

## **CARSON CITY REGIONAL TRANSPORTATION COMMISSION**

### **Minutes of the February 9, 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, February 9, 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  
Commissioner Gregory Novak

**STAFF:** Dan Stucky, Deputy Public Works Director  
Chris Martinovich, Transportation Manager  
Adam Tully, Deputy District Attorney  
Kelly Norman, Transportation Planner/Analyst  
Bryan Byrne, Transportation/Traffic Engineer  
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)**

(5:19:00) – Chairperson Bagwell called the meeting to order at 5:19 p.m.

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

(5:19:02) – Roll was called, and a quorum was present.

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

(5:19:20) – Chairperson Bagwell entertained public comments; however, none were forthcoming

#### **4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – JANUARY 12, 2022**

(5:19:34) – Chairperson Bagwell introduced the item and noted that Member Novak had been present at the meeting. She entertained additional comments and/or corrections; however, none were forthcoming.

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**(5:19:58) – Commissioner Macquarie moved to approve the minutes of the January 12, 2022 RTC meeting as amended. The motion was seconded by Commissioner Dodson and carried 5-0-0.**

### **5. PUBLIC MEETING ITEMS**

**5-A FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING CARSON CITY’S ANNUAL SUBMISSION AND CERTIFICATION TO THE NEVADA DEPARTMENT OF TRANSPORTATION (“NDOT”) IDENTIFYING THE IMPROVED ROADS OR STREETS MAINTAINED BY THE CITY WITHIN A PUBLIC RIGHT-OF-WAY, AS REQUIRED BY NEVADA REVISED STATUTE (“NRS”) 365.550(8).**

(5:20:16) – Chairperson Bagwell introduced the item. Ms. Norman presented the Staff Report, incorporated into the record, and noted that per the Nevada Revised Statute (NRS), NDOT requests that each county, including Carson City, to annually certify and submit to NDOT a list of the improved roads or streets maintained by Carson City as well as the total mileage for those roads or streets. She explained that NDOT uses this submission to calculate annual Motor Fuel Tax revenue, adding that as of December 31, 2021, Carson City maintained 303.73 centerline miles of improved roads. Ms. Norman also responded to clarifying questions. Commissioner Novak inquired about whether Fifth Street near the Nevada State Prison and the wastewater treatment plant was a Carson City road, and Chairperson Bagwell requested that Ms. Norman email the response to the members and post it as late material in the agenda materials.

(5:22:58) – Commissioner Macquarie inquired about the inclusion of a portion of Goni Road. Mr. Martinovich clarified that Kings Canyon Road was maintained by the Parks Department; however, the particular portion of Goni Road was not Carson-City maintained. Chairperson Bagwell entertained a motion.

**(5:24:57) – Vice Chair Schuette moved to certify that Carson City maintains the improved roads or streets identified in the Carson City Road Inventory, as presented and with the potential inclusion of the Fifth Street segment discussed earlier on the record. The motion was seconded by Commissioner Novak and carried 5-0-0.**

**5-B FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING AMENDMENT NO. 3 (“AMENDMENT”) TO CONTRACT NO. 1516-018 (“CONTRACT”) BETWEEN THE CARSON CITY RTC AND ECOLANE USA, INC. (“ECOLANE”), TO EXTEND THE CONTRACT PERIOD THROUGH DECEMBER 17, 2022 AND INCREASE THE CONTRACT FUNDING BY A NOT TO EXCEED AMOUNT OF \$6,695 FOR TRANSIT SERVICE SOFTWARE AND SUPPORT FOR JUMP AROUND CARSON (“JAC”) TRANSIT SERVICE OPERATIONS AND TO AUTHORIZE THE TRANSPORTATION MANAGER TO SIGN THE PROPOSED AMENDMENT.**

(5:25:36) – Chairperson Bagwell introduced the item. Mr. Cruz presented the Staff Report, incorporated into the record. He also clarified that this project would now be funded at 80 percent (instead of 50 percent as noted in the Staff Report) federal share with existing Federal Transit Administration grants,

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adding that the 20 percent required local match of \$1,339 (instead of the 50 percent required local match of \$3,347.50) was available within the Transit fund. Chairperson Bagwell entertained questions or comments and when none were forthcoming, a motion.

**(5:27:03) – Commissioner Macquarie moved to approve Amendment No. 3 as presented, and to authorize the Transportation Manager to execute the Amendment [with the 20 percent local match]. The motion was seconded by Member Dodson and carried 5-0-0.**

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

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

(5:27:21) – Mr. Martinovich welcomed newly-hired Transportation/Traffic Engineer Bryan Byrne.

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

(5:27:50) – Mr. Martinovich referenced the Street Operations Activity Report for December 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**

None.

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

(5:28:32) – Chairperson Bagwell entertained final public comments.

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

(5:28:51) – Chairperson Bagwell thanked the Commissioners for reading the packets and being prepared for the meeting. She adjourned the meeting at 5:28 p.m.

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