

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the February 11, 2009 Meeting

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A regular meeting of the Carson City Regional Transportation Commission was scheduled to begin following the adjournment of the Carson Area Metropolitan Planning Organization meeting on Wednesday, February 11, 2009 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Shelly Aldean
Vice Chairperson Russell Carpenter
Robert Crowell
Charles DesJardins
James Mallery

STAFF: Darren Schulz, Deputy Public Works Department Director
Patrick Pittenger, Transportation Manager
Harvey Brotzman, Senior Project Manager
Dan Doenges, Transportation Planner
Keith Pearson, Transit Coordinator
Moreen Scully, Deputy District Attorney
Kathleen King, Recording Secretary

NOTE: A recording of these proceedings, the commission's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder's Office, and available for review during regular business hours.

A. CALL TO ORDER AND DETERMINATION OF QUORUM (6:48:59) - Chairperson Aldean called the meeting to order at 6:48 p.m. Roll was called; a quorum was present.

B. ACTION ON APPROVAL OF MINUTES - January 14, 2009 (6:49:26) - Vice Chairperson Carpenter moved to approve the minutes, as presented. Commissioner Crowell seconded the motion. Motion carried 5-0.

C. MODIFICATION OF AGENDA (6:50:03) - None.

D. PUBLIC COMMENT (6:50:08) - None.

E. DISCLOSURES (6:50:30) - None.

F. CONSENT AGENDA (6:50:40) - Chairperson Aldean advised of having spoken with Ms. Scully regarding a general amendment to the City's Deed form. Chairperson Aldean entertained requests to hear items separate from the consent agenda and, when none were forthcoming, a motion. **Commissioner DesJardins moved to approve the consent agenda items, F-1 and F-2. Commissioner Crowell seconded the motion. Motion carried 5-0.**

F-1. ACTION TO APPROVE AND AUTHORIZE THE CHAIR TO SIGN AN AGREEMENT BY AND BETWEEN J&J REAL PROPERTIES AND CARSON CITY WHEREBY J&J REAL PROPERTIES AGREE(S) TO: (1) SELL AND CONVEY A PORTION OF CERTAIN REAL PROPERTY, DESCRIBED AS ASSESSOR'S PARCEL NUMBER 009-111-23; AND (2) GRANT PERMISSION TO CONSTRUCT UPON, OVER, AND ACROSS CERTAIN REAL

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PROPERTY, DESCRIBED AS ASSESSOR'S PARCEL NUMBER 009-111-23 FOR THE PURPOSE OF ROADWAY CONSTRUCTION RELATED TO THE WIDENING OF SOUTH CURRY STREET

F-2. ACTION TO APPROVE AND AUTHORIZE THE CHAIR TO SIGN AN AGREEMENT BY AND BETWEEN MICHAEL M. MORELAND AND DOROTHY J. MORELAND, HUSBAND AND WIFE AS JOINT TENANTS WITH RIGHT OF SURVIVORSHIP, AND CARSON CITY, WHEREBY MICHAEL M. MORELAND AND DOROTHY J. MORELAND, HUSBAND AND WIFE, AS JOINT TENANTS WITH RIGHT OF SURVIVORSHIP, AGREE TO: (1) SELL AND CONVEY A PORTION OF CERTAIN REAL PROPERTY, DESCRIBED AS ASSESSOR'S PARCEL NUMBER 009-111-01; AND (2) GRANT PERMISSION TO CONSTRUCT UPON, OVER, AND ACROSS CERTAIN REAL PROPERTY, DESCRIBED AS ASSESSOR'S PARCEL NUMBER 009-111-01, FOR THE PURPOSE OF ROADWAY CONSTRUCTION RELATED TO THE WIDENING OF SOUTH CURRY STREET

G. PUBLIC MEETING ITEMS:

G-1. ACTION TO AUTHORIZE THE CARSON CITY RTC CHAIR TO TRANSMIT A LETTER EXPRESSING THE SUPPORT OF THE CARSON CITY RTC FOR THE SUBMITTAL OF SAFE ROUTES TO SCHOOL APPLICATIONS BY THE CARSON CITY PUBLIC WORKS DEPARTMENT AND THE CARSON CITY SCHOOL DISTRICT (6:51:45) - Chairperson Aldean introduced this item. Mr. Pittenger referenced the action taken by the CAMPO Board on item F-5, and provided an overview of the agenda report.

(6:52:40) Carson City Safe Routes to School Coordinator Dan Allison advised that the Safe Routes to School "stakeholders" contributed to development of the City's application, and are fully supportive of the same.

Chairperson Aldean entertained additional public comment and, when none was forthcoming, a motion. **Vice Chairperson Carpenter moved to authorize the Carson City RTC Chair to transmit a letter expressing the support of the Carson City RTC for the submittal of Safe Routes to School applications by the Carson City Public Works Department and the Carson City School District.** Mr. Pittenger advised of having drafted a letter for signature. **Commissioner DesJardins seconded the motion. Motion carried 5-0.**

G-2. INFORMATIONAL UPDATE REGARDING THE IMPLEMENTATION AND OPERATION OF TRAFFIC CALMING DEVICES ON A TRIAL BASIS IN CARSON CITY (6:53:57) - Chairperson Aldean introduced this item, and Mr. Pittenger reviewed the agenda report. In response to a question, he described details of the 72-hour data collection period for the South Division Street speed table. He discussed details to be considered prior to purchasing additional radar signs, and advised of the possibility of utilizing available Safe Routes to School funding under an agreement between the School District and the City.

Chairperson Aldean entertained commissioner and public comment; however, none was forthcoming. Mr. Brotzman acknowledged that 25-mile-per-hour speed limit signs have been installed on Gregg Street. Chairperson Aldean advised of having discussed with Sheriff Ken Furlong the possibility of equipping the

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volunteer deputies with radar guns and positioning them “at various trouble spots around the City.” License plate numbers and speed readings would be recorded, and a subsequent warning letter sent to the violator.

G-3. INFORMATION ON REQUESTS FOR JAC TRANSIT SYSTEM SERVICE EXPANSION (7:10:27) - Chairperson Aldean introduced this item. Mr. Pittenger provided background information, and reviewed a list of requests for service from various individuals and organization representatives. He discussed the importance of a permanent funding source to ensure sustainability prior to expanding service. He explained the annual transfer from the City’s general fund to the Carson City transit fund “which we then turn into a whole lot more money using all sorts of grants and formula funds from the federal government.” He discussed the financial benefit to the system of free rides for seniors “because of the grant … we received,” as an example. He advised that an average of 34 percent of the transit service is paid for by local City funding. “Ten percent is fares and 56 percent is paid for by the federal government; that’s blending … money.”

Chairperson Aldean noted the irony that the highest local match for federal funding is for operating costs. Mr. Pittenger briefly reviewed his transit experience, and advised that “the funding situation we have right now is as good as it gets.” Vice Chairperson Carpenter commended Mr. Pittenger on his “brilliance” in efficiently utilizing and stretching available funding. He requested staff to consider ways to expand transit service to Arrowhead Drive. Mr. Pittenger discussed consideration given to expanding service, and difficulties associated with geography and timing in light of increasing ridership. In response to a comment, he assured the commissioners that staff is constantly considering ways to expand service.

Mr. Pittenger responded to questions regarding the JAC Assist service, and advised that the eligibility criteria is in the process of being revised for future review by this commission. In response to a further question, he provided background information on the former demand / response Community Transit system. Discussion followed. In response to a further question, Mr. Pittenger discussed plans for advertising on the transit buses and at bus stops. Chairperson Aldean suggested considering a request for proposal process to contract for bus stop advertising.

In response to a previous question, Mr. Pittenger advised that all JAC buses are equipped with GPS transmitters. He further advised that audio-equipped cameras are mounted on every bus. In response to a question, he advised of having been approached by the manufacturer’s association with regard to providing service to the industrial area. Staff provided information, and Mr. Pittenger advised of no further contact. Chairperson Aldean suggested following up with a manufacturer’s association representative. She called for additional commissioner questions or comments and for public comment; however, none was forthcoming. She thanked Mr. Pittenger for his report.

G-4. INFORMATION REGARDING THE REDUCTION IN SERVICE FOR THE RTC INTERCITY ROUTE (7:29:45) - Chairperson Aldean introduced this item, and Mr. Pearson reviewed the agenda report. He advised of having discussed with Washoe RTC staff the possibility of bringing the intercity bus to the JAC transfer station. With the current changes, effective in March, this will not be possible; however, Mr. Pearson is hopeful this will change in May. Mr. Pearson reviewed the intercity service schedule which was attached to the agenda report.

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Chairperson Aldean noted the lack of transit service from the capital city to the Reno-Tahoe International Airport, and discussed the importance of continuing to focus on this issue. Mr. Pearson advised of having been informed by Washoe RTC staff that a previous airport stop was rarely used. He noted the option to ride the Reno Intercity bus from Carson to Reno and transfer to the RTC Transit Service to access the airport. In response to a question, Mr. Pittenger advised that the Casino Express service is still operational. He acknowledged there is no interest, on the part of the operators, in stopping in Carson City to pick up passengers. In response to a question, he advised that the Casino Express service uses only private funds. Discussion followed.

Chairperson Aldean thanked Mr. Pearson for his report, and opened this item to public comment. (7:36:36) Dan Allison advised that the Washoe RTC considers the intercity service “as solely a commuter service and doesn’t want it to be anything else ...” He encouraged this commission and staff to continue considering “how it might serve a broader audience than simply state worker commuters ...” Mr. Pittenger advised of Carson City citizens who use the intercity transit service to get to Reno for various reasons other than work. He acknowledged the work commuters are “very committed” to using the transit service.

H. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS

H-1. PROJECT STATUS REPORT (7:38:16) - Mr. Brotzman provided an overview of the status report, copies of which were included in the agenda materials. In reference to the extension of Silver Oak Drive, Mr. Pittenger advised that a permit has been submitted to the Nevada Department of Transportation. Chairperson Aldean noted necessary revisions to the subject project description report. She entertained additional commissioner questions and public comment; however, none was forthcoming.

H-2. STREET OPERATIONS REPORT (7:40:49) - Chairperson Aldean noted the report included in the agenda materials, and that 19 signs had been replaced over a one-month period due to graffiti damage. In response to a comment, Mr. Brotzman advised that the newer 3M signs are more expensive and more resilient to graffiti damage. He noted that several street signs around town are “popular collectors items.” He offered to inventory the signs.

With regard to concrete repair and maintenance, Mr. Pittenger advised that crews are “on a daily basis, out there taking care of sidewalk issues.” With regard to transit system maintenance, he advised that the tenth bus shelter was recently installed.

In response to a question regarding a potential hazard at Baker and Colorado Streets, Mr. Pittenger advised that Assemblywoman Bonnie Parnell had hand delivered a letter from a resident of Cortez Street. He explained a drainage problem in the street which is creating the potential hazard. He advised that Public Works Inspector John Platt has visited the site and will survey the area as soon as weather permits. Installation of a drain inlet at the southwest corner may be required.

In response to a question regarding the lack of sidewalks along Roop Street near Northridge Drive, Mr. Pittenger advised of having submitted an application for federal enhancement funding, which is primarily used for bicycle and pedestrian improvements. He explained the application process, and expressed confidence that funding will be allocated to provide bicycle lanes and a separate walking path on the east side of the street.

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H-3. COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION (7:50:15) -

Chairperson Aldean introduced this item. Mr. Pittenger provided background information, and reviewed the February 11, 2009 memo included in the agenda materials. In response to a question, he advised that he will present the application to the CDBG Application Review Work Group on February 12th. He reviewed a list of other CDBG applications.

H-4. APPLICATION FOR FUNDING FOR IMPROVEMENTS TO AIRPORT ROAD (7:54:00) -

Chairperson Aldean introduced this item, and Mr. Pittenger reviewed the February 11, 2009 memo included in the agenda materials. In response to a question, he advised that NDOT relinquishing Airport Road to the City takes an action of the State Transportation Board. He anticipates the next meeting will not be scheduled until after the legislative session. He advised that Airport Road is "not up to standard" and "is of significant concern." He further advised of having been encouraged, by NDOT representatives, to apply for available funding to help make improvements to Airport Road. He acknowledged ownership is not a prerequisite to making application for the funding. Chairperson Aldean called for commissioner and public comments; however, none were forthcoming.

H-5. FUTURE AGENDA ITEMS (7:57:08) - Mr. Pittenger reviewed the tentative agenda for the March commission meeting. Commissioner Crowell requested Mr. Pittenger to provide status reports on the gas tax, pending contracts, and the relinquishment of Carson Street. Chairperson Aldean entertained additional requests for future agenda items from the commissioners and the public; however, none were forthcoming.

I. ACTION ON ADJOURNMENT (8:00:45) - Commissioner DesJardins moved to adjourn the meeting at 8:00 p.m. Commissioner Crowell seconded the motion. Motion carried 5-0.

The Minutes of the February 11, 2009 Carson City Regional Transportation Commission meeting are so approved this 11th day of March, 2009.

SHELLY ALDEAN, Chair