

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the October 9, 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, October 9, 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 Greg Stedfield

STAFF: Darren Schulz, Public Works Department Director
Lucia Maloney, Transportation Manager
Dirk Goering, Senior Transportation Planner
Daniel Anderson, Transportation Planner/Analyst
Michael Reynolds, Transit Coordinator
Todd Reese, Deputy District Attorney
Tamar Warren, Senior 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

(5:02:54) – Chairperson Bonkowski called the meeting to order at 5:02 p.m. Roll was called and a quorum was present. Commissioner Macquarie was absent.

2. AGENDA MANAGEMENT NOTICE

(5:03:20) – Chairperson Bonkowski entertained modifications to the agenda; however, none were forthcoming.

3. DISCLOSURES

(5:03:32) – Chairperson Bonkowski entertained disclosures; however, none were forthcoming.

4. PUBLIC COMMENT

(5:03:41) – Chairperson Bonkowski entertained public comments; however none were forthcoming.

5. APPROVAL OF MINUTES

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5-A FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE APPROVAL OF THE SEPTEMBER 11, 2019 DRAFT MINUTES.

(5:04:00) – Chairperson Bonkowski introduced this item and entertained a motion. Commissioner Bagwell moved to approve the minutes of the September 11, 2019 RTC meeting. Commissioner Stedfield seconded the motion which carried 4-0-0.

6. PUBLIC MEETING ITEM(S)

6-A FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING THE FINAL TRANSIT DEVELOPMENT AND COORDINATED HUMAN SERVICES PLAN FOR JUMP AROUND CARSON (JAC) TRANSIT.

(5:04:21) – Chairperson Bonkowski introduced the item. Ms. Maloney explained that the Carson Area Metropolitan Planning Organization (CAMPO) had unanimously voted in support of the Transit Development and Coordinated Human Services Plan for Jump Around Carson (JAC) Transit earlier that evening. She also noted that public comment had been received regarding continued coordination with human services transit providers such as Uber Health. Ms. Maloney added that the CAMPO approval had included an edit in paragraph one of the plan's Introduction.

(5:05:15) – Ms. Maloney highlighted the Financial Information section of the Staff Report and read the information into the record.

(5:06:15) – Vice Chair Kimbrough inquired about the budgeting timeline and Ms. Maloney believed they can be flexible, depending on funding availability, and reminded the Commission that the lead time to obtain a bus was 10 months, once ordered. Chairperson Bonkowski entertained public comments and when none were forthcoming, a motion.

(5:08:42) – Commissioner Bagwell moved to approve the plan as presented, with the change on page one of the Introduction that strikes [the phrase] *ensures that the program*. The motion was seconded by Vice Chair Kimbrough. Motion carried 4-0-0.

6-B FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING AMENDMENT #1 OF AN INTERLOCAL CONTRACT ALLOWING FOR PARTIAL REIMBURSEMENT FOR MEDICAID-ELIGIBLE PARATRANSIT SERVICES BETWEEN THE STATE OF NEVADA ACTING BY AND THROUGH ITS DEPARTMENT OF HEALTH AND HUMAN SERVICES AND CARSON CITY RTC TO EXTEND THE TERMINATION DATE TO JUNE 30, 2024 AND INCREASE THE CONTRACT MAXIMUM TO \$152,929.

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(5:09:12) – Chairperson Bonkowski introduced the item. Ms. Maloney gave background and presented the agenda materials which are incorporated into the record. Chairperson Bonkowski entertained Commissioner and public comments and when none were forthcoming, a motion.

(5:12:18) – Vice Chair Kimbrough moved to approve the contract amendment as presented, and to authorize the transportation manager to execute the amendment. The motion was seconded by Commissioner Bagwell and carried 4-0-0.

6-C FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING A DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM UPDATE.

(5:12:55) – Chairperson Bonkowski introduced the item. Mr. Reynolds gave background and presented the Staff Report and the accompanying updated CAMPO and RTC Disadvantaged Business Enterprise (DBE) program document, all of which are incorporated into the record. He also indicated that no major changes were made to the document and that a line was added for the Chair's signature. There were no member or public comments. Chairperson Bonkowski entertained a motion.

(5:14:09) – Commissioner Stedfield moved to approve the revised DBE Program as presented. Commissioner Bagwell seconded the motion which carried 4-0-0.

6-D FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING AN APPLICATION TO THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION (CAMPO) FOR FEDERAL TRANSIT ADMINISTRATION (FTA) SECTION 5339 GRANT FUNDING, AND TO AUTHORIZE THE RTC CHAIR TO SIGN THE FEDERAL TRANSIT ADMINISTRATION'S FEDERAL FISCAL YEAR 2019 CERTIFICATIONS AND ASSURANCES SECTION OF THE RTC APPLICATION FOR 5339 FUNDS.

(5:14:24) – Chairperson Bonkowski introduced the item. Mr. Reynolds presented the Staff Report and responded to clarifying questions. Ms. Maloney explained that should the grant be awarded, RTC would approve the purchase and choose whether to use the local match or not, adding that the match will be budgeted for in the upcoming fiscal year's budget. Commissioner Bagwell also noted that the plan would be budgeted and approved by the Board of Supervisors. There were no public comments. Chairperson Bonkowski entertained a motion.

(5:17:04) – Vice Chair Kimbrough moved to approve the FTA section 5339 grant application as presented, and to authorize the RTC Chair to sign the FTA Fiscal Year 2019 Certifications and Assurances section of the application. The motion was seconded by Commissioner Bagwell. Motion carried 4-0-0.

6-E FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING AN APPLICATION TO CARSON AREA METROPOLITAN PLANNING

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ORGANIZATION FOR FEDERAL TRANSIT ADMINISTRATION (FTA) SECTION 5310 GRANT FUNDING, AND TO AUTHORIZE THE RTC CHAIR TO SIGN THE FEDERAL TRANSIT ADMINISTRATION FEDERAL FISCAL YEAR (FFY) 2019 CERTIFICATIONS AND ASSURANCES SECTION OF THE RTC APPLICATION FOR 5310 FUNDS.

(5:19:54) – Chairperson Bonkowski introduced the item. Mr. Reynolds presented the agenda materials. He, along with Ms. Maloney, also responded to clarifying questions. There were no public comments. Chairperson Bonkowski entertained a motion.

(5:22:27) – Commissioner Stedfield moved to approve the application as presented and to authorize the RTC Chair to sign the FTA Fiscal Year 2019 Certifications and Assurances section of the application. The motion was seconded by Commissioner Bagwell and carried 4-0-0.

7. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS - Non-Action Items:

7-A TRANSPORTATION MANAGER’S REPORT

(5:23:05) – Ms. Maloney invited the Commissioners and the public to learn more about the Western Nevada Safe Routes to School Program or the JAC Transit Program at the upcoming *Boonanza* event to be held on Tuesday, October 29, 2019, 4-7 p.m., at the Community Center and at the Library. She also provided an update on the October 2, 2019 Walk to School Day, which she stated was a “really successful” event. Ms. Maloney announced that the 2019 Nevada Traffic Safety Summit would take place on November 15-17, 2019 at the Nugget Casino in Sparks and noted that the registration was still open. Chairperson Bonkowski referenced a report that indicated lower fatalities in Nevada counties with the exception of Douglas County and Carson City, adding that 50 percent of those fatalities involved motorcycles. Ms. Maloney noted that the first day of the summit would focus on motorcycle safety.

7-B STREET OPERATIONS ACTIVITY REPORT

(5:27:10) – Ms. Maloney presented the agenda materials and reminded the Commissioners that the report represented the data as of August 2019. She also acknowledged the presence of Operations Manager Rick Cooley, who responded to clarifying questions.

7-C PROJECT STATUS REPORT

(5:33:06) – Mr. Goering noted that the Project Status Report will be updated every other month; however, significant changes will be brought forward in the Transportation Manager’s Report. He also reviewed the status report, which is incorporated into the record, and responded to clarifying questions. Commissioner Bagwell thanked Staff and praised them for the improved reports.

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7-D FUTURE AGENDA ITEMS

(5:47:33) – Chairperson Bonkowski introduced the item and Ms. Maloney reviewed a tentative list of agenda items for the November meeting. Chairperson Bonkowski entertained additional requests; however, none were forthcoming.

8. BOARD COMMENTS: For Information Only

(5:40:48) – Chairperson Bonkowski entertained comments from Commission members. Commissioner Stedfield noted an observation in Sacramento where the bicycle lanes had been placed between the curb and the parking areas.

9. The Next Meeting is Tentatively Scheduled for Wednesday, November 13, 2019, immediately following the 4:30 p.m. CAMPO meeting, in the Sierra Room, Carson City Community Center, 851 East William Street.

(5:52:01) – Chairperson Bonkowski read the agenda item into the record.

10. PUBLIC COMMENT

(5:52:20) – No public was present to comment.

11. ADJOURNMENT: For Possible Action

(5:52:35) – Chairperson Bonkowski adjourned the meeting at 5:52 p.m.

The Minutes of the October 9, 2019 Carson City Regional Transportation Commission meeting are so approved this 13th day of November, 2019.