

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the January 13, 2016 Meeting

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A regular meeting of the Carson City Regional Transportation Commission was scheduled for 4:30 p.m. on Wednesday, January 13, 2016 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Brad Bonkowski
Commissioner Robert Crowell
Commissioner Jack Zenteno

STAFF: Darren Schulz, Public Works Department Director
Patrick Pittenger, Transportation Manager
Daniel Doenges, Senior Transportation Planner
Dirk Goering, Transportation Planner
Graham Dollarhide, Transit Coordinator
Adriana Fralick, Chief Deputy District Attorney
Kathleen King, Chief Deputy Clerk

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

A. CALL TO ORDER AND DETERMINATION OF A QUORUM (4:28:43) - Chairperson Bonkowski called the meeting to order at 4:28 p.m., and welcomed Commissioner Zenteno. Ms. King called the roll; a quorum was present. Vice Chairperson Smolenski and Commissioner Kimbrough were absent.

B. PUBLIC COMMENT (4:29:34) - Chairperson Bonkowski entertained public comment; however, none was forthcoming.

C. POSSIBLE ACTION ON APPROVAL OF MINUTES - October 14, 2015 (4:30:07) - Commissioner Crowell moved to approve the minutes. Commissioner Zenteno seconded the motion. Motion carried 3-0.

D. AGENDA MANAGEMENT NOTICE (4:30:32) - Chairperson Bonkowski entertained modifications to the agenda; however, none were forthcoming.

E. DISCLOSURES (4:30:56) - Chairperson Bonkowski entertained disclosures; however, none were forthcoming.

F. PUBLIC MEETING ITEMS:

F-1. POSSIBLE ACTION TO ELECT OFFICERS FOR THE REGIONAL TRANSPORTATION COMMISSION (4:31:10) - Chairperson Bonkowski introduced this item. Mr. Pittenger reviewed the agenda materials, and advised of having been informed by Vice Chair Smolenski of his willingness to continue as vice chair. Chairperson Bonkowski entertained nominations for chair. **Commissioner Crowell nominated Chairperson Bonkowski.** Chairperson Bonkowski entertained additional nominations and, when none were forthcoming called for a vote on the pending nomination.

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Nomination carried 3-0. Chairperson-elect Bonkowski entertained nominations for vice chair. **Commissioner Crowell nominated Vice Chair Smolenski.** Chairperson Bonkowski entertained additional nominations and, when none were forthcoming, called for a vote on the pending nomination. **Nomination carried 3-0.**

F-2. POSSIBLE ACTION TO APPROVE THE RTC CHAIR TO SIGN A COMMUNITY DEVELOPMENT BLOCK GRANT (“CDBG”) APPLICATION TO BE SUBMITTED BY THE PUBLIC WORKS DEPARTMENT FOR PROPOSED IMPROVEMENTS TO NICHOLS LANE (4:32:28) - Chairperson Bonkowski introduced this item. Mr. Doenges reviewed the agenda materials, and responded to questions of clarification. Chairperson Bonkowski entertained public comment. (4:37:24) Maurice White expressed support for the proposed improvements.

Chairperson Bonkowski entertained additional public comment and, when none was forthcoming, a motion. **Commissioner Crowell moved to approve the RTC Chair to sign a Community Development Block Grant (“CDBG”) application, to be submitted by the Public Works Department, for proposed improvements to Nichols Lane. Commissioner Zenteno seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [3 - 0]
MOVER:	Commissioner Robert Crowell
SECOND:	Commissioner Jack Zenteno
AYES:	Commissioners Crowell, Zenteno, and Chair Bonkowski
NAYS:	None
ABSENT:	Commissioner Kimbrough and Vice Chair Smolenski
ABSTAIN:	None

F-3. INFORMATION ON THE IMPLEMENTATION OF THE JUMP AROUND CARSON TRANSIT SERVICE SOFTWARE AND SUPPORT (4:38:45) - Chairperson Bonkowski introduced this item, and Mr. Dollarhide reviewed the agenda materials. Chairperson Bonkowski entertained questions or comments of the commissioners and of the public; however, none were forthcoming.

F-4. INFORMATION ON THE SIERRA VISTA LANE FEDERAL LANDS ACCESS PROGRAM (“FLAP”) GRANT APPLIED FOR IN MAY 2015 (4:41:06) - Chairperson Bonkowski introduced this item. Mr. Goering provided background information, reviewed the agenda materials, and responded to questions of clarification. Chairperson Bonkowski pointed out the City's portion of the project is \$240,000 of the nearly \$5 million total cost. “This is a pretty exciting deal for us to be able to make those kinds of improvements for \$240,000.” Chairperson Bonkowski offered his assistance in facilitating allocation of the grant funding.

Chairperson Bonkowski entertained public comment. (4:48:09) Donna Grey inquired as to availability of the \$240,000. Mr. Pittenger explained that the funding will be allocated from the RTC Fund, which represents gas tax revenues. He advised that the subject project will be done “in lieu of a different project,” and that the \$240,000 does not have to be identified at the present time. “Even if this were next year, we would find a way to make sure that those funds are available. ... we do have some flexibility. For example, this year we built a portion of Division Street and Little Lane. Rather than doing a project like that, we would be using those type of funds to match these federal funds.” In response to a further question, Mr.

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Pittenger assured Ms. Grey that “no further actions are required. ... one of the reasons why it's been in front of this body is to make sure that ... everyone is aware that this would be an expense that the RTC would undertake willingly and would plan for those funds to be available. So we, at a staff level, will make sure that, as we go forward, that these funds will be available from RTC gas tax [revenues] to pay our share.” Mr. Pittenger acknowledged that, although the grant funding is approved, it's still subject to the annual appropriations process “just like any federal funds ...” Mr. Goering acknowledged Ms. Grey's assistance in securing the grant funding, and thanked her for her efforts.

Chairperson Bonkowski entertained additional public comment. (4:50:23) Jim Hogan inquired as to “what monies are being set aside and what kind of plan has [Mr. Pittenger] put forward for maintenance of this road.” Mr. Hogan acknowledged he was inquiring as to the interim period between now and the construction date. Mr. Schulz advised that Vista Lane is in the “overall City program and, ... as there's money available, we go out there and do. But ... we're putting band-aids on it; ... that's basically all we're doing. We're not putting any serious amount of money in it because, frankly, we just don't have it. So, we're trying to keep it passable, keep it open and as smooth as possible to get us through until this project gets built.” In response to a further question, Mr. Schulz expressed a willingness to meet with Mr. Hogan to discuss his concerns over critical areas. In response to a question, Mr. Pittenger advised that the Public Works Department considers all pavements in the City, “over 274 miles of pavements and we're finding areas on a bigger scale. There are numerous roads in the City that are at risk of failure in many different ways. And this is definitely one of the roads that has been identified in our system as, obviously, being seriously deteriorated.” Mr. Hogan related details of previous discussions with Mr. Pittenger, and discussed concerns over a deteriorated curve. He commended the CarsonConnect system.

F-5. INFORMATION ON THE OPERATION OF THE JUMP AROUND CARSON TRANSIT SYSTEM'S UPDATED WESTERN NEVADA COLLEGE EVENING SERVICE (4:55:34)

- Chairperson Bonkowski introduced this item, and Mr. Dollarhide reviewed the agenda materials. Chairperson Bonkowski entertained questions or comments of the commissioners; however, none were forthcoming.

F-6. POSSIBLE ACTION TO APPROVE THE PURCHASE OF THREE (3) STREET CREW TRUCKS, ONE (1) STREET ASPHALT PATCH TRUCK, AND ONE (1) SLIDE-IN SANDER WITH SNOW PLOW AND CONTROLS, THROUGH THE STATE OF NEVADA'S COMPETITIVE BID LIST, NATIONAL JOINT POWERS ALLIANCE (“NJPA”), AND HOUSTON-GALVESTON AREA COUNCIL (“HGAC”) COOPERATIVE PURCHASING AGREEMENTS FOR A NOT-TO-EXCEED COST OF \$410,742.45, TO BE FUNDED FROM THE STREET FUND EQUIPMENT ACCOUNT, FROM THE FY 2015 / 2016 BUDGET (4:57:46)

- Chairperson Bonkowski introduced this item, and Mr. Pittenger reviewed the agenda materials. Chairperson Bonkowski entertained questions or comments of the commissioners and, when none were forthcoming, of the public. When no public comment was forthcoming, Chairperson Bonkowski entertained a motion. **Commissioner Crowell moved to approve the purchase of three street crew trucks, one street asphalt patch truck, and one slide-in sander with snow plow and controls, through the State of Nevada's competitive bid list, NJPA and HGAC cooperative purchasing agreements, for a not-to-exceed cost of \$410,742.45, to be funded from the Street Fund Equipment Account, for the FY 2015 / 2016 budget. Commissioner Zenteno seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote.

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RESULT:	Approved [3 - 0]
MOVER:	Commissioner Robert Crowell
SECOND:	Commissioner Jack Zenteno
AYES:	Commissioners Crowell, Zenteno, and Chair Bonkowski
NAYS:	None
ABSENT:	Commissioner Kimbrough and Vice Chair Smolenski
ABSTAIN:	None

G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS

G-1. STREET OPERATIONS REPORT - October 2015; and G-2. STREET OPERATIONS REPORT - November 2015 (5:02:28) - Chairperson Bonkowski introduced these items, and Mr. Pittenger reviewed the agenda materials. Chairperson Bonkowski entertained questions or comments of the commissioners. Commissioner Crowell commended the Streets Division staff on keeping the streets clear and clean during the winter weather events. Mr. Schulz explained the varying responsibilities.

G-3. PROJECT STATUS REPORT (5:04:43) - Chairperson Bonkowski introduced this item, and Mr. Pittenger reviewed the agenda materials.

G-4. FUTURE AGENDA ITEMS (5:06:39) - Mr. Pittenger reviewed the tentative agenda for the next meeting. Chairperson Bonkowski entertained additional future agenda items; however, none were forthcoming.

H. COMMISSIONER COMMENTS (5:07:32) - Chairperson Bonkowski entertained comments. Commissioner Crowell commended Chairperson Bonkowski's chairmanship, and welcomed Mr. Zenteno.

I. PUBLIC COMMENT (5:07:48) - Chairperson Bonkowski entertained public comment; however, none was forthcoming.

J. ACTION TO ADJOURN (5:07:58) - Commissioner Crowell moved to adjourn the meeting at 5:07 p.m.

The Minutes of the January 13, 2016 Carson City Regional Transportation Commission meeting are so approved this 13th day of April, 2016.

BRAD BONKOWSKI, Chair