

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the September 13, 2017 Meeting

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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, September 13, 2017 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Vice Chairperson Jim Smolenski
Commissioner Lori Bagwell
Commissioner Mark Kimbrough
Commissioner Jack Zenteno

STAFF: Darren Schulz, Public Works Department Director
Lucia Maloney, Transportation Manager
Dan Stucky, City Engineer
Dirk Goering, Senior Transportation Planner
Graham Dollarhide, Transit Coordinator
Dan Yu, 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 Carson City Clerk's Office, during regular business hours.

1. **CALL TO ORDER AND DETERMINATION OF A QUORUM (5:07:07)** - Vice Chairperson Smolenski called the meeting to order at 5:07 p.m. Ms. King called the roll; a quorum was present. Chairperson Bonkowski was absent.
2. **AGENDA MANAGEMENT NOTICE (5:07:32)** - Vice Chairperson Smolenski entertained modifications to the agenda; however, none were forthcoming.
3. **DISCLOSURES (5:07:42)** - Vice Chairperson Smolenski entertained disclosures; however, none were forthcoming.
4. **PUBLIC COMMENT (5:07:55)** - Vice Chairperson Smolenski entertained public comment; however, none was forthcoming.
5. **ACTION ON APPROVAL OF MINUTES - August 9, 2017 (5:08:10)** - Vice Chairperson Smolenski entertained suggested revisions and, when none were forthcoming, a motion. **Commissioner Kimbrough moved to approve the minutes. Commissioner Bagwell seconded the motion. Motion carried 4-0.**
6. **PUBLIC MEETING ITEMS:**
 - 6(A) **INFORMATION ON AN ADMINISTRATIVE REVISION TO THE JAC ASSIST ADA COMPLEMENTARY PARATRANSIT POLICIES AND PROCEDURES DOCUMENT (5:08:44)** - Vice Chairperson Smolenski introduced this item. Mr. Dollarhide reviewed the agenda materials, and responded to questions of clarification. Vice Chairperson Smolenski entertained additional questions or comments and, when none were forthcoming, thanked Mr. Dollarhide for his presentation. (5:17:48) Vice Chairperson Smolenski entertained public comment; however, none was forthcoming.

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6(B) POSSIBLE ACTION TO DETERMINE THAT SIERRA NEVADA CONSTRUCTION, INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NRS CHAPTER 338, AND TO AWARD CONTRACT NO. 1718-060, FREEWAY MULTI-USE PATH PROJECT, FOR A BASE BID OF \$945,007.00, SCHEDULES A AND B, PLUS A CONTINGENCY AMOUNT OF UP TO \$72,204.00, FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$1,017,211.00 (5:17:39) - Vice Chairperson Smolenski introduced this item, and Ms. Maloney reviewed the agenda materials. Mr. Stucky, Ms. Maloney, and Mr. Schulz responded to questions of clarification. Vice Chairperson Smolenski entertained additional questions or comments of the commissioners and of the public. When no additional questions or comments were forthcoming, he entertained a motion. **Commissioner Kimbrough moved to determine that Sierra Nevada Construction, Inc. is the lowest responsive and responsible bidder, pursuant to NRS Chapter 338, and to award Contract No. 1718-060, Freeway Multi-Use Path Project, for a base bid of \$945,007.00, Schedules A and B, plus a contingency amount of up to \$72,204.00, for a total not-to-exceed amount of \$1,017,211.00. Commissioner Bagwell seconded the motion.** Vice Chairperson Smolenski entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 4-0.**

6(C) POSSIBLE ACTION TO APPROVE COOPERATIVE AGREEMENT P502-17-063, BETWEEN THE CARSON CITY RTC AND THE NEVADA DEPARTMENT OF TRANSPORTATION, FOR THE I-580 MULTI-USE PATH PROJECT, AND TO AUTHORIZE THE TRANSPORTATION MANAGER TO SIGN FUTURE AMENDMENTS TO THIS AGREEMENT REGARDING TIME EXTENSIONS OR A CHANGE IN THE VALUE OF FUNDING UP TO 10% OF THE INITIAL FUNDING AMOUNT (5:34:02) - Vice Chairperson Smolenski introduced this item, and Mr. Goering reviewed the agenda materials. Vice Chairperson Smolenski entertained questions or comments of the commissioners and of the public and, when none were forthcoming, a motion. **Commissioner Zenteno moved to approve Cooperative Agreement P502-17-063, between the Carson City RTC and the Nevada Department of Transportation, for the I-580 Multi-Use Path Project, and to authorize the Transportation Manager to sign future amendments to this Agreement regarding time extensions or a change in the value of funding up to 10 percent of the initial funding amount. Commissioner Bagwell seconded the motion.** Vice Chairperson Smolenski entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 4-0.**

6(D) POSSIBLE ACTION TO APPROVE THE SUBMISSION OF TWO RECREATIONAL TRAILS PROGRAM GRANT APPLICATIONS BY THE PUBLIC WORKS DEPARTMENT FOR A SOUTH CARSON STREET MULTI-USE PATH AND FOR REHABILITATION IMPROVEMENTS ON THE LINEAR DITCH MULTI-USE PATH (5:36:36) - Vice Chairperson Smolenski introduced this item, and Mr. Goering reviewed the agenda materials. Mr. Schulz, Mr. Goering, and Ms. Maloney responded to questions of clarification. Vice Chairperson Smolenski entertained additional commissioner questions or comments and public comments. When no additional questions or comments were forthcoming, Vice Chairperson Smolenski entertained a motion. **Commissioner Kimbrough moved to approve the submission of two Recreational Trail Program grant applications, by the Public Works Department, for a South Carson Street Multi-Use Path and for rehabilitation improvements on the linear ditch multi-use path. Commissioner Bagwell seconded the motion.** Vice Chairperson Smolenski entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 4-0.**

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6(E) POSSIBLE ACTION TO APPOINT THE TRANSPORTATION MANAGER TO SERVE ON THE TAHOE TRANSPORTATION DISTRICT BOARD OF DIRECTORS AS AN ALTERNATE TO RTC CHAIR BRAD BONKOWSKI (5:48:05) - Vice Chairperson Smolenski introduced this item, and Ms. Maloney reviewed the agenda materials. Commissioner Kimbrough discussed his experience working in the Tahoe Basin, his service on the Tahoe Transportation District Board of Directors, and the importance of Carson City being involved. He commended Ms. Maloney as an excellent appointment. Vice Chairperson Smolenski entertained questions or comments of the commissioners and of the public and, when none were forthcoming, a motion. **Commissioner Bagwell moved to appoint the Transportation Manager to serve on the Tahoe Transportation District Board of Directors as an alternate to RTC Chair Brad Bonkowski. Commissioner Kimbrough seconded the motion.** Vice Chairperson Smolenski entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 4-0.**

7. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS

7(A) STREET OPERATIONS ACTIVITY REPORT (5:51:42) - Vice Chairperson Smolenski introduced this item, and Ms. Maloney reviewed the agenda materials. Following a brief discussion, Vice Chairperson Smolenski entertained questions or comments; however, none were forthcoming.

7(B) PROJECT STATUS REPORT (5:52:58) - Vice Chairperson Smolenski introduced this item, and Ms. Maloney reviewed the agenda materials. Mr. Goering and Mr. Schulz responded to questions of clarification.

7(C) FUTURE AGENDA ITEMS (5:58:28) - In response to a question, Ms. Maloney advised that the pedestrian count results could be presented in the near future. Ms. Maloney reviewed the tentative agenda for the October commission meeting.

8. COMMISSIONER COMMENTS (5:59:38) - Vice Chairperson Smolenski entertained commissioner comments; however, none were forthcoming.

9. PUBLIC COMMENT (5:59:45) - Vice Chairperson Smolenski entertained public comment; however, none was forthcoming.

10. THE NEXT MEETING IS TENTATIVELY SCHEDULED FOR OCTOBER 11, 2017 IN THE COMMUNITY CENTER SIERRA ROOM, 851 EAST WILLIAM STREET (5:59:52) - Vice Chairperson Smolenski read this information into the record.

11. ACTION ON ADJOURNMENT (6:00:06) - Vice Chairperson Smolenski adjourned the meeting at 6:00 p.m.

The Minutes of the September 13, 2017 Carson City Regional Transportation Commission meeting are so approved this 17th day of October, 2017.



JIM SMOLENSKI, Vice Chair