

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the September 9, 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, September 9, 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
Commissioner Greg Stedfield

STAFF: Lucia Maloney, Transportation Manager
Todd Reese, Deputy District Attorney
Dirk Goering, Senior Transportation Planner
Kelly Norman, Transportation Planner/Analyst
Danielle Howard, Public Meetings Clerk
Minutes by: Tamar Warren, Senior Public Meetings 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

(5:03:34) – Chairperson Bonkowski called the meeting to order at 5:03 p.m. and read into the record the *Notice to the Public* incorporated into the agenda, outlining the temporary public comment guidelines established during the Governor's COVID-19 Emergency Directive, incorporated into the agenda. Roll was called, and a quorum was present.

2. AGENDA MANAGEMENT NOTICE

(5:04:54) – Ms. Maloney and the Commissioners indicated that they had no modifications to the agenda.

3. DISCLOSURES

(5:05:19) – Chairperson Bonkowski entertained Commissioner disclosures; however, none were forthcoming.

4. PUBLIC COMMENT

(5:05:32) – Chairperson Bonkowski entertained public comments; however, none were forthcoming.

5. APPROVAL OF MINUTES

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(5:05:39) – Chairperson Bonkowski introduced the items.

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

(5:05:51) – Commissioner Bagwell moved to approve the minutes of the August 5, 2020 meeting with a correction on item 1 (from p.m. to a.m.). The motion was seconded by Vice Chair Kimbrough and carried 5-0-0.

5-B FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE APPROVAL OF THE AUGUST 12, 2020 DRAFT MINUTES.

(5:06:27) – Commissioner Bagwell moved to approve the minutes of the August 12, 2020 meeting as presented. The motion was seconded by Vice Chair Kimbrough. Motion carried 5-0-0.

6. PUBLIC MEETING ITEMS

6-A FOR DISCUSSION ONLY – INFORMATIONAL PRESENTATION REGARDING FISCAL YEAR (FY) 2020 TRANSPORTATION ACTIVITIES.

(5:06:46) – Chairperson Bonkowski introduced the item. Ms. Maloney presented the Staff Report, incorporated into the record and responded to clarifying questions. Vice Chairperson Kimbrough expressed concern regarding funding issues and the resulting street repair rotation frequency. Chairperson Bonkowski cited examples of actions taken by the Board of Supervisors such as increasing the Waste Management Franchise Fee and the five-cent diesel tax to generate additional revenue; however, they would not result in resolving the greater issue of funding. Ms. Maloney explained that federal funds are ineligible for spending on local roads. This item was not agendized for action.

6-B FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING THE FINAL 2020 CARSON CITY SAFE ROUTES TO SCHOOL MASTER PLAN.

(5:23:33) – Chairperson Bonkowski introduced the item. Ms. Norman provided background and introduced Cole Peiffer, Senior Planner at Headway Transportation, LLC. Mr. Peiffer reviewed a PowerPoint presentation titled *Carson City Safe Routes to School Master Plan*, which accompanied the Staff Report, and responded to clarifying questions. Discussion ensued regarding sidewalks and Deputy Public Works Director Dan Stucky cited the Carson City Municipal Code (CCMC) which allows the City to request that tenant improvements bring up frontages, ramps, or sidewalks to Americans with Disabilities Act (ADA) standards. He also noted that CCMC required frontage, sidewalk, curb and gutter improvements in new developments, except in rural areas that do not have sidewalks or connectivity within the blocks. Vice Chair Kimbrough recommended working with Open Space for any overlap that can use Open Space tax dollars as a grant match. Chairperson Bonkowski recommended partnering with NDOT or the Redevelopment [Authority] for potential funding sources. He also requested that the report provide consistent nomenclature and the correction of several formatting and

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typographical errors. Chairperson Bonkowski entertained additional comments and when none were forthcoming, a motion.

(5:49:58) – Commissioner Macquarie moved to support the 2020 Carson City Safe Routes to School Master Plan as presented, with typographical corrections. The motion was seconded by Commissioner Bagwell and carried 5-0-0. Chairperson Bonkowski called the report “very comprehensive” and had “no issues with the content;” however he wished to see it “just cleaned up a little bit.”

6-C FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING DIRECTION TO PURSUE FIVE PROPOSED TRANSPORTATION INFRASTRUCTURE PROJECTS IN FISCAL YEAR (FY) 2021 FOR PERFORMANCE DISTRICT 3, AS FUNDING PERMITS.

(5:50:54) – Chairperson Bonkowski introduced the item. Mr. Goering provided background on the establishment of the City’s five performance districts in 2018, with a five-year rotation schedule. He also reviewed a PowerPoint presentation outlining the proposed projects for Performance District 3 and responded to clarifying questions. Commissioner Bagwell was informed that the reduction in projects were due to the decrease in fuel tax revenue; however, she recommended finding “ways to keep the districts even.” Chairperson Bonkowski entertained additional comments and when none were forthcoming, a motion.

(6:06:39) – Vice Chair Kimbrough moved to direct staff to pursue the District 3 projects as presented. Commissioner Bagwell seconded the motion which carried 5-0-0.

6-D FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION BY THE PUBLIC WORKS DEPARTMENT SEEKING \$131,637 FOR ADA IMPROVEMENTS ALONG COLORADO STREET, BETWEEN CALIFORNIA STREET AND SALIMAN ROAD.

(6:07:06) – Chairperson Bonkowski introduced the item. Mr. Goering gave background on the Community Development Block Grant (CDBG) in general and presented the grant request which included replacement of non-compliant curb ramps and sidewalks, and the construction of a new sidewalk, as outlined in the Staff Report. He also responded to clarifying questions. Commissioner Bagwell requested an evaluation of sidewalks in need of rehabilitation and Chairperson Bonkowski recommended requesting additional funds if Public Works had “shovel-ready” projects. Discussion ensued and Commissioner Bagwell suggested crafting a motion with a not-to-exceed amount to allow Staff to pursue a larger grant. Mr. Reese noted that the agenda had specified a \$131,637 amount; therefore, a motion to request a higher amount would not comply with the Open Meeting Law. Ms. Maloney offered to explore additional options. Chairperson Bonkowski entertained a motion.

(6:19:08) – Commissioner Bagwell moved to approve submission of the grant application as presented, and to direct Staff to explore options for bringing additional grant requests forward, in a timely manner. The motion was seconded by Vice Chair Kimbrough and carried 5-0-0.

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

7-A TRANSPORTATION MANAGER'S REPORT

(6:20:56) – Ms. Maloney informed the Commission that Staff recommended moving the November RTC meeting, originally scheduled for Veterans' Day [November 11, 2020], to Wednesday, November 18, 2020. She also offered to reach out to the Commissioners to ensure quorum will be present on that day.

(6:21:27) – Ms. Maloney updated the Commission on the Colorado Street project, noting that Staff planned to initiate a public outreach/neighborhood engagement study “to see what we can do with Colorado Street?” She also cited the possibility of looking into east-west connectivity, landscaping, slowing down speeding, and other options with the appropriate engagement of residents.

7-B STREET OPERATIONS ACTIVITY REPORT

(6:22:31) – Ms. Maloney reviewed the July Street Operations Activity Report, incorporated into the record.

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

(6:23:31) – Chairperson Bonkowski entertained comments from the Commissioners and requested an update on the South Carson Street project. Mr. Stucky explained that the roundabout was “already taking shape” and that a right turn was now possible to Stewart Street. He also noted that southbound traffic through the roundabout would be detoured, but expected it to be functional by mid-October, with a projected completion by Nevada Day. He also praised Ms. Maloney for leading the effort in a grant application for a gateway monument at the center of the roundabout. Ms. Maloney outlined the selection process of the roundabout art which included input from stakeholders such as an RTC representative and the Executive Director of the Carson City Culture and Tourism Authority (CTA).

9. THE NEXT MEETING IS TENTATIVELY SCHEDULED – 4:30 P.M., WEDNESDAY, OCTOBER 14, 2020, AT THE SIERRA ROOM - COMMUNITY CENTER, 851 EAST WILLIAM STREET, IMMEDIATELY AFTER THE MEETING OF THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION.

(6:29:38) – 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., noting that the meeting location will be changed to the Bob Boldrick Theater.

10. PUBLIC COMMENT

(6:30:21) – Chairperson Bonkowski entertained public comments; however, none were forthcoming.

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11. ADJOURNMENT: FOR POSSIBLE ACTION

(6:30:45) – Chairperson Bonkowski adjourned the meeting at 6:30 p.m.

The Minutes of the September 9, 2020 Carson City Regional Transportation Commission meeting are so approved this 18th day of November, 2020.