

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the December 14, 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, December 14, 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 Lucia Maloney
Commissioner Gregory Novak

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

(4:54:44) – Chairperson Bagwell called the meeting to order at 4:54 p.m.

2. ROLL CALL

(4:54:50) – Roll was called, and a quorum was present.

3. PUBLIC COMMENT

(4:55:18) – Chairperson Bagwell entertained public comments. Deni French requested a comprehensive list of every meeting in the City, noting that he had received help from the Library in finding the meetings. He explained that the joint Parks and Recreation Commission and the Open Space Advisory Retreat/Workshop had not been made easily available to him. Additionally, he noted that had missed a Carson City Sheriff’s Office meeting.

4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – NOVEMBER 9, 2022

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(4:57:31) – Chairperson Bagwell introduced the item and entertained corrections or a motion.

(4:57:47) – Commissioner Novak moved to approve the minutes of the November 9, 2022 RTC meeting as presented. The motion was seconded by Vice Chair Schuette and carried 4-0-1 with Commissioner Maloney abstaining as she was not present at the meeting.

5. PUBLIC MEETING ITEMS

5-A FOR DISCUSSION ONLY – DISCUSSION AND PRESENTATION REGARDING DEVELOPMENT OF A CARSON CITY ACCESS MANAGEMENT PLAN (“PLAN”).

(4:58:18) – Chairperson Bagwell introduced the item. Mr. Byrne defined “access management” as the planning, implementation, and administration of driveways, entrances, and exits between public roads and adjacent properties. He also noted that “property owners in all communities and on all types of roads can benefit from access management as a way to promote safe and efficient use of the transportation network.” Mr. Byrne reviewed a PowerPoint presentation, incorporated into the record, which included the current Carson City Municipal Code (CCMC) requirements, and access management by the Nevada Department of Transportation and Washoe County, noting that the next step would be a draft presented in Spring 2023 based on the discussion and direction from the Commission in this meeting. He also responded to clarifying questions.

(5:04:17) – Commissioner Novak was informed that Staff were looking for direction which would include possible amendments to the CCMC, should the Commission recommend that. Mr. Byrne also informed Vice Chair Schuette that Staff would rely on other agencies’ information for guidance; however, could not enforce anything not currently in the CCMC. Commissioner Dodson recommended having approval and appeal policies as well. He also suggested looking into access to minor streets as well. Commissioner Novak believed that some access rights may need to be purchased “at some point.” Chairperson Bagwell recommended clearly defining whether the CCMC changes would apply to new projects only or would it apply to existing uses which will then become non-conforming. Commissioner Maloney suggested keeping multimodal transportation in mind when planning for access management. She also advised seeking input from Community Development and the Street Operations team, especially when discussing snowplowing and street sweeping. Discussion ensued on whether guidelines were preferable to CCMC amendment for a few years and codifying “what worked.” There were no public comments. This item was not agendized for action.

5-B FOR DISCUSSION ONLY – DISCUSSION AND PRESENTATION REGARDING THE CARSON CITY TRANSPORTATION RIGHT-OF-WAY MAPPING PROJECT (“PROJECT”).

(5:17:33) – Chairperson Bagwell introduced the item. Mr. Martinovich gave background and reviewed a presentation on the City’s Right-of-Way Mapping Project, incorporated into the record, and responded to clarifying questions. He cited efficiency as one of the key goals and noted that the project would

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follow the City's Graphic Information System (GIS) mapping system and would be compatible with the City's other assets. Chairperson Bagwell thanked Staff and believed that the project would "pay off in the long run" and provide timely information. There were no public comments. This item was not agendized for action.

6. NON-ACTION ITEMS:

6-A TRANSPORTATION MANAGER'S REPORT

(5:30:11) – Mr. Martinovich announced that the Jump Around Carson (JAC) fare collection would return on January 3, 2023, adding that outreach in the form of a press release and signage on the buses was underway. Chairperson Bagwell received confirmation that the public would have more than 30 days' notice regarding the fares. Mr. Martinovich announced that a press release had been issued to announce Carson City being awarded the bronze level for a bicycle-friendly community. He also stated that the William Street design was "progressing...nearing the 60 percent design" stage and noted that a presentation to the Commission was being planned.

6-B STREET OPERATIONS ACTIVITY REPORT FOR OCTOBER 2022

(5:33:01) – Chairperson Bagwell entertained questions regarding the October 2022 Street Operations Report, incorporated into the record; however, none were forthcoming. Chair Bagwell thanked Public Works for clearing out the storm damage in the streets.

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

(5:34:08) – Chairperson Bagwell entertained final public comments. Mr. French believed that the Americans With Disabilities (ADA) ramps were "the biggest hazards during storms" because the water would create a pond in front of the ramps. He also stated that the snowplows often blocked the entrance to the ramps as well. Chairperson Bagwell ensured Mr. French that the City followed national standards for ADA compliance. She also noted that Public Works had cleared many of the ADA-accessible areas.

8. FOR POSSIBLE ACTION: TO ADJOURN

(5:36:21) – Chairperson Bagwell adjourned the meeting at 5:36 p.m.

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The Minutes of the December 14, 2022 Carson City Regional Transportation Commission meeting are so approved on this 11th day of January 2023.