

# VCAC

## VINE Consumer Advisory Committee

### AGENDA

Thursday, November 7, 2013

6:00 pm

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 VCAC which are provided to a majority or all of the members of the VCAC by VCAC 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 VCAC, 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 VCAC at the meeting will be available for public inspection at the public meeting if prepared by the members of the VCAC 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 VCAC on any item at the time the VCAC 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 VCAC Staff. Also, members of the public are invited to address the VCAC 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, VCAC Staff, at (707) 259-8327 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](http://www.nctpa.net), click on Minutes and Agendas.*

#### ITEMS

1. Call to Order
2. Roll Call and Introductions
3. Public Comment \*\*\*
4. Chairperson and Committee Members' Update
5. Transit Manager's Update

#### Time Estimates

30 Minutes

**REGULAR AGENDA ITEMS**

**RECOMMENDATION**

**Time Estimates**

6.	Approval of September 5, 2013 minutes.	APPROVE	5 min
7.	Executive Director Update  NCTPA's Executive Director will update the Council on agency activities.	INFORMATION	20 min
8.	Election of Officers  The Committee will elect a Chair and Vice Chair.	APPROVE	5 min
9.	Draft Vision for SR-29 Corridor  The Committee will receive a presentation and review the draft vision for improvements to the State Route 29 corridor.	INFORMATION	20 min
10.	Rider Conduct  Staff will initiate a discussion regarding the potential development of policies related to rider conduct.	INFORMATION	15 min
11.	Fare Policies and Practices  Staff will initiate a discussion regarding current and prospective policies and practices related to fares and discounts.	INFORMATION	15 min
12.	Adjourn		

**Estimated Meeting Length: 110 mins**

# VCAC

## VINE Consumer Advisory Committee

### MINUTES

Thursday September 5, 2013

#### ITEMS

##### 1. Call to Order

Vice Chair Weir called the meeting to order at 6:10 pm.

##### 2. Roll Call and Introductions

Members Present:

Zach Schunk      Margret Schlenke  
Genji Schmeder      Jean-Vincent Deale  
Doug Weir

Members Absent:

George Blackstock  
Jack Wall  
Anna Ernest - Excused

##### 3. Chairperson / Committee Members / Staff Update

Due to the absence of Chair Wall, Vice Chair Weir opened the meeting with comments from the committee members. Committee member Schunk questioned what the standing limit was on buses since he has been experiencing packed buses on the Route 11. Veolia staff member Cheryl Drake stated that the limit is before the yellow lines that are located by the doors.

Committee member Schmeder gave an update about his involvement with the SR29 Corridor studying stating that the only transit related solutions to the traffic problems in the corridor is a bus rapid transit lane which is not entirely feasible.

Committee member Schunk also mentioned that the parking situation at the college is not very good and there are many people that have a difficult time finding a spot. He is using this issue to further promote the use of public transit to access the college.

Vice Chair Weir wanted to bring to the attention of NCTPA staff that the crossing at Redwood and Solano is very dangerous and it is his wish that staff bring it up with the City.

Committee member Deale informed Veolia staff that some of the air conditioning units on the buses were not working which was a bigger issue because we are having a hotter than usual summer. Veolia staff member Drake addressed this stating that everything is being done to keep up with the breakdowns but noted that there were challenges because the fleet is aging and there is a shortage of mechanics. Committee member Deale also commended NCTPA on returning evening service to central Napa with the release of the new schedules.

Committee member Schunk also commended NCTPA on the schedule change stating the buses were indeed running more on time.

#### **4. Correspondence**

None

#### **5. Public Comment**

None

### **REGULAR AGENDA ITEMS**

**Approval of meeting minutes of May 2, 2013 (Approve)**

**MSC” SCHMEDER/DEALE to APPROVE**

#### **7. Transit Manager’s Update (Information)**

NCTPA staff member Tom Roberts reviewed some of the up and coming projects/events that would affect the VINE.

#### **8. Nomination of a Chair and Vice Chair (Approve)**

Committee member Schmeder nominated Zachary Schunk for chair

**MSC” SCHMEDER/WEIR to APPROVE**

Committee member Schlenke nominated Genji Schmeder for vice chair

**MSC” SCHLENKE/DEALE to APPROVE**

#### **9. Transit Projects for Fiscal Year 2013/14 (Information)**

NCTPA staff member Roberts reviewed the project list with the committee.

#### **10. Adjourn until September 5, 2013**

**MSC” SCHMEDER/SCHUNK to APPROVE adjournment at 7:45 PM**



November 7, 2013  
VCAC Agenda Item 8

**ION REQUIRED**

## NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY VCAC Agenda Letter

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**TO:** VINE Consumer Advisory Committee  
**FROM:** Tom Roberts, Manager of Public Transit  
(707) 259-8778 / Email: troberts@nctpa.net  
**SUBJECT:** Election of Chair and Vice-Chair

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### RECOMMENDATION

Elect a Chair and Vice-Chair.

### **EXECUTIVE SUMMARY**

Each year the VCAC elects a Chair and Vice-Chair before the end of the calendar year. The Council By-laws direct that nominations should be made at the September meeting with the election held at the subsequent November meeting.

At the September 2013 meeting the Committee nominated Zachary Schunk to serve as Chair and Genji Schmeder as Vice Chair.

Staff recommends the Council formally elect the nominees to the positions of Chair and Vice-Chair.

### **FINANCIAL IMPACT**

Is there a Fiscal Impact? No.

### **FINANCIAL IMPACT**

None.

### **SUPPORTING DOCUMENTS**

None.



**MEETING REQUIRED**

## NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY VCAC Agenda Letter

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**TO:** VINE Consumer Advisory Committee  
**FROM:** Eliot Hurwitz, Program Manager for Planning  
(707) 259-8782 / Email: [ehurwitz@nctpa.net](mailto:ehurwitz@nctpa.net)  
**SUBJECT:** Draft Vision for SR-29 Corridor

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### RECOMMENDATION

The Committee will receive a presentation and review the draft vision for improvements to the State Route 29 (SR 29) corridor.

### **EXECUTIVE SUMMARY**

The SR29 Gateway Corridor Planning Project has been evaluating potential improvements to SR29 from the City of Vallejo to the northern part of the City of Napa. Of principal interest has been the segment in the City of American Canyon. Addressing the problem of congestion on this road is one of the highest priorities for countywide transportation planning.

Based on a year-long planning exercise, NCTPA has developed a "Draft Vision" for the roadway, in partnership with the Cities of American Canyon, Napa and Vallejo, Napa and Solano Counties, Caltrans, and a 21-member Citizens Advisory Committee, as follows:

*Enhance multi-modal mobility along the SR 29 corridor, while ensuring that improvements are sensitive to adjacent land use and development context. Undertake strategic improvements to reduce automobile congestion and minimize delays. Identify opportunities for transit and passenger rail and provide for bicycle and pedestrian access and safety along and across the corridor. Maintain local access, and enhance the identity and distinctiveness of the corridor.*

Based on this Draft Vision a set of nine guiding principles have been developed that would be applied to any improvements along this central gateway to Napa Valley.

- 1. Undertake improvements to reduce congestion and delays along the SR 29 Corridor, while balancing the corridor's role as both a regional and a local route through American Canyon and Vallejo.*
- 2. Develop solutions that are context sensitive.*
- 3. Reduce motorists' need to use SR 29 by managing demand and encouraging use of alternative/parallel routes.*
- 4. Expand the network of pedestrian paths and supporting infrastructure to provide convenient routes to work, schools, open space, and commercial destinations.*
- 5. Expand the network of bicycle paths and supporting infrastructure to provide convenient access to destinations and promote travel by bicycle as a viable alternative to the automobile.*
- 6. Maintain the safety, health and livability of local communities, especially adjacent residential areas.*
- 7. Promote convenient and reliable public transit to encourage its use by commuters and to provide a reasonable option for getting to local destinations.*
- 8. Use highway improvements to enhance community character and promote economic development.*
- 9. Support planned development activities.*

## **FINANCIAL IMPACT**

Is there a Fiscal Impact? No.

## **SUPPORTING DOCUMENTS**

None.



**ACTION REQUIRED**

## NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY VCAC Agenda Letter

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**TO:** VINE Consumer Advisory Committee  
**FROM:** Tom Roberts, Manager of Public Transit  
(707) 259-8778 / Email: troberts@nctpa.net  
**SUBJECT:** Rider Conduct

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### RECOMMENDATION

The Committee will receive an update from staff regarding rider conduct policies.

### **EXECUTIVE SUMMARY**

Many transit agencies adopt policies regarding the appropriate conduct of passengers on buses and while waiting at stops and terminals. At this time staff would like to open a discussion with the Committee about the possibility of adopting such policies for the VINE family of transit services.

### **FINANCIAL IMPACT**

Is there a Fiscal Impact? No.

### **FINANCIAL IMPACT**

### **SUPPORTING DOCUMENTS**

None.



**ACTION REQUIRED**

## NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY VCAC Agenda Letter

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**TO:** VINE Consumer Advisory Committee  
**FROM:** Tom Roberts, Manager of Public Transit  
(707) 259-8778 / Email: troberts@nctpa.net  
**SUBJECT:** Passenger Fare Policies and Practices

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### **RECOMMENDATION**

The Committee will receive an update from staff regarding passenger fare polices.

### **EXECUTIVE SUMMARY**

Transit agencies are required to meet certain standards regarding the amount passengers pay in fares as related to the cost of providing service. This is called the “farebox recovery ratio.” The VINE and Vine Go must maintain a 16% and 10% ratio respectively. Increases in expenses, such as fuel and contract transportation (e.g. Veolia Transportation), increase over time which can erode the farebox recovery ratio. Ridership growth can help offset this erosion.

NCTPA currently does not have a policy that would guide how and when fare adjustments are made. Historically, NCTPA has not imposed regular fare increases. Consequently, when fares need to be adjusted, a significant fare increase must be imposed. Some transit agencies have policies that automatically increase fares incrementally every year or two at the rate of inflation. This makes planning more predictable and reduces the economic impact to the rider.

The VINE last increased its passenger fares in January 2012. At this time staff would like to open a discussion with the Committee about our current fare structure and the merits of adopting a more predictable pattern of fare adjustments.

### **FINANCIAL IMPACT**

Is there a Fiscal Impact? No.

### **SUPPORTING DOCUMENTS**

None.