

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the February 13, 2019 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, February 13, 2019 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

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

STAFF: Darren Schulz, Public Works Department Director
Lucia Maloney, Transportation Manager
Dirk Goering, Senior Transportation Planner
Karissa Moffett, Bicycle and Pedestrian Coordinator
Todd Reese, 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 (5:55:16) - Chairperson Bonkowski called the meeting to order at 5:55 p.m. Ms. King called the roll; a quorum was present.

2. AGENDA MANAGEMENT NOTICE (5:55:43) - Chairperson Bonkowski entertained modifications to the agenda; however, none were forthcoming.

3. DISCLOSURES (5:55:47) - Chairperson Bonkowski entertained disclosures; however, none were forthcoming.

4. PUBLIC COMMENT (5:55:55) - Chairperson Bonkowski entertained public comment; however, none was forthcoming.

5. POSSIBLE ACTION ON APPROVAL OF MINUTES - January 9, 2019 (5:56:04) - Chairperson Bonkowski introduced this item, and entertained a motion. **Commissioner Bagwell moved to approve the minutes, as prepared. Vice Chairperson 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. PUBLIC MEETING ITEMS:

6(A) POSSIBLE ACTION TO APPROVE CONTRACT NO. 1819-128, JAC TRANSIT DEVELOPMENT AND COORDINATED PLAN SERVICES, BETWEEN CARSON CITY AND LSC TRANSPORTATION CONSULTANTS, INC., FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$86,470, TO BE FUNDED FROM THE CAMPO / UNIFIED PLANNING WORK PROGRAM ("UPWP") ACCOUNT (5:56:32) - Chairperson Bonkowski introduced this item. Ms. Maloney presented the agenda materials and provided an overview of the CAMPO's recommendation to the Commission

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relative to this item. Chairperson Bonkowski entertained commissioner questions or comments and public comments and, when none were forthcoming, a motion. **Vice Chairperson Kimbrough moved to approve Contract No. 1819-128, JAC Transit Development and Coordinated Plan Services, between Carson City and LSC Transportation Consultants, Inc., for a total not-to-exceed amount of \$86,470, to be funded from the CAMPO / Unified Planning Work Program account. Commissioner Bagwell 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) INFORMATION ONLY TO PRESENT THE SAFE ROUTES TO SCHOOL ACTION PLAN FOR THE WESTERN NEVADA SAFE ROUTES TO SCHOOL PROGRAM (5:59:04) - Chairperson Bonkowski introduced this item, and Ms. Moffett presented the agenda materials. Ms. Moffett responded to questions and discussion took place regarding the perception that walking or biking to school is unsafe. Public Works Department Director Darren Schulz acknowledged that sidewalks are the property owner's responsibility, and that, other than the Business Improvement District, there is no other area where the City is responsible for sidewalk clearing. Chairperson Bonkowski entertained additional questions or comments of the commissioners and of the public and, when none were forthcoming, thanked Ms. Moffett for her presentation. Ms. Moffett requested the commissioners' comments on the Safe Routes to School Action plan included in the agenda materials.

6(C) POSSIBLE ACTION TO APPROVE THE PURSUIT OF A COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION TO BE SUBMITTED BY THE PUBLIC WORKS DEPARTMENT FOR ADA SIDEWALK IMPROVEMENTS ALONG AIRPORT ROAD (6:12:27) - Chairperson Bonkowski introduced this item, and Mr. Goering presented the agenda materials. Chairperson Bonkowski entertained commissioner questions or comments and public comments and, when none were forthcoming, a motion. **Commissioner Macquarie moved to approve the pursuit of a Community Development Block Grant application to be submitted by the Public Works Department for ADA sidewalk improvements along Airport Road. Commissioner Bagwell seconded the 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 (6:18:18) - Chairperson Bonkowski introduced this item, and Ms. Maloney advised of nothing to report.

7(B) STREET OPERATIONS ACTIVITY REPORT (6:18:25) - Chairperson Bonkowski introduced this item, and Ms. Maloney presented the report which was included in the agenda materials. Vice Chairperson Kimbrough commended Public Works Department crews on the crack sealing work which was completed on Vista Lane. Chairperson Bonkowski entertained additional comments or questions; however, none were forthcoming.

7(C) PROJECT STATUS REPORT (6:21:08) - Chairperson Bonkowski introduced this item, and Mr. Goering presented the report which was included in the agenda materials.

7(D) FUTURE AGENDA ITEMS (6:23:41) - Chairperson Bonkowski introduced this item, and Ms. Maloney reviewed the tentative agenda for the March commission meeting. Chairperson Bonkowski entertained requests for future agenda items; however, none were forthcoming.

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8. COMMISSIONER COMMENTS (6:24:44) - Chairperson Bonkowski entertained commissioner comments. Chairperson Bonkowski requested Mr. Schulz to thank the Streets Department crews for their hard work during the recent storms.

9. THE NEXT MEETING IS TENTATIVELY SCHEDULED FOR 4:30 P.M. ON WEDNESDAY, MARCH 13, 2019 IN THE COMMUNITY CENTER SIERRA ROOM (6:25:13) - Chairperson Bonkowski read this information into the record.

10. PUBLIC COMMENT (6:25:35) - Chairperson Bonkowski entertained public comment; however, none was forthcoming.

11. ACTION ON ADJOURNMENT (6:25:44) - Chairperson Bonkowski adjourned the meeting at 6:25 p.m.

The Minutes of the February 13, 2019 Carson City Regional Transportation Commission meeting are so approved this 13th day of March, 2019.

BRAD BONKOWSKI, Chair