

**MINUTES**  
**Regular Meeting**  
**Carson City Regional Transportation Commission**  
**Wednesday, August 13, 2014 ● 5:00 PM**  
**Community Center Sierra Room, 851 East William Street, Carson City, Nevada**

**Board Members:**

**Chair – John McKenna**

**Vice Chair – Jim Smolenski**

**Commissioner – Brad Bonkowski**

**Commissioner – Mark Kimbrough**

**Commissioner – Robert McQueary**

**Staff:**

Patrick Pittenger, Transportation Manager  
Graham Dollarhide, Transit Coordinator

Joseph Ward, Senior Deputy District Attorney  
Tamar Warren, Deputy Clerk/Recording Secretary

**NOTE:** A recording of these proceedings, the Board'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 (5:00:18) – A quorum was present.**

<b>Attendee Name</b>	<b>Status</b>	<b>Arrived</b>
Chairperson John McKenna	Present	
Vice Chairperson Jim Smolenski	Present	
Commissioner Brad Bonkowski	Absent	
Commissioner Mark Kimbrough	Present	
Commissioner Robert McQueary	Absent	

**B. PUBLIC COMMENT**

The following public comment is a carryover from the August 13, 2014 Carson Area Metropolitan Planning Organization meeting, per Chairperson McKenna's request.

Chrissy Auman requested a lit signal or an additional alert mechanism at the crosswalk between the Carson Nugget Casino and the Horseshoe Club Casino. She explained that her father was the pedestrian that had been injured as a result of an accident in the crosswalk, and he had asked her to attend this meeting.

**C. For Possible Action: APPROVAL OF MINUTES**

**C-1 For Possible Action: ACTION TO APPROVE THE MINUTES OF THE JUNE 11, 2014 MEETING.**

(5:01:16) – Chairperson McKenna explained that three present Commissioners would comprise a quorum. He also clarified that three votes were required to pass a motion. Vice Chair Smolenski indicated that he was not present on June 11, 2014; therefore, he would abstain from voting on the minutes. Commissioner Kimbrough noted that he had had a conversation with the Attorney General and was informed that absent Commissioners could vote on minutes. Mr. Ward agreed as well. Chairperson McKenna instructed Mr. Pittenger to add an Open Meeting Law discussion to a future agenda to understand abstentions.

(5:03:20) – **MOTION: I move to approve the minutes of the RTC meeting of June 11, 2014.**

<b>RESULT:</b>	<b>APPROVED (3-0-0)</b>
<b>MOVER:</b>	Smolenski
<b>SECONDER:</b>	Kimbrough
<b>AYES:</b>	McKenna, Smolenski, Kimbrough
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Bonkowski, McQueary

**D. AGENDA MANAGEMENT NOTICE (5:04:03) – None.**

**E. DISCLOSURES (5:04:17) – None.**

(5:04:36) – At Chairperson McKenna’s request, Mr. Pittenger introduced the newest RTC Commissioner, Mark Kimbrough and cited many of his accomplishments.

**F. PUBLIC HEARING ITEMS**

**F1 FOR POSSIBLE ACTION: TO DETERMINE THAT INTERMOUNTAIN SLURRY SEAL, INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO N.R.S. CHAPTER 338 AND TO AWARD CONTRACT NO. 1314-213, “2014 LONG LINE STRIPING PROGRAM” FOR A BID AMOUNT OF \$156,569.30, PLUS A CONTINGENCY AMOUNT OF \$15,656.93, FOR A TOTAL NOT TO EXCEED AMOUNT OF \$172,226.23 TO BE FUNDED FROM THE STREET MAINTENANCE FUND, LONG LINE STRIPING AND STREET REPAIR ACCOUNTS AS PROVIDED IN FY 2014/2015 BUDGET.**

(5:05:04) – Mr. Pittenger presented the agenda materials which are incorporated into the record, and noted that both this agenda item and item F2 are closely coordinated.

(5:07:58) – Commissioner Kimbrough was informed that 10 percent was a “normal contingency” fee.

(5:08:10) – At Chairperson McKenna’s request, Mr. Pittenger clarified that the Streets Fund was comprised of fuel and sales tax revenues. He added that they had a higher fund balance than anticipated by RTC, thus were able to fund the overage. Mr. Pittenger also noted that the project must be done quickly, would take place at night to take advantage of suitable temperatures, and would include all the City’s streets.

(5:10:39) – Chairperson McKenna inquired about receiving a single bid, and Mr. Pittenger did not wish to speculate why that was; however, he noted that the City was familiar with the company’s work, adding that the project was advertised appropriately, and that all procedures were followed.

**PUBLIC COMMENTS (5:11:40) – None.**

**(5:11:54) – MOTION: I move to determine that Intermountain Slurry Seal, Inc. is the lowest responsive and responsible bidder pursuant to NRS Chapter 338 and to award Contract Number 1314-213, “2014 Long Line Striping Program” for a bid amount of \$156,569.30, plus a contingency amount of \$15,656.93, for a total not-to-exceed amount of \$172,226.23, to be funded from the Street Maintenance Fund, Long Line Striping and Street Repairs accounts as provided in FY 2014/2015 budget.**

<b>RESULT:</b>	<b>APPROVED (3-0-0)</b>
<b>MOVER:</b>	Smolenski
<b>SECONDER:</b>	Kimbrough
<b>AYES:</b>	McKenna, Smolenski, Kimbrough
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Bonkowski, McQueary

**F2 FOR POSSIBLE ACTION: TO DETERMINE THAT SIERRA NEVADA CONSTRUCTION, INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO N.R.S. CHAPTER 338 AND TO AWARD CONTRACT NO. 1314-214, “2014 STREET MAINTENANCE PROJECT” FOR A BID AMOUNT OF \$914,007, PLUS A CONTINGENCY AMOUNT OF \$91,400, FOR A TOTAL NOT TO EXCEED PRICE OF \$1,005,407 TO BE FUNDED FROM THE STREET MAINTENANCE FUND, STREET REPAIRS ACCOUNT AS PROVIDED IN FY 2014/2015 BUDGET.**

(5:13:08) – Mr. Pittenger presented the agenda materials, which are incorporated into the record. He also confirmed the location as the central-eastern portion of the City, in addition to East Fifth Street, around Eagle Valley Middle School, adding that the project will be done while school is in session, so they will be “sensitive to that”. Mr. Pittenger explained that traffic control costs were included in the bid. He advised the public not to drive on the roads after being slurry sealed and to be accepting of the delays.

(5:16:38) – Chairperson McKenna stated that a sign had been posted on the corner of Carson River Road and Fifth Street notifying the public of upcoming construction. Mr. Pittenger noted that the afore-mentioned project was a separate one; however, coordination between projects would occur.

(5:17:28) – Chairperson McKenna observed significant differences between the bid amounts.

**PUBLIC COMMENTS (5:18:56) – None.**

**(5:19:10) – MOTION: I move to determine that Sierra Nevada Construction, Inc. is the lowest responsive and responsible bidder pursuant to NRS chapter 338, and to award Contract Number 1314-214, “2014 Street Maintenance Project” for a bid amount of \$914,007, plus a contingency amount of \$91,400, for a total not to exceed amount of \$1,005,407 to be funded from the Street Maintenance Fund, Street Repairs account as provided in FY 2014/2015 budget.**

<b>RESULT:</b>	<b>APPROVED (3-0-0)</b>
<b>MOVER:</b>	McKenna
<b>SECONDER:</b>	Smolenski
<b>AYES:</b>	McKenna, Smolenski, Kimbrough
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Bonkowski, McQueary

**F-3 FOR POSSIBLE ACTION: TO ADOPT A RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR A FEDERAL TRANSIT ADMINISTRATION/NEVADA DEPARTMENT OF TRANSPORTATION GRANT UNDER 49 USC CHAPTER 53, AND TO AUTHORIZE THE RTC CHAIR TO SIGN THE SPECIAL SECTION 13(C) WARRANTY OPINION OF COUNSEL AND THE FTA FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES SECTIONS OF THE RTC APPLICATION FOR 5310 FUNDS.**

(5:20:15) – Mr. Pittenger presented the agenda materials, which are incorporated into the record.

(5:21:10) – Vice Chairperson Smolenski was informed that this item could have been addressed the previous month with the assumption that CAMPO would award funds to the Carson City RTC; however, the option of first obtaining approval by CAMPO was selected.

There were no public comments.

**(5:11:54) – MOTION: I move to adopt a Resolution authorizing the filing of an application for a Federal Transit Administration /Nevada Department of Transportation grant under 49 USC Chapter 53, and to authorize the RTC Chair to sign the Special Section 13(c) Warranty Opinion of Counsel and the FTA Fiscal Year 2014 Certifications and Assurances section of the RTC application for 5130 funds.**

(5:22:29) – Discussion ensued regarding acronyms and Chairperson McKenna clarified them.

<b>RESULT:</b>	<b>APPROVED (3-0-0)</b>
<b>MOVER:</b>	Kimbrough
<b>SECONDER:</b>	Smolenski
<b>AYES:</b>	McKenna, Smolenski, Kimbrough
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Bonkowski, McQueary

**F-4 FOR POSSIBLE ACTION: TO APPOINT A MEMBER OF THE REGIONAL TRANSPORTATION COMMISSION (RTC) TO SERVE ON THE TAHOE TRANSPORTATION DISTRICT (TTD) BOARD OF DIRECTORS AS AN ALTERNATE TO THE CHAIR.**

(5:23:55) – Mr. Pittenger gave background and presented the agenda materials which are incorporated into the record. He also suggested that Commissioner Kimbrough be nominated as an alternate for Chairperson McKenna because of his previous experience. Commissioner Kimbrough noted that he would be amenable to serving as an alternate.

**(5:30:06) – MOTION: I move to appoint Mark Kimbrough of the Regional Transportation Committee to serve on the Tahoe Transportation Service District Board of Directors as an alternate to the Chair.**

<b>RESULT:</b>	<b>APPROVED (3-0-0)</b>
<b>MOVER:</b>	McKenna
<b>SECONDER:</b>	Smolenski
<b>AYES:</b>	McKenna, Smolenski, Kimbrough
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Bonkowski, McOuearv

**F-5 FOR POSSIBLE ACTION: TO APPROVE OF AN EXPANSION TO THE JUMP AROUND CARSON (JAC) TRANSIT SYSTEM BY PROVIDING SERVICE IN THE EVENING HOURS AND REQUEST THE CARSON CITY BOARD OF SUPERVISORS TO AUTHORIZE ADDITIONAL FUNDING TO THE TRANSIT FUND TO SUPPORT THIS SERVICE.**

(5:30:41) – Mr. Pittenger presented the agenda materials, incorporated into the record.

(5:40:55) – Commissioner Kimbrough suggested that Western Nevada College promote the service.

(5:42:52) – Discussion ensued regarding Federal grants and Mr. Pittenger noted that the City had three years to spend the \$900,000.

(5:48:20) – Vice Chairperson Smolenski received confirmation that all services would be extended for an additional hour, and that service for the disabled would be provided every day.

**PUBLIC COMMENTS (5:49:20) – None.**

**(5:49:28) – MOTION: I move to approve an expansion to the Jump Around Carson (JAC) transit system by providing service in the evening hours and request the Carson City Board of Supervisors (BOS) to authorize additional funding to the transit fund to support this service.**

(5:50:00) – Chairperson McKenna noted that this item was brought to the Committee last month by a diverse group of people.

<b>RESULT:</b>	<b>APPROVED (3-0-0)</b>
<b>MOVER:</b>	Kimbrough
<b>SECONDER:</b>	Smolenski
<b>AYES:</b>	McKenna, Smolenski, Kimbrough
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Bonkowski, McQueary

**G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS (Non-Action Items)**

(5:50:10) – Chairperson McKenna requested a report on the Nevada Sesquicentennial Fair.

**G-1: STREET OPERATIONS REPORT – JUNE 2014./G-2: PROJECT STATUS REPORT. / G-3: FUTURE AGENDA ITEMS.**

(5:50:29) – Mr. Pittenger stated that seal was applied around town to 1,366 blocks, as a precursor to the upcoming slurry program.

(5:50:51) – Mr. Pittenger reported that they had done “a lot of bussing” during the Fair, and that it had gone “quite well”. He acknowledged Casino Fandango for providing parking and noted that JAC Route 3 was augmented by additional vehicles thus providing transportation for over 9,000 people during the five-day Fair. Mr. Pittenger also noted that a rented Amador Stage Lines vehicle had transported over 3,000 people during the five nights.

(5:42:38) – In response to a question, Mr. Pittenger clarified that the Fair fund had funded the Amador Stage Lines vehicle and the JAC service was funded by transit funds; however, after applying federal funds, the local share would be in the \$5,000 to \$6,000 range, including the fuel cost.

(5:53:42) – Mr. Pittenger announced that the Vista Grande project was complete from a transportation perspective. He also noted that the east-west water transmission main contract was awarded by the BOS, adding that the project will have an impact on transportation, and that it was published in the Nevada Appeal. Mr. Pittenger updated the Commission on the East Fifth Street Pedestrian Improvement Project as well, stating that the project would be awarded in September. He also added that with the extension of the federal funding, they were officially notified of a \$650,000 Transportation Alternative Program (TAP) allocation to extend the multi-use path along the freeway and for Safe Route to School projects.

(5:57:10) – Chairperson McKenna requested the addition of the pedestrian improvement request [via public comment during the CAMPO meeting] to the September meeting agenda, in addition to agendizing Clear Creek for the September or October meetings. Mr. Pittenger stated that a CDBG funded project on Nye Lane and the one-eighth cent tax increase-funded projects would also be reviewed by RTC in the future. Commissioner Kimbrough requested a budget report to address the recent floods. Vice Chairperson Smolenski inquired about the micro-surfacing on Fifth Street that had not been completed and was informed that the undone project amount was removed from the current award to the same contractor. Mr. Pittenger also reported on speed limit changes on several streets.

**H. COMMISSION COMMENTS – None.****I. PUBLIC COMMENT – None.****J. FOR POSSIBLE ACTION: ADJOURNMENT**

**(6:04:06) – MOTION: Commissioner Kimbrough moved to adjourn. The meeting was adjourned at 6:04 p.m.**

The Minutes of the August 13, 2014 Carson City Regional Transportation Commission meeting are so approved this 8<sup>th</sup> day of October, 2014.

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JOHN MCKENNA, Chair