

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the November 9, 2022 Meeting

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A regular meeting of the Carson City Regional Transportation Commission (RTC) was scheduled to begin following the adjournment of the Carson Area Metropolitan Planning Organization (CAMPO) meeting (starting at 4:30 p.m.) on Wednesday, November 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: Darren Schulz, Public Works Director
Dan Stucky, Deputy Public Works Director
Chris Martinovich, Transportation Manager
Adam Tully, Deputy District Attorney
Bryan Byrne, Traffic Engineer
Kelly Norman, Transportation Planner/Analyst
Rebecca Bustos, Grant Analyst
Alex Cruz, Transit Coordinator
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 – REGIONAL TRANSPORTATION COMMISSION (RTC)

(5:28:30) – Chairperson Bagwell called the meeting to order at 5:28 p.m.

2. ROLL CALL

(5:28:37) – Roll was called, and a quorum was present.

3. PUBLIC COMMENT

(5:28:50) – Chairperson Bagwell entertained public comments; however, none were forthcoming.

4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – OCTOBER 12, 2022

(5:29:00) – Chairperson Bagwell introduced the item and entertained corrections or a motion.

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(5:29:10) – Commissioner Macquarie moved to approve the minutes of the October 12, 2022 RTC meeting as presented. The motion was seconded by Commissioner Dodson and carried 5-0-0.

5. PUBLIC MEETING ITEMS

5-A FOR DISCUSSION ONLY – DISCUSSION AND PRESENTATION REGARDING POTENTIAL MECHANISMS TO INCREASE FUNDING FOR THE CONSTRUCTION AND MAINTENANCE OF CARSON CITY’S ROADS AND ROADS-RELATED TRANSPORTATION INFRASTRUCTURE.

(5:29:30) – Chairperson Bagwell introduced the item. Mr. Martinovich provided background, incorporated into the Staff Report, and invited Catherine Hansford, Hansford Economic Consulting, to review a presentation titled Local Roads Funding Options, also incorporated into the record. She responded to clarifying questions as well. Chairperson Bagwell clarified that occasionally roads are rehabilitated through General Fund transfers, but they have been “one-off projects.” Commissioner Macquarie was in favor of “some combination of taxes,” including the extension of the V&T Infrastructure Sales Tax. Commissioner Dodson inquired why snow removal and street lighting were specifically called out as maintenance activities in the General Improvement District (GID) column and was informed that the related legislation was “pretty specific.” Ms. Hansford recommended collecting the funds via utility bills. Mr. Stucky described the Neighborhood Improvement District creation process and Commissioner Novak recommended utilizing existing boards to make the decisions instead of creating their own boards. Chairperson Bagwell recommended a City-wide GID, should a need arise, and not individual GID boards. She also noted that utility bills were not a “favored” method of collecting additional funds and believed that Special Improvement Districts (SIDs) may create disparity in the community as some areas would be unable to afford a SID. Chairperson Bagwell was amenable to the sales tax option because visitors would also participate in payment for roads they use to visit and shop in Carson City. She believed that the sales tax should “go before the voters,” similar to the five-cent diesel tax which was voted on earlier that month, adding that she considered transparency of spending very important. She believed that the public must be informed of the prioritizations by the City and be transparent when spending. Commissioner Novak believed that federal safety dollars may be spent on local road safety. Chairperson Bagwell thanked Ms. Hansford for her work and entertained public comments; however, none were forthcoming. This item was not agendaized for action.

5-B FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING A DETERMINATION THAT HERBACK GENERAL ENGINEERING, LLC (“HERBACK”) IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO NEVADA REVISED STATUTES (“NRS”) CHAPTER 338 FOR THE COLORADO STREET CORRIDOR PROJECT (“PROJECT”) TO MAKE IMPROVEMENTS TO COLORADO STREET BETWEEN S. CARSON STREET AND SALIMAN ROAD AND TO AWARD CONTRACT NO. 21300216 FOR THE PROJECT TO HERBACK FOR A TOTAL NOT TO EXCEED AMOUNT OF \$4,054,674.42.

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(6:45:44) – Chairperson Bagwell introduced the item. The Board was informed that the second round of bids had produced a lower bid. Chairperson Bagwell entertained public comments and when none were forthcoming, a motion.

(6:47:34) – Commissioner Novak moved to award the contract as presented. The motion was seconded by Commissioner Dodson and carried 5-0-0.

6. NON-ACTION ITEMS:

6-A TRANSPORTATION MANAGER’S REPORT

Please see item 6-C (Future Agenda Items).

6-B STREET OPERATIONS ACTIVITY REPORT FOR SEPTEMBER 2022

(6:48:58) – Chairperson Bagwell entertained questions regarding the September 2022 Street Operations Report, incorporated into the record; however, none were forthcoming.

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

- **FUTURE AGENDA ITEMS**

(6:48:01) – Mr. Martinovich explained that the NDOT Local Public Agency (LPA) agreements for “the East Williams Street undergrounding project,” the “vulnerable user pedestrian safety project,” and information regarding access management will be agendaized for the December RTC meeting.

- **STATUS REVIEW OF ADDITIONAL PROJECTS**

(6:49:06) – Mr. Byrne referenced the Bi-Monthly Capital Project Status Report, incorporated into the record, and responded to clarifying questions.

- **INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**
- **CORRESPONDENCE TO THE RTC**
- **ADDITIONAL STATUS REPORTS AND COMMENTS FROM THE RTC**

(6:55:50) – Commissioner Macquarie noted that he had enjoyed his five-year tenure on the RTC and praised Staff for their dedication and for doing “an excellent job.” He also commended the Commissioners for their “knowledge and engagement.” Chairperson Bagwell thanked Commissioner Macquarie for his service, calling him a “great asset” to the Commission.

- **ADDITIONAL STAFF COMMENTS AND STATUS REPORTS**

7. PUBLIC COMMENT

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(6:57:05) – Chairperson Bagwell entertained final public comments; however, none were forthcoming.

8. FOR POSSIBLE ACTION: TO ADJOURN

(6:57:13) – Chairperson Bagwell adjourned the meeting at 6:57 p.m.

The Minutes of the November 9, 2022 Carson City Regional Transportation Commission meeting are so approved on this 14th day of December 2022.