

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the July 11, 2018 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, July 11, 2018 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Brad Bonkowski
Vice Chairperson Lori Bagwell
Commissioner Mark Kimbrough
Commissioner Chas Macquarie
Commissioner Greg Stedfield

STAFF: Lucia Maloney, Transportation Manager
Dirk Goering, Senior Transportation Planner
Graham Dollarhide, Transit Coordinator
Hailey Lang, Transportation Planner
Dan Yu, 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 Clerk's Office, during regular business hours.

1. CALL TO ORDER AND DETERMINATION OF A QUORUM (5:10:34) - Chairperson Bonkowski called the meeting to order at 5:10 p.m. Ms. King called the roll; a quorum was present.

2. AGENDA MANAGEMENT NOTICE (5:11:00) - Chairperson Bonkowski entertained modifications to the agenda; however, none were forthcoming.

3. DISCLOSURES (5:11:11) - Chairperson Bonkowski entertained disclosures; however, none were forthcoming.

4. PUBLIC COMMENT (5:11:25) - Chairperson Bonkowski entertained public comment; however, none was forthcoming.

5. ACTION ON APPROVAL OF MINUTES - May 9, 2018 (5:11:44) - Chairperson Bonkowski introduced this item, and entertained a motion. **Commissioner Kimbrough moved to approve the minutes. Commissioner Stedfield seconded the motion. Motion carried 5-0.**

6. PUBLIC MEETING ITEMS:

6(A) POSSIBLE ACTION TO AUTHORIZE THE TRANSPORTATION MANAGER TO NEGOTIATE AND EXECUTE AN INTERLOCAL COOPERATIVE AGREEMENT WITH TAHOE TRANSPORTATION DISTRICT AND DOUGLAS COUNTY SUBSTANTIALLY IN THE FORM OF THE AGREEMENT PRESENTED TO THE RTC (5:12:07) - Chairperson Bonkowski introduced this item, and Mr. Dollarhide presented the agenda materials. Chairperson Bonkowski entertained commissioner questions or comments and public comments and, when none were forthcoming, a motion. **Vice Chairperson Bagwell moved to authorize the Transportation Manager to negotiate and execute an Interlocal Cooperative Agreement, with Tahoe Transportation District and Douglas County, substantially in the form of the agreement presented to the RTC. Commissioner Kimbrough**

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seconded the motion. Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 5-0.**

6(B) UPDATE ON THE OPERATIONS OF THE JUMP AROUND CARSON TRANSIT SYSTEM AND ON THE DIRECTION OF THE SYSTEM GOING FORWARD (5:14:28) - Chairperson Bonkowski introduced this item, and Mr. Dollarhide presented the agenda materials in conjunction with displayed slides. Mr. Dollarhide responded to questions of clarification, and discussion followed. Chairperson Bonkowski entertained additional questions or comments of the commissioners and of the public; however, none were forthcoming.

6(C) 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. 1819-003, SILVER SAGE DRIVE ROADWAY RECONSTRUCTION PROJECT, FOR A BASE BID OF \$614,007.00, PLUS A 10% CONTINGENCY AMOUNT OF UP TO \$61,400.70, FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$675,407.70, TO BE FUNDED FROM THE TRANSPORTATION INFRASTRUCTURE ACCOUNT, AS PROVIDED IN THE FY 2018 BUDGET (5:24:18) - Chairperson Bonkowski introduced this item. Mr. Goering presented the agenda materials, and acknowledged Project Manager Robb Fellows who was present in the meeting room. In response to a question, Mr. Goering advised that the project was budgeted in FY 2018 and has been moved to the FY 2019 budget.

Chairperson Bonkowski entertained additional questions or comments of the commissioners and, when none were forthcoming, of the public. When no additional questions or comments were forthcoming, Chairperson Bonkowski entertained a motion. **Vice Chairperson Bagwell 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. 1819-003, Silver Sage Drive Roadway Reconstruction Project, for a base bid of \$614,007.00, plus a ten percent contingency up to \$61,400.70, for a total not-to-exceed amount of \$675,407.70, to be funded from the Transportation Infrastructure Account, as provided in the FY 2019 City budget. Commissioner Kimbrough seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 5-0.**

6(D) POSSIBLE ACTION TO AUTHORIZE THE TRANSPORTATION MANAGER TO SIGN COOPERATIVE AGREEMENT #P224-18-816, BETWEEN CARSON CITY AND THE NEVADA DEPARTMENT OF TRANSPORTATION, FOR THE PURPOSE OF INSTALLATION, LONG-TERM OPERATION AND MAINTENANCE, AND THE CITY'S COMMITMENT TO A 5 PERCENT LOCAL MATCH OR A MAXIMUM OF \$30,000, FOR TWO RECTANGULAR RAPID FLASHING BEACONS LOCATED ON STEWART STREET (5:29:03) - Chairperson Bonkowski introduced this item, and Mr. Goering presented the agenda materials. Mr. Goering, Mr. Yu, and Ms. Maloney responded to questions of clarification, and discussion followed. Chairperson Bonkowski entertained additional questions or comments of the commissioners and of the public. When no additional questions or comments were forthcoming, Chairperson Bonkowski entertained a motion. **Vice Chairperson Bagwell moved to authorize the Transportation Manager to sign Cooperative Agreement P224-18-816, between Carson City and the Nevada Department of Transportation, for the purpose of installation, long-term operation and maintenance, and the City's commitment to a five percent local match, or a maximum of \$30,000, for two rectangular, rapid flashing beacons located on Stewart Street, and to allow staff and the District Attorney's Office staff to appropriately conform the contract to the final needs of the project. Commissioner Kimbrough seconded the**

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motion. Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 5-0.**

7. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS

7(A) TRANSPORTATION MANAGER'S REPORT (5:39:37) - Chairperson Bonkowski introduced this item, and Ms. Maloney presented her report in conjunction with a video on the JAC Transit System. The commissioners and City staff applauded the video presentation. Ms. Maloney responded to questions of clarification throughout her presentation.

7(B) STREET OPERATIONS ACTIVITY REPORT (5:48:18) - Chairperson Bonkowski introduced this item, and Ms. Maloney presented the report which was included in the agenda materials. Vice Chairperson Bagwell commended Streets Division staff on a tree removal in the area of Divot Drive in the Empire Ranch area. Ms. Maloney expressed appreciation and commended the concrete crew as well.

7(C) PROJECT STATUS REPORT (5:50:51) - Chairperson Bonkowski introduced this item, and Ms. Maloney presented the report which was included in the agenda materials. Mr. Goering and Ms. Maloney responded to questions of clarification. Chairperson Bonkowski entertained additional questions or comments; however, none were forthcoming.

7(D) FUTURE AGENDA ITEMS (5:57:38) - Chairperson Bonkowski introduced this item, and Ms. Maloney reviewed the tentative agenda for the August commission meeting. Commissioner Kimbrough requested a report on the bicycle / pedestrian counts. Chairperson Bonkowski requested a Curry Street project update from City Engineer Dan Stucky. Chairperson Bonkowski entertained requests for additional future agenda items; however, none were forthcoming.

8. COMMISSIONER COMMENTS (5:59:11) - Chairperson Bonkowski entertained comments. Commissioner Stedfield commended the Transportation and Streets Division on keeping the streets maintained. Commissioner Macquarie expressed appreciation to Ms. Maloney and Transportation Division staff for attending Muscle Powered Board meetings and for the cooperative relationship.

9. PUBLIC COMMENT (6:00:33) - Chairperson Bonkowski entertained public comment; however, none was forthcoming.

10. THE NEXT MEETING IS TENTATIVELY SCHEDULED for Wednesday, August 8, 2018 in the Community Center Sierra Room, 851 East William Street. (6:00:47) - Chairperson Bonkowski read this information into the record.

11. ACTION ON ADJOURNMENT (6:00:59) - Chairperson Bonkowski adjourned the meeting at 6:00 p.m.

The Minutes of the July 11, 2018 Carson City Regional Transportation Commission meeting are so approved this 8th day of August, 2018.

BRAD BONKOWSKI, Chair