

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the December 12, 2001, Meeting

Page 1

A regularly scheduled meeting of the Carson City Regional Transportation Commission was held on Wednesday, December 12, 2001, 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 Bob Kennedy, Richard S. Staub, and Marv Teixeira

STAFF PRESENT: Street Operations Manager John Flansberg, RTC Engineer Harvey Brotzman, Senior Engineer Rob Fellows, and Recording Secretary Katherine McLaughlin (R.T.C. 12/12/01 Tape 1-0001)

A. ROLL CALL AND DETERMINATION OF A QUORUM - Chairperson Plank convened the meeting at 5:30 p.m. Roll call was taken. The entire Commission was present constituting a quorum.

B. APPROVAL OF MINUTES (1-0032) - Commissioner Teixeira moved to approve the Minutes of the November 14th meeting as presented. Commissioner Kennedy seconded the motion. Motion carried 5-0.

C. AGENDA MODIFICATIONS (1-008) - None.

D. PUBLIC COMMENTS (1-0014) (1-0858) - Deedee Foremaster, representing the Carson City Center for Independent Living, introduced Lynn Gallagher, who represented the visionally impaired and blind community. She pointed out the use of Roop Street by people with disabilities. She expressed her concerns about the accessibility and lack of safety features on Roop including the lack of beepers on the signals. An example of her concern was cited. She was also concerned about the lack of sidewalks on Roop Street. She asked that a disabled representative be placed on the pedestrian board. Concerns with the curb cuts and their conditions were also cited. A desire to work with the Commission/staff on these issues was expressed. Chairperson Plank requested that she give Mr. Brotzman her business card and for her to work with him. No formal action was required or taken.

E. DISCLOSURES (1-0022) - None.

F. PUBLIC MEETING ITEMS

F-1. DISCUSSION AND POSSIBLE ACTION ON PROCESS FOR COMPLETING THE PEDESTRIAN ELEMENT OF THE TRANSPORTATION MASTER PLAN (1-0041) - Senior Engineer Rob Fellows reviewed his working outline for completion of the pedestrian element. The need for a survey of the pedestrian elements which have and have not been constructed was noted. Funding potentials and educational programs also need to be developed. The entire community needs to work on the common plan. The importance of implementing the plan once it is developed was emphasized. The proposed schedule was noted. City staff and community volunteers will participate. Mr. Fellows hoped to complete the plan within a year. The document will be presented to the Commission next fall for its comment and approval. He pointed to the school's "Walk Your Child to School Day" program and Commissioner Kennedy's involvement to illustrate his belief that the community is ready to undertake the program. Chairperson Plank pointed out the pedestrian activities along Highway 50 and expressed his hope that some of those individuals will be recruited to participate in the plan. Mr. Fellows felt that it is important that he meet these individuals. He hoped that the media would be able to assist in recruiting interested parties. The transportation committee had been added by Development Services Director Andrew Burnham and Street Operations Manager John Flansberg. Mr. Flansberg noted the changing role of the Public Transit Advisory Committee which will occur when the City becomes an MPO. He felt that another committee will be established by that time which will consider other transportation issues including pedestrian, bicycle needs, etc. Lighting is a concern for the pedestrians and will be included. Mr. Flansberg pointed out that the 1999 transportation master plan includes the pedestrian plan. The idea is to implement that plan which requires

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the December 12, 2001, Meeting

Page 2

identification of the deficiencies including the ADA requirements. The second goal is to look at the connectivity provided between schools, parks, the business corridor, etc. Mr. Flansberg then noted Mr. Fellows' background. Mr. Fellows explained his work in Douglas County and his plan to work with the Carson City School District and the State Office of Traffic Safety in an effort to obtain a similar grant under the TEA-21 program.

Chairperson Plank thanked Mr. Fellows for the presentation he had made to his Sertoma Club on "Safe Walking to Schools for Children". Discussion indicated that the program would include providing safe walking areas and connectivity between the City's open space sites as well as with transit bus stops, shuttle areas, and taxi locations.

Commissioner Kennedy explained his knowledge of Mr. Fellows' abilities and complimented him on them. He explained that there will soon be a path along Edmonds which will take children from the Empire area to the middle school. It should be completed by January and will tie into the overall trails master plan. He also felt that the community would cooperate with the program.

Public comments were solicited. Anne Macquarie explained that she had been waiting for a good pedestrian plan for several years. She was happy to see that it is finally occurring. She had an idea on how to get the pedestrians along Highway 50 to participate which she would discuss with Mr. Fellows later. Oakland had used pedestrian-auto accident data to attract pedestrians to its meetings. This may assist with Carson City's efforts to get more than the school participation. Additional comments were solicited but none given. No formal action was taken.

F-2. DISCUSSION AND POSSIBLE ACTION ON V&T BICYCLE PATH (1-0284) - RTC

Engineer Harvey Brotzman explained the letter NDOT needed from Parks and Recreation Director Steve Kastens requesting additional funding. NDOT may then provide the additional funding. The right-of-way will then be set and acquired. The project will be scheduled for bidding in the spring with construction by next fall. Mr. Brotzman felt that NDOT would provide the additional funds and that Mr. Kastens would be able to provide the 20 percent match for the funds. RTC has already committed funding for the bicycle path on Murphy Drive. Mr. Brotzman felt that the original grant had been for \$400,000. The project is now estimated to cost \$620,000. A portion of the increase was felt to be related to inflation during the eight year delay in construction. Discussions are occurring between the Utilities Department and Wellington Crescent residents regarding easements through the subdivision. The necessary right-of-way has been provided. Public comments were solicited. David Gissen urged the Commission to proceed on a timely basis. The longer it is delayed, the more it will cost, and the better the chance that it will not be done. No action was required or taken.

F-3. DISCUSSION ON TRAFFIC COUNTS AT LUPIN AND CLEAR CREEK ROAD (1-0385) -

Reasons for doing the traffic count and the increase in traffic on Lupin and Clear Creek were listed. The street capacity can handle the increases without improvements at this time. Chairperson Plank explained his personal use of these streets and concerns related to the increased traffic flow by Douglas County residents. The increasing traffic may pose a problem for the residents in the future. Public comments were solicited but none given. No formal action was required or taken.

F-4. PRESENTATION OF STATUS REPORTS (1-0415) -

Mr. Flansberg reviewed his status reports and explained his meeting with NDOT Project Manager Jim Gallegos regarding the Boys and Girls Club request to extend Lompa to Northridge and its right-of-way needs and cost improvements. The soil conditions and related concerns were noted and could impact the final cost. Discussion pointed out the NDOT savings created by Carson City's removal of the multi-use path from the freeway, its placement along this area, and the removal of the Lompa cul-de-sac which NDOT was to fund. The estimated \$350,000 is the City's costs only and had not included these savings. The utilities will need a 900 foot easement. Discussions are reviewing the options regarding the utility relocation and the costs related thereto. Commissioner Teixeira suggested that, if NDOT purchases the right-of-way, the Boys and Girls Club transfer these funds to the City as a contribution for this project. He also felt that NDOT should participate in the improvements due to the savings which the City would be creating regarding the cul-de-sac and relocation of the multi-use path. Mr. Flansberg felt that the priority established in January/February would determine the construction timeframe. He also pointed out the need to create an adequate amount of the

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the December 12, 2001, Meeting

Page 3

design to designate the street location. This will allow NDOT to proceed with the relocation of the utilities. This work should be completed before January. He felt that construction would occur as part of the freeway. Chairperson Plank pointed out NDOT's concerns that the City is constantly changing the plans. He had reminded NDOT that the longer NDOT delays the project, the more likelihood changes will be created.

The Federal requirement mandating replacement of the Brunswick Canyon Bridge within a five year span was noted. If the replacement does not occur, it is to be removed from the list of projects available for funding. Chairperson Plank reminded the Commission and staff of the discussions regarding having contractors participate in the funding due to the value of the sand pit and the cost to transport similar material for roadway projects in the area. He asked staff to check into this proposal as this could reduce the RTC cost. Discussion indicated that the estimate for the bridge was \$600,000, however, there are some easement issues which must be resolved before it could be replaced. RTC's cost would be approximately \$200,000 which includes the demolition costs.

Chairperson Plank explained the traffic control costs incurred for a northwest drainage project.

Staff had been discussing the Northridge and Roop improvements with the new property owners. Mr. Brotzman hoped to have the improvements constructed by the Spring of 2002. Commissioner Teixeira stressed the importance of having the intersection improvements.

Mr. Flansberg explained the reversionary clause in the Forest Service's lease of the property at Stewart and Curry Streets. The State Lands Division has added additional requirements to the list of Forest Service items which makes it appear as if the City will have to pay for the land twice. A meeting has been set with the District Attorney's office to develop the strategy for addressing the situation.

The traffic warrants did not justify stop signs at the Appion Way and Center Drive intersection. Yield signs will be placed on Appion by the end of the month. The six foot fence which had been installed does not impact the line of sight. Mr. Brotzman pointed out that reported accidents at the intersection for the last three years had been included in the warrant study. An accident last July or August involving a Toyota and Suburban was described. He acknowledged that the fence had reduced the appearance of the wide open spaces which had been there originally but it is not in the line of sight. Commissioner Staub asked that staff watch the statistics at this intersection due to the residents' concerns about it. Chairperson Plank pointed out that the residents could take the concern to the Board of Supervisors who could direct installation of the stop signs. This had been done at other intersections which discussion cited.

(1-0702) Chairperson Plank noted the November 6th NDOT letter regarding the freeway timetable for construction. It is a dynamic situation and nothing firm was established. Discussion pointed out that the signature page had been left out of the Commission's packet. (A copy is in the file.)

Mr. Flansberg reviewed his report on the nine cent gas tax revenues for the period 1998-99, 1999-00, and 2000-01. (A copy is in the file.) The current budget included an estimate of \$3 million. Justification for this conservative estimate was provided. Revenue to date has been running ahead of last year's receipts. There may be a rebound in revenue, however, it is too early in the year to be making such a forecast. The anomaly in the July 99-00 revenue receipts was created by a Department of Taxation error which had given Carson City Clark County's revenue. This overpayment was reimbursed from the September and October payments. The ending fund balance for fiscal year 00-01 was approximately \$398,000. The budget for this year's projects was \$1,700,000. Of these funds the following commitments have been made: the V&T/Murphy Drive bicycle improvements; Challenger Way; Timberline safety improvements; and the pedestrian safety lights on Roop. The funding allocations will be established during the prioritization meetings. He also indicated that funding alternatives will be included in that Commission packet.

Discussion indicated that Darla Way had been paved with grindings. Staff had received a thank you letter from Joy Gardner for this work. An offer had been submitted to the residents to pay for half of the cost to pave the street. Funding for this will be taken from the Street Maintenance Funds.

CARSON CITY REGIONAL TRANSPORTATION COMMISSION
Minutes of the December 12, 2001, Meeting
Page 4

Chairperson Plank explained his request of the Finance Director on the levelling of the gas tax revenue. Mr. Flansberg pointed out that Costco's station had opened in November. No change was indicated in December but January showed an increase of almost 10 percent. The impact having two Arco stations closed may have had was noted. Discussion pointed out that Carson City only receives four of the nine cents as the other five cents goes to NDOT for the freeway.

Mr. Flansberg then explained that the flashing crosswalk signals for Roop Street have been received. The street will have to be closed when it is installed due to safety concerns. The work will be done at night. Due to the weather conditions, he asked that the project be delayed until next Spring/March. Comments also pointed out the need for ADA features, which require concrete work, to be installed on the west side of Roop. The Edmonds crossing has been completed including installation of the electrical circuit. A test was conducted on it earlier today. The prisms are set too low and must be "regapped" by the contractor. That work should be accomplished later this week. Mr. Flansberg hoped to have it operational by Friday. No formal action was required or taken.

G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS - FUTURE AGENDA ITEMS (NON-ACTION ITEMS) (1-0895) - Mr. Flansberg explained his request that Mr. Brotzman prepare a list of projects with cost-benefit estimates, descriptions, and staff's justification for its prioritization for the next meeting. Chairperson Plank asked that this information include an explanation of the scoring procedure. His support for this approach was noted.

Commissioner Teixeira read into the record his letter explaining his reasons for not applying for another term on the Commission. (A copy is in the file.) He also complimented Street Operations Manager John Flansberg on his professionalism and work ethic. He asked that a copy of the letter be given to the Board of Supervisors. Chairperson Plank thanked Commissioner Teixeira for his service on the Commission and for being the City's Mayor. He was certain that Commissioner Teixeira would remain active in community affairs. Commissioner Teixeira requested copies of the Board and Commission agendas and indicated his intent to attend periodic meetings on items of interest. No formal action was required or taken.

H. ADJOURNMENT (1-1061) - Commissioner Teixeira moved to adjourn. Commissioner Staub seconded the motion. Motion carried unanimously. Chairperson Plank adjourned the meeting at 6:35 p.m.

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the December 12, 2001, Meeting

Page 5

The Minutes of the December 12, 2001, Regional Transportation Commission meeting

ARE SO APPROVED ON February 13,
2002.

/s/ _____ Jon Plank, Chairperson