

## **CARSON CITY REGIONAL TRANSPORTATION COMMISSION**

### **Minutes of the April 8, 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, April 8, 2020, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Brad Bonkowski  
Vice Chairperson Mark Kimbrough (via WebEx)  
Commissioner Lori Bagwell  
Commissioner Macquarie (via WebEx)  
Commissioner Greg Stedfield

**STAFF:** Lucia Maloney, Transportation Manager  
Dirk Goering, Sr. Transportation Planner  
Todd Reese, Deputy District Attorney (via WebEx)  
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](http://carson.org/minutes).

#### **1. CALL TO ORDER AND DETERMINATION OF A QUORUM**

(5:24:10) – Chairperson Bonkowski called the meeting to order at 5:24 p.m. Roll was called, and a quorum was present.

#### **2. AGENDA MANAGEMENT NOTICE**

(5:25:00) – Ms. Maloney indicated that there were no modifications to the agenda.

#### **3. DISCLOSURES**

(5:25:10) – Chairperson Bonkowski entertained Commissioner disclosures; however, none were forthcoming.

#### **4. PUBLIC COMMENT**

(5:25:22) – Chairperson Bonkowski entertained public comments; however, none were forthcoming.

#### **5. APPROVAL OF MINUTES**

#### **5-A FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE APPROVAL OF THE MARCH 11, 2020 DRAFT MINUTES.**

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(5:25:30) – Chairperson Bonkowski introduced the item and entertained comments, changes, corrections, or a motion.

**(5:25:42) – Commissioner Bagwell moved to approve the minutes of the March 11, 2020 RTC meeting as presented. The motion was seconded by Commissioner Stedfield and carried 5-0-0.**

### **6. PUBLIC MEETING ITEMS**

#### **6-A FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING THE CARSON CITY 2020 AMERICANS WITH DISABILITIES ACT (ADA) TRANSITION PLAN FOR PEDESTRIAN FACILITIES IN THE PUBLIC RIGHT-OF-WAY.**

(5:26:06) – Chairperson Bonkowski introduced the item. Ms. Maloney presented the Staff Report and referenced the 2020 Americans with Disabilities Act (ADA) Transition Plan, both of which are incorporated into the record. She also acknowledged Mr. Goering's efforts in compiling the plan, calling it "a labor of love," and responded to Commissioner questions. Commissioner Bagwell was informed that the plan would be used as a component to determine projects in performance districts, the Safe Routes to School program, and to apply for funding such as Community Block Development Grants (CDBG). Commissioner Bagwell also recommended considering Redevelopment funds relating to projects such as sidewalks and utility extensions. Ms. Maloney noted that the plan information is also used by the Community Development Division to have enhancements as parts of the Conditions of Approval when permits are obtained. There were no public comments. Chairperson Bonkowski entertained a motion.

**(5:34:15) – Commissioner Bagwell moved to approve the Carson City 2020 Americans with Disabilities Act (ADA) Transition Plan for Pedestrian Facilities in the public right-of-way as presented. The motion was seconded by Commissioner Stedfield and carried 5-0-0.**

#### **6-B FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING TWO TRANSPORTATION ALTERNATIVES PROGRAM (TAP) GRANT APPLICATIONS TO THE NEVADA DEPARTMENT OF TRANSPORTATION FOR DISCRETIONARY GRANT FUNDING FOR THE CARSON CITY MULTI-USE PATH REHABILITATION AND CONNECTION INFRASTRUCTURE PROJECT, FOR APPROXIMATELY \$1.64 MILLION, AND FOR THE WESTERN NEVADA SAFE ROUTES TO SCHOOLS NON-INFRASTRUCTURE PROJECT, FOR APPROXIMATELY \$885,925.**

(5:34:47) – 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 noted that the budget is still being finalized; therefore, some components discussed in the previous Carson Area Metropolitan Planning Organization meeting, such as the design component of the crossing at Evalyn and Roop Streets were not yet detailed. Ms. Maloney indicated that the Safe Routes to School grant application personnel and benefit costs were still being analyzed. She also responded to clarifying questions by the Commissioners. There were no public comments; therefore, Chairperson Bonkowski entertained a motion.

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**(5:38:56) – Commissioner Bagwell moved to approve the submission of a grant application for the Linear Ditch Multi-use Path Extension from Roop Street to South Carson Street and to provide rehabilitation to Carson City’s Multi-use Path Network as determined by Staff and a grant application for Western Nevada Safe Routes to School Program for Federal Fiscal Years (FFYs) 2021 and 2022 as determined by Staff. The motion was seconded by Commissioner Stedfield and carried 5-0-0.**

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

### **7-A TRANSPORTATION MANAGER’S REPORT**

**(5:39:49) – Ms. Maloney updated the Commission on the resiliency of her team during the Coronavirus “strange times” and praised their willingness to help. She singled out the Jump Around Carson (JAC) transit team’s efforts for providing service without any reduction of hours. Ms. Maloney also thanked the Engineering, Construction, Fleet Services, and the City leadership teams, including the Commissioners. Commissioner Bagwell noted that she had received calls regarding the JAC buses which had been operating with more than 9 riders. Ms. Maloney explained that many essential personnel depended on the buses as they did not have other methods of transportation, adding that fixed-route ridership had decreased, in addition to the lessened demand for paratransit rides. She also described the precautionary measures taken to reduce driver and passenger exposure. Ms. Maloney additionally announced that \$3.7 million had been apportioned to Carson City under the CARES Act for transit.**

### **7-B STREET OPERATIONS ACTIVITY REPORT**

**(5:41:58) – Ms. Maloney reviewed the highlights from the Street Operations Activity Report which is incorporated into the record. There were no Commissioner questions or comments.**

### **7-C PROJECT STATUS REPORT**

**(5:43:11) – Chairperson Bonkowski introduced the item and requested double-checking to ensure the appropriate contractors were associated with the projects. Mr. Goering offered to look into that. He also provided a status update on the projects, incorporated into the record. He also responded to clarifying questions by the Commissioners.**

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

**(5:52:20) – Chairperson Bonkowski entertained Board comments. Chairperson Kimbrough thanked Staff for “getting the job done,” noting that the construction industry had not stopped working and they had put themselves in danger. Member Macquarie echoed Chairperson Kimbrough’s comments and thanked the City for moving forward with the projects.**

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**9. THE NEXT MEETING IS TENTATIVELY SCHEDULED – 4:30 P.M., WEDNESDAY, May 13, 2020, AT THE SIERRA ROOM - COMMUNITY CENTER, 851 EAST WILLIAM STREET.**

(5:54:28) – 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**

(5:54:48) – Chairperson Bonkowski entertained public comments; however, none were forthcoming.

**11. ADJOURNMENT: FOR POSSIBLE ACTION**

(5:55:01) – Chairperson Bonkowski adjourned the meeting at 5:55 p.m.

The Minutes of the April 8, 2020 Carson City Regional Transportation Commission meeting are so approved this 13<sup>th</sup> day of May 2020.