

**CARSON CITY PUBLIC TRANSIT ADVISORY COMMITTEE**

**Minutes of the June 29, 2001 Meeting**

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A regular meeting of the Carson City Public Transit Advisory Committee was scheduled for 9:00 a.m. on Friday, June 29, 2001 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Mary Winkler  
Vice Chairperson John Peshek  
Tom Baker  
Richard Staub

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

**CARSON CITY STAFF:** Laura Beckerdite, Administrative Assistant  
Kathleen King, Recording Secretary  
(PTAC 06/29/01)

**NOTE:** Unless indicated otherwise, each item was introduced by Chairperson Winkler. 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 Winkler called the meeting to order at 9:05 a.m. Roll was called; a quorum was present. Member Allen was absent.

**II. ACTION ON APPROVAL OF AGENDA (1-0012)** - Member Staub moved to approve the agenda. Member Baker seconded the motion. Motion carried 4-0.

**III. ACTION ON APPROVAL OF MEETING MINUTES FOR MARCH 23, 2001 (1-0015)** - Vice Chairperson Peshek moved to approve the minutes. Member Baker seconded the motion. Motion carried 4-0.

**IV. WELCOME AND INTRODUCTION OF GUESTS (1-0024)** - Chairperson Winkler welcomed Monica Puddington of the Nevada Department of Transportation ("NDOT") and Laura Beckerdite of the Carson City Development Services Department.

**V. PUBLIC COMMENT (1-0036)** - Mr. Reynolds referred to a brochure for The Virginia and Truckee Railroad which was included in the agenda materials. He provided an overview of the brochure and advised he would be asking the Committee's permission to display the brochures in the buses. Member Baker expressed support for the project, and Mr. Reynolds advised he would agendize the matter for discussion and action at the next meeting. Vice Chairperson Peshek provided background information on the project, advised that it is in need of funding, and expressed favor for displaying the brochures in the buses.

**VI. DISCUSSION AND ACTION ITEMS:**

**1. DISCUSSION AND POSSIBLE ACTION REGARDING STATUS REPORT FORMAT FOR BOARD OF SUPERVISORS (1-0087)** - Mr. Reynolds distributed Monthly Business Reviews from

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October 2000 to the present. He explained that NDOT's grant cycle runs from October through September, and provided a brief overview of the report. He referred to the Performance Data report, also distributed prior to the start of the meeting, and reviewed the same. In response to a question, he explained the ridership statistics. Mr. Reynolds reviewed the equipment condition report, and advised that an average of three of the eight vehicles were down every day during the month of May. He discussed the importance of supplementing the vehicle fleet. He reviewed the Activity Report to the Board of Supervisors and requested input from the Committee with regard to the format. **Member Staub moved to approve the report format. Member Baker seconded the motion.** Discussion took place regarding the rides being provided by OARC, unmet rides, the new PRIDE system routes, discussion at the last workshop, and the length of the report. Member Staub suggested adding an additional section under paragraph IV entitled "C. Other Partners." **Member Staub amended his motion to include the corrections made. Member Baker continued his second. Motion carried 4-0.**

**2. DISCUSSION AND POSSIBLE ACTION REGARDING PUBLIC SERVICE MESSAGES ON PUBLIC ACCESS TELEVISION (1-0314)** - Chairperson Winkler advised that David Morgan, of Nevada Video Productions, has offered to produce public service announcements on Channel 61. She requested input from the Committee members with regard to the same. Mr. Reynolds explained Mr. Morgan's intent to provide a one-half hour session to the Committee on a continuing basis. Member Staub agreed with publicizing the transit system as much as possible. Member Baker concurred. Member Staub suggested that Mr. Reynolds and/or Mr. Konze would be the individuals best suited to interview with Mr. Morgan, and that any interested Committee member could participate as well. Consensus of the Committee was to request Mr. Reynolds to move forward with the interview. Mr. Reynolds requested the assistance of Chairperson Winkler with regard to the Northwest Nevada Regional Transit Coalition ("NNRTC"). No formal action was taken.

**3. DISCUSSION REGARDING STATUS REPORT ON NORTHWEST NEVADA REGIONAL TRANSIT COALITION HIGHWAY 395/50 PROJECTS (1-0382)** - Chairperson Winkler introduced Sandi Stanio of NDOT and James Fraser of Waters & Fraser. Ms. Stanio advised of a meeting at 1:00 this afternoon to review the Highway 395 routes. Highway 50 is running on schedule with no breakdowns. Ms. Stanio provided ridership statistics for the first three weeks, and advised that the Highway 50A schedule has been adjusted to accommodate the Fernley Industrial Park employee work schedules. Advertising for the Highway 50 service will begin next week. Ms. Stanio acknowledged that advertising for Carson City Community Transportation routes can be tied into the Highway 395/50 advertising. She advised that NDOT will be discussing with the City an amendment to the contract with Paratransit Services to specifically meet all PRIDE service buses. She advised of the need for ridership reports for the connector service. Mr. Reynolds indicated that reports have been submitted from October 2000 to the present in the new format which reflects NDOT funding. Discussion took place with regard to the same, and Mr. Reynolds acknowledged that he would be submitting the Monthly Business Review reports to NDOT.

Ms. Stanio discussed the agenda for this afternoon's meeting, including approval of the new schedule for Highways 395 and 50A, discussion of issues affecting the services, and development of the last link between Fernley and Reno on I-80. In response to a question, Ms. Stanio discussed an On-Call Agreement with LSC to conduct a survey of employers and employees at Lake Tahoe to determine whether service on Spooner Summit is warranted. In response to a further question, Ms. Stanio advised that once a job-access

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service is established it can be used for recreational purposes and that the route will go right by Sand Harbor. She indicated that NDOT is working with the north and south shore TMAs but that funding is not available for connector service around the Lake. She discussed the TART, STAGE, and Bus Plus routes. Discussion took place regarding the Fernley Industrial Park employee work schedules.

Ms. Stanio advised that \$300,000 in job access funding has been allocated to the House of Representatives side of the new budget. She assumes Congressman Gibbons is responsible for the allocation. In response to a question, she advised that \$4 million in discretionary funding was requested for bus garages, bus maintenance facilities, and transit centers. Carson City has applied for buses, a bus maintenance facility, bus garages, and a transit center. Discussions have taken place regarding expansion of the City's existing facility to accommodate larger buses. In response to a further question, Ms. Stanio explained the process by which the funding will be made available and the approximate time table for acquiring the funding.

Chairperson Winkler commented that the PRIDE service is beginning to take hold and that the public is responding favorably. A great deal of publicity is anticipated within the next two to three weeks. Ms. Stanio advised of a meeting with Senior RTC Engineer Harvey Brotzman on Monday, July 9, 2001 at 9:00 a.m. at the Cooperative Extension Conference Room to discuss new signage for the PRIDE service. She invited any interested Committee members to attend. Chairperson Winkler advised that Transportation Manager John Flansberg was appointed by City Manager John Berkich to the NNRTC.

**VII. COMMITTEE MEMBER COMMENTS (1-0695)** - Member Staub advised of a meeting with Supervisor Plank, Mr. Flansberg, Mr. Brotzman, and representatives of the Reno RTC to discuss establishing a fixed route system in Carson City. City representatives welcomed the offer and requested another meeting to discuss the details.

Ms. Stanio advised that information has been sent to Mr. Flansberg regarding Peter Schauer's consulting services. NDOT has offered to cover Mr. Schauer's costs, but needs the City to outline a scope of work first. Ms. Stanio further advised that NDOT can assist the school district with a fixed route if the City is interested. Member Baker advised that Senator Reid and Congressman Gibbons are planning a tour of the State during the month of August. He discussed the need to develop a plan which can be presented to elected officials, including the Board of Supervisors. Discussion took place regarding scheduling a special meeting to discuss available funding, the need to brainstorm at Committee meetings, and elements of the Open Meeting Law. Member Baker concurred with agendizing a meeting to develop a "game plan" to present to the elected officials. Consensus of the Committee was to schedule a special meeting for Friday, July 20<sup>th</sup> at 9:00 a.m. Ms. Stanio requested that the Committee members consider questions regarding the City's transition to MPO status, funding issues, etc. for the special meeting. She will be attending a FTA State Manager's Conference in Washington, D.C. and offered to present the questions at that time. Member Baker suggested that a subcommittee establish an agenda for the July 20<sup>th</sup> special meeting. He and Member Staub volunteered to serve on the subcommittee.

**VIII. ACTION ON PROPOSED AGENDA ITEMS FOR SEPTEMBER 28, 2001 MEETING (1-0940)** - Mr. Reynolds will meet with Chairperson Winkler to develop an agenda for the September 28<sup>th</sup> meeting. He will also meet with Ms. Stanio regarding available funding sources. Member Staub advised that the V&T Railroad Project brochure should be agendized for action, in addition to equipment acquisition, funding sources, and transition to MPO status. Chairperson Winkler pointed out that other

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agenda items can be added at the special meeting. Member Staub suggested agendaizing finalization of the status report to the Board of Supervisors. Chairperson Winkler suggested agendaizing a status report on the PRIDE project. Member Staub further suggested inviting Mr. Flansberg to attend the Committee meetings.

**IX. ACTION ON ADJOURNMENT (1-0980)** - Member Baker moved to adjourn the meeting at 10:05 a.m. Member Staub seconded the motion. Motion carried 4-0.

The Minutes of the June 29, 2001 meeting of the Carson City Public Transit Advisory Committee are so approved this \_\_\_\_\_ day of September, 2001.

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MARY WINKLER, Chairperson