

# **CARSON CITY REGIONAL TRANSPORTATION COMMISSION**

## **Minutes of the January 12, 2022 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 (starting at 4:30 p.m.) on Wednesday, January 12, 2022, in the Community Center Robert “Bob” Crowell Boardroom, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Lori Bagwell  
Vice Chair Lisa Schuette  
Commissioner Robert “Jim” Dodson  
Commissioner Chas Macquarie (via telephone)  
Commissioner Gary Novak

**STAFF:** Dan Stucky, Deputy Public Works Director  
Chris Martinovich, Transportation Manager  
Adam Tully, Deputy District Attorney  
Kelly Norman, Transportation Planner/Analyst  
Marquis Williams, Transportation Planner/Analyst  
Rebecca Bustos, Grant Analyst  
Alex Cruz, Transit Coordinator  
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 – REGIONAL TRANSPORTATION COMMISSION (RTC)**

(5:03:38) – Chairperson Bagwell called the meeting to order at 5:03 p.m.

#### **2. ROLL CALL**

(5:03:45) – Roll was called, and a quorum was present.

#### **3. PUBLIC COMMENT**

(5:04:01) – Chairperson Bagwell entertained public comments; however, none were forthcoming

#### **4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – DECEMBER 8, 2021.**

(5:04:20) – Chairperson Bagwell introduced the item and entertained comments and/or corrections.

**(5:04:33) – Commissioner Dodson moved to approve the minutes of the December 8, 2021 RTC meeting as presented. The motion was seconded by Vice Chair Schuette and carried 4-0-1, with Commissioner Novak abstaining as he was not present at that meeting.**

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#### 5. PUBLIC MEETING ITEMS

##### **5-A FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING UPDATING THE CARSON CITY COMPLETE STREETS POLICY (“POLICY”).**

(5:05:06) – Chairperson Bagwell introduced the item and entertained disclosures. Vice Chair Schuette 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.

(5:06:16) – Mr. Martinovich provided background and explained the two components of the Carson City Complete Streets Policy. He referenced SB 285 and noted that the first component of the agenda item would provide the Commission an update on how the Bill would affect future projects. Mr. Martinovich also noted that the second component would be to receive a recommendation from the commission on updates to Carson City’s Complete Streets program.

(5:07:03) – Mr. Williams gave background on the Policy which had been adopted in 2014, and reviewed the proposed updates, which are incorporated into the record as late material.

(5:10:33) – Mr. Martinovich reviewed a PowerPoint presentation, incorporated into the record, which included the proposed Complete Streets amendment implementation strategies and exceptions. He also responded to clarifying questions. Chairperson Bagwell agreed with the general direction; however, she cautioned against displacing on-street parking for bicycle lanes when rehabilitating existing roads. Discussion ensued and Mr. Martinovich highlighted a modification to the earlier Policy to now read:

*Sec. 5. NRS 277A.285 is hereby amended to read as follows: 277A.285 1. A commission may adopt a policy for a Complete Streets Program and may plan and carry out projects as a part of a Complete Streets Program. To the extent practicable, the projects must integrate bicycle lanes and bicycle routes, facilities and signs into all plans, designs, construction and maintenance of roads.*

(5:32:24) – Mr. Martinovich clarified that this discussion was the first step to bringing future agenda items to the RTC regarding future Complete Streets implementations, adding that it was a kickoff to future discussions.

(5:34:14) – Commissioner Macquarie believed that the amended Policy provided flexibility for rehabilitated streets; however, he recommended added clarity relating to guidelines and requirements for new developments and was in favor of a design manual or a toolbox for developers to follow. Commissioner Schuette was also in favor of a design manual and suggested clarifying the reasons behind the Policy to builders and residents. She wished to be mindful of street parking, but also believed that “people would participate in the community more by welcoming a Complete Streets Policy.” Commissioner Novak recommended that City Staff coordinate with all governmental and tribal entities.

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He was also informed by Mr. Martinovich that if the bicycle lane is adjacent to the travel lane, then it would be swept as part of the curb and gutter cleaning. Several minor typographical changes were also highlighted by the Commissioners. Chairperson Bagwell entertained additional comments and noted that the record should reflect the Commission's desire to have a toolbox integrated into the Policy. She also entertained a motion.

**(5:45:37) – Commissioner Novak moved to approve the amendment to the Carson City Complete Streets Policy, as amended, [and direct staff to pursue other possible revisions and concepts to Carson City's Complete Streets program, as discussed on the record.] The motion was seconded by Commissioner Macquarie and carried 5-0-0.**

#### **6. NON-ACTION ITEMS:**

##### **6-A TRANSPORTATION MANAGER'S REPORT**

(5:47:25) – Mr. Martinovich praised the street maintenance crews for the snow and tree removal caused by the recent storms. He also encouraged visiting the [carsonproud.com](http://carsonproud.com) site to provide input as part of the public outreach for the East William Street Corridor project and to review the Colorado Street project which was nearing the 100 percent design phase. Mr. Martinovich clarified that the Kings Canyon project had been placed on hold due to weather issues, adding that the road was paved; however, some drainage issues still needed addressing. He also welcomed Commissioner Novak to the RTC.

##### **6-B STREET OPERATIONS ACTIVITY REPORT FOR NOVEMBER 2021**

(5:49:54) – Chair Bagwell referenced the Street Operations Activity Report for November 2021 and entertained questions; however, none were forthcoming.

##### **6-C OTHER COMMENTS AND REPORTS, WHICH COULD INCLUDE:**

- **FUTURE AGENDA ITEMS**
- **STATUS REVIEW OF ADDITIONAL PROJECTS**
- **INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**
- **CORRESPONDENCE TO THE RTC**
- **ADDITIONAL STATUS REPORTS AND COMMENTS FROM THE RTC**
- **ADDITIONAL STAFF COMMENTS AND STATUS REPORTS**

#### **7. PUBLIC COMMENT**

(5:50:40) – Chairperson Bagwell entertained final public comments. Dee Dee Foremaster, Executive Director of the Rural Center for Independent Living (RCIL) and Do Drop In, noted that those performing street improvements should follow the Americans with Disabilities Act (ADA) requirements. She also requested that when working on a sidewalk on one side of the road, the sidewalk on the other side should remain accessible. Ms. Foremaster recommended training the construction crews on ADA requirements prior to the start of the project.

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**8. FOR POSSIBLE ACTION: TO ADJOURN**

(5:54:36) – Chairperson Bagwell adjourned the meeting at 5:54 p.m.

The Minutes of the January 12, 2022 Carson City Regional Transportation Commission meeting are so approved this 9<sup>th</sup> day of February, 2022.