost multiple punches depending on the destination. Transfers are not accepted onto the Route 29 but transfers shall be issued for use on other eligible VINE routes upon request.

B) VINE Route 21

VINE Route 21 is a grant funded premium express route servicing a connection between the Soscol Gateway Transit Center and the Suisun City Train Depot. As a grant funded route the Route 21 is not required by law to meet a specific farebox recovery ratio but by NCTPA policy it is the goal of the agency to reach a farebox recovery ratio equal to that of the regulatory minimum for rural transit services. The Route 21 farebox ratio and fares shall be reviewed on the same schedule set forth for the local routed but there is no provision for automatic increases to the fares. Cash fares for the Route 21 are set independent of the VINE local fares and as a commuter route the discounted fare provisions of the local VINE service do not apply to the Route 21. The Route 21 does not have a distinct monthly pass but all other passes are valid for use on the Route 21. In the case of a punch pass one ride shall be equal to two punches. Transfers are accepted onto the Route 21 from any other VINE route.

C) VINE Route 25

VINE Route 25 is a grant funded premium express route servicing the Soscol Gateway Transit Center and the Sonoma Plaza. As a grant funded route the Route 25 is not required by law to meet a specific farebox recovery ratio but by NCTPA policy it is the goal of the agency to reach a farebox recovery ratio equal to that of the regulatory minimum for NCTPA's urban transit services. Fares for the Route 25 follow the policy and structure set forth for the VINE Local service.

7. Local Shuttle Services

Local shuttle service fares (St. Helena, Yountville, Calistoga and American Canyon) are defined by the individual Memorandum of Understanding (MOU) between the jurisdiction and NCTPA. These shuttle services are not subject to any provision stated in the Fare Policy except those required by law and defined within the relevant MOU.

8. Promotions and Special Events

Fare promotions, including special event fares, may be used to attract riders to VINE services. Fare promotions can be a cost-effective method of attracting riders to new services (such as new bus routes) and existing services. For the purpose of this policy, Fare Promotions shall be defined as any new fare card, fare media, cash fare or other transit fare which is not part of the adopted fare structure and may be priced higher or lower than VINE's regular fares. Fare Promotions are not required to include a specific fare for seniors, Medicare cardholders or individuals with disabilities, however the rates charged seniors, Medicare cardholders or individuals with disabilities during off-peak hours must not exceed one-half of the rates generally applicable to other persons at peak hours (excluding the Fare Promotion) as required by FTA regulations (Code of Federal Regulations, Title 49, Subtitle B, Chapter Vi, Part 609). Fare promotions must be able to be implemented within the capabilities of the current fare collection technology in use at the time of the implementation. Fare promotions shall not exceed a six (6) month period. If the promotion is deemed to be successful and management desires it to be part of the fare structure, then management shall bring the issue and analysis to the Board of Directors for adoption into the current fare structure.

9. New Payment Options

Fare payment options that effectively attract a different market segment or encourage increased use of VINE services by current riders shall be developed; but must be within the realm of current or planned hardware, software and back-office technologies. Initial pricing for such options shall be set such that VINE is not expected to lose fare revenue, unless the Board of Directors specifically approves an estimated amount of lost revenue.

10. Design

The design of fare payment instruments shall consider the ease of enforcement by bus operators, ease of understanding by customers and the ease of tracking with both the farebox technology and the back-office technology.

11. Child and Youth Fares - VINE Local Route Services

Up to two children, 5 years of age or less, ride free with each adult over 18 paying fare. Additional children must pay $.50 per child.

Youth shall be defined as persons ages 6 - 18. Youth may qualify for a reduced fare based on the type of service being provided and the publicized fare. Youth fare is calculated by subtracting $.50 from the full adult fare. In all cases, the youth will no longer qualify for any youth discounts on his/her 19th birthday.

12. Half-Fare Program – VINE Local Fixed Route Services

The objective of the Half-Fare Program is to provide reduced fares for fixed route services for seniors, persons with disabilities and Medicare cardholders in compliance with the Federal Transit Administration's half-fare requirements (Code of Federal Regulations, Title 49, Subtitle B, Chapter Vi, Part 609).

Who is eligible for the half-fare program?

- Persons aged 65 and older, unless the FTA regulations defining seniors are changed in the future, in which case the FTA regulations shall be followed.
- Medicare cardholders
- People who meet the currently enforced Federal Transit Administration's (FTA) definition of people with disabilities. At the time of the adoption of this policy, the definition is: "*any individual who, by reason of illness, injury, age, congenital malfunction, or other incapacity or temporary or permanent disability (including any individual who is a wheelchair user or has semi-ambulatory capabilities), cannot use effectively, without special facilities, planning or design, mass transportation service or a mass transportation facility.*"

13. Definitions

Within the context of this policy, the following definitions apply:

Base Fare: For purposes of the fare policy, the base fare will be defined as the single unlinked trip, full cash fare

Youth Fare: Fare for any rider 18 years of age and under (photo ID with proof of age required).

Child Fare: Fare for any Child 5 years of age and younger

Express Bus Route: A deluxe bus route characterized by one or more segments of high-speed, non-stop operation, and with a limited number of stops which are generally provided for commuter service.

Fare Media: Fare media shall be defined as all passes, tickets, cards or ID's sold or otherwise distributed for use on various NCTPA services.

Half-Fare: Fares, as defined above, for eligible persons with disabilities, senior riders or Medicare cardholders. The cash half fare is the maximum of one-half of the full cash fare or the current FTA guidelines (Code of Federal Regulations, Title 49, Subtitle B, Chapter Vi, Part 609), rounded down to an increment of $0.05.

Local Bus Route: Any fixed route bus service not designated as an express or shuttle bus route.

Shuttle Bus Route: Local distribution services that operate in a small area and are used for shorter than average length trips are classified as shuttle services.

Mode: Defines the different types of services offered by NCTPA, which includes local bus, express bus, shuttle bus and Para-Transit.

Senior: Any person age 65 or older (photo ID with proof of age required at boarding).

Person with Disability: People who meet the currently enforced Federal Transit Administration's (FTA) definition of people with disabilities. At the time of the adoption of this policy, the definition is: "*any individual who, by reason of illness, injury, age, congenital malfunction, or other incapacity or temporary or permanent disability (including any individual who is a wheelchair user or has semi-ambulatory capabilities), cannot use effectively, without special facilities, planning or design, mass transportation service or a mass transportation facility.*"

Medicare Cardholders: Individuals who have been issued a Medicare card, regardless of age or disability.

Day Pass: A 24 hour period pass valid for unlimited travel on all VINE fixed route services

(excluding Route 29) for one calendar day from the time of activation through the end of the service day.

Monthly Pass: A thirty (31) day period pass valid for unlimited travel on all VINE fixed route services (excluding the Route 29) for 31 calendar days from the day of activation through the end of the 31st consecutive service day.

14. NOTES

A) The local monthly pass multiplier is based on an analysis of other local transit services within the Bay Area and what is currently being used by the VINE. See attachment A.

B) The discount for the punch pass is based on an analysis of other local transit services within the Bay Area and what the VINE is currently using. See attachment A.

C) The RT 29 monthly pass multiplier is based on an analysis of other express route services within the Bay Area and what is currently being used by the VINE. See attachment B.

D) As of June 1, 2014 the regulatory minimum farebox recovery ratio is 16% for urban transit services and 10% for rural and ADA paratransit services.

DRAFT

Attachment A

SolTrans Local		31 Day Pass		Day Pass		10 Ride Pass	
	Cash	Multiplier	Cost	Multiplier	Cost	Discount	Cost
Adult	$1.75	32	$56.00	2.3	$4.00	14%	$ 15.00
Youth	$1.50	29.3	$44.00	2	$3.00	20%	$ 12.00
Senior/Disabled	$0.85	32.9	$28.00	2.4	$2.00	18%	$ 7.00

FAST Local		31 Day Pass		Day Pass		10 Ride Pass	
	Cash	Multiplier	Cost	Multiplier	Cost		Cost
Adult	$1.50	33.3	$50.00		$ -	0%	$ 15.00
Youth	$ -		$ -		$ -		$ -
Senior/Disabled	$0.75	33.3	$25.00		$ -		$ -

Delta Breeze Local		31 Day Pass		Day Pass		10 Ride Pass	
	Cash	Multiplier	Cost	Multiplier	Cost	Discount	Cost
Adult	$1.75	22.9	$40.00		$ -	0%	$ 17.50
Youth	$ -		$ -		$ -		$ -
Senior/Disabled	$0.75	26.7	$20.00		$ -	0%	$ 7.50

SCT Local		31 Day Pass		Day Pass		20 Ride Pass	
	Cash	Multiplier	Cost	Multiplier	Cost	Discount	Cost
Adult	$1.25	49.6	$62.00		$ -	0%	$ 25.00
Youth	$1.05	44.8	$47.00		$ -	0%	$ 21.00
Senior/Disabled	$0.60	52.1	$31.25		$ -	0%	$ 12.00

Santa Rosa City Bus Local		31 Day Pass		Day Pass		10 Ride Pass	
	Cash	Multiplier	Cost	Multiplier	Cost	Discount	Cost
Adult	$1.50	33.3	$50.00	2.7	$4.00	3%	$ 14.50
Youth	$1.25	20.0	$25.00	2.4	$3.00	4%	$ 12.00
Senior/Disabled	$0.75	33.3	$25.00	2.7	$2.00	7%	$ 7.00

Petaluma Transit Local		31 Day Pass		Day Pass		10 Ride Pass	
	Cash	Multiplier	Cost	Multiplier	Cost	Discount	Cost
Adult	$1.25	24.0	$30.00		$ -	0%	$ 12.50
Youth	$1.00	20.0	$20.00		$ -	0%	$ 10.00
Senior/Disabled	$0.50	30.0	$15.00		$ -	0%	$ 5.00

Union City Local		31 Day Pass*		Day Pass		10 Ride Pass	
	Cash	Multiplier	Cost	Multiplier	Cost	Discount	Cost
Adult	$2.00	27.5	$55.00		$ -		N/A
Youth	$1.25	28.0	$35.00		$ -		N/A
Senior/Disabled	$1.00	26.0	$26.00		$ -		N/A

Marin Transit Local		31 Day Pass		Day Pass		Stored Value Card	
	Cash	Multiplier	Cost	Multiplier	Cost	Discount	Cost per Ride
Adult	$2.00	40.0	$80.00	2.5	$5.00	10%	$ 1.80
Youth	$1.00	40.0	$40.00	2.5	$2.50	0%	$ 1.00
Senior/Disabled	$1.00	25.0	$25.00	2.5	$2.50	0%	$ 1.00

*Come in $18 and $36 denominations

County Connection		31 Day Pass		Day Pass		10 Ride Pass	
	Cash	Multiplier	Cost	Multiplier	Cost	Discount	Cost
Adult	$2.00	30.0	$60.00		$ -		N/A
Youth	$ -		N/A		$ -		N/A
Senior/Disabled	$1.00		N/A		$ -		N/A

LAVTA		31 Day Pass		Day Pass		10 Ride Pass	
	Cash	Multiplier	Cost	Multiplier	Cost	Discount	Cost
Adult	$2.00	30.0	$60.00		$ -	20%	$ 16.00
Youth			N/A		$ -		N/A
Senior/Disabled	$1.00	18.0	$18.00		$ -		N/A

Tri Delta Transit		31 Day Pass		Day Pass		20 Ride Pass	
	Cash	Multiplier	Cost	Multiplier	Cost	Discount	Cost
Adult	$2.00	28.5	$57.00		$ -	18%	$ 33.00
Youth			N/A		$ -		N/A
Senior/Disabled	$1.00		N/A		$ -	15%	$ 17.00

Average Local		31 Day Pass		Day Pass		10 Ride Pass	
	Cash	Multiplier	Cost	Multiplier	Cost	Discount	Cost
Adult	$1.73	31.6	$54.55	2.5	$4.33	6%	$ 15.08
Youth	$1.48	29.3	$43.45	2.3	$2.83	7%	$ 13.75
Senior/Disabled	$0.84	28.3	$23.69	2.5	$2.17	7%	$ 9.58

Current VINE Local		31 Day Pass		Day Pass		20 Ride Pass	
	Cash	Multiplier	Cost	Multiplier	Cost	Discount	Cost
Adult	$1.50	32.0	$48.00	3.3	$5.00	8%	$ 27.50
Youth	$1.00	33.0	$33.00	3	$3.00	0%	$ 20.00
Senior/Disabled	$0.75	32.0	$24.00	3.3	$2.50	13%	$ 13.00

Attachment B

SolTrans Commuter		31 Day Pass		Day Pass		10 Ride Pass	
	Cash	Multiplier	Cost	Multiplier	Cost	Discount	Cost
Adult	$5.00	22.8	$114.00	2	$10.00	10%	$45.00
Youth	$4.00		N/A	2	$ 8.00		N/A
Senior/Disabled	$2.50		N/A	2	$ 5.00		N/A

FAST Commuter		31 Day Pass		Day Pass		10 Ride Pass	
	Cash	Multiplier	Cost	Multiplier	Cost	Discount	Cost
Adult	$5.75	19.8	$114.00		N/A	0%	$57.50
Youth	$ -		N/A		N/A		N/A
Senior/Disabled	$2.75	23.6	$ 65.00		N/A		N/A

Delta Breeze Commuter		31 Day Pass		Day Pass		10 Ride Pass	
	Cash	Multiplier	Cost	Multiplier	Cost	Discount	Cost
Adult	$6.00	15.0	$ 90.00		N/A	17%	$50.00
Youth	$ -		N/A		N/A		N/A
Senior/Disabled	$3.00	6.7	$ 20.00		N/A	0%	$30.00

SCT Commuter		31 Day Pass		Day Pass		20 Ride Pass	
	Cash	Multiplier	Cost	Multiplier	Cost	Discount	Cost
Adult	$3.65	24.7	$ 90.00		N/A	0%	$73.00
Youth	$3.25		N/A		N/A	0%	$65.00
Senior/Disabled	$1.80	11.1	$ 20.00		N/A	0%	$36.00

Average Commuter		31 Day Pass		Day Pass		10 Ride Pass	
	Cash	Multiplier	Cost	Multiplier	Cost	Discount	Cost
Adult	$5.10	20.6	$102.00	2	$10.00	7%	$56.38
Youth	$3.63		N/A	2	$ 8.00	0%	$65.00
Senior/Disabled	$2.51	13.8	$ 35.00	2	$ 5.00	0%	$33.00

VINE Current Route 29 Ferry		31 Day Pass		Day Pass		10 Ride Pass	
	Cash	Multiplier	Cost	Multiplier	Cost	Discount	Cost
Adult	$3.25	18.5	$ 60.00		N/A	15%	$27.50
Youth	$3.25	17.2	$ 56.00		N/A	38%	$20.00
Senior/Disabled	$3.25	12.3	$ 40.00		N/A	60%	$13.00

BART		31 Day Pass		Day Pass		5 Ride Pass	
	Cash	Multiplier	Cost	Multiplier	Cost	Discount	Cost
Adult	$5.50	21.8	$120.00		N/A	0%	$27.50
Youth	$5.50	20.4	$112.00		N/A	27%	$20.00
Senior/Disabled	$5.50	14.5	$ 80.00		N/A	53%	$13.00