

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the April 10, 2002, Meeting

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A regularly scheduled meeting of the Carson City Regional Transportation Commission was held on Wednesday, April 10, 2002, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada beginning at 5:30 p.m.

PRESENT: Chairperson Jon Plank, Vice Chairperson Steve Reynolds, and Commissioners Shelly Aldean and Richard S. Staub

STAFF PRESENT: Street Operations Manager John Flansberg, RTC Engineer Harvey Brotzman, and Recording Secretary Katherine McLaughlin

A. ROLL CALL AND DETERMINATION OF A QUORUM - Chairperson Plank convened the meeting at 5:30 p.m. Roll call was taken. A quorum was present although Commissioner Kennedy was absent and Commissioner Staub had not yet arrived.

B. APPROVAL OF MINUTES - February 13 and March 13, 2002 (1-0009) - Commissioner Reynolds moved to approve the Minutes for February and March. Commissioner Aldean seconded the motion. Motion carried 3-0.

C. MODIFICATIONS (1-0012) - None.

D. PUBLIC COMMENTS (1-0013) - None.

E. DISCLOSURES (1-0014) - None.

F. PUBLIC MEETING ITEMS

F-1. DISCUSSION AND ACTION REGARDING APPROVAL TO ENTER INTO A COOPERATIVE AGREEMENT FOR REGIONAL TRANSPORTATION PLANNING BETWEEN THE NEVADA DEPARTMENT OF TRANSPORTATION AND CARSON CITY AND AUTHORIZE THE CCRTC CHAIRMAN TO SIGN THE AGREEMENT (1-0017) - RTC Engineer Harvey Brotzman explained the purpose of the agreement. He introduced NDOT Program Manager Leif Anderson. (Commissioner Staub arrived during his comments--5:34 p.m. A quorum was present although Commissioner Kennedy was absent.) The District Attorney's office had approved the agreement. Discussion questioned the need for Item 8. Mr. Brotzman's research indicated the agreement contains the current terms and is the standard agreement for obtaining money and spelling out how it is to be handled. Mr. Brotzman explained the term "MPO" and the federal requirement mandating agreements with any abutting MPOs and governmental entities. They will participate with Carson City in updating our master plan and vice versa. This provides connectivity between our roadways. NDOT has a member who serves in an ex officio capacity on all of the MPO committees. Discussion explained the need to have a population base of more than 50,000 to become an MPO. The designation provides \$50,000 transit planning, some funds for transportation planning, and Section 9 funds for transit services. No funds will be available for updating the current master plan. The public participation statement had been developed and adopted by RTC. Mr. Brotzman volunteered to provide Commissioner Aldean with a copy. The present master plan was developed two years ago as a 15-year plan. The MPO status requires it to be a 20-year plan. Mr. Brotzman hoped to have a plan that is has been extended

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to cover the period 2002 to 2025 adopted later this year. Discussion between the Commission, Mr. Brotzman and Mr. Flansberg explained the need to complete the transportation plan update, have signed agreements with abutting MPOs and NDOT, establish the public participation program, and obtain the final certified census figures before the Governor's designation can be given. The status of the MPO designation will soon be discussed with NDOT's staff. City staff felt frustrated with the hold up in certifying the census figures. A definite date has not been established as to when it will be granted.

Mr. Anderson explained that his office coordinates MPOs for the State. Once Carson City has been certified as an urbanized area, his office will petition the governor asking him to designate the RTC for Carson City as the MPO. The law requires you to become an MPO when your population reaches 50,000 in order to be eligible for Federal funding. The purpose and requirements for the planning funds were described. The transportation improvement plan must be fiscally constrained and include major projects which may or may not be funded with Federal funds, e.g., expansion of a local street that impacts the overall transportation system. Once the governor designates Carson City as an MPO, they will have to move quickly to avoid having funding delayed. The Federal Highway Administration ultimately approves the funding for projects. His staff and the City's staff have been meeting on the process. He felt comfortable that RTC will meet all of the requirements with little work. He was not sure why there had been a hold up on the certification of the identified urban areas, however, Carson City is not alone in waiting for it to occur. Discussion indicated a tour of the community would quickly show that the area was urbanized.

Commissioner Reynolds moved to approve the agreement with NDOT for the MPO status. Commissioner Aldean seconded the motion. Motion carried 4-0.

F-2. PRESENTATION OF STATUS REPORTS INCLUDING: NORTH CARSON STREET AND COLLEGE PARKWAY'S LEFT TURN; V&T BICYCLE PATH ON MURPHY DRIVE; ROOP STREET/STEWART STREET COUPLETS; EAST 5TH STREET AND EDMONDS DRIVE ROUNDABOUT LANDSCAPING; AND THE MILLS PARK AND HIGHWAY 50 PARKING EXPANSION (1-0285) - Chairperson Plank explained that the Brunswick Canyon Bridge will be considered in May. The left turn on College Parkway, its design change and drainage problems were described. Mr. Flansberg felt confident that the project will be completed soon if the weather holds up. Ron Kipp with Marv McQueary Construction will be doing an asphalt overlay in that area. The City's overlay on College Parkway from Carson Street to the back of K-mart will be coordinated with that project and not hold up the turn lane work. The V&T project should go to bid and be completed this summer. Funding was provided by NDOT and Parks and Recreation. Staff is finalizing the traffic counts on the couplets. DKS will analyze this information and determine where traffic is going. Capital Engineering will then determine the intersection designs. This information should be available for the next meeting. Ken Doer, with Capital Engineering, explained the status of his work. Mr. Flansberg explained his intent to have agenized the roundabout for ratification of the funding which had been approved sometime ago. Mr. Brotzman explained that he is the Mills Park parking expansion project administrator. The surveying work has started. The soil work has been completed. Construction should occur between July 4th and Labor Day.

G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS (NON-ACTION ITEMS) - FUTURE AGENDA ITEMS (1-0396) - Chairperson Plank asked that the trees that had been removed in the landscaping in the center of Graves Lane be replaced soon. Mr. Flansberg explained that the pedestrian lights on Roop at the Library had not been installed pending a decision regarding widening Roop

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Street and/or the couplet. The lights have arrived. The reason for recommending doing the two projects together was based on the desire not to disrupt traffic more than necessary. It could be done in either May or June. Staff will check the Graves Lane trees. Discussion indicated that the Edmonds Street cross walk is working well. Children are using it. City employees have noticed the lights. Staff has not received any negative comments on it. The South Edmonds overlay project may not commence for two months. Staff is analyzing how to stabilize the subgrade which should be accomplished prior to doing the overlay. Discussion explained a rough spot on Graves Lane in front of the Fire Station. Mr. Flansberg agreed to contact NDOT about it and described the process used to determine the smoothness of a roadway. He was certain the area did not meet NDOT's specifications. Comments also indicated that the First Christian Church on John Street is for sale. NDOT has solicited community applications for future ISTEAs grants. Discussion explained that the City does not maintain the internal roads at the College. City maintenance work stops in front of the fire station. Mr. Flansberg indicated an intent to discuss the agreement with the College concerning the reasons it had included a requirement that the City maintain the College's roundabout. The Planning Commission handled the noticing for the College plan. Its circulation plan will be revised and it will have to go back to the Planning Commission. There are sewer and water utilities in the area and there is a utility easement for them. Discussion indicated that anyone within 300 feet will be given a notice regarding the plan. Discussion also explained RTC staff's involvement with major project reviews such as the Hospital's regional facility. Mr. Flansberg has asked that Planning Commission items include consideration of internal circulation. RTC staff does not normally review small projects. On the small projects the City engineers have held items for discussion with RTC staff if they have seen problems. Mr. Flansberg agreed to notify the residents on Combs Canyon that the College proposed to send traffic onto it. They had been notified of the original proposal and several had attended the meeting. Mr. Brotzman agreed to provide Commissioner Aldean with the criteria for the TEA-21 grants. Mr. Flansberg explained the timeframe for submittal of the ISTEAs/TEA-21 applications. He hoped to start the process soon as it may provide a better opportunity to obtain funding. Chairperson Plank thanked Mr. Doer and Mr. Anderson for coming to the meeting.

H. ADJOURNMENT (1-0626) - Commissioner Aldean moved to adjourn. Commissioner Reynolds seconded the motion. Motion carried 4-0. Chairperson Plank adjourned the meeting at 6:08 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 April 10, 2002, Carson City Regional Planning Commission meeting

ARE SO APPROVED ON May 8, 2002.

/s/

Jon Plank, Chairperson