

## **CARSON CITY REGIONAL TRANSPORTATION COMMISSION**

### **Minutes of the January 13, 2021 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, January 13, 2021, in the Community Center Bob Boldrick Theater, 851 East William Street, Carson City, Nevada.

**PRESENT:** Commissioner Lori Bagwell  
Commissioner Chas Macquarie (via WebEx)  
Commissioner Lisa Schuette  
Commissioner Greg Stedfield  
Commissioner John Terry (via WebEx)

**STAFF:** Lucia Maloney, Transportation Manager  
Todd Reese, Deputy District Attorney  
Dirk Goering, Senior Transportation Planner  
Chris Martinovich, Transportation/Traffic Engineer  
Kelly Norman, Transportation Planner/Analyst (via WebEx)  
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](http://carson.org/minutes).

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

(5:54:15) – Commissioner Bagwell called the meeting to order at 5:54 p.m. Roll was called, and a quorum was present.

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

(5:54:40) – Ms. Maloney and the Commissioners indicated that they had no modifications to the agenda.

#### **3. DISCLOSURES**

(5:54:51) – Commissioner Bagwell introduced the item and noted that Commissioner Schuette would provide disclosures during the discussions of items 6-C and 6-D. She also noted that she would have a disclosure on item 6-C. No other disclosures were announced.

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

(5:55:06) – Commissioner Bagwell introduced the item. Maxine Nietz introduced herself as the Chairperson of Save Open Space Carson City and a civil engineer. Ms. Nietz addressed item 6-D, and recommended having a City Traffic Engineer partner with the traffic engineering firms hired by

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developers while studying traffic impacts for future developments. She believed that out-of-town firms do not understand the vehicle, pedestrian, and bicycle traffic patterns in Carson City.

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

#### **5-A FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE APPROVAL OF THE DECEMBER 9, 2020 DRAFT MINUTES.**

(5:57:28) – Chairperson Bagwell introduced the item.

**(5:57:35) – Commissioner Stedfield moved to approve the minutes of the December 9, 2020 meeting as presented. The motion was seconded by Commissioner Macquarie and carried 5-0-0.**

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

#### **6-A FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION TO NOMINATE AND ELECT A CHAIRPERSON AND VICE-CHAIRPERSON FOR THE CARSON CITY RTC.**

(5:58:00) – Commissioner Bagwell introduced the item. Ms. Maloney recommended two-year terms (for calendar years 2021 and 2022) for the Chair and Vice Chair positions to be elected during this agenda item. She also cited NRS 277A.180(3) which stated that the Chairperson must be one of the two members of the Carson City Board of Supervisors appointed to the RTC; however, any member of the RTC could serve as Vice Chair. Commissioner Bagwell entertained nominations.

**(5:58:49) – Commissioner Stedfield nominated Commissioner Bagwell to the position of RTC Chair and Commissioner Schuette to the position of RTC Vice Chair for two-year terms each. The nomination was seconded by Commissioner Macquarie and carried 5-0-0.**

#### **6-B FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING SUPPORT FOR THE PLANNED HISTORIC VIRGINIA & TRUCKEE TRAIL ROUTE THROUGHOUT CARSON CITY.**

(5:59:39) – Chairperson Bagwell introduced the item. Ms. Norman presented the Staff Report, incorporated into the record. She also introduced Donna Inversin of the Eagle Valley Trail Committee, who gave background, reviewed a map of the trail, incorporated into the record, and responded to clarifying questions. Ms. Norman thanked Ms. Inversin and highlighted the benefits of the trail not just for hikers and bicyclists, but for historians and enthusiasts of the Virginia and Truckee (V&T) route. She explained that Staff was working with Trails Coordinator Gregg Berggren on a proposal to have the trail signage funded by the Redevelopment Authority Citizens Committee. Ms. Maloney clarified for Commissioner Terry that “there is precedent with RTC approving or supporting route designations for bicycle and pedestrian routes in Carson City.” Commissioner Macquarie wished to ensure that the trail route can be “adjusted later on.” Chairperson Bagwell recommended amending the recommended motion to approve the designation of a planned historic V&T route. Ms. Inversin clarified for

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Commissioner Stedfield that they were planning a support organization to raise funds in support of items such as interpretive signs and historic markets.

(6:17:24) – Juan Guzman, also with the Eagle Valley Trail Committee, noted that they have created a coalition of partners, including the [Nevada State] Train Museum, that are interested in the historic aspect of the Trail. Vice Chair Schuette was in favor of the project to showcase “what Carson City has to offer” to bicycle tours. Chairperson Bagwell entertained a motion.

**(6:19:02) – Commissioner Schuette moved to support the Planned Historic Virginia & Truckee Trail route throughout Carson City. The motion was seconded by Commissioner Stedfield and carried 5-0-0.**

**6-C FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING A SURFACE TRANSPORTATION BLOCK GRANT (STBG) APPLICATION BY THE PUBLIC WORKS DEPARTMENT TO THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION (CAMPO) SEEKING \$1.2 MILLION FOR THE DISTRICT 3 E. 5TH STREET RECONSTRUCTION PROJECT FROM FAIRVIEW DRIVE TO MARSH ROAD.**

(6:20:20) – Chairperson Bagwell introduced the item and read into the record a prepared disclosure statement, advised of no disqualifying conflict of interest, and noted that she would participate in discussion and action. Vice Chair Schuette also read into the record a prepared disclosure statement, advised of no disqualifying conflict of interest, and stated that she would participate in discussion and action.

(6:22:28) – Mr. Martinovich presented the Staff Report and the accompanying map of the project area, both of which are incorporated into the record, and responded to clarifying questions. He also noted that the project would require a five percent local match (\$60,000). Ms. Maloney clarified that based on the earlier discussion in the CAMPO meeting, Staff had proposed requesting \$1.2 million, half of the funds available to CAMPO in the Call for Projects, in order to share the available funds with Douglas and Lyon Counties. She reminded the Commission that the 2019 Lyon County apportionment of the grant had been given to Carson City as Lyon County had been unable to use the funds at the time, adding that to date, CAMPO Staff had not been made aware of either county’s intent to request funds. Chairperson Bagwell was in favor of asking for the entire amount (\$2.4 million) as additions had been proposed to the project scope, and because no funds should be “left on the table.” Commissioner Macquarie also wished to request the full amount, noting that Staff should investigate extending the multiuse path from the south side of the Fifth Street roundabout to Carson River Road. There were no additional comments; therefore, Chairperson Bagwell entertained a motion.

**(6:29:30) – Commissioner Stedfield moved to approve the submission of the grant application, with the amendment to increase the requested amount from \$1.2 million to \$2.4 million. The motion was seconded by Vice Chair Schuette and carried 5-0-0.**

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#### **6-D FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING OPTIONS TO MODIFY TRAFFIC IMPACT STUDY REQUIREMENTS TO ADDRESS TRANSPORTATION RELATED IMPACTS ASSOCIATED WITH DEVELOPMENT.**

(6:30:04) – Chairperson Bagwell introduced the item and entertained disclosures. Vice Chair Schuette indicated that the disclosure statement she had read during the discussion of item 6-C also applied to this item. Mr. Martinovich noted that this item was agendized to discuss and receive input from the RTC on new or alternative traffic impact study processes to better address transportation related impacts resulting from development projects. He reviewed a presentation titled *Traffic Impact Study Considerations*, incorporated into the record, and responded to clarifying questions.

(7:30:35) – Ms. Maloney summarized the Commission’s discussion and next steps as follows:

- *Further discussion on the need for developer contribution, not necessarily more than what they contribute now, but an agreement on the need for clarity and consistency in the goals presented by Mr. Martinovich.*
- *Direction to continue looking into options four and five, but without ruling out the other options, should options four and five not deem feasible by the stakeholders.*
- *Continue to pursue the work program with the schedule outlined in the presentation, and build on it with discussion in upcoming meetings.*

(7:32:35) – Based on a suggestion from Commissioner Stedfield, the Commission instructed Staff not to pursue Option Three. Chairperson Bagwell entertained a motion.

(7:33:42) – **Commissioner Macquarie moved to direct staff to continue investigation of the traffic impact study options and to proceed with the proposed work plan as discussed on the record except Option Three. 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**

(7:34:46) – Ms. Maloney welcomed the new Commissioners and expressed appreciation for their patience and engagement as “this was a heavy agenda.” At Ms. Maloney’s request, Mr. Martinovich provided an update on the installation of snow occlusion devices on LED traffic signals, noting that 60 had been purchased, the installation of which will make the red traffic lights more visible at intersections. Chairperson Bagwell advised informing the public that the full light may not be visible during a snow/wind event. Ms. Maloney stated that the next meeting’s agenda will focus on capital project updates such as a corridor study on Colorado Street. She also believed that the 95 percent design for the Kings Canyon Project will be ready for discussion in February. Ms. Maloney invited the Board Members to bring the public’s feedback to Staff.

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**7-B STREET OPERATIONS ACTIVITY REPORT**

(7:39:03) – Ms. Maloney reviewed the Street Operations Activity Report as of November 2020, incorporated into the record.

**7-C TRANSPORTATION PROJECTS STATUS REPORT**

(7:40:02) – Mr. Martinovich reviewed the Carson City Regional Transportation Commission Capital 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.**

(7:46:34) – Chairperson Bagwell entertained comments from the Commissioners and welcomed the new members. Commissioner Schuette thanked Staff for their willingness to answer her questions prior to the meeting.

**9. THE NEXT MEETING IS TENTATIVELY SCHEDULED – 4:30 P.M., WEDNESDAY, FEBRUARY 10, 2021, AT THE ROBERT “BOB” CROWELL BOARD ROOM (PREVIOUSLY CALLED THE SIERRA ROOM) - COMMUNITY CENTER, 851 EAST WILLIAM STREET, IMMEDIATELY AFTER THE MEETING OF THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION.**

(7:47:26) – Chairperson Bagwell read the agenda item into the record.

**10. PUBLIC COMMENT**

(7:47:39) – Chairperson Bagwell entertained public comments; however, none were forthcoming.

**11. ADJOURNMENT: FOR POSSIBLE ACTION**

(7:47:53) – Chairperson Bagwell adjourned the meeting at 7:47 p.m.

The Minutes of the January 13, 2021 Carson City Regional Transportation Commission meeting are so approved this 10<sup>th</sup> day of February, 2021.