

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the May 14, 2003, Meeting

Page 1

A regularly scheduled meeting of the Carson Area Metropolitan Planning Organization was held on Wednesday, May 14, 2003, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada, beginning at 5:45 p.m.

PRESENT: Members Shelly Aldean, Charles Des Jardins, Jeff Fontaine, Bob Kennedy, Kelly Kite, Steve Reynolds, Richard S. Staub

STAFF PRESENT: Acting City Manager Andrew Burnham, Street Operations Manager John Flansberg, RTC Engineer Harvey Brotzman, and Recording Secretary Katherine McLaughlin (M.P.O. 5/14/03 Tape 1-0009)

A. ROLL CALL AND DETERMINATION OF A QUORUM - Member Staub convened the meeting at 5:52 p.m. by introducing and welcoming Members Kelly Kite and Jeff Fontaine. Roll call was taken. The entire Commission was present, constituting a quorum.

B. APPROVAL OF MINUTES (1-0047) - None.

C. AGENDA MODIFICATIONS (1-0049) - Mr. Flansberg withdrew Item F-6 as information had been received by staff which changed the work program. Discussion pointed out that the packet had not contained any information on the item.

D. PUBLIC COMMENTS (1-0065) - Robert Gordon explained his desire to discuss funding for next year's PRIDE program. As the agenda item is for the current fiscal year, he was allowed to explain his concern. Comments related to the current fiscal year were to be made under the agenda item. Mr. Gordon explained that it was his understanding that the Federal funds for the PRIDE program will terminate at the end of June. He also felt that the budget did not include any funding to continue the service. Carson City, Reno, and Washoe County will have to fund the service if it is to continue after July 1. Member Staub disclosed that he had met with Mr. and Mrs. Gordon and discussed their concerns. This is the first MPO meeting. At this time the Board does not have answers for their questions. Street Operations Manager John Flansberg indicated that the funding will be discussed later. Federal funding is on a fiscal year that runs from October 1 through September 30. There may be Federal funds available to cover the service until October 1. Item F-8 is for City funding to October 1. In June or July a funding request will be made for next year's program. Mr. Gordon acknowledged that he had discussed the program with Member Staub. He felt that the program had been handled badly by Reno and Washoe RTCs. Most bus transportation programs require subsidies regardless of how they are operated. Washoe County's solution to its funding problem has been to cut the service whenever ridership falls. This feeds on itself as the more inconvenient riding a bus becomes, the fewer riders who will use it. Eventually, the system disappears. If the program is to be continued beyond the Federal funding program, Reno and Carson City must fund it. He hoped that the Board will take an active role in the service's management. The service is useful as it unites some of the northern cities and, if they work together, could offset the Las Vegas influence. Reduction in the service will cut the only real tie there is between Reno and Carson City. He urged the Board to support it and to find ways to promote it. His personal experience indicated that there is a lack of advertisement regarding the service. It had him and his wife six months to learn about the service, where the stops were, and the schedule. He acknowledged that some "jiggling" of the

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the May 14, 2003, Meeting

Page 2

schedule is warranted. This could be accomplished without reducing the service. Sunday has already been eliminated from the service. Saturday service will be eliminated on June 2. This makes it a Monday through Friday service. The media has reported that two trips from Carson City will be eliminated and that one ride from Reno will be added. He urged the Board to take his comments seriously and to try to preserve the program. It presently appears as though the service will be completely terminated. Member Staub encouraged him to remain for the discussion of Item F-8.

E. DISCLOSURES (1-0232) - Member Staub noted that he had already disclosed his discussion with Mr. and Mrs. Gordon.

F. PUBLIC MEETING ITEMS (1-0240)

F-1. PRESENTATION ON ROLE AND FUNCTION OF THE METROPOLITAN PLANNING ORGANIZATION - Mr. Flansberg showed a video tape explaining the role and function of an MPO. (During this video Tape 1 failed.) No discussion occurred after the video was shown. No action was taken or required.

F-2. DISCUSSION AND ACTION ON ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON FOR THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION FOR THE PERIOD OF TIME MAY 14, 2003, THROUGH SEPTEMBER 30, 2003 (2-0168) - Member Aldean moved to appoint Member Staub as Chairperson and Member Reynolds as Vice Chairperson for the term from May 14, 2003, through September 30, 2003. Member Kennedy seconded the motion. Additional nominations/discussion were solicited but none occurred. The motion was voted and carried 7-0. Chairperson Staub thanked the Board for the support.

F-3. DISCUSSION AND ACTION ON A COOPERATIVE AGREEMENT FOR REGIONAL TRANSPORTATION PLANNING BY AND BETWEEN THE STATE OF NEVADA THROUGH ITS DEPARTMENT OF TRANSPORTATION AND THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION (CAMPO) (2-0185) - Mr. Flansberg explained the need to have a partnership agreement with NDOT that addresses the method of handling transportation items. Staff supported NDOT's recommended changes. The agreement is required. Funds cannot be drawn unless an agreement has been signed. It provides for sharing information and planning funds. The program year is October 1 through September 30, which is the Federal fiscal year. Funds can be carried forward to the next year if progress on the planning of a project is occurring and the project is part of the unified plan work program. The funds must be used within three years. The funds can be moved from one year to the next if more funding is needed in the second year than the first. Discussion explained that NDOT Deputy Director Jeff Fontaine does not become the Director until June 5. Therefore, his title should remain as Deputy Director unless the agreement is not executed until after that date. Member Aldean suggested that the last sentence in Paragraph 21 be modified to read "It is agreed that the MPO will not incur new obligations that will bind the Department after the effective date of the termination." Mr. Flansberg clarified the intent of this paragraph to indicate that if work is performed on a project after the end of a fiscal year, they could not request funding for it from the previous year. The funding would have to be found in the new year's work program or the MPO will be solely responsible for any expenses that had been incurred. He also agreed that this paragraph

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the May 14, 2003, Meeting

Page 3

indicated that the effective date of termination is related to the unified planning work program. Public comments were solicited but none were given. Member Reynolds moved to approve the Cooperative Agreement for Regional Transportation Planning with the Nevada Department of Transportation and CAMPO. Member Des Jardins seconded the motion. Motion carried 7-0.

F-4. DISCUSSION AND ACTION ON AN AMENDED MEMORANDUM OF UNDERSTANDING (MOU) BY AND BETWEEN THE WASHOE COUNTY REGIONAL TRANSPORTATION COMMISSION AND THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION TO MAINTAIN CONTINUING, COOPERATIVE, AND COMPREHENSIVE TRANSPORTATION PLANNING PROGRAM FOR THE REGION (2-0283) - Mr. Flansberg explained the need to sign a new MOU. The agreement commits to communicating and sharing plans and studies related to the area along the borders to ensure that everything is compatible, cooperative, and comprehensive. The date will be the date on which Washoe RTC signs the agreement.

Robert Gordon explained that Washoe RTC is meeting tomorrow and will discuss the bus service to Carson City. The proposal is to eliminate all Saturday service and two additional weekday routes while adding one route. Chairperson Staub explained that Carson City is not involved with the process as it has not funded the system. Mr. Gordon felt that the City should have a vote on the program. Washoe RTC had committed \$130,000 to the project. The remainder of the funding is Federal funds. NDOT appointed Washoe RTC to manage the program. He questioned the reasons CAMPO is not taking an active part in the process. Member Fontaine explained that Mr. Gordon's questions should be addressed under Item F-8.

Mr. Flansberg reiterated that CAMPO must sign the agreement and that it will be effective when Washoe RTC signs it. He also agreed that the service questions should be addressed under Item F-8. Clarification indicated that the agreement is between CAMPO and Washoe RTC and not Carson City's RTC. Washoe RTC is its MPO. Although the agreement commits to planning, coordinating, and implementing programs that benefit both entities, CAMPO's decisions do not depend on approval by either Washoe's MPO or RTC. Public comments were solicited but none were given. Member Des Jardins moved to approve an amended Memorandum of Understanding by and between the Washoe County Regional Transportation Commission and the Carson Area Metropolitan Planning Organization to maintain a continuing, cooperative and comprehensive transportation planning program for the region. Member Aldean seconded the motion. Member Des Jardins amended his motion to include a correction to the date from March 2003 to May 2003 with the actual date to be inserted by the second party and the addition of CAMPO to the signature page. Member Aldean concurred. The motion was voted and carried 7-0.

F-5. DISCUSSION AND ACTION ON AN AMENDED MEMORANDUM OF UNDERSTANDING (MOU) BY AND BETWEEN THE TAHOE METROPOLITAN PLANNING ORGANIZATION (TMPO) AND THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION TO MAINTAIN A CONTINUING, COOPERATIVE, AND COMPREHENSIVE TRANSPORTATION PLANNING PROGRAM FOR THE REGION (2-0432) - Mr. Flansberg amended the agreement on Line 6 changing the initials of "WCRTC" to be "TMPO" and Line 24 "RTC of Carson City" to be "CAMPO". Chairperson Staub indicated that the date in Line 5 should be May 2003 for the same reasons as discussed in Item F-4. Comments were solicited but none were given. Member Kennedy moved to approve an

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the May 14, 2003, Meeting

Page 4

amended Memorandum of Understanding by and between the Tahoe Metropolitan Planning Organization and the Carson Area Metropolitan Planning Organization to maintain a continuing, cooperative, and comprehensive transportation planning program for the region with the changes as noted. Member Aldean seconded the motion. Motion carried 7-0.

F-6. DISCUSSION AND ACTION ON APPROVING AN AMENDED 2003 UNIFIED PLANNING WORK PROGRAM (2-0469) - Deferred,

F-7. DISCUSSION AND ACTION RECOMMENDING TO THE CARSON CITY BOARD OF SUPERVISORS APPROVAL OF EXTENDING THE EXISTING CARSON CITY COMMUNITY TRANSPORTATION (CCCT) CONTRACT TO MV TRANSPORTATION, INC., FROM JULY 1, 2003, THROUGH JUNE 30, 2004, FOR A CONTRACT AMOUNT NOT TO EXCEED \$400,000 (2-0470) - Mr. Flansberg explained that CAMPO will consider all transit issues in the future. The Federal funds must be matched. As this will require funding from the City's general fund, the Board of Supervisors will be asked to approve the contract. He hoped that in the future the Board of Supervisors will designate the funds for CAMPO purposes. If this occurs, it will not be necessary for the Supervisors to consider the contract. The contract is for one year with an option to extend it for two years. Due to the possibility that CAMPO may want to change the service from on-demand to a deviated fixed route, he recommended that the contract be approved for only one year. This will allow for the service to be put out for bids next year. The contract includes a three percent increase, which Finance has indicated is reasonable based on the CPI and its expenses. Discussion indicated the last report Mr. Flansberg had seen indicated the CPI was at 3.2 percent. The ridership is approximately 29,000. In the future MV Transportation will provide status reports to CAMPO on a quarterly basis. The service is used by seniors, Paratransit, and the general public. CAMPO is to provide \$200,000 from the 5307 funds with a match of \$200,000 from the City's General Fund. The 5307 funds can also be used for capital expenditures but must be matched on an 80/20 basis. CAMPO will be asked to provide matching funds for both the DART and the PRIDE programs. At this time Mr. Flansberg felt that the Supervisors had set aside adequate funds for these services. Discussion indicated that in the beginning MV Transportation had not coordinated its services with the PRIDE or DART services. It has since revised its scheduling to coordinate with the programs. Mr. Flansberg's office provides oversight for general operations. Development Services provides oversight over the contract. Board comments repeatedly emphasized the desire to see a status report before approving the contract. Mr. Flansberg felt that in the future better coordination of services will occur between the different carriers. Member Aldean suggested that the contract be approved on a month-to-month basis until a report is provided. Mr. Flansberg agreed that he should have asked the provider to provide a report. MV Transportation had provided one status report to the Supervisors during the last year. Mr. Flansberg had received only two complaints about the service during the year. They had related to the inability to expand the service and had not been about the service that is provided. He agreed that the status report should include performance basis. There had not been a drop in service between that provided by Paratransit and that now being provided by MV Transportation. It may be that a deviated fixed route service will create an increase in ridership as it is more dependable and accessible to the riders. It will also be more expensive. Seniors who utilize the service are asked for a donation as Aging Services pays for them. The other riders pay \$4 a ride. CCCT provides rides for some of OARC's clients. OARC also provides rides for its clients. Mr. Flansberg recommended the Board approve the contract with conditions/reservations requiring that a report be made to the Supervisors. He agreed that it would be possible to continue the item to the next meeting and for the Supervisors

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the May 14, 2003, Meeting

Page 5

to hear it prior to the contract's expiration date of June 30. If the contract is not renewed, there will not be adequate time to find another service provider. He was unsure whether it would be possible to approve the contract on a month-to-month basis. Member Fontaine suggested that a special meeting be held to consider the status report and the contract. Chairperson Staub pointed out that the Board was only making a recommendation to the Supervisors who will have a final say over the funding. He suggested that the firm be required to make a presentation to the Supervisors before considering the funding request. In the future the firm should make a presentation to the Board. He also indicated his willingness to support such a motion based on Mr. Flansberg's recommendation and statement that there had not been any "glowing problems".

Robert Gordon complimented the Board on its comments. He was uneasy about renewing the contract without a report, however, there is a time constraint. If the contract includes a cancellation clause within a reasonable period, he felt that it could be approved pending a review of the cost structure, the revenue report, and obtaining a grant to subsidize the seniors. He felt that seniors should pay for their transportation. A \$10,000 grant for \$30,000 in services should not be allowed. He encouraged the Board to not send the proposal to the Supervisors as they are going to be removed from the process. He suggested that the contract be extended for a three-month period which would provide time to analyze the service.

Member Kennedy explained his faith in the Supervisors. He pointed out that CAMPO is only making a recommendation to them. Two of the Supervisors are CAMPO Members. They have heard the message and understand the concerns. He supported a motion which would accept the contract and require a report be provided to the Supervisors prior to its consideration of the contract. He felt that a part of the problem was due to the lack of communication with the firm or a misunderstanding of what was expected. The program had operated for four or five years with only one operator. The service is identical to that previously provided. Member Reynolds supported his recommendation. Additional comments were solicited but none were given. Member Aldean moved to recommend to the Carson City Board of Supervisors approval of extending the existing Carson City Community Transportation, CCCT, contract to MV Transportation, Inc., from July 1, 2003, through June 30, 2004, for a contract amount not to exceed \$400,000 based on staff's recommendation and predicated upon receipt of performance information in a formal presentation from MV Transportation before the Board of Supervisors at the time contract approval is requested; fiscal impact is \$397,389.45; and the funding source is spelled out as the General Fund Transit for one-half of the operating cost in the amount of \$198,694.73 and FTA 5307 Funds for one-half of the operating costs at \$198,694.72. Member Kennedy seconded the motion. Comments were solicited but none were given. Motion carried 7-0.

F-8. DISCUSSION AND ACTION RECOMMENDING APPROVAL TO FUND A PORTION OF THE RENO TO CARSON CITY PRIDE BUS SERVICE IN THE CURRENT FISCAL YEAR BASED ON AVAILABLE FEDERAL TRANSIT ADMINISTRATION SECTION 5307 FUNDS (2-0935) - Mr. Flansberg introduced Washoe County Regional Transportation Commission (WRTC) Executive Director Gregory Krause. NDOT had a contract with WRTC to which Carson City had been a party. It required Carson City RTC to maintain the bus stops. The service had been funded under a Federal job access program. The funds had not been received, therefore, the service was reduced. CAMPO is being asked to retroactively fund the program through the use of its share of the FTA 5307 funds. The present service is larger than the proposed service. There have been concerns expressed about the proposed service reduction as previously indicated by Mr. Gordon. The request is for CAMPO to fund \$110,000 of the operation with the funding being split 50/50 between the FTA

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the May 14, 2003, Meeting

Page 6

5307 funds and the City's General Fund. The savings created by using MV Transportation could be used for the City's match. NDOT is required to provide notice before cancelling the service.

Mr. Krause complimented the Board on its inauguration. Its importance to the community recognizes the challenges facing the Members and the effort to maintain the transportation systems and all of its modes while protecting the community's quality of life. He urged the Members to support the funding request even though they had not met the desired service levels. There have been service cuts. He agreed that the Board needed to weigh the funding against the use. It was generous of NDOT to start the service three years ago by providing 70 percent of the funding. WRTC could not have taken on the project on its own. Survival of the program is now being discussed. Washoe County has encountered the same fiscal constraints as Carson City has and must cut back. It is recommended that seven trips a day be provided between Carson City and Reno on a Monday through Friday schedule. CAMPO's share of this cost is \$110,000. WCRTC's share is between \$160,000 and \$170,000. The cost of the trips is 78 percent subsidized. The adult fare is \$3 which provides 22 percent of the operating costs. The fare for WCRTC's Citifare service was raised three months ago. Its service level has also been reduced. Mr. Gordon's concern had indicated that future funding has not been agenzized. WCRTC will be considering the fiscal year 03-04 budget at its meeting tomorrow. Discussion between Member Reynolds and Mr. Krause pointed out that marketing had occurred during the first two years of the operation but not since that time. A "refresher" may be warranted. WCRTC had spent more than \$70,000 for media marketing during that two-year period. Mr. Krause offered to have his staff discuss the marketing needs with CAMPO.

Discussion between Member Aldean and Mr. Flansberg indicated that the Supervisors will be asked to approve the request for \$110,000 for service that has already been provided and \$40,000 for service between June 30 and October 1, 2003, for a total of \$150,000. The City should not be responsible for more than 39 percent of the funding request which has been calculated as the benefit the community received from the service. This will require a discussion with NDOT regarding a possible funding mechanism for the remaining balance which is between \$130,000 and \$140,000. A problem will be created if the City wants to maintain the higher service level but WCRTC does not want it. Member Fontaine explained that NDOT is still in the process of attempting to locate funding for the program. The present agreement between Carson City and NDOT requires Carson City to make a decision regarding the funding when it became an MPO. Unfortunately, the City's MPO status and the FTA appropriation bill were not on the same time schedule. As the City's MPO status was not granted until February, a gap in funding was created.

Mr. Flansberg explained that the City's General Fund had been supporting CCCT. If the City's FTA 5307 funds can be retroactively accessed beginning with the October 1 Federal fiscal year and if it can be used for CCCT, General Fund monies will be saved. The recommendation is to use these savings to match CAMPO's 5307 funds for the PRIDE service. The payment will be retroactive to October 1, 2002. At this time Mr. Flansberg felt that there are adequate funds to support all of the programs eligible for 5307 funding in the next two years as the MPO does not at this time have funds which can be used for the required match. His estimated needs for the MPO, which includes Douglas County's funding request for DART, capital investment for buses, and PRIDE, totals \$500,000 and leaves \$100,000 for other unknown purposes. He did not at this time foresee any use for the remaining \$100,000. A lot of public involvement will be involved before a wholesale change in transit can be developed. This process is just now commencing and will take time to complete. There may not be an adequate amount of time to

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the May 14, 2003, Meeting

Page 7

develop a different program before the funding needs to have been spent. He also indicated that, if the 5307 funds are not spent on PRIDE, the General Fund match will be unnecessary.

Chairperson Staub expressed his concern about the lack of information on the ridership, its timely responses, etc. He felt that the proposed cut in service is an indication that it has not met expectations. He also requested a copy of the budget as he felt that it had been for \$300,000. The Transportation Improvement Plan for transit has not been approved/identified. Mr. Flansberg agreed that the Board had not seen the supporting document-ation but will in the future. Board comments supported Chairperson Staub's comments regarding the lack of information. (Copies of the WCRTC agenda packet were distributed to the Board and Clerk. A copy is in the file.)

Mr. Krause referenced the ridership table included in his staff report to the WCRTC. He indicated that the totals are in annual figures. Daily ridership is approximately 186 during the week. Passengers per hour average 7.2 for the weekday. Saturday ridership averages 6.9. The number of passengers per trip is a "little over" ten. The subsidy per passenger is a "little over" \$8. The Citifare system averages 30 passengers. It is expected that the ridership for longer intercity service is less per hour.

Member Kite explained that this is his first meeting and that he did not feel as prepared as he would like to be due to the lateness in which he had received his packet. He had the same concerns as had been expressed by the other Board Members. He felt that it is costing \$13 a ride. The table indicates \$6.52 per ride during the weekday. He had not seen the budget, the ridership figures, or service reports. Douglas County's experience with the DART program indicates that it has been paying without reimbursement. Douglas County is beginning to feel that a door-to-door service would be cheaper to provide for the seniors. He did not wish to proceed without some of the missing information.

Mr. Flansberg indicated that he had met with the transit providers and discussed the budget. He had planned to have each transit provider make a presentation to the Board at the next meeting due to the number of administrative matters that had to be considered at this meeting. He acknowledged that the presentations should have been made this evening with the contracts.

Mr. Krause explained the request for the Board to consider the funding at this meeting as his Board is considering the budget at the revised service level. His Board Members have expressed concerns about the service that is being provided for PRIDE particularly in view of the cuts being made to the Reno/Sparks Citifare services. He requested a show of support which he could present to WCRTC tomorrow. For the service to remain, it is important that there be a partnership between them.

Mr. Flansberg indicated that the funding will be considered by the Supervisors as General Fund monies will be used to match the 5307 funds. He felt that there is time for a determination to be made regarding whether the funds could be used retroactively to pay for the service since October 1 and to add the service to the future transportation improvement plan. He agreed that the request was being made "in the middle of the circle". Public comments were then solicited.

David Lippincott indicated that he is the current service provider. The Board is attempting to make decisions that

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the May 14, 2003, Meeting

Page 8

impact many users without adequate information regarding the program, its service levels, and options. Consideration of including the Douglas County service in the present service program and its impact/budget should occur. Cutting the current service level will kill the program. The public does not forget or forgive such acts. His experience with the Tahoe Casino Express was limned to illustrate the time it had taken to rebuild the service. The public demands frequency, dependability, safety, and comfort. He then explained that he would not be able to operate the service with just three buses as proposed by WCRTC staff. RTC's transit buses cannot be used safely to provide the service it has recommended. He is still discussing the proposal which had been given to him three weeks ago. All of the questions/issues have not been addressed. Reasons for the difference in the operational costs between the current program and the proposed program explained that a cut in service levels will increase his operational costs. He also felt that the current contract does not allow for a reduction in the hours but does allow for schedule changes.

Mr. Krause explained that WCRTC needs to act on the budget tomorrow and that Mr. Lippincott had submitted a written proposal addressing the service costs for the revised program. He also indicated that the current contract does not preclude rate changes. He agreed that Mr. Lippincott has fixed costs which must be distributed over a small number of service hours. Mr. Lippincott's amended contract terms were then limned. In view of these prices, Mr. Krause had been pursuing a more cost effective manner to provide the service. The search included leasing buses. The "fall back" option is to use Citifare drivers and buses to provide the service. This issue has not been resolved. Member Aldean pointed out that consideration by CAMPO at this time may be premature due to the variables that remain to be resolved. Mr. Krause agreed that the \$93.40 per hour cost, as Mr. Lippincott had submitted in one of his offers, will provide a savings, however, it is not the level desired. It does not fit within the budget that had been submitted to CAMPO for consideration today. Mr. Krause committed to making a proposal to his Board that will provide the service in some fashion. The use of Citifare drivers and buses will provide the highest savings and could provide additional service. This issue is still being analyzed. Other options were limned. He agreed that Citifare coaches are not considered over-the-road coaches and are less comfortable. The use of Citifare buses will be seen as a short-term, three month program. He agreed with Mr. Lippincott that a major disruption in the service will not be beneficial. He requested a funding commitment so that he could assure his Board that the service level should be continued as spelled out in his memo to CAMPO and WCRTC. The question of whom the service provider is will be resolved in the future. Member Reynolds felt that the request was for CAMPO to commit the funding for the remainder of the year for a service level which will be established by WCRTC. Mr. Krause indicated that he will work with CAMPO's staff to develop a program that is acceptable to the staff. He committed to keeping the service going and to involve Mr. Flansberg to develop the best solution possible for support by both WCRTC and CAMPO.

Acting City Manager Andrew Burnham explained that staff had brought the request to the Board due to a concern that without some kind of a commitment, WCRTC will abandon the program. Mr. Krause agreed.

Member Fontaine explained that NDOT had worked on the program for three years. Federal Job Access Funds had been used for the program. PRIDE provides the transportation. It was considered a successful program. Previous attempts to provide the service had failed. Washoe County RTC has done a good job of managing the program and services. His concerns regarding an interruption to the service were noted. He felt that there is adequate time to consider future funding and the service program before the October 1 Federal fiscal year begins.

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the May 14, 2003, Meeting

Page 9

He urged the Board to make a commitment or lose the entire program.

Clarification by Mr. Flansberg explained that the retroactive amount is \$110,000. The \$40,000 is for a reduced service level and covers the period June 2 to September 30. Mr. Burnham explained that the matching funds will be taken from the City's General Fund. Member Kite indicated his reluctance to commit Carson City funding for this purpose. He did not like the idea of losing the service. Clarification indicated that the funding level for the following fiscal year needs to be worked out. The request will require the use of both the 5307 funds and the City's General Fund on the basis of a 50/50 match. The contract for the service was between NDOT and WCRTC. The request was for CAMPO and Carson City to pay a portion of NDOT's commitment. Chairperson Staub felt that NDOT should provide the funding and that CAMPO/Carson City should consider whether to fund continuing the program after October 1. Mr. Flansberg explained that Carson City/its RTC is a minor party to the agreement as it had committed to providing the bus stops and their maintenance. As an MPO, Carson City has committed to working with WCRTC in the future. The appropriation bill was late in coming forward and did not include the NDOT funds necessary for its share of the contract. Member Fontaine supported his explanation and indicated that the City's staff had been involved throughout the discussions/process and was aware of the timing difficulties with the MPO and the appropriations bill. If CAMPO decides against funding the program, NDOT will not continue to support it. NDOT will also have to discuss how to pay for the retroactive portion of the cost.

Member Reynolds pointed out that CAMPO will decide whether to continue the funding for the next fiscal year in the near future. If funding is not provided at this time, there will be no service during the remainder of Federal fiscal year. Funding had been included in the CAMPO Federal funds for transit even though the Board may not have been aware of it. He felt that the Board was being held hostage due to the lack of information about the service. He asked that the need for the service to continue be considered in the future. If the service is cut, he did not believe that there will be a program in the future. Member Reynolds moved to recommend approval to fund a portion of the Reno to Carson City PRIDE Bus Service in the current fiscal year based on availability of Federal Transit Administration Section 5307 funds and support from the Board of Supervisors for funding from the General Fund; the fiscal impact to the 5307 for one-half of the operating cost is projected at \$75,000 and to the General Fund Transit for one-half of the operating cost is also projected at \$75,000; and that the fiscal impact is not to exceed \$150,000. Member Aldean seconded the motion. Member Aldean explained that the Board is uncomfortable with the motion, however, it provides some flexibility for addressing an important route. Everyone recognizes the importance of the route. Further discussion will determine if the service is to continue beyond this period. There is a valuable partnership with NDOT on a number of important projects. She did not want to break faith with NDOT. She was not privy to the commitments that had been made between NDOT and Carson City, however, in view of all of the circumstances, CAMPO has no choice but to move forward with a leap of faith that everything will work out to the benefit of both the riders and the parties concerned. Member Kennedy concurred with her and indicated he was not pleased about being forced to do so but would support the motion with strong reluctance.

Member Des Jardins referenced the May 9 memo and questioned the service commitment that was being made. Mr. Flansberg indicated an experimental weekend service had been added which had not been supported. There will be changes to the weekend service. Negotiations with NDOT will address this service. He also reiterated that there will be a gap between the City's funding and the cost for the overall service which is outside the portion that had benefitted Carson City. The proposed recommendation will close a portion of the gap but negotiations with

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the May 14, 2003, Meeting

Page 10

NDOT will have to address the remainder.

Clarification reiterated that the recommendation must be submitted to the Board of Supervisors and obtain its support before the funds will be expended. Public comments were solicited.

(2-2111) Diane Dickson explained the ridership on the bus that she uses to go to work in Reno and that of Gloria Osborne, who had been present earlier but had to leave. She felt that the number of 200 riders a day is valid. The riders need the service to get to work. It is not an option for them. She encouraged the Board to find the money to continue the service. Chairperson Staub explained that the Board is not concerned about saving money but rather spending it for this service. Ms. Dickson urged the Board to consider the vehicle trips, the service being a component of a regional service, and the need for additional advertising. She also pointed out that other communities/cities are providing the service particularly in areas where people do not have personal cars. She encouraged the Board to support the motion.

Mr. Gordon expressed his objection to retroactively paying for the service. The City had not had any say in the service. NDOT and/or WCRTC had either mismanaged the operation or failed to investigate it before starting the service. The buses that are used to provide the service carry between 50 and 60 people. Smaller buses would be less expensive to operate. Seniors should be asked to pay the full price for the service if the lack of revenue means the loss of the service. Future costs should be covered by the City. He also supported having the City pay for the costs from the date it became an MPO. CAMPO should not go back to October 1. Mr. Flansberg explained that the proposal is to use the appropriation bill which was funded effective October 1, which is the start date for the Federal fiscal year. It requires a 50 percent match from Carson City. Mr. Gordon then asked for a copy of the May 8th memo. Mr. Flansberg explained that the memo was included in the CAMPO packet. Mr. Burnham encouraged Mr. Gordon to ask to be placed on the mailing list for a copy of the agenda and packet. A copy of the memo was given to him.

RTC Engineer Harvey Brotzman read a letter from Jeff and Jane Wisdom into the record. They supported the PRIDE service and indicated that Carson City should have its own fixed base public transit program which could increase the PRIDE ridership.

Member Aldean felt that the proposal is a stop gap measure and acknowledged that the Board's back is against the wall. The motion is nebulous. A lot of issues will be worked out before September 30. The motion does what is necessary to keep the service operating.

Chairperson Staub felt that the Board is in a tight spot. It must make the recommendation or there will be no bus service between Carson City and Reno. The loss of the service is the last thing either the public or CAMPO wants. There are a lot of questions remaining to be answered. He suggested that the motion be amended to require a presentation to the Board of Supervisors prior to consideration of the funding the same as the motion for Item F-7 had done. He felt that the additional language will clearly indicate that the MPO is concerned and does not want to drop the service. Clarification by Mr. Krause indicated that the buses will be changed. **Member Aldean then moved to recommend that the Board of Supervisors approve funding of a portion of the Reno to Carson City PRIDE Bus Service in the current fiscal year based on the available Federal Transit Administration**

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the May 14, 2003, Meeting

Page 11

Section 5307 funds based on the staff's recommendation and predicated upon the receipt of performance information in a formal presentation by the parties involved in the offering of the service to the Board of Supervisors at the time that it is presented to the Board of Supervisors. Member Reynolds accepted the amendment. Member Aldean continued her second. Motion carried 7-0.

G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS INCLUDING FUTURE AGENDA ITEMS (NON-ACTION ITEMS) (1-2-2349) - Mr. Flansberg indicated the next agenda will include the unified work program and the public participation process that RTC had considered in 2001. Chairperson Staub asked that each Member obtain a copy of the budget and documents before the meeting. Mr. Flansberg indicated that this information is part of the Transportation Improvement Program and the transportation plan. Member Reynolds pointed out that the MPO process forces the community to understand that public transit is not an after thought. A successful public transit program is what the MPO is about. Chairperson Staub agreed and pointed out the need for all of the governmental entities to be considered in the process. He then suggested that PTAC's role be discussed at the next meeting. Mr. Flansberg reiterated the intent to agenize the public participation process, the interim transportation improvement program, and the public transit presentations. Chairperson Staub asked to him to include the funding for each in the discussion/information. He thanked all for attending and participating in the meeting. Member Kite explained his problems in downloading the packet and asked that a copy be sent to the Douglas County Commissioner's office where he could obtain it.

H. ADJOURNMENT (2-2435) - Member Kite moved to adjourn. Member Kennedy seconded the motion. Motion carried 7-0. Chairperson Staub adjourned the meeting at 8:18 p.m.

A tape recording of these proceedings is on file in the Clerk-Recorder's office. This tape is available for review and inspection during normal business hours.

The Minutes of the May 14, 2003, Carson Area Metropolitan Planning Organization meeting

ARE SO APPROVED ON June 11, 2003.

/s/
Richard S. Staub, Chairperson