

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the July 9, 2003, Meeting

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A regularly scheduled meeting of the Carson City Regional Transportation Commission was held on Wednesday, July 9, 2003, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada, beginning at 6:56 p.m.

**PRESENT:** Chairperson Richard S. Staub, Vice Chairperson Steve Reynolds, and Commissioners Shelly Aldean and Bob Kennedy

**STAFF PRESENT:** Acting City Manager Andrew Burnham, City Engineer Larry Werner, Street Operations Manager John Flansberg, RTC Engineer Harvey Brotzman, and Recording Secretary Katherine McLaughlin (R.T.C. 7/9/03 Tape 1-0012)

**A. ROLL CALL AND DETERMINATION OF A QUORUM** - Chairperson Staub convened the meeting at 6:56 p.m. Roll call was taken. A quorum was present although Commissioner Des Jardins was absent.

**B. APPROVAL OF MINUTES** - None.

**C. AGENDA MODIFICATIONS (1-0017)** - None.

**D. PUBLIC COMMENTS (1-0020)** - None.

**E. DISCLOSURES (1-0025)** - None.

**F. PUBLIC MEETING ITEMS**

**F-1. DISCUSSION AND ACTION ON IMPROVEMENTS TO BIGELOW DRIVE NORTH OF KOONTZ LANE (1-0030)** - RTC Engineer Harvey Brotzman explained the history of the request for improvements, the agreement, and the letter of agreement that had been signed by the residents. Linda Charles, as the homeowners' representative, indicated that all of the homeowners had signed the agreement. They are satisfied with the work that had been done. It had addressed their complaints. The six homeowners represent the entire neighborhood. Street Operations Manager John Flansberg explained the use of street maintenance funds to pay for the work. RTC does not have to approve the use of maintenance funds as it comes from the sales tax. RTC controls the use of gas tax monies. Paving both sides of the approaches to Koontz, Bigelow and Valley View in preparation of doing the chip seal provides a more durable surface at the location where cars stop and go. A more positive drainage method should have been provided in this paving program for Koontz. It would have eliminated any potential increase in the runoff. The chip seal will also create an increase in the runoff, however, City Engineer Werner felt that the back of the lot(s) have enough room to absorb that amount of runoff. Ms. Charles explained that Mr. Werner had personally visited the site and considered the drainage. She also indicated that the drainage does not impact anyone on Bigelow. It runs down Bigelow and impacts people on Kingsley. This is not their problem. Commissioner Aldean explained that the concern is that the solution does not transfer the problem to another area. Acting City Manager Burnham reiterated Mr. Werner's belief that the amount of runoff would not exacerbate the problem. Discussion between Ms. Charles and Commissioner Aldean indicated that the residents will be happy with the chip seal if the process outlined in the letter is followed. Chairperson Staub thanked her and

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the neighbors for their cooperation. He also indicated for the record that Dave and Gloria Harjes had been contacted. They had not overlooked anyone. The Harjes were present. Discussion between Chairperson Staub and Mr. Flansberg indicated that the street will be maintained by the City as a public roadway under its street maintenance plan. Commissioner Aldean moved to approve the paving of Bigelow Drive north of Koontz Lane with a chip seal in accordance with the letter dated May 4, 2003, addressed to Larry Werner from the residents of North Bigelow Drive. Commissioner Reynolds seconded the motion. Motion carried 4-0.

**F-2. DISCUSSION AND ACTION ON DIRECTING STAFF TO BEGIN A RIGHT-OF-WAY STUDY ON FAIRVIEW DRIVE FROM SOUTH CARSON STREET TO THE PROPOSED FAIRVIEW DRIVE INTERCHANGE OF THE CARSON CITY FREEWAY (1-0156)** - Mr. Flansberg explained the purpose of the request. Comments were solicited but none were given. Commissioner Reynolds moved to direct staff to begin a right-of-way study on Fairview Drive from South Carson Street to the proposed Fairview Drive interchange of the Carson City Freeway with a fiscal impact not to exceed \$25,000. Commissioner Aldean seconded the motion. Motion carried 4-0.

**G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS - FUTURE**

**AGENDA ITEMS (NON-ACTION ITEMS) (1-0179)** - Chairperson Staub suggested that tabs be used to divide the backup material due to size of the packets. No formal action was required or taken.

**H. ADJOURNMENT (1-0190)** - Commissioner Aldean moved to adjourn. Commissioner Reynolds seconded the motion. Motion carried unanimously. Chairperson Staub adjourned the meeting at 7:08 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 July 9, 2003, Carson City Regional Transportation Commission meeting

ARE SO APPROVED ON September 10, 2003.

/s/

Richard S. Staub, Chairperson