

## **CARSON CITY PUBLIC TRANSIT ADVISORY COMMITTEE**

### **Minutes of the September 14, 2000 Meeting**

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A regular meeting of the Carson City Public Transit Advisory Committee was held at 5:30 p.m. on Thursday, September 14, 2000 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

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

**PARATRANSIT STAFF:** Marc Reynolds, General Manager

**CARSON CITY STAFF:** Laura Beckerdite, Administrative Assistant, Development Engineering  
Kathleen King, Recording Secretary  
(PTAC 09/14/00; Tape 1-0001)

**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** (1-0001) - Chairperson Bennett called the meeting to order at 5:32 p.m. Roll was called; a quorum was present. Member Gowins was absent.

**II. ACTION ON APPROVAL OF AGENDA** (1-0019) - Mr. Reynolds advised that item VI(1) has already been approved by the Board of Supervisors and no action will be needed. Member Kennedy moved to approve the agenda. Member Peshek seconded the motion. Motion carried 4-0-1-0.

**III. ACTION ON APPROVAL OF MEETING MINUTES FOR AUGUST 10, 2000** (1-0030) - Member Peshek moved to accept the minutes. Vice Chairperson Winkler seconded the motion. Motion carried 4-0-1-0.

**IV. WELCOME AND INTRODUCTION OF GUESTS** (1-0009) - Chairperson Bennett welcomed Linda Doty, of Vocational Rehabilitation; Paula Tlachac, of the Welfare Division; and Ms. Beckerdite.

**V. PUBLIC COMMENTS** (1-0040) - None.

**VI. DISCUSSION AND ACTION ITEMS**

**1. DISCUSSION AND ACTION REGARDING CONTRACT AMENDMENT WITH PARATRANSIT SERVICES REGARDING ADDITIONAL SERVICES FOR CONNECTOR SERVICE WITH PRIDE INTERCITY TRANSIT** (1-0042) - Mr. Reynolds distributed the Grantee's Agreement and advised that the Nevada Department of Transportation ("NDOT") has provided Carson City with \$109,000 for twelve operating hours per day at \$35 per hour. An additional \$26,000 was provided

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to cover administrative costs. NDOT also provided \$50,000 to purchase the two additional vehicles needed to run the PRIDE service. The vehicles were purchased for \$31,000 with an additional cost of \$5,000 for painting and detail work. Mr. Reynolds explained that the vehicles use diesel fuel which satisfies the alternative fuel requirement for Carson City Community Transportation (“CCCT”). The contract between NDOT and the City will be renegotiated at the end of the two-year period. Chairperson Bennett advised that the funding is disbursed through the PTAC account. In response to a question, Mr. Reynolds explained that the vehicles are 16-passenger plus two wheelchair cut vans. They each hold up to a total of four wheel chairs if required. Discussion took place with regard to the buses, the purpose for the remaining funding, and available funding for the purchase of additional vehicles. Chairperson Bennett requested a status report on the available capital at the next meeting. Mr. Reynolds indicated that the vehicles to be delivered at the end of the month are brand new. He acknowledged that two vehicles will be taken out of service once the new ones are delivered. He advised that the two which will be removed from service currently account for approximately sixty percent of the maintenance budget. He acknowledged that service capacity will be expanded by two vehicles and that maintenance costs will be reduced.

Discussion took place regarding the number of vehicles in service and recent staff turn over at CCCT. Member Kennedy requested a written vehicle status report at the next meeting. Mr. Reynolds will invite Fleet Manager Don Davis to provide a presentation. In response to a question, Mr. Reynolds acknowledged that the \$135,000 will be provided annually by NDOT over the course of the two-year contract. Chairperson Bennett requested a quarterly vehicle status report, and discussion ensued with regard to the same.

Member Kennedy inquired as to the status of the vehicle advertising contract. Mr. Reynolds advised that the contract was prepaid for the year. Signage has been installed on two vehicles and sign frames are continuing to be added to the remaining vehicles.

**2. DISCUSSION AND POSSIBLE ACTION ON RATE/FARE STRUCTURE FOR PRIDE/NDOT INTERCITY TRANSIT BETWEEN CARSON CITY AND RENO (1-0311)** - Mr. Reynolds commented that a potential exists for a tremendous amount of confusion regarding fare collection and reporting. NDOT staff has suggested, and Mr. Reynolds has agreed, that CCCT will not handle any fares. CCCT will thereby not incur any administrative costs, and the collection of fares will be the sole responsibility of Frontier Tours. Extensive discussion took place regarding the process for transfers and purchasing tickets. No formal action was taken.

**3. REPORT ON NEW PRIDE/CCCT BUSES ACQUIRED BY NDOT FOR CCCT (1-0556)** - Consensus of the Committee was that this item had been previously covered.

**4. DISCUSSION AND POSSIBLE ACTION REGARDING RATE STRUCTURE REQUESTS FOR SERVICE FROM NON-PROFIT ORGANIZATIONS, COMMUNITY ORGANIZATIONS, STATE AND LOCAL GOVERNMENTS (1-0560)** - Mr. Reynolds advised of a phone call from a non-profit organization requesting a comp trip for 18-20 passengers. He informed the organization's representative that the request would need to be referred to this Committee for review and action. He expressed a willingness to donate service, but expressed a concern over setting a precedent.

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He requested input from the Committee, and discussion took place with regard to the same. Chairperson Bennett suggested that the service be allowed with the requirement that the requesting organization reimburse the City's costs. In response to a question, Mr. Reynolds advised that the operating cost is \$32 per hour. He suggested that the Committee charge the hourly operating rate which is significantly lower than tickets by head count. In response to a further question, Mr. Reynolds advised that the same suggestion could apply to State and local government agencies requesting service. Discussion took place with regard to the same, and Member Kennedy requested that Mr. Reynolds return with a proposal for addressing this issue. Member Peshek commented that the service should be made available only if it is feasible for CCCT to do so at the time. Chairperson Bennett recommended developing an agreement. Vice Chairperson Winkler discussed the potential for the requests to "snowball" and discussed her experience with Special Olympics transportation. Ms. Beckerdite suggested including restrictions regarding the geographic area the service would cover. Vice Chairperson Winkler indicated that the criteria will need to be very specific, and Ms. Beckerdite discussed administrative issues. Mr. Reynolds reviewed the direction of the committee, as follows: He will contact the Transportation Services Authority to inquire as to operating the service, and the District Attorney's Office to discuss the definition of "non-profit organization"; and he will draft a proposal regarding fares. No formal action was taken.

**VII. COMMITTEE MEMBER COMMENTS (1-0862; 0875)** - Chairperson Bennett advised that Sandi McGrew, of NDOT, has written the letter regarding contract services for Peter Schauer to assist with the MPO transition. The City will write the grant rather than having it administered through NDOT.

**VIII. ACTION ON PROPOSED AGENDA ITEMS FOR OCTOBER 12, 2000 MEETING (1-0865)** - Mr. Reynolds will agendize review of a vehicle status report and discussion and action regarding a proposal for non-profit organization transportation. Vice Chairperson Winkler requested that discussion regarding goals and objectives be agendized. Discussion took place regarding scheduling a workshop.

**IX. ACTION ON ADJOURNMENT (1-0950)** - Member Peshek moved to adjourn the meeting at 6:24 p.m. Member Kennedy seconded the motion. Motion carried 4-0.

The Minutes of the September 14, 2000 meeting of the Carson City Public Transit Advisory Committee are so approved this 11<sup>th</sup> day of January, 2001.

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MARY WINKLER, Vice Chairperson