

Napa Valley Transportation Authority

625 Burnell Street
Napa, CA 94559



Agenda - Final

Thursday, March 2, 2023
10:00 AM

JoAnn Busenbark Board Room

Paratransit Coordinating Council (PCC)

The Napa Valley Transportation Authority (NVTA) Paratransit Coordinating Council (PCC) meeting will be held both in person with a Zoom option available for members of the public to participate. All committee members are expected to participate in person and follow the traditional Brown Act rules.

All materials relating to an agenda item for an open session of a regular meeting of the Paratransit Coordinating Council (PCC) are posted on the NVTA website at: <https://nctpa.legistar.com/Calendar.aspx>

PUBLIC MEETING GUIDELINES FOR PARTICIPATING VIA PHONE/VIDEO CONFERENCING

- 1) To join the meeting via Zoom video conference from your PC, Mac, iPad, iP 882 3261 2915
- 2) To join the Zoom meeting by phone - dial 1-669-900-6833, enter meeting ID: 882 3261 2915 If asked for the participant ID or code, press #.

Public Comments

Members of the public may comment on matters within the purview of the Committee that are not on the meeting agenda during the general public comment item at the beginning of the meeting. Comments related to a specific item on the agenda must be reserved until the time the agenda item is considered and the Chair invites public comment. Members of the public are welcome to address the Committee, however, under the Brown Act Committee members may not deliberate or take action on items not on the agenda, and generally may only listen.

Instructions for submitting a Public Comment are on the next page.

Members of the public may submit a public comment in writing by emailing info@nvta.ca.gov with PUBLIC COMMENT as the subject line (for comments related to an agenda item, please include the item number). All written comments should be 350 words or less, which corresponds to approximately 3 minutes or less of speaking time. Public comments emailed to info@nvta.ca.gov after 5 p.m. the day before the meeting will be entered into the record but not read out loud. If authors of the written correspondence would like to speak, they are free to do so and should raise their hand and the Chair will call upon them at the appropriate time.

1. To comment during a virtual meeting (Zoom), click the "Raise Your Hand" button (click on the "Participants" tab) to request to speak when Public Comment is being taken on the Agenda item. You must unmute yourself when it is your turn to make your comment for up to 3 minutes. After the allotted time, you will then be re-muted. Instructions for how to "Raise Your Hand" are available at <https://support.zoom.us/hc/en-us/articles/205566129-Raise-Hand-In-Webinar>.

2. To comment by phone, press "*9" to request to speak when Public Comment is being taken on the Agenda item. You must unmute yourself by pressing "*6" when it is your turn to make your comment, for up to 3 minutes. After the allotted time, you will be re-muted.

Instructions on how to join a Zoom video conference meeting are available at: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

Instructions on how to join a Zoom video conference meeting by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone>

Note: The methods of observing, listening, or providing public comment to the meeting may be altered due to technical difficulties or the meeting may be cancelled, if needed.

All materials relating to an agenda item for an open session of a regular meeting of the NVTA PCC are posted on the NVTA website 72 hours prior to the meeting at: <https://nctpa.legistar.com/Calendar.aspx> or by emailing info@nvta.ca.gov to request a copy of the agenda.

Materials distributed to the members of the Committee present at the meeting will be available for public inspection after the meeting. 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.

Americans with Disabilities Act (ADA): 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 Kathy Alexander, NVTA Deputy Board Secretary, at (707) 259-8627 during regular business hours, at least 48 hours prior to the time of the meeting.

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

Acceso y el Titulo VI: La NVTA puede proveer asistencia/facilitar la comunicación a las personas discapacitadas y los individuos con conocimiento limitado del inglés quienes quieran dirigirse a la Autoridad. Para solicitar asistencia, por favor llame al número (707) 259-8627. Requerimos que solicite asistencia con tres días hábiles de anticipación para poderle proveer asistencia.

Ang Accessibility at Title VI: Ang NVTA ay nagkakaloob ng mga serbisyo/akomodasyon kung hilingin ang mga ito, ng mga taong may kapansanan at mga indibiduwal na may limitadong kaalaman sa wikang Ingles, na nais na matugunan ang mga bagay-bagay na may kinalaman sa NVTA PCC. Para sa mga tulong sa akomodasyon o pagsasalin-wika, mangyari lang tumawag sa (707) 259-8627. Kakailanganin namin ng paunang abiso na tatlong araw na may pasok sa trabaho para matugunan ang inyong kahilingan.

1. Call To Order
2. Roll Call
3. Public Comment
4. Committee Member Comments
5. Staff Comments

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

6. CONSENT AGENDA

- 6.1 **Meeting Minutes of January 5, 2023 Paratransit Coordinating Council (PCC) Meeting (Kathy Alexander) (Pages 7-9)**

Recommendation: PCC action will approve the January 5, 2023 PCC meeting minutes.

Estimated Time: 10:15 a.m.

Attachments: [Draft Minutes.pdf](#)

7. REGULAR AGENDA ITEMS

- 7.1 **Countywide Accessible Transportation Needs Assessment Update (Diana Meehan) (Pages 10-17)**

Body: Staff will provide an update on the Countywide Accessible Transportation Needs Assessment.

Recommendation: Information only

Estimated Time: 10:15 a.m.

Attachments: [Staff Report.pdf](#)

- 7.2 **Vine Transit Update (Libby Payan) (Pages 18-23)**

Body: Staff will provide an update on Vine Transit operations.

Recommendation: Information only

Estimated Time: 10:25 a.m.

Attachments: [Staff Report.pdf](#)

8. FUTURE AGENDA ITEMS

10. ADJOURNMENT

10.1 The next regularly scheduled meeting for the Napa Valley Transportation Authority Paratransit Coordinating Council is May 4, 2023 at 10:00 a.m.

I, Kathy Alexander, hereby certify that the agenda for the above stated meeting was posted at a location freely accessible to members of the public at the NVTAs offices, 625 Burnell Street, Napa, CA by 5:00 p.m., by Friday, February 24, 2023.

Kathy Alexander (e-sign)

Kathy Alexander, Deputy Board Secretary

Glossary of Acronyms

AB 32	Global Warming Solutions Act	FAST	Fixing America's Surface Transportation Act
ABAG	Association of Bay Area Governments	FHWA	Federal Highway Administration
ACFR	Annual Comprehensive Financial Report	FTA	Federal Transit Administration
ADA	American with Disabilities Act	FY	Fiscal Year
APA	American Planning Association	GHG	Greenhouse Gas
ATAC	Active Transportation Advisory Committee	GGRF	Greenhouse Gas Reduction Fund
ATP	Active Transportation Program	GTFS	General Transit Feed Specification
BAAQMD	Bay Area Air Quality Management District	HBP	Highway Bridge Program
BAB	Build America Bureau	HBRR	Highway Bridge Replacement and Rehabilitation Program
BART	Bay Area Rapid Transit District	HIP	Housing Incentive Program
BATA	Bay Area Toll Authority	HOT	High Occupancy Toll
BRT	Bus Rapid Transit	HOV	High Occupancy Vehicle
CAC	Citizen Advisory Committee	HR3	High Risk Rural Roads
CAP	Climate Action Plan	HSIP	Highway Safety Improvement Program
CAPTI	Climate Action Plan for Transportation Infrastructure	HTF	Highway Trust Fund
Caltrans	California Department of Transportation	HUTA	Highway Users Tax Account
CASA	Committee to House the Bay Area	HVIP	Hybrid & Zero-Emission Truck and Bus Voucher Incentive Program
CBTP	Community Based Transportation Plan	IFB	Invitation for Bid
CEQA	California Environmental Quality Act	ITIP	State Interregional Transportation Improvement Program
CIP	Capital Investment Program	ITOC	Independent Taxpayer Oversight Committee
CMA	Congestion Management Agency	IS/MND	Initial Study/Mitigated Negative Declaration
CMAQ	Congestion Mitigation and Air Quality Improvement Program	JARC	Job Access and Reverse Commute
CMP	Congestion Management Program	LCTOP	Low Carbon Transit Operations Program
CalSTA	California State Transportation Agency	LIFT	Low-Income Flexible Transportation
CTA	California Transit Association	LOS	Level of Service
CTP	Countywide Transportation Plan	LS&R	Local Streets & Roads
CTC	California Transportation Commission	LTF	Local Transportation Fund
CY	Calendar Year	MaaS	Mobility as a Service
DAA	Design Alternative Analyst	MAP 21	Moving Ahead for Progress in the 21 st Century Act
DBB	Design-Bid-Build	MPO	Metropolitan Planning Organization
DBE	Disadvantaged Business Enterprise	MTC	Metropolitan Transportation Commission
DBF	Design-Build-Finance	MTS	Metropolitan Transportation System
DBFOM	Design-Build-Finance-Operate-Maintain	ND	Negative Declaration
DED	Draft Environmental Document	NEPA	National Environmental Policy Act
EIR	Environmental Impact Report	NOAH	Natural Occurring Affordable Housing
EJ	Environmental Justice	NOC	Notice of Completion
EPC	Equity Priority Communities	NOD	Notice of Determination
ETID	Electronic Transit Information Displays	NOP	Notice of Preparation
FAS	Federal Aid Secondary		

Glossary of Acronyms

NVTA	Napa Valley Transportation Authority	SHOPP	State Highway Operation and Protection Program
NVTA-TA	Napa Valley Transportation Authority-Tax Agency	SNTDM	Solano Napa Travel Demand Model
OBAG	One Bay Area Grant	SR	State Route
PA&ED	Project Approval Environmental Document	SRTS	Safe Routes to School
P3 or PPP	Public-Private Partnership	SOV	Single-Occupant Vehicle
PCC	Paratransit Coordination Council	STA	State Transit Assistance
PCI	Pavement Condition Index	STIC	Small Transit Intensive Cities
PCA	Priority Conservation Area	STIP	State Transportation Improvement Program
PDA	Priority Development Areas	STP	Surface Transportation Program
PID	Project Initiation Document	TAC	Technical Advisory Committee
PIR	Project Initiation Report	TCM	Transportation Control Measure
PMS	Pavement Management System	TCRP	Traffic Congestion Relief Program
Prop. 42	Statewide Initiative that requires a portion of gasoline sales tax revenues be designated to transportation purposes	TDA	Transportation Development Act
PSE	Plans, Specifications and Estimates	TDM	Transportation Demand Management Transportation Demand Model
PSR	Project Study Report	TE	Transportation Enhancement
PTA	Public Transportation Account	TEA	Transportation Enhancement Activities
RACC	Regional Agency Coordinating Committee	TEA 21	Transportation Equity Act for the 21 st Century
RAISE	Rebuilding American Infrastructure with Sustainability and Equity	TFCA	Transportation Fund for Clean Air
RFP	Request for Proposal	TIP	Transportation Improvement Program
RFQ	Request for Qualifications	TIFIA	Transportation Infrastructure Finance and Innovation Act
RHNA	Regional Housing Needs Allocation	TIRCP	Transit and Intercity Rail Capital Program
RM 2	Regional Measure 2 Bridge Toll	TLC	Transportation for Livable Communities
RM 3	Regional Measure 3 Bridge Toll	TLU	Transportation and Land Use
RMRP	Road Maintenance and Rehabilitation Program	TMP	Traffic Management Plan
ROW (R/W)	Right of Way	TMS	Transportation Management System
RTEP	Regional Transit Expansion Program	TNC	Transportation Network Companies
RTIP	Regional Transportation Improvement Program	TOAH	Transit Oriented Affordable Housing
RTP	Regional Transportation Plan	TOC	Transit Oriented Communities
SAFE	Service Authority for Freeways and Expressways	TOD	Transit-Oriented Development
SAFETEA-LU	Safe, Accountable, Flexible, and Efficient Transportation Equity Act-A Legacy for Users	TOS	Transportation Operations Systems
SB 375	Sustainable Communities and Climate Protection Act 2008	TPA	Transit Priority Area
SB 1	The Road Repair and Accountability Act of 2017	TPI	Transit Performance Initiative
SCS	Sustainable Community Strategy	TPP	Transit Priority Project Areas
SHA	State Highway Account	VHD	Vehicle Hours of Delay
		VMT	Vehicle Miles Traveled

Napa Valley Transportation Authority

625 Burnell Street
Napa, CA 94559

Meeting Minutes - Draft Paratransit Coordinating Council (PCC)

Thursday, January 5, 2023

10:00 AM

REFER TO COVID-19 SPECIAL NOTICE

1. Call To Order

Vice Chair Collette called the meeting to order at 10:02 a.m.

2. Roll Call

- Present:** 4 - Doug Weir
Tom Collette
Ellen Sweigert
Jeannie Smith
- Absent:** 2 - Lisa DeRose-Hernandez
Betty Rhodes

3. Public Comment

Tobias Weare, State Council on Developmental Disabilities (SCDD), announced SCDD is accepting applications for the SCDD as well as regional and local advisory committees.

4. Committee Member Comments

None

5. Staff Comments

Rebecca Schenck reported that the power was out at the bus maintenance yard and dispatch center from 7 pm last night and was restored shortly before 10 am. The power outage impacted communications with drivers and impacted VineGo and on-demand service.

6. CONSENT AGENDA

6.1 Meeting Minutes of September 1, 2022 Paratransit Coordinating Council Meeting (Kathy Alexander) (Pages 8-9)

MOTION by MEMBER WEIR, **SECOND** by SWEIGERT to **APPROVE** the September 1, 2022 PCC Meeting Minutes as presented. Motion carried with the following roll call vote:

Aye: 4 - Member Weir, Chairperson Collette, Vice Chair Sweigert, and Member Smith

Absent: 2 - Member DeRose-Hernandez, and Member Rhodes

6.2 Meeting Notes of the November 3, 2022 Paratransit Coordinating Council (PCC) Meeting (Kathy Alexander) (Pages 10-11)

This item was received and filed.

7. REGULAR AGENDA ITEMS

7.1 Nomination and Election of Chairperson and Vice Chairperson of the Paratransit Coordinating Council (PCC), and a Representative to the NVTA Board for the 2023 Calendar Year (Rebecca Schenck) (Pages 12)

Weir nominated Collette to serve as Chair.

Sweigert nominated Smith to serve as Vice Chair, Smith respectfully declined.

Smith nominated Sweigert to serve as Vice Chair.

Collette volunteered to serve as the PCC representative to the NVTA Board, Sweigert volunteered to serve as alternate. Smith volunteered to serve as second alternate.

MOTION by WEIR, SECOND by COLLETTE to APPOINT Collette as PCC Chair, Sweigert as PCC Vice Chair, Collette as the PCC representative to the NVTA Board, Sweigert as alternate and Smith as second alternate. Motion carried by the following roll call vote:

Aye: 4 - Member Weir, Chairperson Collette, Vice Chair Sweigert, and Member Smith

Absent: 2 - Member DeRose-Hernandez, and Member Rhodes

7.2 Draft 2023 Paratransit Coordinating Council (PCC) Work Plan and 2023 Meeting Calendar (Rebecca Schenck) (Pages 13-15)

The PCC reviewed the 2023 Work Plan and 2023 Meeting calendar, and discussed changing the July meeting date to July 13, 2023.

MOTION by COLLETTE, SECOND by WEIR to APPROVE the PCC 2023 Work Plan and the 2023 Meeting Calendar with the amended July 13 meeting date. Motion carried with the following roll call vote:

Aye: 4 - Member Weir, Chairperson Collette, Vice Chair Sweigert, and Member Smith

Absent: 2 - Member DeRose-Hernandez, and Member Rhodes

7.3 Countywide Accessible Transportation Needs Assessment (Diana Meehan) (Pages 16-18)

Information Only/No Action Taken

7.4 Paratransit Application Review (Libby Payan) (Pages 19-31)

Libby Payan reviewed the revised paratransit application for Vine Services and requested comments from the PCC.

The PCC did not have comments.

Public Comment received from Tobias Weare regarding accessibility compliance.

Art Hulscher of ADA Ride confirmed the application is accessible for people with vision or hearing difficulties.

MOTION by WEIR, SECOND by COLLETTE to APPROVE the revised paratransit application for Vine Services as presented. Motion carried by the following roll call vote:

Aye: 4 - Member Weir, Chairperson Collette, Vice Chair Sweigert, and Member Smith

Absent: 2 - Member DeRose-Hernandez, and Member Rhodes

7.5 **Brown Act Updates and Future PCC Meetings* (Kathy Alexander)**

Information Only/No Action Taken

8. FUTURE AGENDA ITEMS

None

10. ADJOURNMENT

10.1 The next regularly scheduled meeting for the Napa Valley Transportation Authority Paratransit Coordinating Council is March 2, 2023 at 10:00 a.m.

The next PCC meeting will be in-person at NVTVA, 625 Burnell Street in Napa on Thursday, March 2 at 10 a.m..

Meeting adjourned at 10:45 a.m.

Kathy Alexander, Deputy Board Secretary



NAPA VALLEY TRANSPORTATION AUTHORITY PCC Agenda Letter

TO: Paratransit Coordinating Council
FROM: Kate Miller, Executive Director
REPORT BY: Diana Meehan, Senior Planner
(707) 259-8327 / Email: dmeehan@nvta.ca.gov
SUBJECT: Countywide Accessible Transportation Needs Assessment Progress Update

RECOMMENDATION

Information only

EXECUTIVE SUMMARY

Napa Valley Transportation Authority (NVTA) is developing a countywide Accessible Transportation Needs Assessment (ATNA). The study will identify barriers to mobility for seniors and individuals with disabilities throughout Napa County and create recommendations for achieving equitable and improved transportation options for these populations.

Tasks completed to date are:

- 1) Kick-off meeting and set-up Basecamp project communications site
- 2) Identified stakeholder working group (Attachment 1)
- 3) Coordination with Napa County Older Adults Assessment (NOAA) team
- 4) Launched Countywide Transportation Survey (open through March 17)
- 5) Draft Existing Conditions Report

FISCAL IMPACT

Is there a Fiscal Impact? No

BACKGROUND

Transportation is often a primary topic of conversation among seniors countywide and within various organizations that serve seniors and people with disabilities. A summit was held in Yountville in March 2022 to discuss the various transportation needs and gaps in

services among these populations. NVTA has taken the lead in identifying countywide accessible transportation needs and analyzing solutions. The NVTA Board approved a work authorization for the Countywide effort with DKS Associates at its September 2022 Meeting. NVTA held a kick-off meeting with the project team on September 27th. NVTA will provide a countywide implementation plan that identifies potential funding sources and partners. NVTA and consultants have built in robust stakeholder participation to the assessment.

Progress to date includes setting up a communications platform called Basecamp for streamlining project communications and progress with the project team and stakeholder group. Including but not limited to, reviewing documents, bi-weekly project team check-in meetings, project coordination, and project progress tracking. DKS has completed data collection and evaluation of existing plans and transportation service providers for the existing conditions report (ECR), which is under final review by NVTA staff. The ECR will be publicized for comment once complete. A peer review of programs and projects in similarly sized counties is near complete and will help assess feasibility of projects and programs in Napa County.

Two stakeholder working group meetings have been held to date, on January 11 and February 8, 2023. The project team anticipates up to 8 stakeholder working group meetings over the course of the project. These meetings include content for a collaborative process with stakeholders and will help prepare for upcoming public meetings in April. The NVTA and DKS team are coordinating efforts with the County of Napa, currently working on a simultaneous effort, the Napa County Older Adults Needs Assessment (NOAA). The NOAA is focused on all services and needs for seniors countywide, particularly services that were highly impacted by the Covid-19 Pandemic.

Some common themes emerged during the review of existing plans and studies. These themes will help shape strategies for improving transportation services across multiple service providers countywide:

1. Access to healthcare is a challenge, especially specialized care
2. Target populations perceive that most existing services only serve medical trips
3. Rural populations and those lacking access to technology are most disadvantaged
4. Senior and disabled populations are strongly dependent on private auto use
5. Need for development of countywide performance metrics to measure access to all types of transportation services

Most seniors and disabled populations live in the incorporated areas in Napa County near services and transportation, with a smaller concentration living in unincorporated areas where there are fewer services, or options for transportation (Attachment 2). The density of medical facilities, where many of these populations travel is shown on the heat map in Attachment 3, which corresponds with the first listed key theme of access to healthcare facilities, which is more sparse within Napa County.

Progress to date is shown in Table 1 below.

TABLE 1 Accessible Transportation Needs Assessment Progress

Short-Term Action	In Progress	Completed	Notes
Stakeholder work group meeting #1		1/11/23	
Countywide Needs Assessment Survey Extended	X		Survey launched 1/18/23 and will remain open through 3/17/23 (Attachment 4. Onsite survey locations and on-board bus surveys week of February 13
Existing Conditions Report	X		NVTA review complete, final draft due by March 1. Using Replica Data for trip generation
Stakeholder Work Group Meeting #2		2/8/23	Reviewed trip generation data and draft information from ECR
Peer Review	X		Due Mid-February
Set Dates/Locations for 4 community workshops-Develop content for workshops	X		Tentative for April 10 & 11 Locations TBD; St. Helena, Angwin, City of Napa, American Canyon
Stakeholder Working group Meeting #3	X		Vision/Goals/Objectives and PEER Review Results

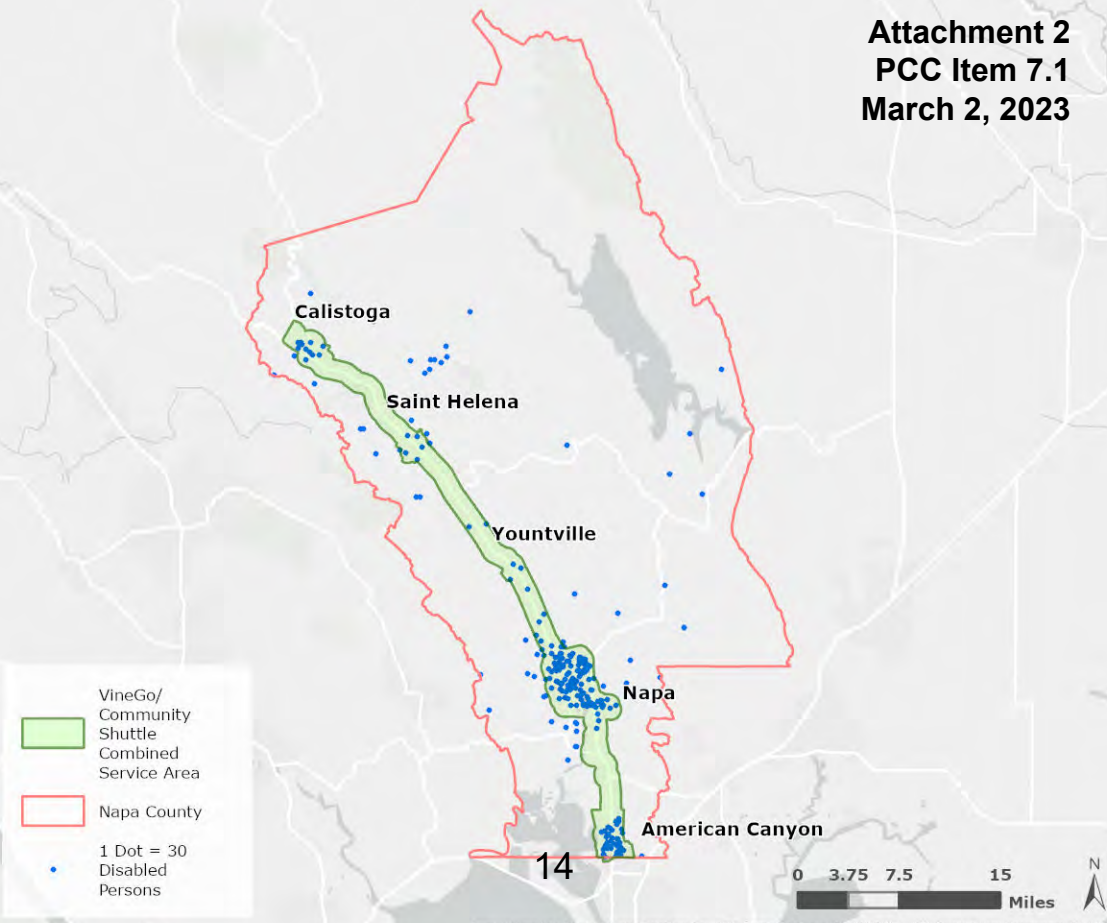
Next Steps:

- March: Review Vision, Goals, Objectives and PEER Review
- April: Public Outreach
- May: Initial Policy Discussion/NVTA Board Retreat
- June: Draft Policies Review
- July/August: Final Policies/Draft Plan Review
- September: NVTA Board Adoption

ATTACHMENTS

- (1) Stakeholder Working Group List
- (2) Senior and Disabled Population Residential Density Maps
- (3) Travel Patterns-Medical Facilities Heat Map
- (4) Return Survey Instructions

**Attachment 2
PCC Item 7.1
March 2, 2023**



VineGo/
Community
Shuttle
Combined
Service Area

Napa County

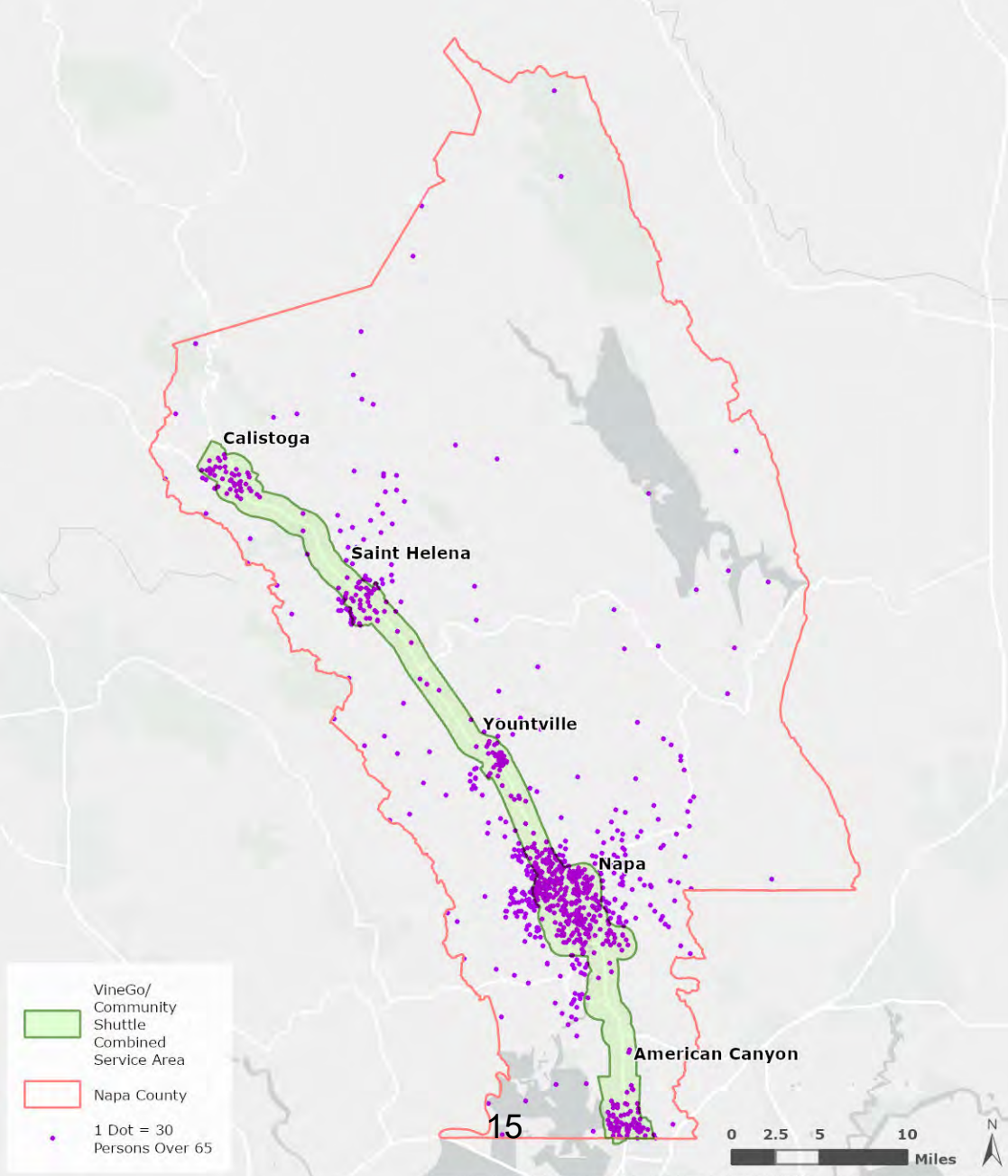
1 Dot = 30
Disabled
Persons

14

0 3.75 7.5 15

Miles





Calistoga

Saint Helena

Yountville

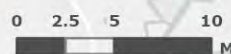
Napa

American Canyon

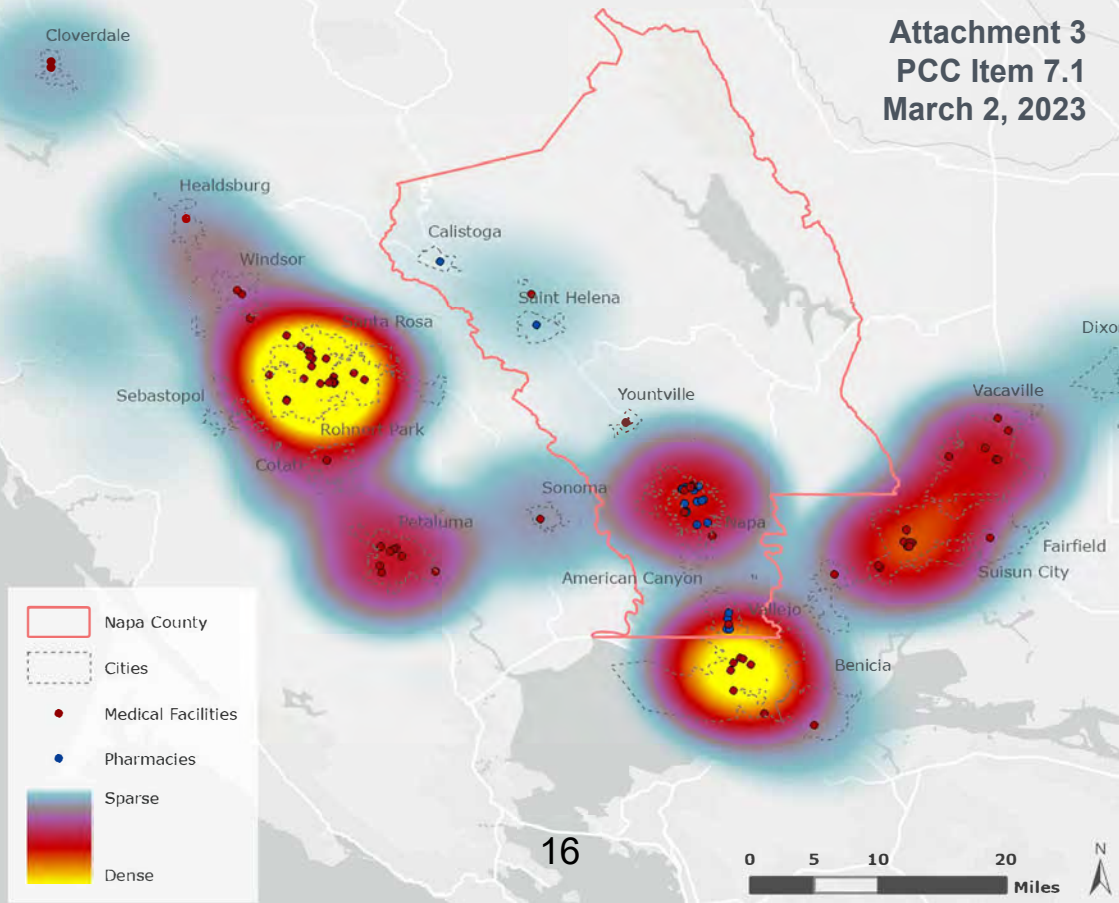
VineGo/
Community Shuttle
Combined
Service Area

Napa County

1 Dot = 30
Persons Over 65



**Attachment 3
PCC Item 7.1
March 2, 2023**





How to return completed Transportation Accessibility Surveys:

1. Completed hard copies can be scanned and emailed directly to me:
david.banelos@dksassociates.com
2. Can be dropped off: 625 Burnell Street Napa, CA 94559
3. Organizations or residential facilities assisting clients may arrange for pickup:
Contact Diana Meehan at the Napa Valley Transportation Authority
Email: dmeehan@nvta.ca.gov
Phone: 707-259-8327

Direct link to the NVTA Transportation Accessibility Surveys:

www.surveymonkey.com/r/NVTA



If you have any questions, please contact me at:

david.banelos@dksassociates.com or 916-803-6112



NAPA VALLEY TRANSPORTATION AUTHORITY

Paratransit Coordinating Council Agenda Memo

TO: Paratransit Coordinating Council
FROM: Kate Miller, Executive Director
REPORT BY: Libby Payan, Senior Program Planner/Administrator
(707) 259-8782 / Email: lpayan@nvta.ca.gov
SUBJECT: Vine Transit Update

RECOMMENDATION

Information only

EXECUTIVE SUMMARY

This report summarizes the Vine's operational performance during the second quarter for Fiscal Year (FY) 2022-23, covering the period October 1 to December 31, 2022. The board memo compares the second quarter of FY 2023 to the second quarter of FY 2019-2020 to provide some context on how ridership compares to pre-COVID ridership levels, as well as comparing to the prior quarter of the current fiscal year to provide insight to more recent ridership trends.

FISCAL IMPACT

Is there a Fiscal Impact? No

BACKGROUND

Future Service Changes

Since the previous Vine Transit Update provided in November, no new schedules have been implemented. The next service changes are planned for June to correspond with the end of the school year. Some changes being considered are:

- Eliminating the American Canyon and St. Helena fixed route school bus runs during the summer school break.

- Eliminating or changing the timepoints the Route W Loop 2 (counterclockwise direction).
- Providing all day service on Route E.
- Improving timepoints on Routes 10, 11, 11X and 29.

As part of an effort to continue to provide stellar transit service and to draw riders back, NVRTA staff has been busy problem solving a number of issues associated with bus replacements, electric fleet transition and implementation of new and or replacement of technology and equipment: These include:

Bus Electrification: The fifth BYD electric bus arrived in Napa on Monday January 9, 2023. The new bus is retrofitted with a custom driver barrier. A minor design flaw was discovered that prevents accessing certain farebox components and the BYD engineering team is working on a solution. This design flaw does not prevent access to the vault which contains the fares, however, some of the essential components are difficult to access.

Staff is still working on commissioning the charging station in the existing Jackson Street maintenance yard, however, the system is currently malfunctioning, and our contractor is currently troubleshooting the issues. The Town of Yountville chargers are experiencing issues with the cooling systems and are awaiting maintenance. The St. Helena chargers will be commissioned on February 17 and should be operational by the February Board meeting. Two additional chargers will be installed on City of American Canyon property pending direction from City staff on the location of the chargers. These chargers will work with the two Proterra electric buses.

Ride The Vine: The On-Demand App is now available for users. The Vine suite of services includes American Canyon Transit, St. Helena Butterfly, the Yountville Bee Line, City of Napa On-Demand service, and the Calistoga Shuttle uses an Automated Demand-Response Dispatching software system. To book on-demand rides, passengers have the option to use the Ride the Vine App which is available at the Apple App or Google Play stores.

Faulty Routers and Computer Aided Dispatch/Automatic Vehicle Locator: All Vine Transit fixed route buses are equipped with digital routers. Issues associated with the routers were uncovered when the new Computer-Aided Dispatch/Automatic Vehicle Locator (CAD/AVL) system was installed by GMV Syncromatics. Key issues were with the geographic positioning system (GPS) bus tracking on the interactive map on the Vine Transit website and onboard Wi-Fi for passengers. Staff is currently working through all of the suggestions made by the Digi representative to ensure all the routers on the buses properly function including changes in software, changes in hardware wiring and the purchase of a secondary set of sim cards from AT&T to provide back-up when the Verizon network is unavailable.

Automatic Passenger Counters: All Vine Transit fixed route buses are equipped with Automated Passenger Counters (APCs). APCs are electronic devices installed above the doors of the buses that count boardings and alightings and identify the specific stop locations. NVRTA executed an amendment to the UTA contract in September to transition ridership data from a statistical software, called SPSS, to a web-based platform. The old software, SPSS, was outdated and required downloading specialized software and receiving specific training. The data is now hosted on a web-based platform that is significantly easier to use.

Vine Transit Performance

The Tables 1-4 compare ridership across different services in the second quarter of Fiscal Year 2022-23 (October 2022 to December 2022) with the same period in Fiscal Year 2019-2020 (October 2019 to December 2019) to gain an understanding of where current Vine ridership stands in relationship to ridership numbers prior to the COVID-19 Pandemic. The second quarter FY 2020 was the last time that ridership was not adversely impacted by COVID-19.

Table 1 shows that the eight fixed routes in the City of Napa in the second quarter of FY 2020 carried 91,372 riders compared to the 27,390 riders on the four fixed routes available in FY 2023, a decrease of 70.02%. The on-demand service operating in the City of Napa served 4,275 riders during the first quarter of FY 2023 so the overall decrease in ridership in the City of Napa was 65.34%.

Table 1: City of Napa - Comparing Q2 of FY20 & FY23

	FY 19/20	FY 22/23	% Difference	Numerical Difference
Napa Local On-Demand	0	4,275	N/A	4,275
Fixed Route	91,372	27,390	-70.02%	-63,982
Total	91,372	34,692	-65.34%	-59,707

Overall, Table 2 on the next page shows that the regional routes have recovered faster than the local City of Napa routes. There was a 35.29% drop in ridership on the regional routes from FY 20 to FY 23. The Route 10 is performing the best at only 15.78% below pre-pandemic ridership levels. The fact that the revenue hours and the type of service remain relatively unchanged on the regional routes over the three-year period has helped these routes recover more quickly.

Table 2: Routes 10, 11, 11X, 21 and 29 Ridership – Comparing Q2 of FY20 & FY23

	FY 19/20	FY 22/23	% Difference	Numerical Difference
Route 10	39,713	33,446	-15.78%	-6,267
Route 11	50,797	30,504	-39.95%	-20,293
Route 11X	1,379	1,009	-26.82%	-370
Route 21	9,669	3,906	-59.60%	-5,763
Route 29	18,326	8,717	-52.43%	-9,609
Total	119,884	77,582	-35.29%	-42,302

Table 3 on the next page indicates that ridership recovery on the community shuttles varies greatly by community. American Canyon Transit FY 2023 ridership is 28.35% below that in FY 2020. Meanwhile the Yountville ridership in FY 2023 is 74.91% down from FY 2020. Part of the reason that Yountville ridership remains depressed is that there was no service to the Yountville Veterans Home until November 1, 2022.

Table 3: Community Shuttles – Comparing Q2 of FY20 & FY23

	FY 19/20	FY 22/23	% Difference	Numerical Difference
Calistoga Shuttle	5,322	3,679	-30.87%	-1,643
St. Helena Shuttle	3,485	1,862	-46.57%	-1,623
Yountville Trolley	3,686	925	-74.91%	-2,761
American Canyon Transit	7,118	5,100	-28.35%	-2,018
Total	19,611	11,566	-41.02%	-8,045

VineGo Ridership, as shown in Table 4, also remains low at approximately half (49.21%) of pre-pandemic levels. It makes sense that VineGo ridership has been slow to return given that those eligible for VineGo tend to be the most vulnerable to COVID-19.

Table 4: VineGo Ridership – Comparing Q2 of FY20 & FY23

	FY 19/20	FY 22/23	% Difference	Numerical Difference
VineGo	6,503	3,303	-49.21%	-3,200

While Vine ridership has not rebounded to pre-pandemic levels, there is still a reason to be optimistic as the system is showing year-over-year system ridership gains in each successive year from the original ridership slump that occurred in the 3rd quarter of FY 2019-20. Ridership gains, however, have not been consistent among all routes.

Tables 5-7 compare the first quarter of FY 2022-23 (July 2022 – September 2022) to the second quarter of FY 2022-23 (October 2022 – December 2022) to provide additional recent context on ridership. All routes experienced declines in ridership, however, this is to be expected as ridership tends to decline in the colder winter months (October –

December) compared to the warmer summer months of July – September. Additionally, there are more holidays during the second quarter of the Fiscal Year that result in lower demand for transit services on local routes.

Table 5 City of Napa Ridership – Comparing Q1 of FY23 & Q2 of FY23

	Q1 FY 23	Q2 FY 23	% Difference	Numerical Difference
Napa Local On-Demand	4,605	4,275	-7.17%	-330
Route N	16,229	16,206	-0.14%	-23
Route S	4,074	3,797	-6.80%	-277
Route W	8,940	6,646	-25.66%	-2,294
Route E	844	741	-12.20%	-103
Total	34,692	31,665	-8.73%	-3,027

Ridership decreased slightly overall compared to the prior quarter on almost all regional and express routes by 5.67% as seen in Table 6. As previously mentioned, these trends aren't surprising given the seasonal variation ridership experiences throughout the year.

Table 6: Routes 10, 11, 11x, 21 & 29 Ridership – Comparing Q1 of FY23 & Q2 of FY23

	Q1 FY 23	Q2 FY 23	% Difference	Numerical Difference
Route 10	38,832	33,446	-13.87%	-5,386
Route 11	29,861	30,504	2.15%	643
Route 11X	1,082	1,009	-6.75%	-73
Route 21	3,782	3,906	3.28%	124
Route 29	8,688	8,717	0.33%	29
Total	82,245	77,582	-5.67%	-4,663

For the community shuttles, ridership slightly increased overall compared to the first quarter of the current fiscal year as seen in Table 7, however, most of that increase is driven by the approximate 21% increase on the St. Helena Shuttle and by American Canyon Transit, which has ridership that is largely driven by students.

Table 7: Community Shuttles– Comparing Q1 of FY23 & Q2 of FY23

	Q1 FY 23	Q2 FY 23	% Difference	Numerical Difference
Calistoga Shuttle	3,994	3,679	-7.89%	-315
St. Helena Shuttle	1,544	1,862	20.60%	318
Yountville Trolley	1,308	925	-29.28%	-383
American Canyon Transit	4,477	5,100	13.92%	623
Total	11,323	11,566	2.15%	243

VineGo ridership continues to rebound as evidenced by the increase of 15.13% when compared to the previous quarter of the current fiscal year as seen in Table 8. NVTA has been experiencing an uptick in VineGo applications and renewals since April 2022 when several senior programs and activities around the valley resumed.

Table 8: VineGo Ridership – Comparing Q1 of FY23 & Q2 of FY23

	Q1 FY 23	Q2 FY 23	% Difference	Numerical Difference
VineGo	2,793	3,303	18.26%	510

Finally, Table 9 shows the on-time performance for Vine fixed route services. NVTA’s acceptable threshold for on-time performance is 90% (using the following thresholds: 0 minute early and 5 minutes late). Given the shortage of drivers and associated system challenges, most routes are showing low on-time performance and with the June schedule change NVTA will work on minimizing the percentage of early departures by tightening up the schedule. For Route W Loop 2 and Route E, staff believes the low on-time performance of those routes is due to a data error in the backend scheduling program. Staff is currently working with its CAD/AVL provider to identify and remedy the potential causes of inaccurate on-time performance data.

Table 9: On-Time Performance for Q2 of FY23

	On-Time	Early	Late
Route N	63.11%	12.61%	24.28%
Route S	36.72%	4.69%	58.59%
Route W (Loop 1)	63.32%	24.86%	11.82%
Route W (Loop 2)	Schedule Data not Accurate	Schedule Data not Accurate	Schedule Data not Accurate
Route E	Schedule Data not Accurate	Schedule Data not Accurate	Schedule Data not Accurate
Route 10	57.49%	15.07%	27.44%
Route 11	59.83%	9.08%	31.10%
Route 11X	57.63%	19.81%	22.56%
Route 21	58.26%	29.07%	12.66%
Route 29	44.49%	25.29%	30.21%

ATTACHMENTS

None