



COPY

Date: August 21, 1998  
 Committee Meeting Date: N/A  
 Board Meeting Date: October 1, 1998  
 ACTION X DISCUSSION \_\_\_\_\_ INFO \_\_\_\_\_

**BOARD MEMORANDUM**

APPROVED ACCEPTED ADOPTED DENIED DEFERRED  
 Santa Clara Valley Transportation Authority  
 Board of Directors  
 Sandra A. Wynn, Secretary  
 Date: 10-1-98

**TO:** Santa Clara Valley Transportation Authority  
 Board of Directors

**THROUGH:** Peter M. Cipolla  
 General Manager

*Peter M. Cipolla*

**FROM:** William Allen *Bill Allen*  
 Director of Operations

**SUBJECT:** Ordinance Regulating Conduct on Transit Vehicles and Facilities

Ordinance No. 98.1  
Resolution No. 98.10.23

**RECOMMENDATION:**

Conduct the second reading and adopt an ordinance repealing ordinances TD-4, TD-4.1, TD-5, TD-6, TD-6.1, TD-6.2, TD-6.3, TD-6.4, TD-6.5, TD-6.6, TD-6.7, TD-7, and TD-7.1 and replacing them with a single, comprehensive ordinance regulating conduct on transit vehicles and facilities. Adopt a resolution regulating vehicles operated or parked on VTA property.

**BACKGROUND:**

Over the years, VTA adopted a number of ordinances relating to transit security:

- TD-4, relating to parking and other regulations at District facilities;
- TD-4.1, amending TD-4 and establishing rules and regulations relating to traffic and parking control at District facilities;
- TD-5, providing that the County's Chief of Security be ex-officio Chief of Security for the District;
- TD-6, relating to the use of facilities and the conduct of passengers;
- TD-6.1, amending TD-6 by adding certain prohibitions and requirements;
- TD-6.2, amending TD-6.1 Section 10 regarding bicycles on light rail vehicles;
- TD-6.3, amending TD-6.1 Section 22 regarding food and beverages on light rail vehicles;
- TD-6.4, amending TD-6.1 prohibiting skateboarding;
- TD-6.5, amending TD-6.1 Section 10 regarding bicycles on buses;
- TD-6.6, amending TD-6.1 Section 22 regarding the consumption of alcoholic beverages on charter vehicles;
- TD-6.7, amending TD-6.1 Section 22 regarding the use of roller skates and roller blades;

TD-7, relating to requiring proof of fare payment on light rail transit and its enforcement; and  
TD-7.1, amending TD-7 relating to fare payment on light rail transit.

Adoption of a new, comprehensive ordinance and a related resolution accomplish several objectives. It simplifies and clarifies VTA's regulations relating to transit security and updates and clarifies the authority and responsibilities of the Chief of Security and other VTA employees and representatives.

#### **DISCUSSION:**

The proposed ordinance (Attachment A) sets forth conditions for riding buses and light rail trains, the use of transit facilities, the entry upon and use of administrative facilities, and delegates specified enforcement authority to the Chief of Security, fare inspectors, operators, transit operations supervisors, and contracted security officers. Violation of the ordinance is cause for removal of a patron from the bus, train, or transit facility, in addition to any other penalty imposed by law.

Following is a summary of key provisions included in the proposed ordinance:

**Section 4. Conditions for Passage on District Vehicles and Use of Transit Facilities.** This section sets forth specific rules regulating passenger conduct on transit vehicles and at transit facilities. No significant changes from the existing ordinances regarding passenger conduct are proposed. Section 4 also defines a fare as entitling a patron to ride from a boarding point to the last stop on a route. No passenger is allowed to remain on the vehicle beyond the last stop without the operator's express consent.

**Section 5. Conditions for Entry Upon and Use of Administrative Facilities.** This section directs the General Manager to promulgate rules and regulations governing who is authorized to enter or use an administrative facility, specify facility hours of service, establish any limitations on the use of the facility, specify what equipment or attire may or must be used or worn at a facility (as appropriate), and to establish parking limitations.

**Section 6. Delegation of Enforcement Authority.** This section authorizes the Chief of Security to enforce the ordinance and related rules and regulations, as well as specified state laws relating to trespassing, transit offenses, graffiti, disorderly conduct, and traffic and parking. Section 6 authorizes fare inspectors to enforce specified state laws relating to the payment of fares, and contract security officers to enforce specified state laws relating to transit offenses and graffiti. Additionally, the General Manager is authorized to enter into a Memorandum of Understanding (MOU) with a law enforcement entity (e.g. the Sheriff) to provide contract security officers with arrest powers. Section 6 also makes operators and transit operations supervisors responsible for informing passengers of the consequences of violating the ordinance and related rules and regulations.

**Section 7. Enforcement Procedures.** This section directs the General Manager to establish procedures for the enforcement of the ordinance.

Parking and traffic on VTA property is proposed to be regulated by adoption of a Resolution (Attachment B) directing the General Manager to promulgate rules and regulations, and post appropriate signs. The Board is authorized by Vehicle Code Section 32 to regulate parking by resolution (rather than by ordinance). This provides greater flexibility for future changes.

In addition to the passenger behavior specifically prohibited by the proposed ordinance, state law (Penal Code Section 640) expressly prohibits the following on public transit vehicles and facilities: fare evasion; unauthorized use of a discount ticket or pass; playing sound equipment; smoking, eating or drinking; expectorating; urinating or defecating which is not caused by age, disability or medical condition; willfully disturbing others; willfully blocking the free movement of others; carrying explosive or flammable liquid or material; and skateboarding, roller skating or rollerblading. Violation of Penal Code Section 640 is an infraction punishable by a fine not to exceed \$250 and community service not to exceed 48 hours.

Other sections of state law prohibit trespassing, graffiti, disorderly conduct, and restrict traffic and parking. The proposed ordinance authorizes the Chief of Security to enforce these provisions of state law.

The proposed ordinance and resolution call for the development of rules and regulations for administrative facilities, vehicle parking, and bicycles. If the proposed ordinance and resolution are adopted, the General Manager will promulgate rules and regulations, as required. Attachment C illustrates the points contemplated for inclusion in rules and regulations.

**FISCAL IMPACT:**

None.

Prepared by: Nancy Coss-Fitzwater

ORDINANCE NO. 98.1

**AN ORDINANCE OF THE SANTA CLARA COUNTY TRANSIT DISTRICT  
REPEALING ORDINANCES TD-4, TD-4.1, TD-5, TD-6, TD-6.1, TD-6.2, TD-6.3,  
TD-6.4, TD-6.5, TD-6.6, TD-6.7, TD-7, AND TD07.1, RELATING TO TRANSIT  
SECURITY, AND ADOPTING NEW RULES AND REGULATIONS PROVIDING  
STANDARDS AND ENFORCEMENTS OF CONDUCT ON TRANSIT VEHICLES  
AND FACILITIES**

**Summary**

This ordinance repeals ordinances TD-4, TD-4.1, TD-5, TD-6, TD6.1, TD6.2, TD-6.3, TD-6.4, TD-6.5, TD-6.6, TD-6.7, TD-7, and TD7.1, which provide for transit security, and replaces them with a single, comprehensive ordinance regulating conduct on transit vehicles and facilities.

The Board of Directors of the Santa Clara County Transit District ordains as follows:

**Section 1. Repeal of Prior Ordinances**

Ordinances TD-4, TD-4.1, TD-5, TD-6, TD-6.1, TD-6.2, TD-6.3, TD-6.4, TD-6.5, TD-6.6, TD-6.7, TD-7, and TD-7.1 are hereby repealed.

**Section 2. General**

(a) The following definitions apply to this ordinance:

- (1) "District" means the Santa Clara County Transit District;
  - (2) "Operator" means the person who drives or is in actual physical control of a transit vehicle;
  - (3) "Transit facility" means any and all transit centers, light rail stations, light rail platforms, and parking lots used for transit system access;
  - (4) "Transit vehicle" means a bus, trolley, or light rail car, owned or operated by the District and which is used for providing transportation services to the public;
  - (5) "Administrative facility" means all buildings, structures, parking lots, and property, owned or operated by the District, except transit facilities;
  - (6) "Violate" or "violation" includes failure to comply.
- (b) Any provision of this ordinance prohibiting an act shall include causing, procuring, aiding, abetting, directly or indirectly, the act, and shall include permitting an minor in the custody of any person to perform such act.
- (c) The singular number includes the plural and the plural includes the singular.

### **Section 3. Conditional Permission to Use; Revocation**

(a) Permission to use transit vehicles and transit facilities, and to enter upon or use administrative facilities, is conditioned upon compliance with this ordinance, all applicable federal, state and local laws, ordinances, rules and regulations, and all rules and regulations of the District.

(b) All rights and privileges express or implied, for the use of transit vehicles and transit facilities are revocable and cancelable by violation of this ordinance or violation of any applicable federal, state or local laws, ordinances, rules or regulations, or rules and regulations of the District, while in or upon said vehicles or facilities.

### **Section 4. Conditions for Passage on District Vehicles and Use of Transit Facilities**

Permission to use a transit vehicle of transit facility is conditioned upon compliance with the following rules and regulations, the violation of which shall be cause for removal of a passenger from the transit vehicle of transit facility, in addition to any other penalty imposed by law:

(a) All fare media issued by the District provide passage upon a transit vehicle in revenue service from a boarding point to a point not beyond the final scheduled stop at the end of the transit vehicle's route. No passenger shall remain on a transit vehicle beyond such final scheduled stop without the operator's express consent.

(b) No passenger on a transit vehicle or in or on a transit facility shall:

1. Interfere with the operator or operation of a transit vehicle.
2. Ride upon the outside or roof of any transit vehicle.
3. Throw any object from a transit vehicle.
4. Extend a hand, arm, foot, leg or other portion of the body through any window opening of a transit vehicle.
5. Place a foot on any seat of a transit vehicle.
6. Commit any act or engage in behavior that could, with reasonable foreseeability, cause harm or injury to any person or property.
7. Eat or drink or possess an open food or drink container where eating or drinking or possession of open food or drink containers is prohibited by sign or written notice.
8. Consume alcoholic beverages, except in a chartered transit vehicle when authorized by District regulations.
9. Discard litter, except in receptacles provided for that purpose.
10. Take an unfolded wheelchair on a bus with an inoperable wheelchair lift.
11. Take an unfolded baby stroller or utility cart on a transit vehicle, unless the operator determines space is available.
12. Take a bicycle on a transit vehicle, except as permitted under District rules and regulations.

13. Ride a bicycle in or on a transit facility, except when bicycling in or out of a parking lot.
14. Skateboard or roller-skate in or on a transit facility.
15. Transport any animal on a transit vehicle unless: (a) the animal is a guide, service, or signal animal that has been specially trained to assist persons with disabilities and is on a leash; or (b) the animal is in a completely enclosed and secured cage or carrying case which is small enough to fit on the passenger's lap and the animal does not otherwise endanger or annoy other person.
16. Transport any package, bundle, object, or baggage whose contents, size, bulk, shape or nature may be dangerous, or interfere with the safe operation of the transit vehicle.
17. Violate a notice, prohibition, instruction, or direction on any District sign that is intended to provide for the safety or convenience of transit passengers or the efficient operation of the transit system.

(c) Transit vehicles are provided solely to transport District patrons, and the following activities are prohibited in or on vehicles because they interfere with passengers' privacy or the safe, pleasant, convenient, or efficient provision of transit services:

1. Posting or distributing notices, flyers, brochures or other materials, without District authorization.
2. Exhibiting or displaying any merchandise or object for sale or lease or other transaction.
3. Holding meetings, performing ceremonies, or making speeches or orations.

(d) Transit facilities are provided solely for District patrons to access transit vehicles. No one shall obstruct or interfere with this purpose, or otherwise impede the safe boarding and alighting of passengers.

## **Section 5. Conditions for Entry Upon and Use of Administrative Facilities**

The General Manager shall promulgate rules and regulations that govern the use of administrative facilities. Permission to enter upon, or use, administrative facilities is conditioned upon compliance with such rules and regulations. The rules and regulations shall:

- a. Specify persons authorized to enter or use a facility;
- b. If appropriate, limit the purpose for which the facility may be entered or used;
- c. Establish the hours of service for the facilities.
- d. If appropriate, set equipment or attire that persons entering or using the facility shall have; and
- e. Establish the conditions under which motor vehicles may enter or remain upon parking lots.

## **Section 6. Delegation of Enforcement Authority**

- (a) Each operator and transit operations supervisor shall be responsible for informing his

or her passengers of the consequences of violating these rules and regulations.

- (b) The Chief of Security shall have the duty and authority to enforce these rules and regulations as well as Penal Code Sections 602 and 602.1 (trespass), 640 (transit offenses), 640.5 (graffiti) and 647 (disorderly conduct) and Vehicle Code Sections 21113 (traffic and parking), 22521 and 22656 (parking near light rail). The Chief of Security is authorized to arrest persons for violations of these statutes.
- (c) If the General Manager contracts on behalf of the district with a vendor to provide protective service for the District through persons regularly employed as security officers, those security officers shall have the duty and authority to protect the District's interests by enforcing Penal Code section 640 and 640.5. The General Manager may conclude a memorandum of understanding with the sheriff, a chief of police, or the California Highway Patrol to provide these security officers with arrest powers under Penal Code section 830.7.
- (d) Fare Inspectors shall have the duty and authority to protect the District's interests by enforcing and Penal Code Sections 640(b)(1), 640(b)(2), and 640(b)(11), relating to the payment of fares. Fare Inspectors are authorized to arrest persons for violations of the foregoing Penal Code provisions.

**Section 7. Enforcement Procedures**

The General Manager shall establish procedures for the enforcement of this ordinance consistent with the provisions contained herein.

**Section 8. Severability**

The provisions of this ordinance are severable. If any provision or portion thereof is held invalid, it shall be deemed an independent provision or part, so that its invalidity shall not affect the remaining portions of this ordinance.

**Section 9. Effective Date**

This ordinance shall become effective 30 days after the date of its passage.

**Resolution No. 98.10.23**

**REGULATION OF VEHICLES OPERATED  
OR PARKED ON DISTRICT PROPERTY**

BE IT RESOLVED by the Board of Directors of the Santa Clara County Transit District that vehicles operated or parked on property owned, leased, or administered by the District, must conform to the California Vehicle Code, and the rules and regulations promulgated under authority of this Resolution. All persons operating or parking a vehicle on District property, and all passengers in vehicles operated on District property, must comply with the California Vehicle Code, and the rules and regulations promulgated under authority of this Resolution.

BE IT FURTHER RESOLVED that the General Manager shall promulgate rules and regulations permitting vehicle operations or parking where appropriate, prohibiting vehicle operations or parking where appropriate and imposing appropriate conditions or regulations upon vehicles operated or parked where permitted.

BE IT FURTHER RESOLVED that the District shall post signs where appropriate, giving notice of any special conditions or regulations promulgated under authority of this Resolution. The District shall maintain at its principal administrative office, a written statement of all rules and regulations promulgated under authority of this Resolution.

Points for Inclusion in VTA Rules and Regulations:

**Administrative Facilities**

River Oaks Administrative Complex:

- The River Oaks Administrative Complex is open to the public between 8:00 a.m. and 5:00 p.m. All visitors are to report in with the security officer located in the lobby of Building B.
- After hours (5:00 p.m. to 8:00 a.m.) the complex is closed to the public unless other arrangements have been authorized by the General Manager or his designee.
- Visitors will wear a visitor badge on their outermost garment and will be escorted by a VTA employee while on the property.
- Unauthorized person(s) found on the property during non-business hours should be reported to the security officer located in the lobby of Building B. Unauthorized person(s) found on the property during business hours should be reported to Protective Services at 321-7171.
- All River Oaks Complex employees will wear their VTA employee ID Card on their outermost garment while on the property.

Operating Divisions (Cerone, Chaboya, Guadalupe, North):

- Operating Divisions are not generally open to the public. All visitors must report to the Administrative Office between 8:00 a.m. and 5:00 p.m.
- Unauthorized persons found on the property should be reported to the security officer and will be subject to arrest and prosecution.
- Any authorized visitor will be escorted by a VTA employee while on the property.
- Vendors will report to the security officer when entering and leaving the property.
- In the event of an emergency, the security officer will be notified so that he/she may take the appropriate action, including directing emergency equipment to the correct location.

Points for Inclusion in VTA Rules and Regulations:

### **Vehicles Operated or Parked on District Property**


*(Note: The points below are patterned after the existing Ordinance TD 4.1, modified to delete the requirements for VTA to issue various permits and park front-end in. Also, additional flexibility is provided with the written approval of the General Manager/designee).*

- Persons and vehicles using facilities owned, leased or operated by VTA must do so in compliance with California traffic laws.
- Appropriate signs giving notice of traffic and parking regulations must be posted.
- Copies of rules and regulations are available at the VTA Board Secretary's office for examination.
- VTA is not responsible for loss or damage to vehicles or personal property left in vehicles or on facilities.
- Speeds within VTA facilities are limited to 15 mph.
- Parking so as to obstruct traffic is prohibited.
- Vehicles must be parked within marked spaces.
- Parking of vehicles over 20 feet long requires General Manager's (or designee's) written approval.
- Parking limited to 48 hours unless otherwise posted or authorized in writing by General Manager or designee.
- Use of public facilities is limited to VTA patrons, other transit system patrons, carpools and vanpools, unless authorized in writing by General Manager or designee.
- Prohibit parking in posted Disabled Parking area unless disabled person license plate or placard is displayed.
- Prohibit parking in posted Limited Parking areas in excess of time indicated.
- Prohibit parking in posted Reserved Parking areas unless authorized to do so.
- Prohibit parking in posted No Loading areas unless loading or unloading materials.
- Prohibit parking in posted Visitor areas M-F, 8am-5pm, excluding holidays, unless a member of the public conducting business for 3 hours or less.
- Prohibit parking in posted Carpool or Vanpool areas unless a permit or placard is displayed.
- Prohibit parking within the fenced area reserved for revenue vehicles at VTA Operating Divisions.
- Penalty for non-compliance is a violation of Vehicle Code Section 21113 and is punishable as provided by Vehicle Code Section 42001. Vehicles improperly parked may be removed or towed away at the owner's expense, as provided by Vehicle Code Sections 22519 and 22651.

## Points for Inclusion in VTA Rules and Regulations: **Bicycles**

*(Note: The points below are patterned after the existing Ordinance TD 6.5 and adopted Rules and Regulations modified to delete outdated requirements).*

- The following bicycles are allowed on board or within buses and LRVs or within controlled access areas of transit facilities if in accordance with rules and regulations:
  - folded bicycles;
  - bicycles less than 80" long and 48" high and
  - sealed dry or gel cell electric assisted bicycles.
- All other bicycles are prohibited.
- Up to two bicycles are allowed on buses when exterior rack is filled or the exterior rack is not fully operational and the passenger load permits the safe boarding, debarking and stowing of the bicycle.
- Up to six bicycles are allowed on LRVs (up to four in the racks provided, and two in the turntable area of the vehicle). All bicycles must be boarded through the center doors of each car, and are restricted to the turntable area.
- Bicycles require no additional fare.
- Bicycles cannot block aisles, stepwells, or doors of any bus or LRV.
- Muddy bicycles are not allowed on board or within buses or LRVs.
- Avoid getting chain and sprocket grease on bus, LRV or other passengers.
- Other passengers enter and exit before bicyclists.
- Bicyclists must walk bicycles on platforms, at transit centers, and within stations.
- Bicycles cannot be chained to poles, light standards, pillars, etc., at VTA facilities; they must be parked off platforms in bicycle racks or lockers.
- Bicyclist is responsible for securing bicycle in bike rack.
- Bicyclists are responsible for attending their bicycles when bringing them on board the bus. Bicycles on LRVs not secured in the racks must be attended by the bicyclist.
- VTA bicycle lockers may only be used to store bicycles. VTA may inspect bicycle lockers, remove contents other than bicycles, and turn over the contents to VTA's lost and found program.

 <b>SANTA CLARA</b> <b>Valley Transportation Authority</b>	<b>Regulation Number:</b>	<b>98.11.1</b>
	<b>Version Number:</b>	<b>02</b>
<b>VTA RULES AND REGULATIONS</b>	<b>Effective Date:</b>	<b>11/10/98</b>
<b>ENTRY UPON AND USE OF VTA ADMINISTRATIVE</b>	<b>Date Last Revised:</b>	<b>4/30/99</b>
<b>FACILITIES</b>		<b>Page 1 of 4</b>

**1.0 Purpose:**

To establish rules and regulations for the entry upon or use of transit administrative facilities of VTA.

Permission to enter upon or use of transit administrative facilities is conditioned upon compliance with Ordinance 98.1, applicable federal, state and local laws, ordinances, and these rules and regulations.

These rules and regulations are established in the interest of VTA customer and employee convenience and safety.

**2.0 Scope:**

These rules and regulations govern who is authorized to enter or use any VTA administrative facility. Current VTA administrative facilities are:

River Oaks Administrative Facility	Downtown
Customer Service Center	Cerone Operating
Division	Chaboya
Operating Division	Guadalupe
Operating Division	North Operating
Division	

**3.0 Responsibilities:**


- 3.1 The Chief of Security and employees shall be responsible for informing people of the need to comply with these rules and regulations.
- 3.2 The Chief of Security shall be responsible for enforcing these rules and regulations.
- 3.3 Copies of these rules and regulations pertaining to the entry and use of transit administrative facilities shall be available at the VTA Board Secretary's office located at 3331 North First Street, San Jose, California 95134-1906 or by calling (408) 321-5680.

**4.0 Rules and Regulations:**

- 4.1 River Oaks Administrative Facility
  - 4.1.1 Hours of Service


4.1.1.1 The River Oaks Administrative facility is open to the members of the public who have business to transact with VTA, between 8:00 a.m. and 5:00 p.m. Monday through Friday.

<b>Approved by General Manager: Peter M. Cipolla:</b>	<b>Date Approved: 4/30/99</b>
-------------------------------------------------------	-------------------------------

 <b>SANTA CLARA</b> <b>Valley Transportation Authority</b>	<b>Regulation Number:</b>	<b>98.11.1</b>
	<b>Version Number:</b>	<b>02</b>
<b>VTA RULES AND REGULATIONS</b>	<b>Effective Date:</b>	<b>11/10/98</b>
<b>ENTRY UPON AND USE OF VTA ADMINISTRATIVE</b>	<b>Date Last Revised:</b>	<b>4/30/99</b>
<b>FACILITIES</b>		<b>Page 2 of 4</b>

- 4.1.1.2 After hours (5:00 p.m. to 8:00 a.m.) and on Saturday, Sunday and VTA holidays the facility is closed to the public unless arrangements are made in advance and authorized by the General Manager, Division Director, or Division Deputy Director.
- 4.1.2 Visitors
  - 4.1.2.1 All visitors, including vendors, shall report to the security officer located in the lobby of Building B.
  - 4.1.2.2 Authorized visitors, including vendors, shall display a visitor badge on their outermost garment while on the premises.
  - 4.1.2.3 Authorized visitors, including vendors, shall be under the supervision of a VTA employee while on the premises.
- 4.1.3 Unauthorized Persons
  - 4.1.3.1 Unauthorized persons found on the property during business or non-business hours shall be reported to the security officer located in the lobby of Building B at (408) 321-5554.
  - 4.1.3.2 Unauthorized persons shall be escorted off the premises and may be subject to arrest and prosecution.
- 4.1.4 Employees
  - 4.1.4.1 All employees of the River Oaks Administrative facility shall display their VTA employee identification card on their outermost garment while on the premises of VTA administrative facilities.
- 4.2 Downtown Customer Service Center Administrative Facility
  - 4.2.1 Hours of Service
    - 4.2.1.1 Downtown Customer Service Center Administrative facility is open to the public between 8:00 a.m. and 6:00 p.m. Monday through Friday, Saturdays from 9:00 a.m. to 3:00 p.m. and is closed Sundays and holidays.
  - 4.2.2 Visitors

<b>Approved by General Manager: Peter M. Cipolla:</b>	<b>Date Approved: 4/30/99</b>
-------------------------------------------------------	-------------------------------

 <b>SANTA CLARA</b> <b>Valley Transportation Authority</b>	<b>Regulation Number:</b>	<b>98.11.1</b>
	<b>Version Number:</b>	<b>02</b>
<b>VTA RULES AND REGULATIONS</b>	<b>Effective Date:</b>	<b>11/10/98</b>
<b>ENTRY UPON AND USE OF VTA ADMINISTRATIVE FACILITIES</b>	<b>Date Last Revised:</b>	<b>4/30/99</b>
		<b>Page 3 of 4</b>

4.2.2.1 All visitors, including vendors, shall report to a staff person located at the Downtown Customer Service Center Administrative Facility.

4.2.2.2 Authorized visitors, including vendors, shall be under the supervision of a VTA employee while on the premises.

4.2.3 Unauthorized Persons

4.2.3.1 Unauthorized persons found on the property during business or non-business hours shall be reported to a security officer.

4.2.3.2 Unauthorized persons shall be escorted off the premises and may be subject to arrest and prosecution.

4.2.4 Employees

4.2.4.1 All employees of the Downtown Customer Service Center facility shall display their VTA employee identification card on their outermost garment while on the premises of VTA administrative facilities.

4.3 Operating Division Administrative Facilities


4.3.1 Hours of Service

4.3.1.1 Except for the purchase of VTA fare media, Operating Division Administrative Facilities are not open to the public.

4.3.1.2 Normal business hours are Monday through Friday 8:00 a.m. to 5:00 p.m.

4.3.2 Visitors

<b>Approved by General Manager: Peter M. Cipolla:</b>	<b>Date Approved: 4/30/99</b>
-------------------------------------------------------	-------------------------------

 <b>SANTA CLARA</b> <b>Valley Transportation Authority</b>	<b>Regulation Number:</b> 98.11.1
	<b>Version Number:</b> 02
<b>VTA RULES AND REGULATIONS</b>	<b>Effective Date:</b> 11/10/98
<b>ENTRY UPON AND USE OF VTA ADMINISTRATIVE</b>	<b>Date Last Revised:</b> 4/30/99
<b>FACILITIES</b>	<b>Page 4 of 4</b>

- 4.3.2.1 All visitors, including vendors, shall report to a staff person located at the Administrative Office of the Operating Divisions.
- 4.3.2.2 Authorized visitors, including vendors, shall be under the supervision of a VTA employee while on the premises.
- 4.3.3 Unauthorized Persons
  - 4.3.3.1 Unauthorized persons found on the property during business or non-business hours shall be reported to a security officer at the following telephone numbers:
 

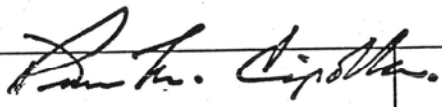
Cerone Division	(408) 546-7737
Chaboya Division	(408) 546-7862
Guadalupe Division	(408) 546-7691
North Division	(408) 546-7323
  - 4.3.3.2 Unauthorized persons shall be escorted off the premises and may be subject to arrest and prosecution.
- 4.3.4 Employees
  - 4.3.4.1 Except employees dressed in VTA uniforms, all employees of the Operating Divisions shall display their VTA employee identification card on their outermost garment while on the premises of VTA administrative facilities.


**5.0 Summary of Changes:**

Version 2: On 4/30/99 the header of this document was changed from “Ordinance Number” to “Regulation Number.” In addition, a regulation numbering system was implemented referencing the year and month the regulation was adopted and a number indicating the order in which the regulation was adopted that year.

**6.0 Authority:**

Ordinance Number 98.1, (October 1, 1998).

 <b>Approved by General Manager:</b> _____ <b>Peter M. Cipolla:</b>	<b>Date Approved:</b> 4/30/99
---------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------

	<b>Regulation Number:</b> 98.11.2
	<b>Version Number:</b> 02
<b>VTA RULES AND REGULATIONS</b>	<b>Effective Date:</b> 11/10/98
<b>TRAFFIC AND VEHICLES OPERATED OR PARKED</b>	<b>Date Last Revised:</b> 4/30/99
<b>ON VTA FACILITIES</b>	<b>Page 1 of 3</b>

**1.0 Purpose:**

To establish rules and regulations for traffic and vehicles operated or parked at all property owned, leased or administered by VTA.

These rules and regulations are established in the interest of passenger and VTA employee convenience and safety.

**2.0 Scope:**

These rules and regulations govern traffic and vehicles operated or parked on all property owned, leased or administered by VTA.

**3.0 Responsibilities:**


- 3.1 The Chief of Security shall be responsible for informing people of the consequences of violating these rules and regulations.
- 3.2 The Chief of Security shall be responsible for posting and maintaining appropriate signs informing people of traffic and parking restrictions.
- 3.3 The Chief of Security shall be responsible for enforcing these rules and regulations.
- 3.4 Copies of these rules and regulations pertaining to parking and traffic regulations shall be available at the VTA Board Secretary's office located at 3331 North First Street, San Jose, California, 95134-1906 or by calling (408) 321-5680.

**4.0 Rules and Regulations:**

**4.1 General Provisions**

- 4.1.1 Persons and vehicles using facilities owned, leased or operated by VTA shall comply with the State of California Vehicle Code.
- 4.1.2 VTA is not responsible for loss or damage to vehicles or personal property left in vehicles or on facilities.
- 4.1.3 Vehicles, which include motorcycles and motor-powered bicycles, shall be parked within designated spaces.

<b>Approved by General Manager: Peter M. Cipolla</b>	<b>Date Approved: 4/30/99</b>
------------------------------------------------------	-------------------------------

 <b>SANTA CLARA</b> <b>Valley Transportation Authority</b>	<b>Regulation Number:</b> 98.11.2
	<b>Version Number:</b> 02
<b>VTA RULES AND REGULATIONS</b>	<b>Effective Date:</b> 11/10/98
<b>TRAFFIC AND VEHICLES OPERATED OR PARKED</b>	<b>Date Last Revised:</b> 4/30/99
<b>ON VTA FACILITIES</b>	<b>Page 2 of 3</b>

#### 4.2 Speed Limit

4.2.1 The maximum speed limit of any vehicle operating at any facility is 15 miles per hour.

#### 4.3 Parking Limitations

4.3.1 Parking is limited to 72 hours unless otherwise posted or authorized in writing by the General Manager or Chief of Security.

4.3.2 Use of parking facilities is limited to VTA passengers, other transit system passengers, carpools, vanpools, members of the public conducting business with VTA and VTA employees unless authorized in writing by General Manager (or designee).

#### 4.4 Parking Prohibitions

4.4.1 Parking so as to obstruct traffic is prohibited.

4.4.2 Parking in posted Disabled Parking areas is prohibited unless a person with a disability displays a valid license plate or placard.

4.4.3 Parking in posted No Parking areas or where the top and face of the curb is painted red is prohibited.

4.4.4 Parking in posted Limited Parking areas in excess of time indicated is prohibited.


4.4.5 Parking in Reserved Parking areas is prohibited unless authorized in writing by General Manager (or designee).

4.4.6 Parking in posted Loading areas is prohibited unless loading or unloading passengers or materials.

4.4.7 Parking in posted Visitor areas Monday through Friday, 8:00 a.m. to 5:00 p.m., excluding holidays, is prohibited unless a member of the public is conducting business with VTA.

4.4.8 Parking in posted carpool or vanpool areas is prohibited unless a valid permit, issued by Marketing & Customer Service Division, is displayed.

<b>Approved by General Manager: Peter M. Cipolla</b>	<b>Date Approved: 4/30/99</b>
------------------------------------------------------	-------------------------------

 <b>SANTA CLARA</b> <b>Valley Transportation Authority</b>	<b>Regulation Number:</b> 98.11.2
	<b>Version Number:</b> 02
<b>VTA RULES AND REGULATIONS</b>	<b>Effective Date:</b> 11/10/98
<b>TRAFFIC AND VEHICLES OPERATED OR PARKED</b>	<b>Date Last Revised:</b> 4/30/99
<b>ON VTA FACILITIES</b>	<b>Page 3 of 3</b>

4.4.9 Parking within fenced areas designated for revenue and non-revenue vehicles (E Plates) at all VTA Administrative and Operating Divisions is prohibited.

4.4.10 Parking of vehicles over 20 feet long is prohibited unless authorized in writing by General Manager (or designee).

4.5 Penalty

4.5.1 Violation of these rules and regulations shall be cause for removal from any transit facility, in addition to any other penalty imposed by law.

4.5.2 Noncompliance with these rules and regulations is a violation of Vehicle Code Section 21113 (traffic and parking), or 22521 and 22656 (parking near light rail) and is punishable as provided by Vehicle Code Section 42001.

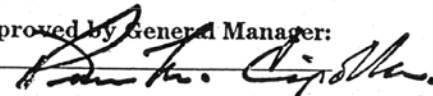
4.5.3 Vehicles improperly parked may be removed or towed away at the owner's expense, as provided by Vehicle Code Sections 22519 and 22651.


**5.0 Summary of Changes:**

Version 2: On 4/30/99 the header of this document was changed from "Ordinance Number" to "Regulation Number." In addition, a regulation numbering system was implemented referencing the year and month the regulation was adopted and a number indicating the order in which the regulation was adopted that year. In section 4.5.2, the words "Penalty for" were deleted.

**6.0 Authority:**

Resolution Number 98.10.23, (October 1, 1998).

Approved by General Manager:  Peter M. Cipolla	<b>Date Approved:</b> 4/30/99
-----------------------------------------------------------------------------------------------------------------------------------------	-------------------------------

 <b>SANTA CLARA</b> <b>Valley Transportation Authority</b>	<b>Regulation Number:</b> 98.11.3
	<b>Version Number:</b> 02
<b>VTA RULES AND REGULATIONS</b>	<b>Effective Date:</b> 11/10/98
<b>BICYCLES ONBOARD VTA BUSES, LIGHT RAIL</b>	<b>Date Last Revised:</b> 4/30/99
<b>VEHICLES AND ON TRANSIT FACILITIES</b>	<b>Page 1 of 3</b>

**1.0 Purpose:**

To regulate bicycles onboard VTA buses, light rail vehicles and all transit facilities.

These Rules and Regulations are established in the interest of passenger convenience and safety.

**2.0 Scope:**

These rules and regulations governing bicycles apply to their use onboard or within all VTA vehicles and within transit facilities.

**3.0 Responsibilities:**


- 3.1 The Chief of Security and transportation supervisors shall be responsible for informing passengers of the consequences of violating these rules and regulations.
- 3.2 Operators shall be responsible for informing passengers of the consequences of violating these rules and regulations.
- 3.3 The Chief of Security shall be responsible for enforcing these rules and regulations.
- 3.4 Copies of these rules and regulations pertaining to bicycles onboard VTA buses, light rail vehicles and on transit facilities shall be available at the VTA Board Secretary's office located at 3331 North First Street, San Jose, California, 95134-1906 or by calling (408) 321-5680.

**4.0 Rules and Regulations:**

**4.1 General Provisions**

- 4.1.1 Bicycles are prohibited, except the following types of human powered bicycles are allowed onboard or within buses and light rail vehicles and within transit facilities:
  - Folded bicycles.
  - Bicycles less than 80" long and 48" high.
  - Sealed dry or gel cell electric assisted bicycles.

<b>Approved by General Manager: Peter M. Cipolla</b>	<b>Date Approved: 4/30/99</b>
------------------------------------------------------	-------------------------------

 <b>SANTA CLARA</b> <b>Valley Transportation Authority</b>	<b>Regulation Number:</b> <b>98.11.3</b>
	<b>Version Number:</b> <b>02</b>
<b>VTA RULES AND REGULATIONS</b>	<b>Effective Date:</b> <b>11/10/98</b>
<b>BICYCLES ONBOARD VTA BUSES, LIGHT RAIL</b>	<b>Date Last Revised:</b> <b>4/30/99</b>
<b>VEHICLES AND ON TRANSIT FACILITIES</b>	<b>Page 2 of 3</b>

4.1.2 Up to two bicycles are allowed onboard buses when the exterior rack is filled or the exterior rack is not fully operational and the operator determines the passenger load permits the safe boarding, debarking and stowing of the bicycle.

4.1.3 Up to six bicycles are allowed onboard light rail vehicles (up to four in the racks provided, and two in the turntable area of the vehicle.) All bicycles shall be boarded through the center doors of each light rail vehicle, and are restricted to the turntable area.

4.1.4 No additional fare is required. Bicyclists shall pay the required fare.

## 4.2 Safety

4.2.1 Bicycles shall not block aisles, stepwells, or doors of any bus or light rail vehicle.

4.2.2 Bicyclists shall not use wheelchair clamps to secure their bicycle.


4.2.3 Bicyclists shall avoid getting chain and sprocket grease on the bus, light rail vehicle and other passengers.

4.2.4 Muddy bicycles are not allowed onboard buses or light rail vehicles at any time.

4.2.5 Other passengers shall enter and exit before a bicyclist boards or debarks a bus or light rail vehicle with their bicycle.

4.2.6 Bicyclists shall walk bicycles on platforms, at all transit centers, and on station platforms.

4.2.7 Bicycles shall not be chained to trees, poles, light standards, pillars, etc., at VTA transit facilities. Bicycles shall be parked off station platforms in designated locations such as bicycle racks or lockers.

 <b>SANTA CLARA</b> <b>Valley Transportation Authority</b>	<b>Regulation Number:</b> 98.11.3
	<b>Version Number:</b> 02
<b>VTA RULES AND REGULATIONS</b>	<b>Effective Date:</b> 11/10/98
<b>BICYCLES ONBOARD VTA BUSES, LIGHT RAIL</b>	<b>Date Last Revised:</b> 4/30/99
<b>VEHICLES AND ON TRANSIT FACILITIES</b>	<b>Page 3 of 3</b>

#### 4.3 Bicyclist Responsibilities

- 4.3.1 Bicyclist is responsible for securing the bicycle in bicycle rack on the bus or light rail vehicle.
- 4.3.2 Bicycles not secured in bicycle racks on the bus or light rail vehicle shall be attended by the bicyclist at all times.

#### 4.4 Bicycle Lockers

- 4.4.1 VTA bicycle lockers may only be used to store bicycles. VTA has the right to inspect bicycle lockers, remove contents other than bicycles and will turn over the contents, excluding any contraband, to VTA's lost and found program.

#### 4.5 Penalty

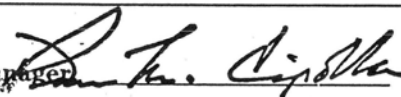
- 4.5.1 Violation of the rules and regulations is cause for removal of the bicyclist from any transit vehicle or transit facility, in addition to any other penalty imposed by law.

#### 5.0 Summary of Changes:

Version 2: On 4/30/99 the header of this document was changed from "Ordinance Number" to "Regulation Number." In addition, a regulation numbering system was implemented referencing the year and month the regulation was adopted and a number indicating the order in which the regulation was adopted that year.

#### 6.0 Authority:

Ordinance Number 98.1, (October 1, 1998).

Approved by General Manager  Peter M. Cipolla	Date Approved: 4/30/99
-------------------------------------------------------------------------------------------------------------------------------------	------------------------