

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the April 9, 2003, Meeting

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A regularly scheduled meeting of the Carson City Regional Transportation Commission was held on Wednesday, April 9, 2003, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada, beginning at 5:30 p.m.

PRESENT: Chairperson Richard Staub, Vice Chairperson Steve Reynolds, and Commissioners Shelly Aldean, Charles Des Jardins, and Bob Kennedy

STAFF PRESENT: City Engineer Larry Werner, Street Operations Manager John Flansberg, RTC Engineer Harvey Brotzman, and Recording Secretary Katherine McLaughlin
(R.T.C. 4/9/03 Tape 1-0015)

A. ROLL CALL AND DETERMINATION OF A QUORUM - Chairperson Staub convened the meeting at 5:30 p.m. Roll call was taken. The entire Commission was present, constituting a quorum. Chairperson Staub welcomed Commissioner Des Jardins and indicated that his term will terminate in December 2006. *2003 m/c - 5/14/03*

B. APPROVAL OF MINUTES (1-0030) - Chairperson Staub explained the need to amend the February 12, 2003, Minutes and the process by which the action should occur. Commissioner Reynolds moved to reconsider the Minutes of the February 12, 2003, meeting. Commissioner Kennedy seconded the motion. Discussion between Commissioner Aldean and Mr. Flansberg explained that the recommended amendment will correct the Minutes to properly reflect the discussion. Motion carried 5-0.

Commissioner Reynolds moved to approve the amendment to the Minutes of February 12, 2003. Commissioner Aldean seconded the motion. Discussion indicated the Minutes that were to be corrected were for the February 12th meeting. Motion carried unanimously.

C. AGENDA MODIFICATIONS (1-0076) - An additional status report on the Arrowhead/Graves Lane connector road and the Sunrise Drive barricades was added to the agenda.

D. PUBLIC COMMENTS (1-0087) - None.

E. DISCLOSURES (1-0095) - Commissioner Reynolds disclosed that he had discussed the TTD appointment with Mark Reynolds. Commissioner Aldean disclosed that she had discussed Mr. Cadwallader's presentation regarding the WNDD request for support of its transportation planning efforts with WNDD Executive Director Marylou Bentley. Chairperson Staub disclosed his discussion with Ben Blend regarding Item F-3. He had agenized the item due to the discussion. He also noted that Mr. Blend was not present. He had advised Mr. Blend that the item had been agenized for discussion this evening.

F. PUBLIC MEETING ITEMS:

F-1. DISCUSSION AND ACTION TO ADOPT A RESOLUTION OF SUPPORT FOR THE WESTERN NEVADA DEVELOPMENT DISTRICT (WNDD) FOR ITS EFFORTS TO SUPPORT CARSON CITY COUNTY WITH TRANSPORTATION PLANNING SERVICES AND ENCOURAGING THE NEVADA DEPARTMENT OF TRANSPORTATION TO ALSO SUPPORT WESTERN NEVADA DEVELOPMENT DISTRICT TRANSPORTATION PLANNING EFFORTS (1-0115) - WNDD Planning Director/Chief Information Officer Bill Cadwallader described the perceived

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need to address regional transportation issues found in its seven county area. A list of these items was limned. Recognition of the agency and its staff will assist with its transportation planning in rural areas and will provide coordination with the MPO's effort outside its area. Its work will be done by direction of the board and is a voluntary effort. Its active involvement with the V&T Railroad issues was noted and will be continued. Commissioner Aldean questioned whether the service would overlap current planning processes and if the request was premature. Captain Cadwallader did not feel that the service would "overlap" others and committed to working with the City staff to avoid any overlaps. His transportation subcommittee intends to bring its work program to the Commission for comments and coordination. At this time they are looking at airports within the region due to their economic value and development potential. This study is being done as a result of a request from NDDA. WNDD perceived their effort as a method in which to coordinate, cooperate and communicate on planning efforts. The resolution will be given to NDOT to show that WNDD has the region's support. Funding will be obtained from the rural Counties. As Carson City will be addressing its MPO issues and have its own funding, competition should not occur but better coordination between the Counties should be provided. Similar programs are found nationwide. Several were cited to illustrate that the program can work. He also indicated that future Federal funding will be provided to these regional organizations. This is similar to the funding currently provided MPOs. The proposal will be presented to Douglas County on May 1. They had already received letters of support from Lyon, Storey, Pershing and Mineral Counties. The proposal will provide the necessary recognition required by NDOT for funding of Lyon, Storey, Pershing, Mineral and Douglas Counties with the exception of the areas including in the Carson MPO and the TRPA. Street Operations Manager John Flansberg explained that an interlocal cooperative agreement(s) similar to those used with Washoe County and TRPA will be developed. If the other Counties support the concept, it would assist Carson City's coordination effort as only one entity would have to be contacted. Commissioner Des Jardins felt that the request was premature. Commissioner Kennedy felt that staff should make a recommendation regarding the program and that if it would be beneficial, he could support it. Captain Cadawaller agreed that the resolution of support was for work performed in the other Counties and that any work that impacts Carson City or the MPO will be brought to the Commission. Based on this statement, Chairperson Staub felt that he could support the resolution as the agency will not represent the MPO and that an interlocal cooperative agreement should be developed with the Carson Area MPO (CAMPO). This agreement is to be brought back for consideration at a future meeting. Commissioner Aldean suggested that the agreement and the resolution be brought back to CAMPO. Discussion explained that Mayor Masayko had been contacted about the request and had referred the matter to the RTC. Mr. Flansberg agreed to agenize the item(s) for consideration at the first CAMPO meeting. He also indicated that the resolution will be part of an agreement similar to Washoe County and TRPA's agreements. Commissioner Aldean pointed out that Douglas County will have a representative on the CAMPO Board. This will allow CAMPO/RTC to understand the agreement and purpose from Douglas County's perspective. Captain Cadawaller indicated that the process needs to be understood and expressed his willingness to make a presentation to CAMPO. Commissioner Des Jardins requested copies of the letters of support from the other Counties and explained his reasons for the request. Captain Cadawaller agreed to provide the resolution and information for the next meeting. He also explained a bill before the Legislature which will provide official recognition for WNDD. Chairperson Staub ruled that action was deferred and directed that the item be agenized for CAMPO's meeting. No formal action was taken.

F-2. DISCUSSION AND ACTION TO APPOINT A REPRESENTATIVE FROM CARSON CITY TO SERVE ON THE TAHOE TRANSPORTATION DISTRICT (TTD) BOARD (1-0450) -
Discussion explained TRPA's request that Carson City appoint someone to represent it on the TTD Board. Mr. Flansberg had allegedly volunteered. RTC makes the appointment rather than the Board of Supervisors.

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Former Supervisor Jon Plank had served as Carson City's representative. Commissioner Aldean indicated that she was willing to accept the appointment if Mr. Flansberg is unable to attend. Mr. Flansberg expressed his willingness to accept the appointment and indicated that he would report back to the Commission in six months if a change in the appointment is needed. Commissioner Aldean indicated that an alternate could be appointed to cover any conflicts in the schedule or if the appointment becomes burdensome. Commissioner Des Jardins indicated his support for Mr. Flansberg's appointment. Commissioner Reynolds felt that Mr. Flansberg's appointment could be beneficial when public transit discussions occur after the MPO is established. Commissioner Kennedy moved to appoint John Flansberg as the RTC's representative to the Tahoe Transportation District Board. Commissioner Des Jardins seconded the motion. Chairperson Staub supported Mr. Flansberg's appointment and hoped that it will not reduce his ability to operate the landfill. Motion carried 5-0.

Commissioner Aldean indicated that a staff appointment to the Tahoe Transportation Advisory Committee was also needed and that Mr. Flansberg should make that appointment.

F-3. DISCUSSION AS TO WHY A BICYCLE LANE JOGS OUT AT AN INTERSECTION WITH A DEDICATED RIGHT TURN LANE (1-0567) - Discussion indicated the item should be deferred indefinitely as Mr. Blend was not present. The design is strange but it is in accordance with Federal Highway Administration standards for bicycle lanes at intersections. If Mr. Blend or anyone else wishes to have the item reagendized, Chairperson Staub indicated that he would do so. No formal action was taken or required.

F-4. DISCUSSION ON STATUS OF METROPOLITAN PLANNING ORGANIZATION (1-0595) - Strategic Project Management Consultant Jerry Hall gave a video presentation on the role of MPOs. He then reviewed the task list which included an indication of those items which were being worked on as well as those that have been completed or need to occur. (During his explanation Chairperson Staub stepped from the room--6:27 p.m.--and returned--6:29 p.m. A quorum was present the entire time.) (1-1013) Discussion indicated that the urbanized area formula grants could be used for a variety of items including transit activities such as transportation studies, bikeways related to transit, pedestrian facilities related to transit, and all of the operations and capital expenses associated with transit. The funding for the highway side includes enhancement projects in the Transportation Improvement Program (TIP). He also explained that until the MPO is completely established under the TEAM system, he was not sure whether Douglas County programs will be submitted separately or under CAMPO. He also stressed that it is necessary for Douglas County to provide the necessary DART information to complete the TEAM system so that the RTC/MPO is not required to develop this information for Douglas County. DART must submit its grant applications to CAMPO due to the TEAM requirements. He reiterated that he had been unable to access the TEAM system to check on this process, however, this is the concept that he had worked under previously. Mr. Flansberg explained that in the future there will be three year TIPs provided with designated budgets which will include the funding level for CCTC as well as DART. Matching funds will also be indicated. CAMPO/RTC will understand the services which will be provided and the funding. Discussion indicated that the funding is to be handled through the MPO and that Douglas County would not submit the application independently. A funding source will be needed to reimburse the urbanized area formula grants. The process for handling the funds should become routine once the City has gone through it. Discussion explained the funding for Douglas County's DART program. There will be an agreement(s) between CAMPO, Douglas County, OARC and NWTC regarding these transit operations. At this time DART is most anxious to get this process started as it has lost funding for its system. Its funding at this time is much smaller than CCTC's. Mr. Hall indicated that the funding for the different transit operations in the area has been identified. He felt

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that there should be some savings created due to better coordination and cooperation between the different operations. This should improve their efficiencies and allow transfers for the ridership. The different operations had been created when need demanded the service. Douglas County had attempted to provide a service to individuals without transportation methods. OARC had originally attempted to serve its clients which was expanded to other clients. NWTC had been developed as a funding mechanism. Several years ago, Carson City had attempted to consolidate the different providers for better efficiency. Discussion then noted that the boundary delineation and the MPO designation letter had been completed. The public hearing process should commence soon. The agreements may take an additional 30 to 45 days to complete. The TIP must be developed, however, if it can be shown that CAMPO is working on it, the Feds will not press for it. The transportation plan is almost completed. It does not have to have a public hearing. The TIP must have a public hearing. The TIP is developed from the transportation plan which may take 60 to 90 days to complete. Mr. Flansberg felt that the transportation master plan should be completed by the end of the year. Discussion between Commissioner Des Jardins and Mr. Hall indicated that if it can be shown that CAMPO can demonstrate that effective efficiencies can be provided by a cooperative and coordinated transit program, the providers will support it. The effort should be to coordinate the programs and not take them over. Commissioner Kennedy described his involvement with the development of CCTC and the problems that had been encountered. Mr. Hall explained that he had discussed the program on two separate occasions with OARC Executive Director Mary Winkler. At this time he felt that she was interested in providing transit for only her clients. The same is true with DART and CCTC. This will bring them together and create a more efficient program. The revised program will allow Carson City under the CAMPO program to begin serving areas outside its political boundaries. Discussion then indicated that the Public Transit Advisory Committee will be restructured and become a technical advisory committee on transit issues to CAMPO. Mr. Flansberg then explained that CCTC will have an agreement with CAMPO the same as the other transit providers will have. CAMPO controls the funds for services within its boundaries. In the spirit of cooperation, Mr. Flansberg encouraged the Commission to keep the other entities informed about its programs and plans. Chairperson Staub supported his recommendation and noted that NDOT provides reports to both the RTC and the Board of Supervisors. Mr. Hall pointed out that this provides a comfort level for the other entities as well as an understanding of the process. Acting City Manager Andrew Burnham noted that the MPO handles only Federal funds. The City's RTC funds are separate. Douglas County's RTC funds are also separate. Discussion also indicated that Douglas County will have a representative on the CAMPO Board and that he/she should provide periodic reports to the County Commissioners. Chairperson Staub encouraged the Commission to be prepared to handle this process. Public comments were solicited but none were given. Chairperson Staub thanked Mr. Hall for his presentation. No formal action was required or taken.

G. INTERNAL COMMUNICATION AND ADMINISTRATIVE MATTERS (NON-ACTION)

G-1. PROJECT STATUS REPORTS (1-1528) - City Engineer Larry Werner described his investigation of the North Bigelow roadway. There could be some drainage issues. There are some "fairly inexpensive" methods of addressing the drainage if it is a problem. The street could be chip sealed which should address the dust problem(s). He suggested that Mr. Flansberg proceed with the chip sealing and for the City to monitor the drainage. If problems are encountered, the City will deal with them. Linda Charles had indicated that this proposal was acceptable. She had also indicated that there is a dust problem created by the work on the ditches. It will have to be addressed in the future. Discussion also pointed out that there had been a drainage problem in the area before the City worked on the street. Although the chip seal may not make it any worse, it could be the foot in the door for future complaints on the drainage. The City will have to deal with them if they occur. Commissioner Kennedy reminded the staff that there had been a commitment

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to develop a program for paving the remaining unpaved streets in the City. Mr. Werner acknowledged the failure to develop the program and explained that as the residents were upset, staff was attempting to solve their problem. He also agreed that failure to have an established program could cause problems in the future. Commissioner Aldean suggested that the item be agenized and that the residents should appear and agree with the plan. Commissioner Kennedy supported her suggestion. Mr. Werner indicated that he had been surprised that they had failed to attend this meeting. Following discussion of the notice that was provided to the area, Chairperson Staub directed that the June agenda include the policy and the chip seal contract/streets to be chip sealed. Commission comments agreed that the summer chip seal program could include the street but the policy needed to be in place before the work is ordered. Public comments were solicited but none were given.

Mr. Flansberg reported on the status of the Roop Street widening project, the Roop Street left turn lane at Northridge, (1-1772) Lompa Lane extension to Northridge Drive, the delay in obtaining the preliminary title report for the First Christian Church property, and (1-1875) the Arrowhead-Graves Lane connector and the Sunrise Drive barricades. (1-1759) Commissioner Reynolds questioned whether Roop Street should be widened to four lanes to College Parkway. No discussion occurred on this item. Discussion indicated that the purchase price for the First Christian Church is \$750,000. There will be additional costs for using Gold Dust Realty, who is considered the buyer's broker, and for the escrow fees. Negotiations regarding possible land trades will occur with the School District after the property is acquired. (1-1895) Mr. Flansberg indicated that 64 percent of the property owners on Sunrise Drive want to keep the barricades. Efforts will be made to reduce the impact of the barricades. Commissioner Aldean suggested that the Sunrise Drive residents be reminded that the barricades are temporary and that it may be 10 years before the Arrowhead-Graves Lane connector road is constructed. No formal action was taken or required on any of the status reports.

G-2. FUTURE AGENDA ITEMS (1-1983) - Commissioner Reynolds requested a presentation from CCTC be made at either the May or June meeting. Discussion indicated a desire to have CAMPO hear the presentation and for all of the other transit providers to make a presentation. Mr. Flansberg indicated that NDOT and Douglas County representatives will attend the CAMPO meeting. Discussion indicated that Douglas County Commissioner Kelly Kite had been assigned as its representative. NDOT Deputy Director Jeff Fontaine had been assigned as NDOT's representative, however, Mr. Flansberg was not sure about the status of this appointment due to administrative changes at NDOT. Chairperson Staub reminded staff to obtain name tags for CAMPO. No formal action was required or taken.

H. ADJOURNMENT (1-2058) - Commissioner Kennedy moved to adjourn. Commissioner Des Jardins seconded the motion. Motion carried unanimously. Chairperson Staub adjourned the meeting at 7:25 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 April 9, 2003, Carson City Regional Transportation Commission meeting

ARE SO APPROVED ON 5-14-03 2003.


Richard S. Staub, Chairperson