

# **CARSON CITY REGIONAL TRANSPORTATION COMMISSION**

## **Minutes of the May 10, 2023 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, May 10, 2023, in the Community Center Robert “Bob” Crowell Boardroom, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Lori Bagwell  
Vice Chair Lisa Schuette (via WebEx)  
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, Transportation Engineer  
Kelly Norman, Transportation Planner/Analyst  
Rebecca Bustos, Grant Analyst  
Scott Bohemier, Safe Routes to School 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 at <https://www.carson.org/minutes>.

#### **1. CALL TO ORDER – REGIONAL TRANSPORTATION COMMISSION (RTC)**

(5:00:21) – Chairperson Bagwell called the meeting to order at 5:00 p.m.

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

(5:00:26) – Roll was called, and a quorum was present.

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

(5:00:45) – Chairperson Bagwell entertained public comments; however, none were forthcoming.

#### **4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – April 12, 2023**

(5:00:53) – Chairperson Bagwell introduced the item and entertained corrections or a motion.

**(5:01:04) – Commissioner Dodson moved to approve the minutes of the April 12, 2023 RTC meeting as presented. The motion was seconded by Commissioner Novak and carried 5-0-0.**

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#### **5. PUBLIC MEETING ITEM(S):**

##### **5-A FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED PAVEMENT MANAGEMENT PLAN (“PLAN”) FOR FISCAL YEARS (“FY”) 2024 THROUGH 2028.**

(5:01:34) – Chairperson Bagwell introduced the item. Mr. Byrne gave background, presented the Carson City Pavement Management Plan for Fiscal Years 2024-2028, incorporated into the record, and responded to clarifying questions. Commissioner Maloney called the Plan “well done” and Mr. Byrne thanked Staff for their support during the document’s creation. Commissioner Novak called it an “excellent program” and Chairperson Bagwell thanked Staff for taking the previous Commission’s vision and turning it into a project. There were no public comments; therefore, Chair Bagwell entertained a motion.

**(5:05:40) – Commissioner Maloney moved to approve the Pavement Management Plan, as presented. The motion was seconded by Commissioner Dodson and carried 5-0-0.**

##### **5-B FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING THE 60% DESIGN PLANS AND UPDATED COST ESTIMATES FOR THE EAST 5TH STREET RECONSTRUCTION PROJECT (“PROJECT”) AND DIFFERENT OPTIONS FOR PROJECT FUNDING AND IMPLEMENTATION.**

(5:06:05) – Chairperson Bagwell introduced the item. Mr. Byrne gave background, reviewed the 60 percent design plans and the updated cost estimates for the District 3 - East 5<sup>th</sup> Street Reconstruction Project, incorporated into the record, and responded to clarifying questions. He presented two options, also incorporated into the record, and expected the design to be completed by the end of the summer, as he reviewed the project timeline and budget. Commissioner Novak called the design “excellent;” however, he recommended finding additional funding sources for the project. Chairperson Bagwell gave background, noting that “a lot of public outreach” had been done at the original design stage of the school, noting that the residents were promised to be “protected,” citing the example that at times, it would be difficult to drive emergency vehicles there. Mr. Byrne confirmed that design changes would require additional costs. Discussion ensued regarding available funding from the Carson Area Metropolitan Planning Organization (CAMPO) and other Performance District and V&T Funding. Chair Bagwell was not in favor of utilizing District 1 funding for this project. She mentioned the availability of \$400,000 in Undesignated American Rescue Plan Act (ARPA) funds that could be requested from the Board of Supervisors and could fund Option 1. She was not in favor of Option 2, noting she did not wish to see “piecemealing the project.”

(5:22:00) – Vice Chair Schuette expressed concern regarding the cost and was informed that the westbound right-hand-side turn lane was part of both options; however, the alignment would be an issue “because of the vertical change.” Mr. Martinovich highlighted the opportunity for RURAL and federal lands competitive grants, adding that a small surplus could also be available after closing some projects. Chairperson Bagwell noted that 5<sup>th</sup> Street would experience more

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stress with the completion of the upcoming developments. Commissioner Dodson was not in favor of Option 2 as well. Discussion ensued regarding the predictability of grant funding; however, Commissioner Dodson believed the project would be competitive. The option of temporary fungibility of funds among districts was discussed. Commissioner Maloney inquired about State Lands acquisition and Mr. Byrne believed that might be a significant reduction in cost because of flatter topography. Mr. Martinovich clarified that “there was some hesitancy from the State to relinquish significant portions of that parcel.” She was also not in favor of a “phased approach” because of concerns about the public’s perception of spending money on roads that still don’t operate well on opening day. She indicated it might be beneficial to hold the project to “really do it right” using other money. Discussion ensued regarding a metered approach to the roundabout in order to mitigate the southbound traffic which could provide a temporary workaround to constructing a right-hand-side turn and Mr. Martinovich cautioned that this new concept could initially cause driver confusion. Commissioner Novak encouraged seeking grant opportunities; however, he was not certain this was the best priority project. He was informed that the noise study had been completed and did not show an impact. The Commissioners agreed not to pursue Option 2 as presented with the right turn lane; however, they agreed to direct Staff to pursue variations of Option 1, including continuing discussion with State Lands, seeking federal grant opportunities, and other design modifications. Ms. Maloney inquired whether the East 5th Street component of the project could continue to construction without the roundabout. Discussion ensued. Mr. Martinovich noted that with pending coordination with NDOT, they could build that portion of 5th Street, without any improvements to the roundabout. There were no public comments. No action was taken on this item.

**5-C FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING AMENDMENT 1 (“AMENDMENT”) TO COOPERATIVE AGREEMENT PR279-19-063 (“AGREEMENT”) WITH THE NEVADA DEPARTMENT OF TRANSPORTATION (“NDOT”) FOR THE EDMONDS MULTI-USE PATH PROJECT (“PROJECT”) BY INCREASING THE TOTAL AGREEMENT AMOUNT FROM \$1,618,000 TO \$2,153,256, RESULTING IN THE 5% LOCAL MATCH OBLIGATION INCREASING BY \$26,763, FROM \$80,900 TO \$107,663.**

(5:54:02) – Chairperson Bagwell introduced the item. Mr. Byrne responded to clarifying questions and there were no public comments. Chair Bagwell entertained a motion.

**(5:56:55) – Vice Chair Schuette moved to approve the Amendment as presented. The motion was seconded by Commissioner Novak and carried 5-0-0.**

**5-D FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING A DETERMINATION THAT MKD CONSTRUCTION, INC. (“MKD”) IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO NEVADA REVISED STATUTES (“NRS”) CHAPTER 338 FOR THE EDMONDS SPORTS COMPLEX MULTI-USE PATH PROJECT (“PROJECT”) AND TO AWARD CONTRACT NO. 23300289 (“CONTRACT”) FOR THE PROJECT TO MKD FOR A TOTAL NOT TO EXCEED AMOUNT OF \$1,897,254.**

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(5:57:11) – Chairperson Bagwell introduced the item and entertained Commissioner and/or public comments and when none were forthcoming a motion. Mr. Martinovich thanked MKD Construction for working with Staff through the agreement process.

**(5:58:40) – Member Dodson moved to award the Contract as presented and authorize the Public Works Director to approve expenditure of the 10% contingency if necessary. The motion was seconded by Commissioner Novak and carried 5-0-0.**

**5-E FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING THE SUBMISSION OF A FEDERAL FISCAL YEAR (“FFY”) 2023 SAFE STREETS AND ROADS FOR ALL (“SS4A”) GRANT APPLICATION TO THE UNITED STATES DEPARTMENT OF TRANSPORTATION (“USDOT”) TO UPDATE THE CARSON CITY SAFE ROUTES TO SCHOOL MASTER PLAN (“PROJECT”) FOR \$125,000, WITH \$100,000 COMING FROM THE SS4A PROGRAM AND THE REMAINING \$25,000 COMING FROM A 20% LOCAL MATCH.**

(5:59:09) – 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. Mr. Martinovich gave background and presented the Staff Report, which is incorporated into the record. He also responded to clarifying questions and informed Commissioner Maloney that the updates would ensure the City is compliant with the infrastructure portion of the grant and it opens up the possibility of obtaining Highway Safety Improvement Plan funds. Mr. Martinovich explained to Commissioner Novak that the grant application would complement the Local Roads Safety Plan, which is being coordinated with NDOT. There were no public comments; therefore, Chairperson Bagwell entertained a motion.

**(6:08:23) – Commissioner Novak moved to approve the submission of the grant application as presented. The motion was seconded by Vice Chair Schuette and carried 5-0-0.**

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

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

(6:08:50) – Mr. Martinovich announced the hiring of Construction Manager Mark Temen. He also invited everyone to attend the upcoming Public Works Open House on May 20, 2023, at the Corporate Yard. Mr. Martinovich announced the Bike to School or Work Week during the week of May 22, 2023 and noted that they were working on an electric vehicle charging policy to be presented to the Board of Supervisors.

### **6-B STREET OPERATIONS REPORT**

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(6:11:37) – Mr. Martinovich reviewed the Street Operations Report, which is incorporated into the record.

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

- **FUTURE AGENDA ITEMS**

(6:10:43) – Mr. Martinovich indicated that District 1 projects and a preliminary discussion on District 3 project would be agendized for the June meeting, in addition to several contracts.

- **STATUS REVIEW OF ADDITIONAL PROJECTS**

(6:12:34) – Mr. Byrne reviewed the Capital Projects list, which is incorporated into the record, and responded to clarifying questions.

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

(6:17:45) – Commissioner Maloney requested agendizing information on the testing of the metered approach to the roundabouts (discussed earlier during item 5-B) and wished to see information on project accounting upon completion.

- **ADDITIONAL STAFF COMMENTS AND STATUS REPORTS**

**7. PUBLIC COMMENT**

(6:19:50) – Chairperson Bagwell entertained final public comments; however, none were forthcoming.

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

(6:20:01) – Chairperson Bagwell adjourned the meeting at 6:20 p.m.

The Minutes of the May 20, 2023 Carson City Regional Transportation Commission meeting are so approved on this 14<sup>th</sup> day of June, 2023.