

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the June 10, 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, June 10, 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 Chas Macquarie (via WebEx)
Commissioner Greg Stedfield

STAFF: Dan Stucky, Public Works Deputy Director
Lucia Maloney, Transportation Manager
Dirk Goering, Sr. Transportation Planner
Chris Martinovich, Transportation/Traffic Engineer
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. All approved meeting minutes are available on carson.org/minutes.

1. CALL TO ORDER AND DETERMINATION OF A QUORUM

(5:25:15) – Chairperson Bonkowski called the meeting to order at 5:25 p.m. and noted that in addition to the public comments scheduled for agenda items 4 and 10, members of the public will also have the opportunity to comment on agenda item 6-A. Chairperson Bonkowski read into the record a Notice to the Public relating to meeting procedures during the COVID-19 pandemic, incorporated into the agenda. Roll was called, and a quorum was present.

2. AGENDA MANAGEMENT NOTICE

(5:27:00) – Ms. Maloney and the Commissioners indicated that they had no modifications to the agenda. Chairperson Bonkowski considered the agenda adopted as published.

3. DISCLOSURES

(5:27:21) – Chairperson Bonkowski entertained Commissioner disclosures; however, none were forthcoming.

4. PUBLIC COMMENT

(5:27:35) – Chairperson Bonkowski entertained public comments; however, none were forthcoming.

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5. APPROVAL OF MINUTES

5-A FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE APPROVAL OF THE MAY 13, 2020 DRAFT MINUTES.

(5:28:06) – Chairperson Bonkowski introduced the item and entertained comments, changes, corrections, or a motion.

(5:28:19) – Vice Chair Kimbrough moved to approve the minutes of the May 13, 2020 RTC meeting. The motion was seconded by Commissioner Stedfield and carried 5-0-0.

6. PUBLIC MEETING ITEMS

6-A FOR INFORMATION ONLY - TO PROVIDE A STATUS UPDATE AND SOLICIT COMMENTS ON THE KINGS CANYON ROAD AND TRAILHEAD PROJECT. THIS IS A FEDERAL LANDS ACCESS PROGRAM (FLAP) GRANT PROJECT FOR TRAILHEAD, ROADWAY, AND STORM WATER IMPROVEMENTS BETWEEN THE KINGS CANYON TRAILHEAD AND JUST EAST OF THE CANYON DRIVE AND KINGS CANYON ROAD INTERSECTION.

(5:28:45) – Chairperson Bonkowski introduced the item. Mr. Goering reviewed the Staff Report which included the project background, grant and public input timelines. Both he and Mr. Martinovich provided a PowerPoint presentation, incorporated into the record, which included a project map, design elements, concerns, plans, and written public comments. They also responded to clarifying questions by the Commissioners.

(5:56:41) – Commissioner Macquarie believed that 30 parking spaces were not an increase; however, they were “better controlled and better managed.” He also was in favor of adding the restrooms but was concerned that additional mitigation was needed for erosion control. Commissioner Macquarie believed that the new trail beginning at the location of the restrooms and eventually realigning with the current Waterfall Trail showed a steep connection “and it’s in the wrong location...Federal Lands need to look at relocating that.” He was in support of the bicycle lane and the striping but not of the reduction of the pavement width.

(6:03:56) – Vice Chair Kimbrough expressed concern that the written public comments contained “a lot of misinformation.” He clarified that a half-mile trail would not be available as they would be longer, and that the restrooms would not smell. Vice Chair Kimbrough also provided a history of the trails and noted that he would provide information at the Open Space Advisory Committee.

(6:11:15) – Commissioner Bagwell explained that most of the public comments were about fire concerns and wished to see if those concerns could be alleviated. She also recommended looking into the safety recommendations such as a tow zone, if necessary.

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(6:13:25) – Chairperson Bonkowski also believed that looking into a water tank “makes sense” because there are other areas that have them to mitigate fires. He also recommended signage such as ones for tow zones and trailer parking and increased park ranger patrol.

(6:16:15) – Mr. Martinovich explained that plans were underway to post no-parking and tow zone signs in addition to fencing and other ways to prevent vehicles from parking in certain areas. He also noted that the Open Space Department was working with the Forest Service to determine slope treatments and erosion control methods. Mr. Martinovich explained that consideration was being given to having “a one-way loop” and the possibility of gating the parking lot. Mr. Goering stated that the requested fire tank was not currently budgeted; however, he stated that Staff will work with the Fire Department.

(6:19:32) – Open Space Trails Coordinator Gregg Berggren explained that the trail would be on Forest Service land and that they would enter into a Management Agreement with the Forest Service to ensure the City’s control in managing the parking lot. Mr. Goering believed that gating would improve the quality of life of the residents, because of the current nighttime activities. Vice Chair Kimbrough was opposed to towing vehicles based on past experience but was in favor of the signs. Chairperson Bonkowski entertained public comments.

(6:23:48) – Scott Kulla introduced himself as an area resident and noted the positive “brainstorming” that had taken place in the past several minutes and inquired about future public comment opportunities. Mr. Kulla had already submitted written public comment.

(6:27:59) – Juan Guzman introduced himself and provided information on trail connectivity. He recommended having enough parking spaces to support future trail connectivity plans. He was also in favor of creating separation between hikers, bicyclists, and equestrians by utilizing sidewalks and different surfaces. Mr. Guzman recommended widening the last mile of road because everyone is most tired on that stretch.

(6:34:10) – Vicki Preston introduced herself and noted that the 70 percent design shows more encroachment on her property than what was reflected on the 30 percent design. She also wished to see access to water in case of a fire and was in favor of speed mitigation. Ms. Preston praised the City employees she had worked with and was interested in having input as a resident of Kings Canyon.

(6:38:20) – Charles Clemmensen introduced himself and noted the narrow trail to the last part of the waterfall which he believed was a safety issue. He also believed that the water quality was compromised by the degraded soil getting into the creek and recommended cars and trailers “park on the side of the Forest Service Road.” Mr. Clemmensen cited statistics that indicated drivers on striped center lanes were less likely to give bicyclists as much passing space, increasing collisions.

(6:46:18) – Chairperson Bonkowski entertained additional public comments and when none were forthcoming, he suggested that each Board member provide direction to Staff.

(6:46:35) – Commissioner Macquarie recommended having a water tank for fire mitigation and looking into a one-way loop. He was in favor of the thirty parking spaces and considered the restrooms a key

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component of the project. Commissioners Stedfield and Macquarie also wished to meet with the residents to discuss design issues; however, Vice Chair Kimbrough reminded the Commission that they were at the 70 percent design stage and did not wish to see the project not completed. Commissioner Bagwell recommended focusing on some of the valid points, such as parking on the side of the road, to come to a consensus with residents and wished to see the water tank. Chairperson Bonkowski thanked the residents for their participation and invited them to participate in future public meetings such as the upcoming Parks and Recreation Commission meeting. He also believed that a consensus might be difficult; however, he believed that a plan may be implemented once the design is completed. Ms. Maloney indicated that “now is the perfect time for public comment” and clarified that a public hearing had occurred at the 30 percent design phase. She encouraged residents to stay in touch with Staff and received confirmation from the Commission to keep the roadway width at 28 feet. No action was required for this item.

6-B FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING COOPERATIVE AGREEMENT NO. PR232-20-063, BETWEEN THE CARSON CITY RTC AND THE NEVADA DEPARTMENT OF TRANSPORTATION (NDOT) FOR THE NORTHRIDGE DRIVE RECONSTRUCTION PROJECT FOR A TOTAL OF \$1,041,748.00, TO AUTHORIZE THE TRANSPORTATION MANAGER TO EXECUTE THE AGREEMENT, AND TO AUTHORIZE THE RTC CHAIR TO EXECUTE FUTURE AMENDMENTS TO THIS AGREEMENT REGARDING TIME EXTENSIONS OR A CHANGE IN THE VALUE OF FUNDING UP TO 10% OF THE INITIAL FUNDING AMOUNT.

(6:56:25) – Chairperson Bonkowski introduced the item. Mr. Martinovich reviewed the agenda materials which are incorporated into the record. Chairperson Bonkowski entertained comments and when none were forthcoming, a motion.

(6:57:55) – Vice Chair Kimbrough moved to authorize the Transportation Manager to execute the agreement as presented, and to authorize the RTC Chair to execute future amendments to the agreement regarding time extensions and changes in funding up to 10% of the initial funding amount. The motion was seconded by Commissioner Bagwell and carried 5-0-0.

6-C FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING THE INTERLOCAL COOPERATIVE AGREEMENT BETWEEN THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION, RTC, AND THE CARSON CITY BOARD OF SUPERVISORS.

(6:58:28) – Chairperson Bonkowski introduced the item and referenced the discussion and approval of this item (6-D) that had taken place in the Carson Area Metropolitan Planning Organization (CAMPO) as follows:

From the CAMPO June 10, 2020 meeting minutes:

(5:00:42) – Chairperson Kimbrough introduced the item. Ms. Maloney presented the Staff Report and attachments. She also noted a recommended change by a Board member which was to incorporate the

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“also other funds...” section of item 3 of the “Regional Transportation Commission Agrees” section (packet page 38) into item 2 of the “City Agrees” section (packet page 39) to clarify that “the City agrees to delegate that authority back to [the] RTC.” Discussion ensued and Member Bagwell recommended adding “stormwater” to the aforementioned section to read: “including but not limited to water, sewer, and stormwater funds...” Mr. Reese also clarified for Member Macquarie that pandemics would be covered in item 9 of the “All Parties Agree” section (packet page 41) as “an act of God.” Ms. Maloney recapped the above edits for the Board prior to a motion.

There were no additional comments for Ms. Maloney; therefore, Chairperson Bonkowski entertained a motion.

(6:59:27) – Commissioner Bagwell moved to approve the amendment as presented under the CAMPO motion which was to incorporate the Transportation Manager’s comments into a motion and for the District Attorney’s Office to conform the language. The motion was seconded by Commissioner Stedfield and carried 5-0-0.

6-D FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING A DETERMINATION THAT INTERMOUNTAIN SLURRY SEAL, INC., IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO NRS CHAPTER 338 AND TO AWARD CONTRACT NO. 19300180, 2020 LONG LINE PROGRAM, TO INTERMOUNTAIN SLURRY SEAL, INC., FOR A TOTAL NOT TO EXCEED AMOUNT OF \$211,411.20 TO BE FUNDED WITH STREET MAINTENANCE FUNDS.

(7:01:07) – Chairperson Bonkowski introduced the item. Mr. Martinovich presented the agenda materials, incorporated into the record, and recommended approval. Chairperson Bonkowski entertained comments and when none were forthcoming, a motion.

(7:02:16) – Commissioner Stedfield moved to award the contract as presented. The motion was seconded by Commissioner Bagwell and carried 5-0-0.

6-E FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING ACCEPTANCE OF AVAILABLE FISCAL YEAR (FY) 2020 GRANT FUNDING FROM THE NEVADA AGING AND DISABILITY SERVICES DIVISION (ADSD) IN THE AMOUNT OF \$16,350 FOR THE PERIOD JULY 1, 2019 TO JUNE 30, 2020, AND IN THE AMOUNT OF \$96,750 FOR THE PERIOD JULY 1, 2020 TO JUNE 30, 2021, AND TO AUTHORIZE THE PUBLIC WORKS DIRECTOR TO EXECUTE THE REQUIRED AWARD MATERIALS.

(7:02:35) – Chairperson Bonkowski introduced the item. Ms. Maloney presented the Staff Report and accompanying documentation. There were no Commissioner comments. Chairperson Bonkowski entertained a motion.

(7:06:34) – Commissioner Bagwell moved to accept the grant funding as presented, and to authorize the Public Works Director to execute the required award materials. The motion was

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seconded by Commissioner Stedfield. Supervisor Bonkowski reminded everyone to call (775) 841-RIDE for the senior bus passes. **Motion carried 5-0-0.**

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

7-A TRANSPORTATION MANAGER'S REPORT

(7:07:19) – Ms. Maloney reminded the Commission of the Board of Supervisors' action to approve the five cent per gallon diesel tax effective August 1, 2020 and to sunset at the end of 2022. She also indicated that Staff was working “to wrap up our various professional services contracts budgeted under fiscal year 2020.”

7-B STREET OPERATIONS ACTIVITY REPORT

(7:10:32) – Ms. Maloney reviewed the Street Operations Activity Report, incorporated into the record, and highlighted the shoulder work done as a result of a slowdown due to COVID-19.

7-C TRANSPORTATION PROJECTS STATUS REPORT

(7:11:33) – Mr. Martinovich presented the Transportation Projects Status Report, incorporated into the record, and responded to clarifying questions.

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

(7:17:03) – Chairperson Bonkowski entertained Board comments. Commissioners Macquarie and Stedfield thanked Staff for their efforts on the Kings Canyon project.

9. THE NEXT MEETING IS TENTATIVELY SCHEDULED – 4:30 P.M., WEDNESDAY, JULY 8, 2020, AT THE SIERRA ROOM - COMMUNITY CENTER, 851 EAST WILLIAM STREET, IMMEDIATELY AFTER THE MEETING OF THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION.

(7:18:03) – 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

(7:18:18) – Chairperson Bonkowski entertained public comments. Mr. Kulla thanked the Board for hearing his public comments earlier and noted that a petition with over 150 signatures is being circulated. He also recommended having 25 parking spaces and clarified that they are not “demanding consensus” but would like to air their issues and reach a compromise. Mr. Kulla specifically addressed having tow

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zones which he called a life or death matter, especially in case of a fire. Chairperson Bonkowski informed Mr. Kulla that the Commission had received copies of the previously mentioned petition.

(7:21:39) – Mr. Clemmensen thanked Staff for their cooperation, adding that he did not anticipate reaching full consensus. Chairperson Bonkowski reminded callers of the public comment process which allowed members of the public to voice their input; however, the Commission could not engage in a dialogue with members of the public.

11. ADJOURNMENT: FOR POSSIBLE ACTION

(7:23:37) – Chairperson Bonkowski adjourned the meeting at 7:23 p.m.

The Minutes of the June 10, 2020 Carson City Regional Transportation Commission meeting are so approved this 8th day of July, 2020.