

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the April 10, 2013 Meeting

Page 1

A regular meeting of the Carson City Regional Transportation Commission was scheduled to begin following adjournment of the Carson Area Metropolitan Planning Organization meeting on Wednesday, April 10, 2013 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson John McKenna
Vice Chairperson James Mallery
Commissioner Brad Bonkowski
Commissioner Charles Des Jardins
Commissioner James Smolenski

STAFF: Patrick Pittenger, Transportation Manager
Daniel Doenges, Senior Transportation Planner
Ken Smithson, Transit Coordinator
Jeff Sharp, City Engineer
Joe Ward, Senior Deputy District Attorney
Kathleen King, Deputy Clerk / Recording Secretary

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

A. CALL TO ORDER AND DETERMINATION OF A QUORUM (5:17:16) - Chairperson McKenna called the meeting to order at 5:17 p.m. Roll was called; a quorum was present.

B. PUBLIC COMMENT (5:17:39) - Chairperson McKenna entertained public comment; however, none was forthcoming.

C. POSSIBLE ACTION ON APPROVAL OF MINUTES - February 13, 2013 (5:17:58) - Chairperson McKenna introduced this item, and entertained suggested revisions or a motion. **Commissioner Bonkowski moved to approve the minutes. Commissioner Des Jardins seconded the motion. Motion carried 5-0.**

D. AGENDA MANAGEMENT NOTICE (5:18:30) - Chairperson McKenna entertained modifications to the agenda; however, none were forthcoming.

E. DISCLOSURES (5:18:40) - None.

F. PUBLIC MEETING ITEMS:

F-1. RECOGNITION OF GEORGE BUSCAY, WINNER OF THE KATHERINE McCLARY OPERATOR OF THE QUARTER (2012 4TH QUARTER) AWARD FOR MV TRANSPORTATION; AND MIKE SMITH, WINNER OF BOTH THE OPERATOR OF THE QUARTER (2012 3RD QUARTER) AND 2012 PROFESSIONAL OPERATOR OF THE YEAR AWARD (5:18:55) - Chairperson McKenna introduced this item, and Mr. Smithson introduced Mr. Buscay and Mr. Smith. Chairperson McKenna invited the gentlemen to join him at the podium, and presented Mr. Buscay with the Katherine McClary Operator of the Quarter Award. The

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the April 10, 2013 Meeting

Page 2

commissioners, City staff, and citizens present applauded. Chairperson McKenna presented Mr. Smith with the Operator of the Quarter and 2012 Professional Operator of the Year Award. The commissioners, City staff, and citizens present applauded. Chairperson McKenna thanked Mr. Buscay and Mr. Smith for their hard work, and returned to the dais.

F-2. POSSIBLE ACTION TO APPROVE AN AMENDED INTERLOCAL COOPERATIVE AGREEMENT, BETWEEN THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION (“CAMPO”), REGIONAL TRANSPORTATION COMMISSION (“RTC”), AND BOARD OF SUPERVISORS (“BOS”), WHICH DEFINES THE ROLES AND RESPONSIBILITIES OF EACH BODY IN TRANSPORTATION-RELATED MATTERS IN CARSON CITY (5:21:12) - Chairperson McKenna introduced this item, noting that the interlocal agreement, included in the agenda materials, had been slightly modified during the CAMPO meeting. Mr. Pittenger requested the commission’s approval of the agreement, as amended by the CAMPO. At Chairperson McKenna’s request, Mr. Smithson provided background information on this item and reviewed the agenda materials. Mr. Smithson responded to questions of clarification relative to the provisions of the agreement.

Chairperson McKenna entertained commissioner and public questions or comments. When no questions or comments were forthcoming, he entertained a motion. **Commissioner Smolenski moved to approve an amended interlocal cooperative agreement, between the Carson Area Metropolitan Planning Organization, the Regional Transportation Commission, and the Board of Supervisors, which defines the roles and responsibilities of each body in transportation-related matters in Carson City, with the suggested changes from the CAMPO meeting.** Commissioner Bonkowski seconded the motion. Motion carried 5-0.

F-3. POSSIBLE ACTION TO APPROVE REVISIONS TO THE CAMPO / RTC DISADVANTAGED BUSINESS ENTERPRISE (“DBE”) PROGRAM, FOLLOWING A REVIEW BY THE FEDERAL TRANSIT ADMINISTRATION (“FTA”) (5:23:52) - Chairperson McKenna introduced this item, noting that it had been approved by the CAMPO. At his request, Mr. Smithson provided background information and reviewed the agenda materials. Chairperson McKenna entertained questions or comments of the commissioners and of the public. When none were forthcoming, he entertained a motion. **Vice Chairperson Mallery moved to approve revisions to the CAMPO / RTC Disadvantaged Business Enterprise Program, following a review by the Federal Transit Administration.** Commissioner Smolenski seconded the motion. Motion carried 5-0.

F-4. POSSIBLE ACTION TO APPROVE AN APPLICATION BY THE PUBLIC WORKS DEPARTMENT FOR A RECREATIONAL TRAILS PROGRAM GRANT FOR THE HIGHWAY 50 EAST PATH MAINTENANCE AND SAFETY UPGRADES PROJECT (5:25:06) - Chairperson McKenna introduced this item. Mr. Doenges reviewed the agenda materials, in conjunction with displayed slides, and provided background information on the grant program. Chairperson McKenna described the route of the path for the benefit of the public, and Mr. Doenges offered clarifications relative to the portions of the path to be upgraded.

In response to a question, Mr. Doenges provided additional information on the grant application, noting that the Recreational Trails Program allocates more funding to off-highway vehicle path projects. In

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the April 10, 2013 Meeting

Page 3

response to a further question, he was uncertain as to the possibility of a partial award. He advised that the offer would be made during presentation of the grant application.

Chairperson McKenna entertained public comment. (5:32:44) DeeDee Foremaster, representing the Rural Center for Independent Living and Do Drop In, expressed support for the project and discussed the importance of ADA accessibility in the area. She commended staff for their consideration of the project, and discussion followed.

Chairperson McKenna entertained additional public comments and commissioner comments. When none were forthcoming, he entertained a motion. **Commissioner Des Jardins moved to approve an application by the Public Works Department for a Recreational Trails Program grant for the Highway 50 East Path Maintenance and Safety Upgrades Project; fiscal impact \$232,810. Commissioner Bonkowski seconded the motion. Motion carried 5-0.**

F-5. POSSIBLE ACTION TO DETERMINE THAT V&C CONSTRUCTION, INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NRS CHAPTER 338, AND TO AWARD CONTRACT NO. 1213-113, EAST LONG STREET PEDESTRIAN IMPROVEMENTS PROJECT, FOR A BID AMOUNT OF \$152,391.20, PLUS A CONTINGENCY AMOUNT NOT TO EXCEED \$15,239.00, TO BE FUNDED FROM THE CAPITAL PROJECT / 2012 LONG STREET SIDEWALK IMPROVEMENT PROJECT ACCOUNT WHICH IS 100 PERCENT FUNDED FROM COMMUNITY DEVELOPMENT BLOCK GRANT AND FEDERAL TRANSPORTATION ADMINISTRATION GRANT MONIES, AS PROVIDED IN FY 2012 / 2013 (5:37:40) - Chairperson McKenna introduced this item, and Mr. Pittenger reviewed the agenda materials. In response to a question, Mr. Sharp advised that the subject project will connect the Carson City Health and Human Services Department and the Carson City Senior Citizens Center with Roop Street. "... it's just a matter of pulling fiber optic line into the conduits ... as a separate project." In response to a further question, he advised that the construction will take place between Roop Street and Molly Drive and reviewed project details. Mr. Pittenger provided additional clarification relative to the project details.

Commissioner Des Jardins expressed appreciation for the number of bidders, as listed in the agenda report. In response to a question, Mr. Sharp advised that the engineer's estimate was \$160,000, and that staff "felt comfortable with the bids." He noted that V&C Construction, Inc. is the "same contractor that did the other work on the east end of Long Street about a year ago. ... they're familiar with us and we're familiar with them and ... so we're pleased that they were the low bidder." He advised of nothing "abnormal about the bid documents that would suggest ... why there was another group of bidders up so high."

In response to a further question, Mr. Sharp advised that "basically, everything that is not ADA compliant now, between Roop Street and Molly [Drive] will be made ADA compliant. Most of the work is actually on the south side of the street because ... the Health Department and the senior housing project ... already have ADA compliant sidewalks." In response to a further question, Mr. Sharp reviewed the bid process.

Chairperson McKenna entertained public comment. (5:46:15) DeeDee Foremaster expressed appreciation for the subject project, and discussed the importance of accessibility in the area. She

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the April 10, 2013 Meeting

Page 4

advised that the sidewalk in front of the Rural Center for Independent Living “is deteriorating to the point that ... wheelchair users cannot utilize it ...” Mr. Pittenger offered to have the sidewalk assessed, and discussion followed.

Chairperson McKenna entertained additional public comment and, when none was forthcoming, a motion. **Commissioner Bonkowski moved to determine that V&C Construction, Inc. is the lowest responsive and responsible bidder, pursuant to NRS Chapter 338, and to award Contract No. 1213-113, East Long Street Pedestrian Improvements Project, for a bid amount of \$152,391.20, plus a contingency amount not to exceed \$15,239.00, to be funded from the Capital Projects 2012 Long Street Sidewalk Improvement Project account, which is 100 percent funded from Community Development Block Grant and Federal Transportation Administration grant monies, as provided in FY 2012 / 2013.** Commissioner Des Jardins seconded the motion. Motion carried 5-0.

G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS

G-1. STREET OPERATIONS REPORT - FEBRUARY 2013 (5:52:35) - Chairperson McKenna introduced this item, and Mr. Pittenger reviewed the report included in the agenda materials. In reference to a recent letter to the editor of the *Nevada Appeal*, he reviewed laws relative to yielding to pedestrians in crosswalks and the method by which the City does striping in order to ensure pedestrian safety.

G-2. PROJECT STATUS REPORT (5:55:50) - Mr. Pittenger introduced this item, and provided a brief overview of the status report. In response to a question, he advised that calls for traffic control relative to the Snyder Avenue closure have dissipated. He further advised that the frontage road is still open, and that staff is working closely with Fire Chief Stacey Giomi and NDOT staff to modify the Snyder Avenue island prior to the frontage road being permanently closed. He further advised of a meeting scheduled with NDOT staff, Washoe Tribe officials, and law enforcement officials to discuss safety and possible mitigation efforts on Clear Creek Avenue. In response to a further question, he and Mr. Sharp provided a status report on the Hells Bells Road project. Discussion took place regarding safety issues relative to Eagle Valley Middle School students walking along Fairview Drive.

G-3. NOTICE OF RIBBON-CUTTING EVENT FOR FREEWAY LANDSCAPING PROJECT (6:01:44) - Chairperson McKenna introduced this item, and Mr. Pittenger reviewed the announcement which had been distributed to the commissioners and staff, and made available at the entrance to the meeting room.

G-4. FUTURE AGENDA ITEMS (6:02:25) - Mr. Pittenger reviewed the tentative agenda for the May commission meeting.

H. COMMISSIONER COMMENTS (6:04:04) - Chairperson McKenna entertained commissioner comments; however, none were forthcoming.

I. PUBLIC COMMENTS (6:04:08) - Chairperson McKenna entertained public comments; however, none were forthcoming.

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the April 10, 2013 Meeting

Page 5

J. ACTION TO ADJOURN (6:04:16) - Commissioner Smolenski moved to adjourn the meeting at 6:04 p.m. The motion was seconded and carried unanimously.

The Minutes of the April 10, 2013 Carson City Regional Transportation Commission meeting are so approved this 12th day of June, 2013.

JOHN McKENNA, Chair