



PCC

Paratransit Coordinating Council

AGENDA

Thursday, March 5, 2015

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 Fiorella Silva, PCC Staff, at (707) 253-4649 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

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

Note: Where times are indicated for agenda items they are approximate and intended as estimates only, and may be shorter or longer, as needed.

<u>REGULAR AGENDA ITEMS</u>		<u>RECOMMENDATION</u>	<u>TIME</u>
6.	Approval of Minutes of January 8, 2015.	APPROVE	10:15 am
7.	Update on Countywide Pedestrian Plan The PCC will receive an update on the status of the Countywide Pedestrian Plan. (Diana Meehan)	INFORMATION	10:20 am
8.	Update on the Community Based Transportation Plan The PCC will receive an update on the Community Based Transportation Plan. (Alberto Esqueda)	INFORMATION	10:40 am
9.	Annual Report The PCC will receive and review a copy of the 2014 NCTPA Annual Report and receive an update on the year ahead. (Kate Miller)	INFORMATION	11 am
10.	2015/16 Budget The PCC will review the draft 2015/16 transit budget (Tony Onorato).	INFORMATION	11:20 am
11.	American Canyon Transit The Council will review recommended service changes to American Canyon Transit.	APPROVE	11:40 am
12.	Transit Manager's Update The PCC will receive an update on various agency projects and service metrics. (Tom Roberts)	INFORMATION	11:50 am
13.	Adjourn	APPROVE	12 noon

PCC

PARATRANSIT COORDINATING COUNCIL

Minutes

Thursday January 8, 2015

ITEMS

1. Call to Order

The meeting was called to order at 10:04 am.

2. Roll Call and Introductions

Members Present:

Joann Busenbark
Beth Kahiga
Randy Kitch
Fran Rosenberg
Doug Weir

Members Absent:

Celine Regalia
Julie Spencer

3. Public Comment

None

4. Reports: Chairperson / Committee Members / Staff

None

5. Correspondence

None

REGULAR AGENDA ITEMS

6. Approval of November 6, 2014 Meeting Minutes

Approved: Beth Kahiga/Randy Kitch, Unanimously Carried.

7. Update on Countywide Pedestrian Plan

Diana Meehan gave an overview of the process and timeline for developing the Countywide Pedestrian Master Plan.

8. Update on the Travel Behavior Study

Danielle Schmitz informed PCC members about the results of Travel Behavior Study, and how the information obtained regarding trip patterns purposes will be useful in future planning efforts.

9. Passenger Fares:

Justin Paniagua presented to PCC members a proposed .10 increase in the VINE adult fare from \$1.50 to \$1.60. Youth, senior, and disabled fares and passes would also increase. VINE Go fares would increase \$.20 from \$3.00 \$3.20 for a single zone and \$6.40 for two zones. The Route 29 pass fare would also be adjusted to reflect consisted adult, elderly-disabled, and youth fares.

Action Taken - APPROVED: Joann Busenbark/ Beth Kahiga, Unanimously Carried.

10. 2015 Work Plan

Tom Roberts reviewed and sought approval for the proposed 2015 PCC Work Plan.

Action Taken - APPROVED: Joann Busenbark/ Randy Kitch, Unanimously Carried.

11. Transit Manager's Update

Tom Roberts announced that NCTPA is recruiting to fill vacant PCC positions.

Schedule Changes: Route 11 is having transfer issues connecting with Soltrans due to recent schedule changes. NCTPA is working on a solution. Route 4 got shifted one block.

Clipper: Clipper Disabled card - Currently, all the Clipper disabled card applications are processed in Vallejo. NCTPA is talking to Clipper to come up with a solution that would benefit applicants living in Napa.

Holiday Bus: The Christmas Holiday bus was successful; there will be a Valentine's Day bus in February.

Taxi Scrip: There will be a new taxi company accepting Taxi Scrip in Napa.

Fiorella Silva shared the Mobility Management Program statistics with PCC members.

12. Adjourn

Meeting was adjourned at 11:20 am. The next meeting date is March 5th, 2015.



March 5, 2015
PCC Agenda Item 7
Continued From: NEW
Action Requested: INFORMATION

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY PCC Agenda Letter

TO: Paratransit Coordinating Council
FROM: Kate Miller, Executive Director
REPORT BY: Diana Meehan, Associate Planner
(707) 259-8327 / Email: dmeehan@nctpa.net
SUBJECT: Countywide Pedestrian Master Plan Update

RECOMMENDATION

The Paratransit Coordinating Council will receive an update on the process and timeline to complete the Countywide Pedestrian Master Plan.

EXECUTIVE SUMMARY

NCTPA Staff and its consultants, Fehr & Peers, completed a series of public workshops for the Countywide Pedestrian Master Plan (CPMP) in January and early February. NCTPA staff will review the timeline and next steps for the CPMP process.

FISCAL IMPACT

Is there a Fiscal Impact? No

BACKGROUND AND DISCUSSION

To identify and prioritize pedestrian projects, programs and planning efforts of countywide significance, NCTPA has contracted with Fehr & Peers to prepare a Countywide Pedestrian Master Plan. The Plan will provide the background, direction, and tools needed to improve the active transportation network to encourage pedestrian/walking trips in Napa County and improve pedestrian safety for all users. The plan will be an important component for the coordination of planning and programming pedestrian projects for all Napa County jurisdictions, and help attract new grant funding to support Napa's bicycle and pedestrian projects.

The plan will be similar in structure to the countywide bicycle plan which was completed in 2012, but with specific focus on pedestrians. Once completed, both the Countywide

Bicycle Plan and Pedestrian Master Plan will be combined to form a Countywide Active Transportation Plan.

Consultants from Fehr & Peers met with staff in each jurisdiction to identify inventory within the pedestrian network, keeping the unique characteristics of each location in context. Inventory maps were created from these meetings and used in a series of public workshops held in January and February.

Large interactive maps and stations were used to gather input on the identified network in each jurisdiction. Workshop attendees were encouraged to draw on the maps to identify particular areas of concern or opportunity. Workstations with information on pedestrian improvements and pedestrian related issues were also provided to elicit feedback.

These exercises provided Fehr & Peers with baseline information which will be included in the development of an existing conditions report. The existing conditions report will help inform staff on key focus areas which will help prioritize projects and programs that will improve the pedestrian network throughout the county.

Staff will present the workshop power point to the PCC in order to gather further comments for the benchmarking process.

To submit comments and ideas for the CPMP, use the interactive survey:

<http://gis.fehrandpeers.com/NCPSPurvey/>

Project Timeline:

- April/May: Walking Audits and Field Assessments in up to 10 key focus areas Countywide-Dates TBD
- May-July: Development of project lists
- July-September: Draft Plans & Guidelines
- October-January 2015: Environmental Review Process
- November-December: Presentation/Final Adoption of Plans

SUPPORTING DOCUMENTS

Attachment: None



March 5, 2015
PCC Agenda Item 8
Continued From: NEW
Action Requested: INFORMATION

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY PCC Agenda Letter

TO: Paratransit Coordinating Council (PCC)
FROM: Kate Miller, Executive Director
REPORT BY: Alberto Esqueda, Associate Planner
(707) 259-5976 / Email: aesqueda@nctpa.net
SUBJECT: Community Based Transportation Plan (CBTP)

RECOMMENDATION

Information only

EXECUTIVE SUMMARY

The Community Based Transportation Plan (CBTP) is a requirement of the Metropolitan Transportation Commission and seeks to identify and prioritize mobility needs in low income communities. As part of Vision 2040: Moving Napa Forward, NCTPA embarked on updating its CBTP. NCTPA held a number of public outreach meetings around the County and sought to maximize the involvement of low-income communities, including community leaders and other key stakeholders within those communities.

Following the initial public workshops which were held in the spring of 2014, 16 CBTP stakeholder outreach meetings were conducted. Outreach activities included public meetings, focus groups and NCTPA participation at targeted community events. At meetings, where community members identified a number of new transportation needs. Comments were gathered by NCTPA staff and compiled by its consultant team. The final meetings were held in late January and the consultant team is in the process of reviewing comments and recommendations. The public meetings and project list developed through this effort will provide a framework for the CBTP. A draft of the CBTP is anticipated at the end of March and adoption of the CTP by the NCTPA Board in June.

FISCAL IMPACT

Is there a Fiscal Impact? No

BACKGROUND AND DISCUSSION

At the January 15, 2014 Board retreat, the Board reaffirmed Goals and Objectives for the Napa Countywide Transportation Plan: Vision 2040 Moving Napa Forward. To be consistent with the regional process, a new countywide transportation plan should be completed every four years. Vision 2040 will be completed in time to inform the next regional plan which is scheduled for adoption in 2017.

As part of the Vision 2040 effort, NCTPA also embarked on updating the County's CBTP. The purpose of the CBTP is to identify and prioritize transportation needs and to improve mobility for Napa's low-income communities. The CBTP efforts included extensive outreach and comments were gathered from low-income communities, transit-dependent residents and workers.

In addition to identifying and prioritizing key transportation needs among Napa County's low income population, the CBTP will update geographic and demographic changes in the community.

An important element of the plan is the success of NCTPA's outreach efforts. As previously stated, NCTPA held 16 CBTP outreach meetings. This was in addition to other public and Community Advisory Committee meetings held on the Vision 2040 plan which also garnered projects that support transportation and mobility enhancements in low income neighborhoods. A final list of the projects, currently being compiled by NCTPA's consultant team, will be available for comment in March. These will be added to the larger Vision 2040 projects.

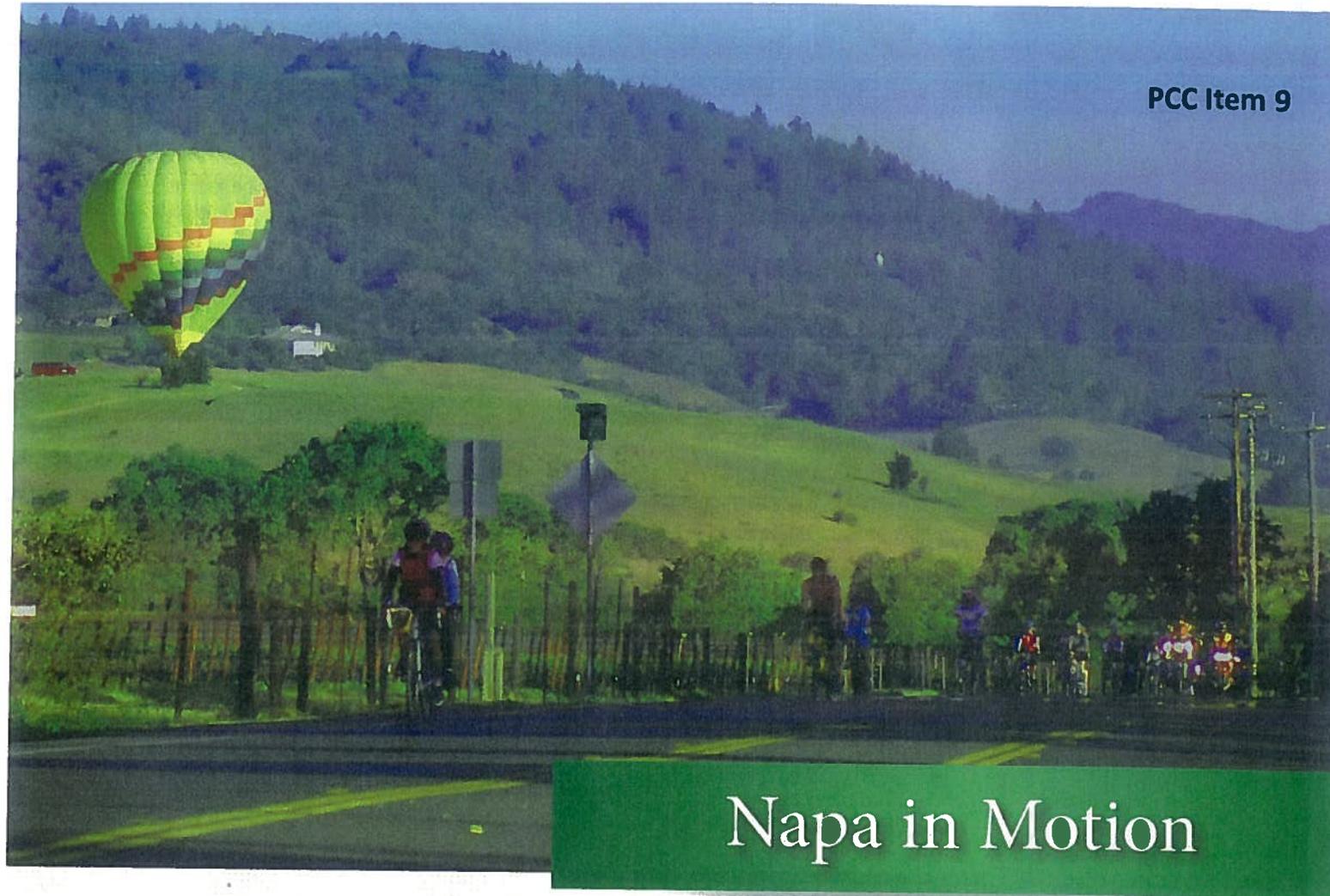
Based on preliminary fund projections and project submittals, there will be a significant funding shortfall for Vision 2040 projects and programs (inclusive of many CBTP related projects). NCTPA staff have worked with its Technical Advisory Committee (TAC) and developed a constrained list of projects. An ad-hoc revenue committee of the TAC was created to identify new revenue sources to address this shortfall. The new revenues and a secondary list of projects that could be funded with these revenues will be developed as part of the Vision 2040 Blue Print Expenditure Plan in the Draft Plan. The draft plans will be available for comment and review at the end of March.

Table 1 includes the remaining public outreach meetings that will be held to solicit comment on the draft Vision 2040 Plan (and its ancillary CBTP and Blue Print Expenditure Plan):

Table 1

Meeting	Date	Location
Community Advisory Committee	March 24, 2015	NCTPA

Public Meeting 1	April 16th	American Canyon City Hall
Public Meeting 2	April 22	NCTPA
Public Meeting 3	April 23rd	St. Helena/Rianda House
Technical Advisory Committee	Monthly through June, 1 st Thursday of each month	NCTPA
PCC/VCAC	May 7th	NCTPA
NCTPA Board	May 20 th /June 17th	NCTPA



Napa in Motion

2014 Annual Report



Board of Directors

John F. Dunbar, *Chair*

City of American Canyon

Mayor Leon Garcia

Joan Bennett, *Council Member*

City of Calistoga

Mayor Chris Canning

James Barnes, *Council Member*

City of Napa

Mayor Jill Techel

Vacant, *Council Member*

County of Napa

Keith Caldwell, *Board of Supervisor*

Mark Luce, *Board of Supervisor*

City of St. Helena

Mayor Alan Galbraith

Peter White, *Council Member*

Town of Yountville

Mayor John F. Dunbar, *Chair*

Lewis Chilton, *Council Member*

Paratransit Coordinating Council

Beth Kahiga



Letter from the Chairman

PCC Item 9

In September 2014, NCTPA and its partners accomplished a major milestone - State Route 12 - Jameson Canyon Widening Project opened to traffic. The project doubled the highway capacity and was the first major highway project accomplished by NCTPA. State Route 12 is an important freight and commuter route that supports Napa's economy.

NCTPA contributed 31% of the project cost including funding 100% of the environmental phase. As State and Federal funding becomes scarce, local governments are shouldering a significant share of the funding burden. Moreover, local governments that can contribute to funding projects are much more likely to receive support from policy and decision makers and projects are much more likely to get built.

This year the Board adopted the State Route 29 (SR 29) Gateway Corridor Improvement Plan. The study recommends \$350 million in new projects along SR 29, including widening the roadway in American Canyon from 4 to 6 lanes, and adding bike and pedestrian facilities. One of the challenges that NCTPA is likely to encounter is keeping the focus on the SR 29 corridor in light of larger, high profile projects in the Bay Area and California. **Vision 2040: Moving Napa Forward** will be considered for adoption by the NCTPA Board this coming summer and will highlight some of the potential funding sources that could be committed to this project. We are currently gathering public input and ideas on that plan and encourage the public's participation.

Sincerely,

John F. Dunbar, *NCTPA Chair*



Letter from the Executive Director

In 2014, NCTPA introduced a number of new technologies that have increased ridership and on-time performance. In partnership with the Metropolitan Transportation Commission, we brought Clipper™, to the VINE making it easier for passengers to transfer between transit systems throughout the Bay Area. We've also installed GPS equipped automatic passenger counters which will provide valuable data about on-time performance and where riders are more likely to get on and off the bus. We have new signage at the Soscol Gateway Transit Center to help riders get around. The Board also approved investing in a Computer Aided Dispatch/Automatic Vehicle Locator system. Bus stops will be equipped with Quick Response (QR) codes allowing system users to identify stops and plan trips on transit more easily.

NCTPA is also working on the 25-year Countywide Transportation Plan "**Vision 2040: Moving Napa Forward**". Over the next 25 years, we project that funding will not keep pace with the cost of new construction. The agency will be forced to look at more creative ways to both fund and manage the transportation network. A focus of the plan will be on travel demand management which considers ways to better manage existing infrastructure balanced with a strategic vision for spending new revenues. If we are going to make any headway to improve our transportation system, we need to try new things and use the revenues we have effectively.

Sincerely,

Kate Miller, *Executive Director*



Investment Priorities Come into Focus Napa's Countywide Plan

Vision 2040: Moving Napa Forward was kicked into high gear in January with a Board retreat. Among a wide array of topics considered by the NCTPA Board, goals and objectives for the transportation future of Napa County over the next 25 years were considered. After receiving feedback from the public, the Board adopted the goals and objectives at its February Board meeting. Vision 2040 will be completed in the Summer of 2015 - just in time to inform the next regional plan which is scheduled for adoption in 2017.



Since the kick-off, NCTPA staff has held numerous public outreach meetings to gather comments, hear transportation concerns and solicit needs from the community. NCTPA staff has also been working with member jurisdictions on compiling a list of short and long range transportation projects and programs.

The first step was to take into account existing transportation conditions. We then evaluated future needs in light of projected funding, and best strategized on how to close the transportation funding gap.

The last 25-year Countywide Transportation Plan was adopted in 2009 and was used to inform *Plan Bay Area* - the Metropolitan Transportation Commission's (MTC) long range plan adopted in 2013. Vision 2040 will build on Napa's Transportation Future plan, and give consideration to changes and projections through 2040.



Paratransit Coordinating Council receives an update on Vision 2040



Napa Countywide Transportation Plan

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

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

Goal 3: Use taxpayer dollars efficiently.

Goal 4: Support Napa County's economic vitality.

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

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



🔍 Study Summarizes Travel Behavior and Destinations

The Board of Directors received the final report of the Napa County Travel Behavior Study in December, a data intensive report on travel patterns in and around Napa County. The study was conducted to improve countywide transportation planner's understanding about travel behavior patterns throughout the county. The study considered a broad view of datasets to extrapolate when people travel and travel motives by focusing on vehicle trips throughout Napa County and surrounding areas. The report pinpoints how many trips per day are associated with visitors, employees, and residents, where those trips originate and end, the predominant modes of travel, vehicle occupancies, and times of day that have the heaviest traffic volumes.

Data was collected through several innovative techniques including traffic counts at selected locations, mailed surveys, anonymous cell phone tracking data, and detailed interviews at wineries throughout the county, and employee surveys. Survey responses included information about how likely workers and visitors would use other modes of transportation to get to and from their destinations.

The Napa County Travel Behavior Study has provided copious amounts of quantitative and qualitative data sets that will provide NCTPA and member jurisdictions a solid basis for future transportation planning efforts. The study will be repeated every four years as a precursor for developing successive countywide transportation plans.

Improving Countywide Transportation



State Route 29 Visioning Takes it to the Next Step

The latter part of the year saw the completion of the "State Route 29 Gateway Corridor Improvement Plan" - a community driven vision and strategy to improve the southern portion of California State Route 29. The heavily traveled 17- mile arterial to the Napa Valley extends from the Vallejo Ferry Terminal at the southern terminus to Napa's Redwood Park and Ride lot at the northern end, passing through Vallejo, American Canyon, Napa County, and Napa.

A vision for the corridor was defined for each unique segment of the highway based on community preferences and regional transportation needs. The goals and strategic objectives address transportation performance and aspirations of community character in different locations. The plan identifies a "Modified Boulevard" concept through American Canyon which would convert the current 4-lane highway to 6 lanes with regular turning movements permitted between American Canyon and Napa Junction Roads. The *Modified Boulevard* includes centered medians, street beautification, and a parallel Class I path for bicycle and pedestrian enthusiasts.



SR 29 Visioning Workshop in Full Swing

The project brought together diverse interests to understand the needs and desires of residents, commuters, business owners, visitors and stakeholders to advance mobility, safety, and community character along the corridor. All transportation modes including auto, truck, bus, rail, bicycle and pedestrian were considered in the visioning process. NCTPA sponsored the project which was made possible with a grant of \$300,000 from Caltrans, the authority that maintains State Route 29.

Napa Valley Vine Trail Reaches a Major Milestone

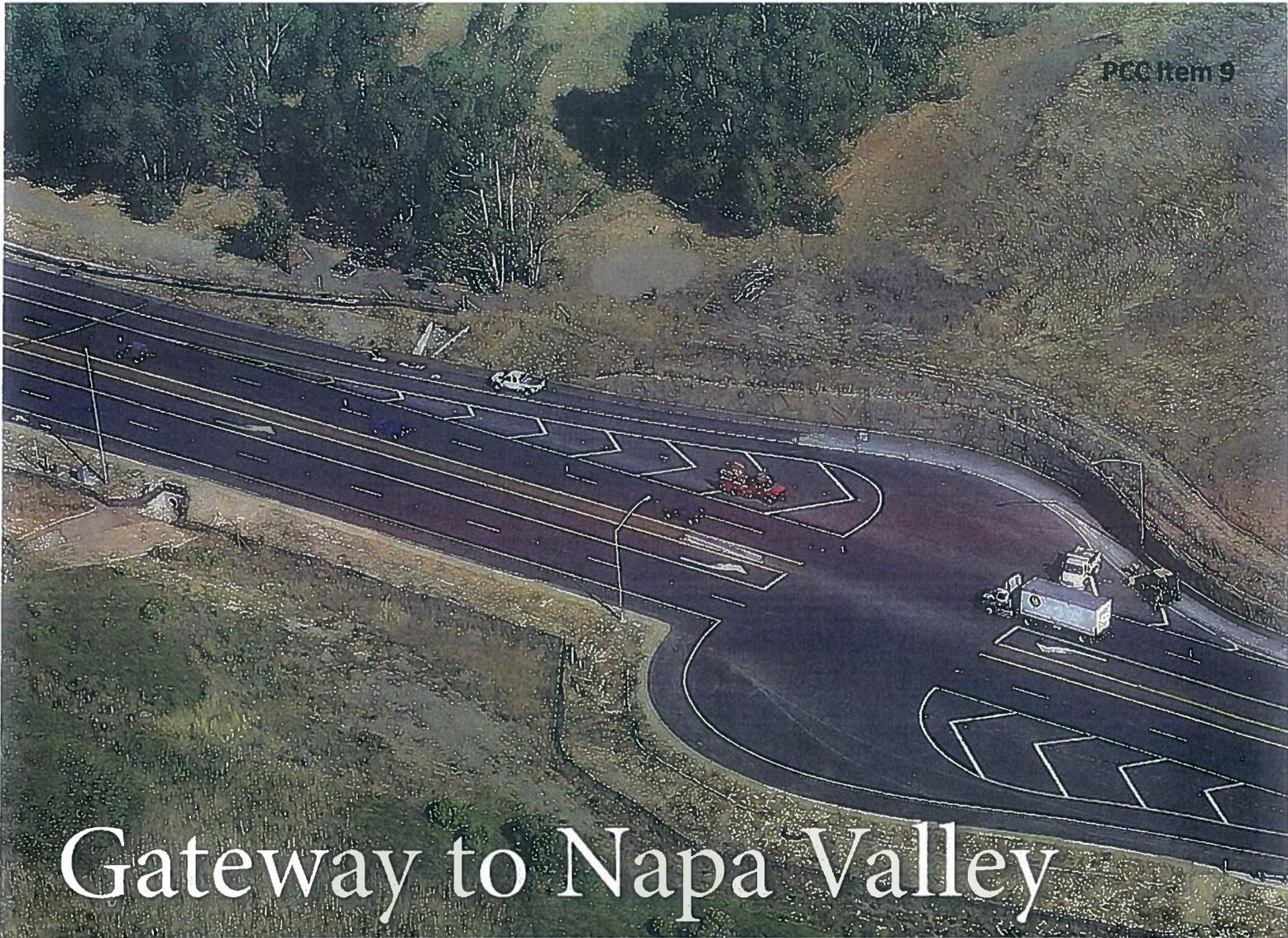


Another Day of Biking in Napa

After successfully receiving \$3.6 million dollars in Active Transportation Program (ATP) funds for the Oak Knoll segment of the 47- mile mixed use Vine Trail pedestrian and bike path traversing the length of the Napa Valley, staff has been diligently working on the design and construction projections for the section. Designs call for a Class I bicycle and pedestrian trail 12-foot wide stretching from Yountville to Napa along Solano Avenue.

Improvements will include curb ramps, traffic signals, retaining walls, fencing, tree planting, landscaping, stop signs, pavement markings, and two bridges: From Redwood Road in Napa through Napa County to California Drive in Yountville, the Oak Knoll segment alignment will be between the Napa Valley Wine Train and Solano Avenue. Construction is slated for completion in early 2016 with the assistance of a Federal Transportation, Community, and System Preservation (TCSP) grant.

The multiyear project is a new model for public-private partnerships and would not be possible without the commitment of the Vine Trail Coalition and NCTPA's funding partners. This success is made possible through the collaboration amongst several agencies including County of Napa, City of Napa, the Town of Yountville as well as Caltrans, California Department of Fish and Wildlife, Bay Area Regional Water Quality Control Board, Army Corps of Engineers, Napa Valley Wine Train, Pacific Gas & Electric, and AT&T.



Gateway to Napa Valley



A dream several decades in the making came to a realization in the year. To improve travel times for the growing number of motorists traveling between Napa and Solano Counties, NCTPA worked with Caltrans and the Solano Transportation Authority (STA) to widen a 5.8-mile stretch of State Route 12, between Red Top Road in Solano County and Highway 29 in Napa County, from a two-lane highway to a four-lane highway. The project also included a concrete median along the project route, significantly improving safety. To accomplish this, retaining walls, some towering as high as a 10-story building, were constructed along the Solano section of the highway. One of the more unique design elements is the drainage features built into the retaining walls that mimic waterfalls to allow rainwaters to escape from the front of the wall to maintain structural integrity of the walls.

Jameson Canyon ~ Improving Travel Times

The project was estimated to cost as much as \$130 million but the project team devised a competitive bid process to bring the cost down. This was accomplished by separating the Napa and Solano projects into two bid packages. The Napa contract was awarded to Ghilotti Brothers and the Solano contract was awarded to Ghilotti Construction. The project team took advantage of Corridor Mobility Improvement Account (CMIA), one time moneys from Proposition 1B, to accelerate the project and make the project a reality for the two counties. The remaining fund sources came primarily from the State Transportation Improvement Program (STIP).



Congressman Mike Thompson Congratulates Caltrans Director Malcolm Dougherty





New Technologies Improve Passenger Experience and System Performance

This year, NCTPA introduced several new technologies on the VINE Transit system. These included digital information signs at the transit center, a mobile version of the ridethevine.com web site, automated passenger counters, and the launch of the Bay Area Clipper™ universal fare card. Implementing new technologies is just one of the many ways Napa Vine is driven to better serve our riding public. Equipment under development includes automated on-board bilingual bus stop announcements, a text message version of 'Where's My Bus' which alerts riders when the bus will arrive, and computer assisted dispatch software, to name just a few.

The Clipper Universal Fare Card Connects VINE Riders to Other Bay Area Transit Systems

After years of planning, VINE joined the Clipper™ system which has been used at the large bay area transit systems for several years with an average of 740,000 daily boardings. Clipper™ is a reusable universal fare card that allows riders to add cash value or specific passes from a variety of transit systems in the Bay Area. Once loaded, riders "tap" their card on the reader at the front of the bus allows seamless transfers between the VINE, BART and other transit systems without carrying cash or buying different passes. If a Clipper™ card is lost or stolen, a new card can be issued and retains the value of the lost card.

Automatic Passenger Counting Equipment Helps Improve System Effectiveness

NCTPA recently installed GPS enabled Automated Passenger Counters (APCs) on the VINE fixed-route fleet. APCs provide NCTPA planners and the VINE customer service team with precise, up to the minute information on when bus stops are used most frequently, what routes have the most riders at any particular time of day, the on-time performance of each route between specific bus stops, and other data that informs NCTPA staff on ways to improve service. Staff uses this information to prioritize stop improvements, make changes in bus routes and adjust bus schedules to keep the system running on time.

Changeable Message Signs at the Soscol Gateway Transit Center

As part of our program to enhanced public information at the Soscol Gateway Transit Center, the agency installed digital signage at each of the bus islands that provide bus arrival times and boarding locations of incoming and departing buses.

Web Site Goes Mobile Improving Information to VINE Passengers

The growing prevalence of "smart phones" prompted NCTPA to create a mobile version of the VINE web site which was introduced this year. Viewing RidetheVine.com from a mobile device provides faster and more convenient access to the critical information riders need the most.

Just Tag and Go!

The Bay Area's all-in-one transit card—use it on the VINE!



Fast. Easy. Secure. Reusable.
clippercard.com | 877.878.8883

Adding More Mobility Options for Seniors

With its distinctive combination of rural and urban environments, the Napa Valley provides special transportation challenges for residents with unique mobility needs. In an effort to provide better access to medical care and nutrition for mobility impaired rural residents, the agency launched the Mileage Reimbursement Program.

The Mileage Reimbursement Program assists seniors and persons with disabilities living in more rural areas of Napa County to get access to medical appointments and grocery shopping.

The program was created to encourage volunteer based transportation for seniors and persons with disabilities who cannot drive and do not have access to public transit. This program is in addition to the other programs

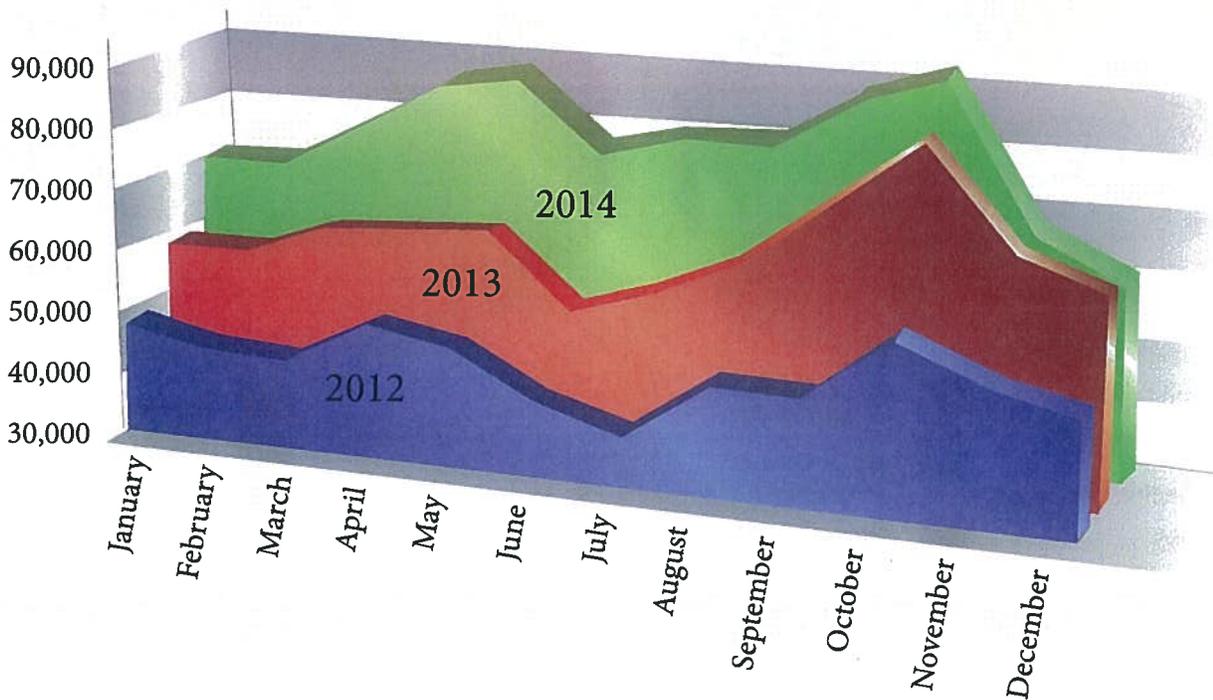
that NCTPA already offers such as Vine Go paratransit services, a taxi scrip program, free personal travel training, and shared vehicle program for social services organizations.

By taking a holistic approach to mobility management, NCTPA is committed to providing a comprehensive and complementary menu of transportation services designed to provide greater mobility to Napa residents. The Mileage Reimbursement Program is an exciting addition to our programs.

VINE System at a Glance

2014 was a watershed year for public transit in the Napa Valley. Ridership increased system wide 20% over 2013 and up 58% since the introduction of major service changes in December 2012. Other statistics such as rides per hour and on-time performance also increased on all VINE routes.

By providing faster, frequent and reliable bus service, more accessible public information, and introducing programs to fill in transportation gaps, NCTPA is committed to building a transportation network by providing mobility options to the diverse community we serve.



Performance Statistics

SYSTEM RIDERSHIP	
VINE	815,502
VINE Go paratransit	22,418
American Canyon Transit	27,910
Yountville Trolley	27,794
St. Helena Shuttle	16,369
Calistoga Shuttle	22,480
TOTAL PASSENGERS	932,473

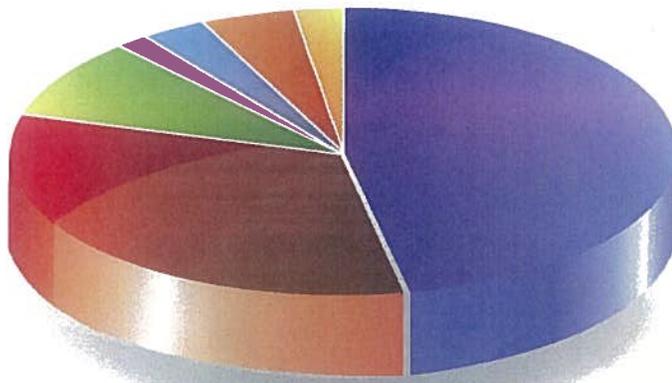
FACTS	
Service Hours	134,586
Miles Traveled	1,862,075
Gallons of Fuel	380,000
Ridership Growth 2012-2013	35%
Ridership Growth 2013-2014	20%
Ridership Growth 2012-2014	58%

Financials

NCTPA's financial management practices ensure the agency's overall financial condition is healthy and stable. NCTPA will continue to keep a watchful eye on expenditures and remain committed to sound management practices to deliver the highest quality and most cost-effective services to Napa residents.

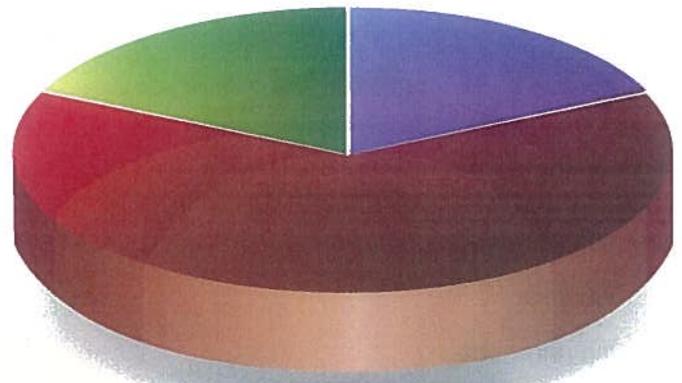
For a copy of NCTPA's Audited Financial Statements for the Fiscal Year Ended June 30, 2014, along with the Single Audit, please visit NCTPA's website at: www.nctpa.net/fiscal-audits-single-audits

REVENUES



- TDA/LTF 43%
- Federal Grants 35%
- State Grants 8%
- Fares 8%
- Regional Measure 2 3%
- Other Grants & Local Support 2%
- Proposition 1B 1%

EXPENDITURES



- Transit 64%
- Capital Purchases 18%
- CMA 18%

REVENUES	
OPERATING	
<i>Congestion Management Authority</i>	
Federal Highway Administration	\$ 1,338,550
TDA/Local Transportation Funds	1,085,900
Other Grants & Revenues	232,510
State Grants	222,660
Local Support	92,718
<i>Transit Services</i>	
TDA/Local Transportation Funds	\$ 4,855,562
Federal Grants	1,977,895
Fares	1,214,077
State Transit Assistance	1,070,766
Regional Measure 2	390,000
Other Grants & Revenues	17,339
CAPITAL	
Federal Grants	\$ 2,132,992
TDA/Local Transportation Funds	882,484
Proposition 1B	160,507
Other Grants & Revenues	36,393
TOTAL REVENUES	\$ 15,710,353

EXPENDITURES	
OPERATING	
<i>Congestion Management Authority</i>	
Professional Services	\$ 1,591,771
Salaries and Benefits	1,290,483
Agency Administration	157,954
Facilities Maintenance	70,838
Insurance	38,090
<i>Transit Services</i>	
Purchase Transportation	\$ 7,226,026
Depreciation Expense	1,850,138
Fuel	1,379,143
Administration	380,321
Agency Management	219,602
Marketing	190,754
Services and Supplies	138,925
Vehicle Maintenance	23,224
CAPITAL PURCHASES	
Vehicles	\$ 2,827,709
Automatic Passenger Counters	251,966
Equipment	106,972
TOTAL EXPENDITURES	\$ 17,743,916

\$ NCTPA Statement of Net Position

PCC Item 9

As of June 30, 2014

	CMA FUND	PUBLIC TRANSIT FUND	TOTAL
Current and other assets	\$ 979,498	\$ 4,840,850	\$ 5,820,348
Capital assets	\$ 142,614	\$ 23,206,493	\$ 23,349,107
TOTAL ASSETS	\$ 1,122,112	\$ 28,047,343	\$ 28,047,343
TOTAL LIABILITIES	\$ 259,065	\$ 3,288,716	\$ 3,288,716
Net Position			
Invested in capital position, net of related debt	\$ 142,614	\$ 23,206,493	\$ 23,349,107
Unrestricted net position	\$ 720,433	\$ 1,552,134	\$ 2,272,567
TOTAL NET POSITION	\$ 863,047	\$ 24,758,627	\$ 25,621,674

\$ NCTPA Statement of Activities

As of June 30, 2014

	CMA FUND	PUBLIC TRANSIT FUND	TOTAL
Revenues	\$ ~	\$ 1,214,077	\$ 1,214,077
<i>Program Revenues</i>	\$ 2,834,306	\$ 8,667,093	\$ 11,501,399
Fees, fines and charges for services	\$ ~	\$ 3,212,376	\$ 3,212,376
Operating grants and contributions			
Capital grants and contributions			
<i>General Revenues</i>			
Unrestricted interest & Investment Earnings	\$ 4,200	\$ 17,339	\$ 21,539
Miscellaneous	\$ 133,832	\$ (372,870)	\$ (239,038)
TOTAL REVENUES	\$ 2,972,338	\$ 12,738,015	\$ 15,710,353
Expenses			
General government	\$ 3,157,921	\$ ~	\$ 3,157,921
Transit	\$ ~	\$ 11,408,133	\$ 11,408,133
TOTAL EXPENSES	\$ 3,157,921	\$ 11,408,133	\$ 14,566,054
Change in net position	\$ ~(185,583)	\$ 1,329,882	\$ 1,144,299
NET POSITION, beginning	\$ 1,048,630	\$ 23,428,745	\$ 24,477,375
NET POSITION, ending	\$ 863,047	\$ 24,758,627	\$ 25,621,674



We are Mobility

NCTPA serves as the countywide transportation planning agency for the incorporated and unincorporated areas within Napa County and is responsible for programming State and Federal funding for transportation projects within the County. NCTPA is responsible for coordinating short and long term planning and funding within an intermodal policy framework including highways, streets and roads, transit and paratransit, bicycle and pedestrian network improvements. NCTPA also provides fixed route and on demand transit services in Napa County including Napa VINE, American Canyon Transit, Calistoga Shuttle, Yountville Trolley, St. Helena Shuttle, and Vine Go paratransit services.

Napa County Transportation and Planning Agency
625 Burnell Street
Napa, CA 94559-3420
707.259.8631

www.nctpa.net

www.ridethevine.com





March 5, 2015
PCC Agenda Item 10

Action Requested: INFORMATION

**NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY
Board Agenda Letter**

TO: Paratransit Coordinating Council
FROM: Justin Paniagua, Senior Financial/Policy Analyst
(707) 259-8781 / Email: jpaniagua@nctpa.net
SUBJECT: Review Draft NCTPA FY 2015-16 Public Transit Budget

RECOMMENDATION

That the Paratransit Coordinating Council (PCC) review and provide comment on the Draft FY 2015-16 Public Transit annual operating and capital budget in the amount of \$23,738,225.

EXECUTIVE SUMMARY

This reading of the FY 2014-15 NCTPA budget is being presented to the PCC for review and comment. A budget steering committee review will take place in April and a first reading will be presented to the Board of Directors on May 20, 2015. The final FY 2015-16 NCTPA budget will be presented to the Board in June for adoption.

FINANCIAL IMPACT

Is there a fiscal impact? No, this is an informational item. However, upon adoption, the fiscal impact will be \$23,738,225 for the NCTPA draft budget comprised of (1) an operating budget of \$10,731,025 for the Public Transit Fund; (2) capital budget of \$10,946,100; and (3) a depreciation budget of \$2,062,000. Depreciation expense is a "non-cash" recognized expense used for reporting purposes.

Final amounts may change based upon feedback from the NCTPA Board of Directors, the Paratransit Coordinating Council, and VINE Consumer Advisory Committee.

BACKGROUND AND DISCUSSION

The NCTPA Board of Directors is required to adopt an annual budget by June 30th for the upcoming fiscal year. The Agency updated its financial forecast several times in the past year in preparation for the upcoming fiscal year. NCTPA will also conduct an ad-hoc budget review with the Chair and Vice-Chair of the Board in April.

During the review and comment period between the May and June Board meetings, PCC members and members of the public will have the opportunity to ask questions about sources of funding, rationale for expenditures, purpose of capital purchases, and any other topics associated with the budget development. Revisions to the draft budget may be made in response to comments during the review period.

NCTPA Public Transit Services

The Public Transit operating budget represents the cost for the VINE, VINE Go, Taxi Scrip Program, American Canyon Transit, Yountville Trolley, the St. Helena VINE, and Calistoga Shuttle, which combined, provide over 930,000 passenger trips per year.

Public transit expenses are expected to increase by a modest 0.2% in the new fiscal year due to an increase in the purchased transportation and marketing budgets with offsetting reductions in fuel, administrative salary charges and various other expenses. Service levels have been relatively constant year over year except in Calistoga where the tourism improvement district is subsidizing increased service during peak tourism season. An operating contingency of \$180,200 has been proposed (not including the fuel contingency) for other possible system operating enhancements and adjustments.

Fuel costs have decreased due to the current over supply of oil but will likely rebound somewhat this year. Fuel is budgeted at \$3.25 per gallon down from last year's \$3.75 per gallon on average. If fuel costs rebound to its recent highs, the agency will need to use revenues set aside for fuel contingency. For FY 2015-16 the fuel contingency has decreased from 20% to 15%. This change is due to legislative efforts that are likely to postpone the inclusion of fuel manufacturers in the cap and trade element of AB 32, which analysts anticipate would have a significant impact on fuel prices. With the fuel contingency, the agency will appropriate an average of \$3.74 per gallon.

VINE

The VINE budget proposal recommends a 2.1% decrease in overall expenses due to increased purchased transportation costs offset by larger reductions in administrative salary charges, fuel and other overhead expenditures. The budget reflects costs at the current level of service.

VINE Go (Paratransit)

The VINE Go budget proposal recommends a proposed 13.5% increase due mainly to an increase in purchased transportation expenses of \$200,000 or 22.7%. This increase is necessary to more closely match projections for FY 2014-15. The additional expenses are due to the nature of paratransit service demand which is difficult to predict and can vary between years.

American Canyon Transit

The American Canyon Transit budget proposal recommends a 5.4% decrease due to a decrease in the fuel and maintenance budget.

St. Helena Shuttle

St. Helena Shuttle budget proposal recommends a 5.8% increase in costs due to an increase in the fuel and purchased transportation budgets to more accurately reflect projected FY 2014-15 expenditures.

Yountville Trolley

The Yountville Trolley budget proposal recommends a 0.9% increase due to an increase in the purchased transportation budget offset with reductions in other areas.

Calistoga Shuttle

The Calistoga Shuttle budget proposal recommends a 7.7% increase to account for the additional cost of running a second shuttle during peak tourism season.

Taxi Scrip Program

The Taxi Scrip Program budget proposal recommends a 4% increase. The increase is due largely to an increase in the salary allocation budget. In FY 2014-15 a new more accurate system was implemented to track actual time spent administering the taxi scrip program and subsequently resulted in additional salary expenses being allocated to the program.

VINE Facilities

The VINE Facilities budget has increased 12.5% primarily caused by an increase in the maintenance and communications budget. This is the second year for the VINE Facilities budget and as such will continue to evolve to give NCTPA a more nuanced look at the costs associated with running the maintenance facility and park and ride lots. This will become increasingly important once the new maintenance yard is in operation.

Capital Projects

Capital investments are detailed in Attachment 1. Of the total proposed capital investments, 35% are carryover projects which were approved in FY 2014-15, but will not be delivered until FY 2015-16 or beyond. As such, Board approval is necessary to allocate budget for these projects in FY 2015-16. The remaining 65% of the projects listed are new. Investments for the fiscal year include procuring replacement vehicles, new equipment, and expenses related to a new maintenance yard. The total capital projects budget has increased by 248% due to the addition of expenses related to a new maintenance yard and replacing up to eight obsolete VINE buses over the next two years.

Fare Policy

In January the Board of Directors approved a fare increase for the VINE service to take effect July 1, 2015. The anticipated increase in revenues has been accounted for in the VINE budget.

SUPPORTING DOCUMENTS

Attachment: (1) Draft Public Transit FY 2015-16 Budget

NEW CAPITAL INVESTMENTS 2015-2016

PROJECT DEPT	TOTALS	VEHICLES						FACILITIES						EQUIPMENT			
		VI.	VZ.	F1.	F2.	F3.	F4.	F5.	FR.	FL.	E1.	E2.	E3.	E4.	E5.		
		Bus Enhancements 6302002 Secured	Rolling Stock 6302002 Secured	Yountville PRR Lot Enhancements 6302002 Secured	AV College HB Shelter 6302002 Secured	American Canyon PRR Lot Enhancements 6302002 Secured	SG Transit Center Enhancements 6302002 Secured	Redwood PNB Lot Monument Sign 6302002 Secured	Maintenance Yard Engineering & Construction 6302002 Pending H-Grant Application	Bus Stop Upgrades 6302002 Secured	Asset Management Database 6302002 Secured	CAD-AVL System 6302002 Secured	POS System 6302002 Secured	Bus Stop Signage 6302002 Secured			
	564,000								120,000			444,000					
STATE: TDA (LTF)	6,135,400	100,000	3,800,000	50,000	215,500	250,000	15,000		40,000	50,000	1,720,400	70,000	40,000				
STATE: Prop. 1B	1,011,700										796,200						
MTC: RM2 Capital	215,000			50,000													
Other Funds	3,020,000																
TOTAL FOR YEAR	\$10,946,100	\$100,000	\$3,800,000	\$100,000	\$215,500	\$250,000	\$15,000	\$3,000,000	\$160,000	\$50,000	\$2,980,600	\$70,000	\$40,000				
TOTAL PROJECT COSTS	\$10,946,100	\$100,000	\$3,800,000	\$100,000	\$215,500	\$250,000	\$15,000	\$3,000,000	\$160,000	\$50,000	\$2,980,600	\$70,000	\$40,000				

Approved FY11/12 Approved FY11/12 Approved FY11/12 Approved FY11/12 Approved FY13/14 Approved FY14/15 Approved FY14/15

Carryover, Previously approved Projects

\$3,831,100 35%
\$7,115,000 65%
\$10,946,100 100%

Budget Inputs- VINE FAMILY TRANSIT OF SERVICES

Statement of Revenue, Expenses

PCC Item 10

Updated 2/13/15 at 4:45pm

	A	C	D F	
			(C-A)	
			Draft - Approved	
	APPROVED BUDGET FY 2014-15	DRAFT BUDGET FY2015-16	\$ Difference	% Difference
OPERATING REVENUES				
REV- OPERATIONS				
1 Farebox	1,317,560	1,295,400	(22,160)	-1.7%
2 Farebox Contribution	94,900	87,145	(7,755)	-8.2%
3 Ad Revenue and Other Operating Revenue	110,900	120,800	9,900	8.9%
4 TOTAL - OPERATIONAL REVENUE	1,523,360	1,503,345	(20,015)	-1.3%
5				
6 TOTAL- Transportation Development Act	5,417,340	5,640,780	223,440	4.1%
7				
REV- INTERGOVERNMENTAL				
9 Federal: FTA 5307, Operating	1,552,900	1,500,000	(52,900)	-3.4%
10 Federal: FTA 5311 Operating	550,500	413,000	(137,500)	-25.0%
13 State: State Transit Assistance (STA)	1,250,100	1,200,000	(50,100)	-4.0%
14 Regional: Other	-	-	-	0.0%
15 Regional: MTC	390,000	390,000	-	0.0%
17 State Other (LCTOP)	-	61,000	61,000	100.0%
23 TOTAL- INTERGOVERNMENTAL REV	3,743,500	3,564,000	(179,500)	-4.8%
24				
25 INTEREST	22,000	22,900	900	4.1%
26				
27 TOTAL REVENUES	10,708,200	10,731,025	24,825	0.2%
28				
OPERATING EXPENSES				
PERSONNEL COSTS				
43 Salary Chargeback to Public Transit	352,000	216,500	(135,500)	-38.5%
44 TOTAL PERSONNEL COSTS	352,000	216,500	(135,500)	-38.5%
45				
OPERATING EXPENSES				
47 Administration Services	-	-	-	0.0%
48 Accounting/Auditing Services	27,100	27,150	50	0.2%
49 Information Technology Service	29,400	30,150	750	2.6%
50 Legal Services	10,500	10,500	-	0.0%
51 Temporary/Contract Help	10,000	10,000	-	0.0%
52 Professional Fees	15,000	-	(15,000)	-100.0%
53 Security Services	9,000	20,000	11,000	122.2%
54 Maintenance-Equipment	25,000	25,000	-	0.0%
55 Purchase Transportation	7,784,500	8,317,000	552,500	7.1%
56 Maintenance-Buildings/Improvem	101,900	20,000	(81,900)	-80.4%
57 Maintenance- Software	-	-	-	0.0%
58 Maintenance-Vehicles	110,000	30,000	(80,000)	-72.7%
60 Rents and Leases - Bldg/Land	62,000	60,000	(2,000)	-3.2%
61 Insurance - Premiums	11,500	12,000	500	4.3%
62 Communications/Telephone	4,300	8,000	3,700	86.0%
63 Advertising/Marketing	128,000	200,000	72,000	56.3%
64 Printing & Binding	45,000	45,500	500	1.1%
65 Bank Charges	3,000	3,000	-	0.0%
66 Public/ Legal Notices	2,000	2,000	-	0.0%
67 Training Conference Expenses	-	-	-	0.0%
69 Office Expenses	10,200	10,200	-	0.0%
70 Freight/Postage	1,000	1,000	-	0.0%
73 Utilities - Electric	8,400	8,400	-	0.0%
74 Fuel	1,501,900	1,299,500	(202,400)	-13.5%
76 Fuel Contingency (1)	300,400	194,925	(105,475)	-35.1%
77 Operations Contingency (2)	174,100	180,200	6,100	3.5%
78 TOTAL OPERATING EXPENSES	10,354,200	10,514,525	160,325	1.5%
79				
80 TOTAL OPERATING COSTS	10,708,200	10,731,025	24,825	0.2%
81				
82 NET CHANGE IN OPERATIONS	-	-	-	0.0%
83				
84 Depreciation Expense	2,032,000	2,062,000	30,000	1.5%
85				
86				
CAPITAL REVENUES				
90 Federal FTA Capital	-	564,000	564,000	0.0%
91 State: Prop. 1B Capital	680,700	1,011,700	331,000	48.6%
92 RM2 Capital	200,000	215,000	15,000	7.5%
93 Local Transit Capital/ STA (TDA)	2,168,600	6,135,400	3,966,800	182.9%
94 Other Government Agencies	95,000	3,020,000	2,925,000	3078.9%
95 TOTAL CAPITAL REVENUES	3,144,300	10,946,100	7,801,800	248.1%
96				
CAPITAL PURCHASES				
99 Security Equipment	130,000	-	(130,000)	-100.0%
100 Equipment	1,310,000	3,100,600	1,790,600	136.7%
101 Vehicles	454,200	3,900,000	3,445,800	758.7%
102 Buildings- Transit Center	250,000	3,000,000	2,750,000	1100.0%
103 Buildings & Improvements	1,000,100	945,500	(54,600)	-5.5%
104 TOTAL CAPITAL EXPENSES	3,144,300	10,946,100	7,801,800	248.1%
105				
106 NET CHANGE IN CAPITAL	-	-	-	0.0%

(1) 15% contingency for fuel costs.
 (2) 2% contingency for operating expenses not including fuel and depreciation.

Increase w/o Contingencies	\$259,700	2.5%
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PUBLIC TRANSIT STATISTICS		
Estimated Passengers	842,500	1,020,700
Cost Per Passenger	\$12.71	\$10.15
Estimated Service Hours	119,590	123,683
Cost Per Hour of Service- Fully Burdened	\$82.61	\$81.98
Estimated Service Miles	1,687,950	1,710,300

OTHER NOTES

Fuel	1,299,500	Base	6,088,825
Estimated Gallons	399,250	Variable	1,977,808
Price/gallon	\$ 3.25		8,066,633

Budget Inputs- VINE Go

Statement of Revenue, Expenses

PCC Item 10

Updated 2/13/15 at 4:45pm

	A	C	D	F
			(C-A) Draft - Approved	
	APPROVED BUDGET FY 2014-15	DRAFT BUDGET FY 2015-16	\$ Difference	% Difference
OPERATING REVENUES				
REV- OPERATIONS				
1 Farebox	62,000	62,000	-	0.0%
3 Ad Revenue and Other Operating Revenue	-	-	-	0.0%
4 TOTAL - OPERATIONAL REVENUE	62,000	62,000	-	0.0%
5				
6 TOTAL- Transportation Development Act	528,300	585,900	57,600	10.9%
7				
REV- INTERGOVERNMENTAL				
9 Federal: FTA 5307, Operating	300,000	400,000	100,000	33.3%
13 State: State Transit Assistance (STA)	275,800	275,800	-	0.0%
14 Regional: Other	-	-	-	0.0%
23 TOTAL- INTERGOVERNMENTAL REV	575,800	675,800	100,000	17.4%
24				
25 INTEREST	1,000	500	(500)	-50.0%
26				
27 TOTAL REVENUES	1,167,100	1,324,200	157,100	13.5%
28				
OPERATING EXPENSES				
PERSONNEL COSTS				
43 Salary Chargeback to Public Transit	30,000	32,000	2,000	6.7%
44 TOTAL PERSONNEL COSTS	30,000	32,000	2,000	6.7%
45				
OPERATING EXPENSES				
48 Accounting/Auditing Services	4,800	4,800	-	0.0%
49 Information Technology Service	3,000	3,100	100	3.3%
50 Legal Services	2,000	2,000	-	0.0%
54 Maintenance-Equipment	-	-	-	0.0%
55 Purchase Transportation	880,000	1,080,000	200,000	22.7%
56 Maintenance-Buildings/Improvem	10,700	-	(10,700)	-100.0%
58 Maintenance-Vehicles	20,000	10,000	(10,000)	-50.0%
60 Rents and Leases - Bldg/Land	4,000	4,000	-	0.0%
63 Advertising/Marketing	10,000	1,000	(9,000)	-90.0%
64 Printing & Binding	2,000	2,000	-	0.0%
69 Office Expenses	1,200	1,200	-	0.0%
74 Fuel	150,000	140,000	(10,000)	-6.7%
76 Fuel Contingency (1)	30,000	21,000	(9,000)	-30.0%
77 Operations Contingency (2)	19,400	23,100	3,700	19.1%
78 TOTAL OPERATING EXPENSES	1,137,100	1,292,200	155,100	13.6%
79				
80 TOTAL OPERATING COSTS	1,167,100	1,324,200	157,100	13.5%
81				
82 NET CHANGE IN OPERATIONS	-	-	-	0.0%
83				
84 Depreciation Expense	115,000	115,000	-	0.0%
85				
CAPITAL REVENUES				
91 State: Prop 1B Capital	232,700	-	(232,700)	-100.0%
93 Local Transit Capital/ STA (TDA)	19,000	-	(19,000)	-100.0%
95 TOTAL CAPITAL REVENUES	251,700	-	(251,700)	-100.0%
96				
CAPITAL PURCHASES				
101 Vehicles	251,700	-	(251,700)	-100.0%
104 TOTAL CAPITAL EXPENSES	251,700	-	(251,700)	-100.0%
105				
106 NET CHANGE IN CAPITAL	-	-	-	0.0%
107				
108 (1) 15% contingency for fuel costs.				
109 (2) 2% contingency for operating expenses not including fuel and depreciation.				
110				
111 Increase w/o Contingencies	\$162,400	14.5%		
112				
VINE GO TRANSIT STATISTICS				
114 Estimated Passengers	26,000	24,000	Farebox*	
115 Cost Per Passenger	\$44.89	\$53.34	7.58%	
116 Estimated Service Hours	12,100	15,100		
117 Cost Per Hour of Service- Fully Burdened	\$89.89	\$82.66		
Estimated Service Miles	165,500	195,500		

OTHER NOTES

- 55. Purchased Transportation Overbudgeted FY13-14
- 73. Fuel Overbudgeted FY13-14
- 76. Fuel Contingency increased to 20% due to AB32
- 114. Farebox* includes Taxi Scrip

		Cost
Fuel	140,000	Base
Estimated Gallons	42,500	Variable
P:	\$ 3.30	1,171,502.64
		(92,059)
		1,079,444

Budget Inputs-VINE

Statement of Revenue, Expenses

PCC Item 10

Updated 2/13/15 at 4:45pm

	A	C	D	F
			(C-A)	
			Draft - Approved	
			\$ Difference	% Difference
OPERATING REVENUES				
REV- OPERATIONS				
1 Farebox	1,180,000	1,150,000	(30,000)	-2.5%
2 Farebox Contribution	-	-	-	0.0%
3 Ad Revenue and Other Operating Revenue	60,000	50,000	(10,000)	-16.7%
4 TOTAL - OPERATIONAL REVENUE	1,240,000	1,200,000	(40,000)	-3.2%
5				
6 TOTAL- Transportation Development Act	4,291,100	4,350,200	59,100	1.4%
7				
8 REV- INTERGOVERNMENTAL				
9 Federal: FTA 5307, Operating	1,192,900	1,040,000	(152,900)	-12.8%
10 Federal: FTA 5311 Operating	297,600	200,000	(97,600)	-32.8%
13 State: State Transit Assistance (STA)	524,500	524,200	(300)	-0.1%
14 Regional: Other	-	-	-	0.0%
15 Regional: MTC	390,000	390,000	-	0.0%
17 State Other (LCTOP)	-	61,000	61,000	0.0%
23 TOTAL- INTERGOVERNMENTAL REV	2,405,000	2,215,200	(189,800)	-7.9%
24				
25 INTEREST	12,000	15,000	3,000	25.0%
26				
27 TOTAL REVENUES	7,948,100	7,780,400	(167,700)	-2.1%
28				
OPERATING EXPENSES				
PERSONNEL COSTS				
43 Salary Chargeback to Public Transit	300,000	150,000	(150,000)	-50.0%
44 TOTAL PERSONNEL COSTS	300,000	150,000	(150,000)	-50.0%
45				
46 OPERATING EXPENSES				
48 Accounting/Auditing Services	15,000	15,000	-	0.0%
49 Information Technology Service	18,000	18,400	400	2.2%
50 Legal Services	5,000	5,000	-	0.0%
51 Temporary/Contract Help	10,000	10,000	-	0.0%
52 Consulting Services	15,000	-	(15,000)	-100.0%
53 Security Services	9,000	20,000	11,000	122.2%
54 Maintenance-Equipment	-	-	-	0.0%
55 Purchase Transportation	5,700,000	6,000,000	300,000	5.3%
56 Maintenance-Buildings/Improvem	64,000	-	(64,000)	-100.0%
57 Maintenance- Software	-	-	-	0.0%
58 Maintenance-Vehicles	80,000	20,000	(60,000)	-75.0%
60 Rents and Leases - Bldg/Land	20,000	20,000	-	0.0%
61 Insurance - Premiums	-	-	-	0.0%
62 Communications/Telephone	2,500	-	(2,500)	-100.0%
63 Advertising/Marketing	100,000	177,000	77,000	77.0%
64 Printing & Binding	30,000	30,000	-	0.0%
65 Bank Charges	3,000	3,000	-	0.0%
66 Public/ Legal Notices	2,000	2,000	-	0.0%
67 Training Conference Expenses	-	-	-	0.0%
69 Office Expenses	6,000	6,000	-	0.0%
70 Freight/Postage	1,000	1,000	-	0.0%
73 Utilities - Electric	-	-	-	0.0%
74 Fuel	1,200,000	1,020,000	(180,000)	-15.0%
76 Fuel Contingency (1)	240,000	153,000	(87,000)	-36.3%
77 Operations Contingency (2)	127,600	130,000	2,400	1.9%
78 TOTAL OPERATING EXPENSES	7,848,100	7,630,400	(17,700)	-0.2%
79				
80 TOTAL OPERATING COSTS	7,948,100	7,780,400	(167,700)	-2.1%
81				
82 NET CHANGE IN OPERATIONS	-	-	-	0.0%
83				
84 Depreciation Expense	1,800,000	1,830,000	30,000	1.7%
85				
86				
87				
CAPITAL REVENUES				
90 Federal: FTA Capital	-	564,000	564,000	0.0%
91 State: Prop 1B Capital	295,500	1,011,700	716,200	242.4%
92 RM2 Capital	200,000	215,000	15,000	7.5%
93 Local Transit Capital/ STA (TDA)	2,149,600	6,135,400	3,985,800	185.4%
94 Other Funding	95,000	3,020,000	2,925,000	3078.9%
95 TOTAL CAPITAL REVENUES	2,740,100	10,946,100	8,206,000	299.5%
96				
CAPITAL PURCHASES				
99 Security Equipment	130,000	-	(130,000)	-100.0%
100 Equipment	1,310,000	3,100,600	1,790,600	136.7%
101 Vehicles	50,000	3,900,000	3,850,000	7700.0%
102 Buildings- Maintenance Yard	250,000	3,000,000	2,750,000	1100.0%
103 Buildings & Improvements	1,000,100	945,500	(54,600)	-5.5%
104 TOTAL CAPITAL EXPENSES	2,740,100	10,946,100	8,206,000	299.5%
105				
106 NET CHANGE IN CAPITAL	-	-	-	0.0%

(1) 15% contingency for fuel costs.
 (2) 2% contingency for operating expenses not including fuel and depreciation.

Increase w/o Contingencies	(83,100)	-1.1%
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VINE TRANSIT STATISTICS

Estimated Passengers	720,000	900,000	Farebox
Cost Per Passenger	\$10.53	\$8.33	16.01%
Estimated Service Hours	99,000	102,000	
Cost Per Hour of Service- Fully Burdened	\$73.54	\$72.03	
Estimated Service Miles	1,525,500	1,550,000	

OTHER NOTES

- 10. Funding for Route 20 (Solano) and 25 (Sonoma)
- 12. Transit Performance Initiative Funds
- 54, 51 & 73 Budget Moved to Facilities Sub-division
- 56. Budget for allocation of Facilities expenses
- 58. Reduced due to expiration of New Flyer contract.
- 76. Fuel Contingency increased to 20% due to AB32

Fuel	1,020,000	Base	4,362,930
Estimated Gallons	315,000	Variable	1,737,827
Price	\$ 3.24		6,100,757

Budget Inputs- Taxi Scrip

Statement of Revenue, Expenses

PCC Item 10

Updated 2/13/15 at 4:45pm

	A	C	D	F
	APPROVED BUDGET FY 2014-15	DRAFT BUDGET FY2015-16	(C-A) Draft - Approved \$ Difference	% Difference
OPERATING REVENUES				
REV- OPERATIONS				
1 Farebox	41,000	42,000	1,000	2.4%
4 TOTAL - OPERATIONAL REVENUE	41,000	42,000	1,000	2.4%
5				
6 TOTAL- Transportation Development Act	44,700	48,250	3,550	7.9%
7				
REV- INTERGOVERNMENTAL				
23 TOTAL- INTERGOVERNMENTAL REV	-	-	-	0.0%
24				
25 INTEREST	2,000	1,000	(1,000)	-50.0%
26				
27 TOTAL REVENUES	87,700	91,250	3,550	4.0%
28				
OPERATING EXPENSES				
PERSONNEL COSTS				
43 Salary Chargeback to Public Transit	4,000	12,000	8,000	200.0%
44 TOTAL PERSONNEL COSTS	4,000	12,000	8,000	200.0%
45				
OPERATING EXPENSES				
48 Accounting/Auditing Services	1,700	1,750	50	2.9%
49 Information Technology Service	1,000	1,000	-	0.0%
50 Legal Services	500	500	-	0.0%
54 Maintenance-Equipment	-	-	-	0.0%
55 Purchase Transportation	70,000	65,000	(5,000)	-7.1%
60 Rents and Leases - Bldg/Land	2,000	2,000	-	0.0%
64 Printing & Binding	7,500	8,000	500	6.7%
69 Office Expenses	1,000	1,000	-	0.0%
77 Operations Contingency (2)	-	-	-	0.0%
78 TOTAL OPERATING EXPENSES	83,700	79,250	(4,450)	-5.3%
79				
80 TOTAL OPERATING COSTS	87,700	91,250	3,550	4.0%
81				
82 NET CHANGE IN OPERATIONS	-	-	-	0.0%
83				
84 Depreciation Expense	-	-	-	0.0%
85				
(2) 2 % contingency for operating expenses not including fuel and depreciation.				
Increase w/o Contingencies \$3,550 4.0%				

Estimated Passengers

Cost Per Passenger

OTHER NOTES

1,134 registered users.

Estimated Service Miles

55. Overbudgeted for FY12-13

Budget Inputs- American Canyon

Statement of Revenue, Expenses

PCC Item 10

Updated 2/13/15 at 4:45pm

	A	C	D	F
			(C-A)	
			Draft - Approved	
			\$ Difference	% Difference
OPERATING REVENUES				
REV- OPERATIONS				
1 Farebox	18,000	19,000	1,000	5.6%
2 Farebox Contribution- City of American Canyon	25,600	22,880	(2,720)	-10.6%
3 Ad Revenue and Other Operating Revenue	2,500	2,500	-	0.0%
4 TOTAL - OPERATIONAL REVENUE	46,100	44,380	(1,720)	-3.7%
5				
6 TOTAL - Transportation Development Act	173,100	230,020	56,920	32.9%
7				
8 REV- INTERGOVERNMENTAL				
9 Federal: FTA 5307, Operating	60,000	60,000	-	0.0%
13 State: State Transit Assistance (STA)	180,000	100,000	(80,000)	-44.4%
23 TOTAL - INTERGOVERNMENTAL REV	240,000	160,000	(80,000)	-33.3%
24				
25 INTEREST	2,000	2,000	-	0.0%
26				
27 TOTAL REVENUES	461,200	436,400	(24,800)	-5.4%
28				
OPERATING EXPENSES				
29				
30				
31 PERSONNEL COSTS				
43 Salary Chargeback to Public Transit	6,000	6,500	500	8.3%
44 TOTAL PERSONNEL COSTS	6,000	6,500	500	8.3%
45				
46 OPERATING EXPENSES				
48 Accounting/Auditing Services	1,200	1,200	-	0.0%
49 Information Technology Service	2,200	2,300	100	4.5%
50 Legal Services	800	800	-	0.0%
55 Purchase Transportation	315,000	320,000	5,000	1.6%
56 Maintenance-Buildings/Improvem	5,000	-	(5,000)	-100.0%
58 Maintenance-Vehicles	10,000	-	(10,000)	-100.0%
60 Rents and Leases - Bldg/Land	4,000	4,000	-	0.0%
63 Advertising/Marketing	5,000	10,000	5,000	100.0%
64 Printing & Binding	3,500	3,500	-	0.0%
69 Office Expenses	500	500	-	0.0%
74 Fuel	84,000	70,000	(14,000)	-16.7%
76 Fuel Contingency (1)	16,800	10,500	(6,300)	-37.5%
77 Operations Contingency (2)	7,200	7,100	(100)	-1.4%
78 TOTAL OPERATING EXPENSES	455,200	429,900	(25,300)	-5.6%
79				
80 TOTAL OPERATING COSTS	461,200	436,400	(24,800)	-5.4%
81				
82 NET CHANGE IN OPERATIONS	-	-	-	0.0%
83				
84 Depreciation Expense	24,000	24,000	-	0.0%
85				
86				
87				
CAPITAL REVENUES				
88				
90 Federal: FTA 5307, Capital	-	-	-	0.0%
91 State: Prop. 1B Capital	152,500	-	(152,500)	-100.0%
92 RM2 Capital	-	-	-	0.0%
93 Local Transit Capital/ STA (TDA)	-	-	-	0.0%
94 Other Government Agencies	-	-	-	0.0%
95 TOTAL CAPITAL REVENUES	152,500	-	(152,500)	-100.0%
96				
CAPITAL PURCHASES				
97				
98				
99 Security Equipment	-	-	-	0.0%
100 Equipment	-	-	-	0.0%
101 Vehicles	152,500	-	(152,500)	-100.0%
102 Buildings- Transit Center	-	-	-	0.0%
103 Buildings & Improvements	-	-	-	0.0%
104 TOTAL CAPITAL EXPENSES	152,500	-	(152,500)	-100.0%
105				
106 NET CHANGE IN CAPITAL	-	-	-	0.0%

(1) 15% contingency for fuel costs.

(2) 2 % contingency for operating expenses not including fuel and depreciation.

Increase w/o Contingencies	(\$18,400)	-4.2%
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AMERICAN CANYON TRANSIT STATISTICS

Estimated Passengers	27,500	29,500	Farebox	10.60%
Cost Per Passenger	\$16.77	\$14.20		
Estimated Service Hours	8,000	5,800		
Cost Per Hour of Service- Fully Burdened	\$71.87	\$71.09		
Estimated Service Miles	59,000	60,000		

OTHER NOTES

- 56. Budget for allocation of Facilities expenses
- 68. Increase in rent allocation for Transit Center
- 76. Fuel Contingency Increased to 20% due to AB32

Fuel	70,000	Base	198,000
Estimated Gallons	21,000	Variable	152,332
Price/ gallon	\$ 3.33		350,332

Budget Inputs- Yountville

Statement of Revenue, Expenses

PCC Item 10

Updated 2/13/15 at 4:45pm

	A	C	D	F
			(C-A) Draft - Approved	
	APPROVED BUDGET FY 2014-15	DRAFT BUDGET FY2015-16	\$ Difference	% Difference
OPERATING REVENUES				
REV- OPERATIONS				
1 Farebox	-	-	-	0.0%
2 Farebox Contribution- Town of Yountville	33,600	32,565	(1,035)	-3.1%
3 Ad Revenue and Other Operating Revenue	-	-	-	0.0%
4 TOTAL - OPERATIONAL REVENUE	33,600	32,565	(1,035)	-3.1%
5				
6 TOTAL- Transportation Development Act	112,200	130,510	18,310	16.3%
7				
REV- INTERGOVERNMENTAL				
10 Federal: FTA 5311 Operaing	84,300	71,000	(13,300)	-15.8%
13 State: State Transit Assistance (STA)	100,000	100,000	-	0.0%
23 TOTAL- INTERGOVERNMENTAL REV	184,300	171,000	(13,300)	-7.2%
24				
25 INTEREST	2,000	1,000	(1,000)	-50.0%
26				
27 TOTAL REVENUES	332,100	335,075	2,975	0.9%
28				
OPERATING EXPENSES				
PERSONNEL COSTS				
43 Salary Chargeback to Public Transit	4,000	4,500	500	12.5%
44 TOTAL PERSONNEL COSTS	4,000	4,500	500	12.5%
45				
OPERATING EXPENSES				
48 Accounting/Auditing Services	1,600	1,500	(100)	-6.3%
49 Information Technology Service	1,000	1,050	50	5.0%
50 Legal Services	600	600	-	0.0%
55 Purchase Transportation	278,000	290,000	12,000	4.3%
56 Maintenance-Buildings/Improvem	3,000	-	(3,000)	-100.0%
60 Rents and Leases - Bldg/Land	2,000	2,000	-	0.0%
63 Advertising/Marketing	6,000	4,000	(2,000)	-33.3%
69 Office Expenses	500	500	-	0.0%
74 Fuel	24,400	21,500	(2,900)	-11.9%
76 Fuel Contingency (1)	4,900	3,225	(1,675)	-34.2%
77 Operations Contingency (2)	6,100	6,200	100	1.6%
78 TOTAL OPERATING EXPENSES	328,100	330,575	2,475	0.8%
79				
80 TOTAL OPERATING COSTS	332,100	335,075	2,975	0.9%
81				
82 NET CHANGE IN OPERATIONS	-	-	-	0.0%
83				
84 Depreciation Expense	24,000	24,000	-	0.0%
85				
CAPITAL REVENUES				
90 Federal: FTA 5307. Capital	-	-	-	0.0%
92 RM2 Capital	-	-	-	0.0%
93 Local Transit Capital/ STA (TDA)	-	-	-	0.0%
95 TOTAL CAPITAL REVENUES	-	-	-	0.0%
96				
CAPITAL PURCHASES				
101 Vehicles	-	-	-	0.0%
103 Buildings & Improvements	-	-	-	0.0%
104 TOTAL CAPITAL EXPENSES	-	-	-	0.0%
105				
106 NET CHANGE IN CAPITAL	-	-	-	0.0%

(1) 15% contingency for fuel costs.

(2) 2% contingency for operating expenses not including fuel and depreciation.

Increase w/o Contingencies	\$4,550	1.4%
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YOUNTVILLE TROLLEY STATISTICS

Estimated Passengers	31,400	28,000
Cost Per Passenger	\$10.58	\$11.63
Estimated Service Hours	4,800	4,800
Cost Per Hour of Service- Fully Burdened	\$66.06	\$66.91
Estimated Service Miles	30,450	29,000

Farebox	10.00%
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OTHER NOTES

- 56. Budget for allocation of Facilities expenses
- 68. Increase in rent allocation for Transit Center
- 76. Fuel Contingency Increased to 20% due to AB32

Fuel	21,500
Estimated Gallons	6,500
Price/ gallon	\$ 3.31

Base	211,194.72
Variable	70,256
	281,451

Budget Inputs- St. Helena

Statement of Revenue, Expenses

PCC Item 10

Updated 2/13/15 at 4:45pm

	A	C	D	F
			(C-A) Draft - Approved	
	APPROVED BUDGET FY 2014-15	DRAFT BUDGET FY2015-16	\$ Difference	% Difference
OPERATING REVENUES				
REV- OPERATIONS				
1 Farebox	3,360	8,000	4,640	138.1%
2 Farebox Contribution- City of St. Helena	25,700	21,700	(4,000)	-15.6%
3 Ad Revenue and Other Operating Revenue	-	-	-	0.0%
4 TOTAL - OPERATIONAL REVENUE	29,060	29,700	640	2.2%
5				
6 TOTAL- Transportation Development Act	101,440	100,600	(840)	-0.8%
7				
REV- INTERGOVERNMENTAL				
10 Federal: FTA 5311 Operating	84,300	71,000	(13,300)	-15.8%
13 State: State Transit Assistance (STA)	69,800	100,000	30,200	43.3%
23 TOTAL - INTERGOVERNMENTAL REV	154,100	171,000	16,900	11.0%
24				
25 INTEREST	1,000	1,000	-	0.0%
26				
27 TOTAL REVENUES	285,600	302,300	16,700	5.8%
28				
OPERATING EXPENSES				
29				
PERSONNEL COSTS				
43 Salary Chargeback to Public Transit	4,000	4,500	500	12.5%
44 TOTAL PERSONNEL COSTS	4,000	4,500	500	12.5%
45				
OPERATING EXPENSES				
47 Administration Services	-	-	-	0.0%
48 Accounting/Auditing Services	1,200	1,300	100	8.3%
49 Information Technology Service	2,000	2,000	-	0.0%
50 Legal Services	800	800	-	0.0%
55 Purchase Transportation	237,000	252,000	15,000	6.3%
56 Maintenance-Buildings/Improvem	3,000	-	(3,000)	-100.0%
60 Rents and Leases - Bldg/Land	2,000	2,000	-	0.0%
63 Advertising/Marketing	2,000	3,000	1,000	50.0%
64 Printing & Binding	1,000	1,000	-	0.0%
69 Office Expenses	500	500	-	0.0%
74 Fuel	22,500	26,000	3,500	15.6%
76 Fuel Contingency (1)	4,500	3,900	(600)	-13.3%
77 Operations Contingency (2)	5,100	5,300	200	3.9%
78 TOTAL OPERATING EXPENSES	281,600	297,800	16,200	5.8%
79				
80 TOTAL OPERATING COSTS	285,600	302,300	16,700	5.8%
81				
82 NET CHANGE IN OPERATIONS	-	-	-	0.0%
83				
84 Depreciation Expense	24,000	24,000	-	0.0%

(1) 15% contingency for fuel costs.

(2) 2% contingency for operating expenses not including fuel and depreciation.

Increase w/o Contingencies	17,100	6.2%
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ST. HELENA SHUTTLE STATISTICS

Estimated Passengers	13,900	14,500
Cost Per Passenger	\$20.55	\$20.21
Estimated Service Hours	4,300	4,600
Cost Per Hour of Service- Fully Burdened	\$63.26	\$62.74
Estimated Service Miles	22,700	21,000

Farebox	10.13%
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OTHER NOTES

- 56. Budget for allocation of Facilities expenses
- 68. Increase in rent allocation for Transit Center
- 76. Fuel Contingency increased to 20% due to AB32

Fuel	26,000
Estimated Gallons	7,750
Price/ gallon	\$ 3.35

Base	145,197.36
Variable	109,452
	254,649

Budget Inputs- Calistoga

Statement of Revenue, Expenses

PCC Item 10

Updated 2/13/15 at 4:45pm

	A	C	D	F
			(C-A) Draft - Approved	
			\$ Difference	% Difference
OPERATING REVENUES				
REV- OPERATIONS				
1 Farebox	13,200	14,400	1,200	9.1%
2 Farebox Contribution- City of Calistoga	10,000	10,000	-	0.0%
3 Ad Revenue and Other Operating Revenue- CTBID	30,400	50,300	19,900	65.5%
4 TOTAL - OPERATIONAL REVENUE	53,600	74,700	21,100	39.4%
5				
6 TOTAL- Transportation Development Act	95,800	113,900	18,100	18.9%
7				
REV- INTERGOVERNMENTAL				
10 Federal: FTA 5311 Operating	84,300	71,000	(13,300)	-15.8%
13 State: State Transit Assistance (STA)	100,000	100,000	-	0.0%
23 TOTAL- INTERGOVERNMENTAL REV	184,300	171,000	(13,300)	-7.2%
24				
25 INTEREST	2,000	2,000	-	0.0%
26				
27 TOTAL REVENUES	335,700	361,600	25,900	7.7%
28				
OPERATING EXPENSES				
29				
PERSONNEL COSTS				
43 Salary Chargeback to Public Transit	4,000	7,000	3,000	75.0%
44 TOTAL PERSONNEL COSTS	4,000	7,000	3,000	75.0%
45				
OPERATING EXPENSES				
48 Accounting/Auditing Services	1,200	1,200	-	0.0%
49 Information Technology Service	2,200	2,300	100	4.5%
50 Legal Services	800	800	-	0.0%
54 Maintenance-Equipment	-	-	-	0.0%
55 Purchase Transportation	284,500	310,000	25,500	9.0%
56 Maintenance-Buildings/Improvem	3,000	-	(3,000)	-100.0%
60 Rents and Leases - Bldg/Land	2,000	2,000	-	0.0%
63 Advertising/Marketing	5,000	5,000	-	0.0%
64 Printing & Binding	1,000	1,000	-	0.0%
69 Office Expenses	500	500	-	0.0%
74 Fuel	21,000	22,000	1,000	4.8%
76 Fuel Contingency (1)	4,200	3,300	(900)	-21.4%
77 Operations Contingency (2)	6,300	6,500	200	3.2%
78 TOTAL OPERATING EXPENSES	331,700	354,600	22,900	6.9%
79				
80 TOTAL OPERATING COSTS	335,700	361,600	25,900	7.7%
81				
82 NET CHANGE IN OPERATIONS	-	-	-	0.0%
83				
84 Depreciation Expense	45,000	45,000	-	0.0%

(1) 15% contingency for fuel costs.

(2) 2% contingency for operating expenses not including fuel and depreciation.

Increase w/o Contingencies	26,600	8.2%
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CALISTOGA SHUTTLE STATISTICS

Estimated Passengers	23,700	24,700
Cost Per Passenger	\$14.16	\$14.24
Estimated Service Hours	5,400	6,400
Cost Per Hour of Service- Fully Burdened	\$59.48	\$53.88
Estimated Service Miles	50,300	50,300

Farebox	21.23%
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OTHER NOTES

- Flat Rate from City of Calistoga
- Flat Rate from Calistoga Tourism Bureau
- Was underbudgeted for FY2013-14
- Was underbudgeted for FY2013-14
- Budget for allocation of Facilities expenses
- Increase in rent allocation for Transit Center
- Fuel Contingency Increased to 20% due to AB32

Fuel	22,000
Estimated Gallons	6,500
Price/ gallon	\$ 3.38

Cost	
Base	148,500
Variable	208,038
	\$356,538

Budget Inputs-VINE Facilities (Park & Rides/Transit Yard)

Statement of Revenue, Expenses

Updated 2/13/15 at 4:45pm

	A	C	D	F
			(C-A) Draft - Approved	
			\$ Difference	% Difference
OPERATING REVENUES				
REV- OPERATIONS				
3 Ad Revenue and Other Operating Revenue	18,000	18,000	-	0.0%
4 TOTAL - OPERATIONAL REVENUE	18,000	18,000	-	0.0%
5				
6 TOTAL- Transportation Development Act	70,700	81,400	10,700	15.1%
7				
8 REV- INTERGOVERNMENTAL				
22 Intrafund Revenue	-	-	-	0.0%
23 TOTAL- INTERGOVERNMENTAL REV	-	-	-	0.0%
24				
25 INTEREST	-	400	400	0.0%
26				
27 TOTAL REVENUES	88,700	99,800	11,100	12.5%
28				
OPERATING EXPENSES				
29				
30				
31 PERSONNEL COSTS				
43 Salary Chargeback to Public Transit	-	-	-	0.0%
44 TOTAL PERSONNEL COSTS	-	-	-	0.0%
45				
46 OPERATING EXPENSES				
48 Accounting/Auditing Services	400	400	-	0.0%
54 Maintenance-Equipment	25,000	25,000	-	0.0%
55 Purchase Transportation	-	-	-	0.0%
56 Maintenance-Buildings/Improvem	13,200	20,000	6,800	51.5%
57 Maintenance- Software	-	-	-	0.0%
58 Maintenance-Vehicles	-	-	-	0.0%
60 Rents and Leases - Bldg/Land	26,000	24,000	(2,000)	-7.7%
61 Insurance - Premiums	11,500	12,000	500	4.3%
62 Communications/Telephone	1,800	8,000	6,200	344.4%
73 Utilities - Electric	8,400	8,400	-	0.0%
77 Operations Contingency (2)	2,400	2,000	(400)	-16.7%
78 TOTAL OPERATING EXPENSES	88,700	99,800	11,100	12.5%
79				
80 TOTAL OPERATING COSTS	88,700	99,800	11,100	12.5%
81				
82 NET CHANGE IN OPERATIONS	-	-	-	0.0%
83				
84 Depreciation Expense	-	-	-	0.0%
85				
86				
87				
CAPITAL REVENUES				
88				
90 Federal: FTA Capital	-	-	-	0.0%
91 State: Prop. 1B Capital	-	-	-	0.0%
92 RM2 Capital	-	-	-	0.0%
93 Local Transit Capital/ STA (TDA)	-	-	-	0.0%
94 Other Government Agencies	-	-	-	0.0%
95 TOTAL CAPITAL REVENUES	-	-	-	0.0%
96				
CAPITAL PURCHASES				
97				
98				
99 Security Equipment	-	-	-	0.0%
100 Equipment	-	-	-	0.0%
101 Vehicles	-	-	-	0.0%
102 Buildings- Transit Center	-	-	-	0.0%
103 Buildings & Improvements	-	-	-	0.0%
104 TOTAL CAPITAL EXPENSES	-	-	-	0.0%
105				
106 NET CHANGE IN CAPITAL	-	-	-	0.0%

- (1) 15% contingency for fuel costs.
- (2) 2% contingency for operating expenses not including fuel and depreciation.

Increase w/o Contingencies	11,500	13.3%
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VINE TRANSIT STATISTICS

Estimated Passengers
Cost Per Passenger
Estimated Service Hours
Cost Per Hour of Service- Fully Burdened
Estimated Service Miles

OTHER NOTES

60. Expo Parking



March 5, 2015
PCC Agenda Item 11

Action Requested: APPROVE

**NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY
PCC Agenda Letter**

TO: Paratransit Coordinating Council
FROM: Tom Roberts, Manager of Public Transit
(707) 259-8781 / Email: troberts@nctpa.net
SUBJECT: Recommended Service Changes to American Canyon Transit

RECOMMENDATION

That the Paratransit Coordinating Council review, provide comment and support proposed service changes to American Canyon Transit.

EXECUTIVE SUMMARY

In 2010, NCTPA introduced service changes to American Canyon Transit (ACT). An evaluation of those changes has prompted staff to propose adjustments to the service. Specifically, staff proposes that the system be changed from fixed-route to door-to-door for most of the service day. In addition, the proposal recommends that cost savings generated from the service change be reallocated to provide three additional runs per day on the Route 11 during peak demand hours.

FINANCIAL IMPACT

Is there a fiscal impact? No, the proposed plan would be expense neutral.

BACKGROUND AND DISCUSSION

Since 2010, American Canyon Transit has run two buses in a bi-directional loop most of the day between the hours of 6 am and 6:45 pm, Monday – Friday. There is no appreciable ridership before 7:45 am or after 5:30 pm. In addition, other than a morning and afternoon 45 minute peak of High school riders, the majority of the service has between 2 and 6 riders per hour.

As successfully demonstrated in Calistoga, St. Helena and Yountville, this level of demand can easily be handled by a single vehicle operating door-to-door. Staff is

recommending that ACT operate on a route structure during morning and afternoon (school peak periods) with the balance of the day operating door-to-door.

The VINE Route 11 runs through American Canyon between the City of Napa and Vallejo and experiences frequent overcrowding during peak AM and afternoon hours significantly impacting American Canyon residents. Staff is recommending allocating the revenue savings from the proposed ACT service changes to add 3 additional runs a day on the Route 11. This will reduce overcrowding and provide better service to American Canyon residents.

Overall, the service changes proposed will improve transit services to the residents of American Canyon and are projected to have no impact on the agency budget.

Staff recommends the Council support the proposed changes.

SUPPORTING DOCUMENTS

Mobility Management Programs

Fiscal Year 2014/15

VINE Go

July 2014 - January 2015

Enrollments

Applied*	Approved	Denied	% Approval
133	127	6	95.5%

Full*

106	Restricted*	Temporary*
33	33	6

*Some riders may fall into more than one category.

American Canyon	Calistoga	Napa	St. Helena	Yountville	Other
21	2	93	4	6	0

Under 65 y/o

41	Age 65 - 70	71 - 79	80 +
33.3%	12	33	37
9.8%	26.8%	30.1%	

Ambulatory*

26	Cane*	Walker*	Wheelchair*	Other*
43	43	53	38	18
14.6%	20.0%	29.8%	21.3%	10.1%

*Some riders may fall into more than one category.

VINE Go Rides

Rides Requested	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15
Provided	1863	1891	1923	2100	1792	1853	1994	1994				
Denied	0	0	0	0	0	0	0	0				
Trips Missed	0	0	0	0	0	0	0	0				
Cancellations	450	416	403	410	280	497	381	94				
No Shows	93	96	69	75	96	98	94	0				
Complaints Received	0	0	0	0	0	0	0	0				

Shared Vehicle Program

Agency Trips	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15
	528	598	540	529	385	485	491					

Mileage Reimbursement Program July - November 2014

Enrollments

Applied	Approved	Denied	% Approval
20	17	3	85.0%

Rides

Trips Taken	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15
Total Miles	N/A	3	4	4	6	3						
	N/A	230	251	354	278	145						

Taxi Program (July 2014 - January 2015)			
Enrollments			
Applied	Approved	Denied	% Approval
66	65	1	98%
**Total program members to date:			
Taxi Trips Taken*			
Year to Date	Prior Year to Date		
5,173	7,951		
Taxi Cost per Ride / Agency*			
Year to Date	Prior Year to Date		
\$7.14 / \$36,918	\$8.09 / \$41,864		

*Some data missing due to how cab companies report to NCTPA

Transit Ambassador Program (July 2014 - Jan 2015)	
Ambassadors in Service/Training	
Year to Date	Prior Year to Date
9	8
Bus Riders Trained	
Year to Date	Prior Year to Date
8	24

