

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the March 11, 2020 Meeting

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A regular meeting of the Carson City Regional Transportation Commission (RTC) was scheduled to begin following adjournment of the Carson Area Metropolitan Planning Organization (CAMPO) meeting on Wednesday, March 11, 2020, 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
Todd Reese, Deputy District Attorney
Chris Martinovich, Transportation Engineer
Daniel Anderson, Transportation Planner/Analyst
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. All approved meeting minutes are available on carson.org/minutes.

1. CALL TO ORDER AND DETERMINATION OF A QUORUM

(4:46:06) – Chairperson Bonkowski called the meeting to order at 4:46 p.m. Roll was called, and a quorum was present.

2. AGENDA MANAGEMENT NOTICE

(4:46:35) – Ms. Maloney indicated that there were no modifications to the agenda. Chairperson Bonkowski considered the agenda adopted as published.

3. DISCLOSURES

(4:46:39) – Chairperson Bonkowski entertained Commissioner disclosures; however, none were forthcoming.

4. PUBLIC COMMENT

(4:46:56) – Chairperson Bonkowski entertained public comments; however, no members of the public were present to comment.

5. APPROVAL OF MINUTES

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5-A FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE APPROVAL OF THE FEBRUARY 12, 2019 DRAFT MINUTES.

(4:47:06) – Chairperson Bonkowski introduced the item and entertained comments, changes, corrections, or a motion. Commissioner Stedfield pointed out two typographical errors which have since been corrected.

(4:47:57) – Commissioner Bagwell moved to approve the minutes of the February 12, 2019 RTC meeting as corrected. The motion was seconded by Commissioner Macquairie and carried 5-0-0.

6. PUBLIC MEETING ITEMS

6-A FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION TO DETERMINE THAT CREATIVE BUS SALES, INC., IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER (CONTRACT FILE 19300102) PURSUANT TO NRS CHAPTER 332, TO SELECT CREATIVE BUS SALES AS THE RTC’S VENDOR FOR ADA-COMPLIANT MID-SIZE LOW FLOOR ROLLING STOCK (BUSES) FOR THE NEXT FIVE YEARS, AND TO AUTHORIZE PUBLIC WORKS TO PURCHASE TWO BUSES FROM CREATIVE BUS SALES, INC. FOR A TOTAL NOT TO EXCEED AMOUNT OF \$255,976 (\$127,988 PER BUS).

(4:48:14) – Chairperson Bonkowski introduced the item. Ms. Maloney gave background on previous bus purchases from Creative Bus Sales, Inc. and presented the Staff Report, incorporated into the record, recommending authorization to purchase two buses in this fiscal year. She also responded to clarifying questions by the Commissioners. Discussion ensued regarding electric buses and Ms. Maloney explained that Staff continue “to keep an eye on it”; however, Carson City did not have the charging infrastructure for electric buses that run all day. She added that some regional operators such as those in Tahoe possessed mobility hubs for quick charges. She also noted that “clean diesel” vehicles might be an interim option. No public was present to comment; therefore, Chairperson Bonkowski entertained a motion.

(4:56:22) – Vice Chair Kimbrough moved to select Creative Bus Sales, Inc. as the RTC’s vendor for JAC buses, and to authorize Public Works to purchase two buses for a total of \$255,976. The motion was seconded by Commissioner Bagwell and carried 5-0-0.

6-B FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION SEEKING APPROXIMATELY \$472,505 BY THE PUBLIC WORKS DEPARTMENT FOR ADA IMPROVEMENTS ALONG COLORADO STREET AND CALIFORNIA STREET.

(4:56:43) – Chairperson Bonkowski introduced the item. Ms. Maloney presented the Staff Report which is incorporated into the record and responded to clarifying questions by the Commissioners. She also explained to Chairperson Bonkowski that Staff will keep the project scalable based on the amount awarded. Ms. Maloney clarified for Vice Chair Kimbrough that the area along Colorado and California Streets was chosen due to drainage, sidewalk, curb, gutter, and safety issues. Commissioner Bagwell

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explained that the area qualified for ADA and low-to-moderate income CDBG requirements. Since no members of the public were available to comment, Chairperson Bonkowski entertained a motion.

(5:02:54) – Commissioner Bagwell moved to approve the submission of the grant application as presented. The motion was seconded by Commissioner Stedfield and carried 5-0-0.

6-C FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING A DETERMINATION THAT SIERRA NEVADA CONSTRUCTION, INC., IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO N.R.S. CHAPTER 338 AND TO AWARD CONTRACT NO. 19300091, FAIRVIEW DRIVE WATERLINE AND ROAD RECONSTRUCTION PROJECT, TO SIERRA NEVADA CONSTRUCTION, INC. FOR A TOTAL NOT TO EXCEED AMOUNT OF \$903,107.70 TO BE FUNDED WITH SURFACE TRANSPORTATION BLOCK GRANT (STBG) FUNDS WITH THE REQUIRED MATCH FROM THE REGIONAL TRANSPORTATION FUND, AND FROM THE WATER UTILITY CAPITAL PROJECTS ACCOUNT.

(5:03:19) – Chairperson Bonkowski introduced the item. Mr. Martinovich presented the Staff Report and accompanying agenda materials. There were no Commissioner or public comments. Chairperson Bonkowski entertained a motion.

(5:06:03) – Commissioner Bagwell moved to award Contract No. 19300091 as presented. Commissioner Macquairie seconded the motion. The motion carried 5-0-0.

7. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS - NON-ACTION ITEMS:

7-A TRANSPORTATION MANAGER’S REPORT

(5:06:31) – Ms. Maloney updated the Commission on the Carson Area Transportation System Management Plan led by the CAMPO Staff, noting that it had gone out for a Request for Qualifications (RFQs) on March 10, 2020 which would be open for proposals until April 13, 2020, at 2:00 p.m. She also explained that District 2 projects were moving forward and nearing the 100 percent design stage, and that they were on schedule. Ms. Maloney informed the Commission that they would have the opportunity to recommend approval of the Fiscal Year (FY) 2021 Carson City Transit, RTC Streets, Safe Route to Schools, and CAMPO funds at the April RTC meeting. She also stated that “the Kings Canyon 70 percent design plans have been provided to Staff from Central Federal Lands as requested by [Commissioner] Macquairie” and that Staff would agendaize the item for comments in the next meeting. Ms. Maloney noted that the speed limit policy developed by Staff will be discussed as an information item during the April meeting as well. There were no Commissioner questions.

7-B STREET OPERATIONS ACTIVITY REPORT

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(5:08:06) – Chairperson Bonkowski introduced the item and pointed out a redundant item on the report which had not been removed since the last meeting. Ms. Maloney reviewed the report which is incorporated into the record. There were no comments or questions from the Commissioners.

8. BOARD COMMENTS: FOR INFORMATION ONLY – STATUS REPORTS AND COMMENTS FROM THE MEMBERS OF THE RTC BOARD.

(7:09:28) – Chairperson Bonkowski entertained Board comments. Vice Chair Kimbrough stated that he was glad to “see the discussion on the roadways.” Chairperson Bonkowski added that “allowing private roads in subdivisions is not as easy as it sounds.” Ms. Maloney clarified for Commissioner Macquairie that the *Project Status Report* agenda item will be agendized every other month.

9. THE NEXT MEETING IS TENTATIVELY SCHEDULED – 4:30 P.M., WEDNESDAY, APRIL 8, 2020, AT THE SIERRA ROOM - COMMUNITY CENTER, 851 EAST WILLIAM STREET.

(5:11:06) – Chairperson Bonkowski read the agenda item into the record and clarified that the RTC meeting will immediately follow the Carson Area Metropolitan Planning Organization meeting which starts at 4:30 p.m.

10. PUBLIC COMMENT

(5:11:21) – Chairperson Bonkowski entertained public comments; however, none were forthcoming.

11. ADJOURNMENT: FOR POSSIBLE ACTION

(5:11:30) – Chairperson Bonkowski adjourned the meeting at 5:11 p.m.

The Minutes of the March 11, 2019 Carson City Regional Transportation Commission meeting are so approved this 8th day of April 2020.