

CARSON CITY PUBLIC TRANSIT ADVISORY COMMITTEE

Minutes of the April 27, 2000 Meeting

Page 1

A regular meeting of the Carson City Public Transit Advisory Committee was held at 5:30 p.m. on Thursday, April 27, 2000 in the Cooperative Extension Conference Room, 2621 Northgate Lane, Suite 11, Carson City, Nevada.

PRESENT: Chairperson Kay Bennett
Vice Chairperson Mary Winkler
Paul Gowins
Robert Kennedy
John Peshek

STAFF: Katherine McLaughlin, Recording Secretary
(PTAC 04/27/00; Tape 1-0025)

NOTE: Unless indicated otherwise, each item was introduced by Chairperson Bennett. A tape recording of these proceedings is on file in the Clerk-Recorder's Office and is available for review and inspection during regular business hours.

I. ROLL CALL, DETERMINATION OF QUORUM (1-0026) - Chairperson Bennett called the meeting to order at 5:30 p.m. Roll call was taken; a quorum was present. Ex-Officio Member Rodolph was present.

II. ACTION ON APPROVAL OF AGENDA (1-0060) - Member Peshek moved to approve the agenda. Member Kennedy seconded the motion. Motion carried 5-0.

III. ACTION ON APPROVAL OF MEETING MINUTES OF MARCH 9, 2000 (1-0080) - Member Kennedy moved to approve the minutes. Member Peshek seconded the motion. Motion carried 5-0.

IV. WELCOME AND INTRODUCTION OF GUESTS (1-0045) - In addition to the Committee members and staff previously listed, Sandy Bailey, of the State Welfare Division, Sandy McGrew, of the Nevada Department of Transportation ("NDOT"), and David Jickling, of the Washoe County Regional Transportation Commission ("RTC") introduced themselves for the record.

V. PUBLIC COMMENTS (1-0136) - None.

VI. DISCUSSION AND ACTION ITEMS

1. DISCUSSION AND POSSIBLE ACTION REGARDING AN INTERLOCAL AGREEMENT BETWEEN THE NEVADA DEPARTMENT OF TRANSPORTATION, WASHOE COUNTY REGIONAL TRANSPORTATION COMMISSION AND THE CARSON CITY REGIONAL TRANSPORTATION COMMISSION TO PROVIDE JOB ACCESS RELATED, FIXED-ROUTE TRANSIT SERVICE BETWEEN RENO AND CARSON CITY, NEVADA (1-0145) - Chairperson Bennett referred to the Interlocal Agreements included in the agenda materials and provided a brief overview of the same. Ms. McGrew distributed a revised draft agreement and explained that a separate agreement will be developed between NDOT, the Washoe County RTC, and Douglas County. She

CARSON CITY PUBLIC TRANSIT ADVISORY COMMITTEE

Minutes of the April 27, 2000 Meeting

Page 2

acknowledged that the revised draft agreement includes only the portion of the route serving Carson City as Douglas County has been reluctant to participate.

At the request of Chairperson Bennett, Mr. Jickling discussed the RTC's proposal for a fixed-route transit service from Carson City to downtown Reno. He clarified that the RTC will not actually operate the service; it will be bid out through NDOT to a private contractor. The RTC will oversee the service to ensure quality control and transferability to the Citifare Bus System in the Reno/Sparks metropolitan area. The RTC will also market the system, handle customer service, etc.

Mr. Jickling explained that the service which is currently envisioned will be primarily focused on transporting people to Carson City for work at 7:00 a.m. and 8:00 a.m. and returning them to the Reno/Sparks metropolitan area between 4:00 p.m. and 5:00 p.m. Because the RTC believes that demand will be equally high in the opposite direction, a service is being developed to transport people to Reno between 6:45 a.m. and 7:45 a.m. and returning them to Carson City at 4:15 p.m. and 5:15 p.m. To the extent that it is feasible to do so, the service will also function throughout the day to provide "off-peak" trips to commuters, people with medical and other appointments, and those who simply want to visit and/or shop in either of the metropolitan areas. Mr. Jickling distributed a spreadsheet depicting two alternative routes and the costs associated with each. He additionally distributed *The Bus Book* and provided a brief overview of the same, including the bus schedules, stop locations, and maps. He advised that once the subject service is operational, it will be included in *The Bus Book*.

Mr. Jickling then reviewed the two sample alternative routes, discussed the 60-minute and 75-minute versions, and reviewed the cost calculations and the potential revenue for each. He discussed various fare structures and the possibility of transferring to the Citifare service "seamlessly." The existing schedule is for Monday through Friday. Mr. Jickling advised that weekend service could be explored at a later date depending upon the success of the proposed system.

Member Kennedy inquired as to the number of people who have expressed an interest in the service for employment reasons. Mr. Jickling advised that he has not been formally polling any of the callers; however, he has not received any telephone calls from people who are interested in the service for reasons other than employment. He discussed his experience that if 100 people call to express an interest in riding the bus and ten actually show up, the service is doing well. There are many things which people do not consider in utilizing transit, including convenience, weather conditions, schedules, etc. Discussion ensued regarding amenities which can be added once the system is well established. Ms. McGrew indicated that the majority of calls she has received have been employment-related. However, she advised of a phone call today from the Sierra Convalescent Center whose representatives are very interested in the service for visiting family members. Mr. Jickling recalled a telephone call regarding transportation to the Reno-Tahoe International Airport, and discussion ensued with regard to the same. Mr. Jickling commented on the challenge of meeting a variety of client needs, and further discussion followed regarding the practical aspects of transfers within the system. In response to a question, Ms. McGrew advised that the goal is to begin service in July.

Member Kennedy discussed the possibility of increased ridership during the winter months and the resulting increase in fare revenues. He commented on the prudence of "crawling before walking" in "these kinds of ventures." Mr. Jickling concurred and explained that the service is part of a two-year

CARSON CITY PUBLIC TRANSIT ADVISORY COMMITTEE

Minutes of the April 27, 2000 Meeting

Page 3

demonstration. During the course of the two years, the service will be revised and improved with the goal that by the end of the demonstration period it is successful enough for Carson City and NDOT to be agreeable to continuing it. Part of making the service worth continuing is lots of ridership. Mr. Jickling anticipates trips with 40 passengers but pointed out that the bus will also be empty on some trips.

Ms. Rodolph inquired as to accessibility for disabled riders and Mr. Jickling explained that all the buses are accessible. The challenge is to determine the type of buses to utilize, and he anticipates needing large buses in order to accommodate peak time ridership. He explained that changing buses during a route is not cost effective. He discussed federal requirements for public transportation, including wheel chair lifts/ramps, methods to secure the wheel chairs, and the capacity for the bus to kneel or lower in some way. Large, over-the-road buses are generally not designed to comply with these requirements. They are equipped with wheel chair features but are not convenient to use. The buses used by RTC/Citifare are designed to carry people with disabilities, work in stop and go traffic, and board and light people quickly. A drawback is that they are generally not as comfortable. Mr. Jickling acknowledged that the purpose of the funding is for job access, welfare-to-work, and the transportation disadvantaged. Chairperson Bennett pointed out the possibility of sacrificing a little comfort to provide an appropriate service for these riders.

Chairperson Bennett suggested including a stop at Wal-Mart and discussion ensued with regard to the same. Mr. Jickling discussed the need for agreements from private property owners prior to making stops available at K-Mart and Wal-Mart. He explained that the agreements take many months to develop, and suggested beginning discussions with both shopping center owners right away. He advised that the RTC has been in negotiations with the Reno Super K-Mart for over three years. The only agreements RTC has in Reno/Sparks are for stops at Meadowood Mall and Northern Nevada Medical Center. He advised that the Northern Nevada Medical Center agreement took approximately four months develop. He indicated that the RTC does not have a role in developing agreements with private property owners in Carson City; however, he offered to provide assistance in the form of sample license agreements.

Chairperson Bennett suggested stops on the frontage road between Koontz Lane and Colorado Street, and on Eagle Station Road between Mervyn's and J.C. Penney. Ms. McGrew suggested an alternate route if stops are not available on private property. Discussion ensued with regard to concerns of the private property owners, the statutory authority provided the Carson City Regional Transportation Commission to operate public transit on public streets, space and signal requirements for turning buses, and the time required to leave the main route and return to it. Member Kennedy advised of new developments on the north side of town near the K-Mart shopping center and discussion regarding park and ride locations followed. Ms. McGrew advised that she will be receiving a report from Lumos & Associates regarding potential park and ride locations for the entire 395 corridor. Mr. Jickling advised of the requirement in the Reno/Sparks area for all new developments to anticipate the possibility of a condition of approval to construct or provide for future construction of an ADA accessible bus pad. He suggested that the City consider this requirement as well.

Chairperson Bennett expressed appreciation for the fare structure and commented that it should attract a large number of riders. Member Gowins discussed comfort and convenience factors in utilizing public transportation. Ms. McGrew commented on the importance of transporting people from Reno to Carson City in 45 minutes.

CARSON CITY PUBLIC TRANSIT ADVISORY COMMITTEE

Minutes of the April 27, 2000 Meeting

Page 4

Member Kennedy inquired as to transportation to the bus stops, and Ms. McGrew recommended that the Committee consider this matter. She advised that job access funding is available to increase the services of Carson City Community Transportation ("CCCT"); however, CCCT will not be able to charge the \$4 fare. The service would be new and CCCT does not currently serve the areas being considered. Ms. McGrew has requested Marc Reynolds to check into this possibility and determine the costs and operation procedure. She emphasized the need for CCCT to meet the buses on time. NDOT will need assurances that the right size equipment is available and that on time service can be accommodated. Discussion followed regarding a fixed route/deviated fixed route system, the diversity in destinations of Carson City to Reno commuters as compared to those of the Reno to Carson City commuters, the proposed "circulator" service for Carson City, and the transfer services provided by Citifare in Reno.

At the request of Chairperson Bennett, Ms. McGrew reviewed the Interlocal Agreement. Discussion regarding the provisions to be made by Carson City followed, and Chairperson Bennett indicated that these would need to be reviewed by the Carson City Regional Transportation Commission. Ms. McGrew referred to page 2, paragraph 3, and discussed the provision of "start up" capital for bus stops, bus shelters, and other passenger amenities. Mr. Jickling advised that the RTC spends approximately \$1000 to \$3000 in maintenance costs per shelter/per year. Discussion ensued regarding the process for purchasing bus stop signs and shelters, ticket outlets and sales, accounting for fare boxes and ticket sales, the convenience of bus passes which can be purchased through the mail, "seamless" transfer to the Citifare system, and presentation of the Interlocal Agreement to the Board of Supervisors.

(2-0335) Member Gowins moved that the Committee has reviewed the preliminary agreement and agrees to approve it in concept and that the Committee would like to forward it for discussion at the next Board of Supervisors meeting. Member Peshek seconded the motion. Ms. McGrew advised that she is available on May 4th if Chairperson Bennett wants to leave the item on the Board of Supervisors agenda for discussion of the interlocal agreement. Chairperson Bennett called for a vote on the pending motion. **Motion carried 5-0.** Chairperson Bennett provided an overview of the presentation to be made at the May 4th Board of Supervisors meeting, and requested the attendance of Ms. McGrew and Mr. Jickling.

VII. COMMITTEE MEMBER COMMENTS - None.

VIII. ACTION ON PROPOSED AGENDA ITEMS FOR MAY 11, 2000 MEETING - None.

IX. ACTION ON ADJOURNMENT (1-0498) - Member Peshek moved to adjourn the meeting at 7:20 p.m. Member Gowins seconded the motion. Motion carried 5-0.

The Minutes of the April 27, 2000 meeting of the Carson City Public Transit Advisory Committee are so approved this _____ day of June, 2000.

KAY BENNETT, Chairperson