

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the November 13, 2019 Meeting

Page 1

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, November 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 Macquairie
Commissioner Greg Stedfield

STAFF: 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

(5:29:03) – Chairperson Bonkowski called the meeting to order at 5:29 p.m. Roll was called and a quorum was present.

2. AGENDA MANAGEMENT NOTICE

(5:29:35) – Chairperson Bonkowski noted that item 6-B will be pulled from the agenda, based on a request from Staff. The agenda was adopted as amended.

3. DISCLOSURES

(5:29:55) – Chairperson Bonkowski entertained disclosures and noted that he would have a disclosure for agenda item 6-D.

4. PUBLIC COMMENT

(5:30:12) – Chairperson Bonkowski entertained public comments.

(5:30:32) – Vice Chairperson Kimbrough reported on a recent Transportation, Trails and Tourism Summit he had attended; which, he noted, was for the first time a combined one with the Nevada

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the November 13, 2019 Meeting

Page 2

Bicycle Pedestrian Advisory Board and the Natural Surface Soft Trails representatives from the Eastern Sierra Trails Coalition. He congratulated Commissioner Macquarie for an award he had received, along with his business, Lumos & Associates. Vice Chair Kimbrough also announced that Ms. Maloney and Mr. Goering had been recipients of an award for successful efforts with Carson City RTC in support of the trail community, and presented Mr. Goering with his, since he had not been present to receive it in person.

5. APPROVAL OF MINUTES

5-A FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE APPROVAL OF THE OCTOBER 9, 2019 DRAFT MINUTES.

(5:33:15) – Chairperson Bonkowski introduced this item and entertained a motion.

(5:33:18) – Commissioner Bagwell moved to approve the minutes of the October 9, 2019 RTC meeting as presented. Commissioner Stedfield seconded the motion which carried 4-0-1, with Commissioner Macquarie abstaining.

6. PUBLIC MEETING ITEMS

6-A FOR INFORMATION ONLY – PRESENTATION AND DISCUSSION REGARDING RESULTS OF THE 2019 SOUTH CARSON STREET SIGNAL RE-TIMING PROJECT.

(5:33:57) – Chairperson Bonkowski introduced the item. James Jacklett, Carson City Public Works Operations Manager, Control Systems, introduced himself and gave background on the presenter, Zong Tian, Ph.D., P.E, University of Nevada Reno (UNR) Professor and founding director of Center for Advanced Transportation Education and Research (CATER). Dr. Tian provided a PowerPoint presentation titled *Signal Re-timing of South Carson Street* and incorporated into the record, in which he provided background on CATER and presented the results of the 2019 South Carson Street Signal Re-timing project between Koontz Lane and Mica Drive on South Carson Street. He also responded to clarifying questions by the Commissioners

(5:53:01) – Dr. Tian informed Commissioner Bagwell that the traffic signals on the aforementioned stretch of road must be retimed after the lane reduction takes place. Ms. Maloney clarified for Chairperson Bonkowski that a Carson Area Transportation System Management Plan will be funded through a \$750,000 grant received by Carson Area Metropolitan Planning Organization (CAMPO) for Carson, Douglas, Lyon, and Storey Counties. She also noted that a proposed component of the project scope would include consultation by Dr. Tian and his team. Chairperson Bonkowski entertained public comments.

(6:04:04) – Alexander Chaihorsky introduced himself as a Ticon International representative and explained “our data resolutions up to 30 feet, meaning that we know for five years going back on every 30 feet of every road in the United States and 60 countries in the world what was the speed and

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the November 13, 2019 Meeting

Page 3

the volume of the traffic.” He also warned the Commission against adaptive systems, noting that they worked better at nighttime. Chairperson Bonkowski thanked Staff and Dr. Tien for the informative presentation.

6-B FOR INFORMATION ONLY – PRESENTATION AND DISCUSSION REGARDING THE 2019/2020 SNOW PLOW ROUTES.

This item was pulled from the agenda.

6-C FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED DEVELOPMENT AGREEMENT TEMPLATE FOR PRO-RATA CONTRIBUTIONS TO PLANNED TRANSPORTATION INFRASTRUCTURE CAPITAL IMPROVEMENTS ON SOUTH CARSON STREET BETWEEN CLEARVIEW DRIVE AND THE INTERSTATE 580 FREEWAY.

(6:07:45) – Chairperson Bonkowski introduced the item. Ms. Maloney presented the agenda materials, incorporated into the record, and sought approval from the Commission for a development agreement template to be used to secure these funds for a proposed traffic control device on South Carson Street between Clearview Drive and the Interstate 580 freeway. She also responded to clarifying questions by the Commissioners. Commissioner Bagwell thanked Ms. Maloney for the late materials which are now incorporated into the record. However, she was concerned about the lack of funds for right-of-way acquisitions. Chairperson Bonkowski noted that the reason for discussing this item was “because we’ve already missed the opportunity to collect funds from many projects that have been approved where we did not have this template in place and developers are not contributing anything to intersection improvements.” He also believed that the template could be modified in the future; however, something should be approved to begin collecting funds immediately.

(6:17:29) – Ms. Maloney clarified for Commissioner Bagwell that developers were “in the queue to get this template”. Chairperson Bonkowski suggested removing the actual dollar amounts from the template since the information would change for each project. Mr. Reese confirmed that the template as written referred to the specific project in item 6-D and offered to review the “whereas clauses” as well. Discussion ensued regarding the template versus the development agreement for each project and Chairperson Bonkowski suggested removing all the developer names and dollar amounts since “we’ll never know what the total required improvements are going to be until that specific development agreement comes in front of us and we get a current number.” Mr. Reese confirmed for Commissioner Bagwell that item 6-D could be approved in this meeting, should this item be continued. Commissioner Bagwell suggested “taking a step back” and to ensure the details are right for this item. Ms. Maloney clarified for Commissioner Macquarie that every project would have to provide its traffic impact study showing their contribution to the project. Commissioner Macquarie expressed concern that the goalpost would be moved if the dollar amount changes and Mr. Goering reminded the Commission that the \$1.2 million figure was “just for the intersection”.

(6:39:08) – Commissioner Stedfield wished to ensure that “the difference between the construction cost and all the ancillaries” should not be incurred by the City. He was also in favor of prorating the

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the November 13, 2019 Meeting

Page 4

cost by generated traffic. There were no public comments. Chairperson Bonkowski entertained a motion.

(6:42:13) – Commissioner moved not to approve the development agreement template as submitted and have staff bring it back for future discussion. Chairperson Bonkowski seconded the motion and entertained discussion.

(6:42:50) – Vice Chair Kimbrough wished to ensure “a blank blackboard” was not given, and wished to direct Staff to utilize most of the proposed template. Commissioner Bagwell noted that the Staff had been given direction based on the earlier discussion. Ms. Maloney summarized the discussion and offered to work with Mr. Reese to refine the template and reagenda it for discussion in the December meeting. **Commissioner Bagwell withdrew her motion and Chairperson Bonkowski withdrew his second.** Chairperson Bonkowski suggested providing additional direction for Staff.

(6:46:05) – Commissioner Stedfield suggested a prorated methodology for each business based on generated traffic. Commissioner Bagwell wished to see all costs, including those for the right-of-way, included to determine the appropriate share for each developer. Ms. Maloney explained the methodology used for the traffic studies per business and Vice Chair Kimbrough wished to see the amounts prorated by the vehicle miles traveled and not by square footage of the business. Commissioner Macquarie was in agreement that the vehicle traffic should determine the prorated contribution. He also was in favor of not having any figures in the template. Chairperson Bonkowski recommended keeping the balance between the City’s desire to implement a process to collect contributions from the businesses without becoming “business unfriendly”. He was in favor to restrict development agreements to property owners instead of tenants, and to have a methodology which is close to being accurate. Ms. Maloney thanked the Commission for their comments and offered to return with a revised template.

6-D FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED DEVELOPMENT AGREEMENT BETWEEN CARSON CITY, KR – CARSON & APPION, LLC, AND ANDREW HEAD, LLC FOR A \$66,000 PRO-RATA CONTRIBUTION FOR THE DUTCH BROS. COFFEE PROJECT AT APN 009-268-02 TOWARD A TRAFFIC CONTROL DEVICE ON SOUTH CARSON STREET BETWEEN CLEARVIEW DRIVE AND THE INTERSTATE 580 FREEWAY.

(6:55:54) – Chairperson Bonkowski disclosed a conflict of interest, noting that “Dutch Brothers is a tenant at another property that we own”, and explained that he would abstain from a vote and discussion. Vice Chair Kimbrough chaired the meeting for this item and introduced the item. Ms. Maloney presented the Staff Report and accompanying documents and responded to clarifying questions. Commissioner Bagwell expressed disappointment that the City had already negotiated the price with the developer and proposed a title change to the document to ensure that future businesses do not assume they would “get the same deal as Dutch Brothers”. Mr. Reese offered to change the title of the document to simply reflect “development agreement” and strike out South Carson Street traffic light. Commissioner Macquarie was in agreement with Commissioner Bagwell and was “okay” with the title change. Discussion ensued regarding the right-of-way and Ms. Maloney was not certain

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the November 13, 2019 Meeting

Page 5

one would be necessary for this project. There were no public comments and Vice Chair Kimbrough entertained a motion.

(7:09:31) – Commissioner Bagwell moved to approve “the agreement as changing the title to a development agreement and (2) that the City shall place the funds for the prorata share amount for the traffic control device as requested, and to authorize the City Engineer to execute the agreement.” The motion was seconded by Commissioner Macquarie. Motion carried 4-0-1 with Chairperson Bonkowski abstaining.

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

7-A TRANSPORTATION MANAGER’S REPORT

(7:11:07) – Ms. Maloney reminded the Commissioners of the two upcoming vacancies on RTC for 2020. She also announced that the Board of Supervisors had directed Staff to enact the five cent diesel tax by ordinance, and to bring it to a vote of the people at the second general election after the enactment of the ordinance. Member Macquarie noted that he had reapplied for his position; however, he would not be present for a Board of Supervisors interview in December. Member Stedfield explained that he had reapplied also.

7-B STREET OPERATIONS ACTIVITY REPORT

(7:13:17) – Ms. Maloney presented the Operations Activity Report which is incorporated into the record and responded to clarifying questions.

8. BOARD COMMENTS: For Information Only

(7:15:50) – Chairperson Bonkowski entertained comments from Commission members. Commissioner Bagwell noted that she had received requests for a left hand turn signal for at the Maverick service station on College Parkway. Vice Chair Kimbrough requested a more positive spin on the improvements brought by the diesel tax. Chairperson Bonkowski stated that the comments he had read on the diesel tax article were negative.

9. THE NEXT MEETING IS TENTATIVELY SCHEDULED FOR WEDNESDAY, DECEMBER 11, 2019, IMMEDIATELY FOLLOWING THE 4:30 P.M. CAMPO MEETING, IN THE SIERRA ROOM, CARSON CITY COMMUNITY CENTER, 851 EAST WILLIAM STREET.

(7:18:32) – Chairperson Bonkowski read the agenda item into the record.

10. PUBLIC COMMENT

(7:18:50) – No public was present to comment.

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the November 13, 2019 Meeting

Page 6

11. ADJOURNMENT: For Possible Action

(7:19:03) – Chairperson Bonkowski adjourned the meeting at 7:19 p.m.

The Minutes of the November 13, 2019 Carson City Regional Transportation Commission meeting are so approved this 11th day of December, 2019.