

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the July 12, 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, July 12, 2023, 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: Darren Schulz, Public Works Director
Chris Martinovich, Transportation Manager
Adam Tully, Deputy District Attorney
Kelly Norman, Senior Transportation Planner
Bryan Byrne, Transportation Engineer
Rebecca Bustos, Grant Analyst
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)

(6:02:01) – Chairperson Bagwell called the meeting to order at 6:02 p.m.

2. ROLL CALL

(6:02:08) – Roll was called, and a quorum was present.

3. PUBLIC COMMENT

(6:02:41) – Chairperson Bagwell entertained public comments; however, none were forthcoming.

4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – JUNE 14, 2023

(6:02:48) – Chairperson Bagwell introduced the item and entertained corrections or a motion.

(6:02:54) – Vice Chair Schuette moved to approve the minutes of the June 14, 2023 RTC meeting as presented. The motion was seconded by Commissioner Novak and carried 5-0-0.

5. PUBLIC MEETING ITEM(S):

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5-A FOR DISCUSSION ONLY – DISCUSSION AND PRESENTATION REGARDING THE CARSON CITY TRANSIT CENTER FEASIBILITY STUDY (“STUDY”), INCLUDING THE IDENTIFICATION OF A RECOMMENDED LOCATION AND POTENTIAL IMPROVEMENTS FOR THE JUMP AROUND CARSON TRANSIT CENTER PROJECT (“PROJECT”) TO SERVE JUMP AROUND CARSON’S (“JAC”) BUS SYSTEM.

(6:03:14) – Chairperson Bagwell introduced the item. Mr. Martinovich presented the Staff Report, incorporated into the record which included background information. He also reviewed the Carson City Jump Around Carson (JAC) Transit Center Study, prepared by LSC Transportation Consultants, which is incorporated into the record. Mr. Martinovich discussed the existing site’s strengths, weaknesses, and costs of the enhancements to meet the City’s short-term goals while utilizing grants and other funds. He explained that riders connected with other regional services via the existing hub, noting that it currently lacked many amenities. Mr. Martinovich referenced the five potential sites, incorporated into the report, and responded to clarifying questions. He indicated that while there is potential change in this area of downtown and coordination required with adjacent property owners, this site on Plaza is the long-term recommended location for the transit center.

(6:14:56) – Commissioner Novak liked the presented short-term enhancements; however, he was concerned about the *changes to the routes and* changes that might take place downtown with the possibility of upcoming downtown developments. Vice Chair Schuette called the existing location “established” and believed that the potential improvements would provide a good solution. She indicated that Site 3 would be a good backup, and Site 2 was a 'hard no'. She raised questions about the reuse of existing shade structures and lighting. Mr. Martinovich indicated that existing or new shelters would be used for shade, but street lights may be moved for a long-term solution. Commissioner Maloney called the document “well done” and preferred to wait for direction from the Board of Supervisors regarding the long-term scenario, noting that as an “at large member,” she wished to be mindful of taxpayer dollars and is hesitant to commit general funding without input from the Board of Supervisors. She would request clarification from the Supervisors on long-term funding availability for maintenance and operations. Chair Bagwell clarified that the Board of Supervisors looked at five-year plans for projects; however, she was also aware of the declining supplemental money for the General Fund dollars. She believed that the document provided the opportunity for discussion at an upcoming Board retreat. Mr. Martinovich noted that the document would be ready for Board discussion. He believed that no recommendations to purchase buildings would be presented; however, “low-level” information and signage should be provided to passengers. There were no public comments. This item was not agendized for action.

5-B FOR DISCUSSION ONLY – DISCUSSION AND PRESENTATION REGARDING THE DISTRICT 3 - EAST 5TH STREET PAVEMENT PROJECT (“PROJECT”), INCLUDING A SUMMARY OF THE PROJECT’S REVISED SCOPE, DESIGN STATUS, FUNDING, AND INTERIM ROUNDABOUT IMPLEMENTATION OPTIONS.

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(6:25:34) – Chairperson Bagwell introduced the item. Mr. Byrne provided background and referenced the Staff Report which is incorporated into the record. He noted that the revised scope of the Project included a combination of pavement rehabilitation and pavement replacement on East 5th Street (between Carson River Road and Marsh Road), ADA upgrades at intersections, waterline enhancements, and landscaping. Mr. Byrne explained that the Project’s 90 percent design was almost complete, adding that construction would most likely take place in the summer of 2024. He noted that Staff would also evaluate and implement potential temporary improvements as an interim measure to enhance traffic flow at the roundabout. Those measures would also include a temporary roundabout metering and would address the landscaping concerns raised by the members of the public. He also responded to clarifying questions. There were no public comments. This item was not agendized for action.

5-C FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT NO. 23300302 (“CONTRACT”) FOR BLACK EAGLE CONSULTING, INC. (“BEC”) TO PERFORM MATERIAL TESTING SERVICES FOR THE EDMONDS MULTI-USE PATH PROJECT (“PROJECT”) FOR A TOTAL NOT TO EXCEED AMOUNT OF \$57,000.

(6:33:28) – Chairperson Bagwell introduced the item and entertained Commissioner or public comments; however, none were forthcoming. She also entertained a motion.

(6:34:03) – Commissioner Novak moved to approve 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

(6:34:25) – Mr. Martinovich announced that the August 9, 2023 RTC meeting would be rescheduled as a special meeting on August 2, 2023 or August 16, 2023, depending on room availability.

6-B STREET OPERATIONS REPORT

(6:36:53) – Mr. Byrne reviewed the Street Operations Report, which is incorporated into the record, and responded to clarifying questions.

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

- FUTURE AGENDA ITEMS**

(6:34:54) – Mr. Martinovich stated that crews were “all over the place,” crack-sealing the streets. He also noted that Staff would attend a demonstration to learn about different methodologies of crack sealing.

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- **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

(6:43:10) – Chairperson Bagwell entertained final public comments; however, none were forthcoming.

8. FOR POSSIBLE ACTION: TO ADJOURN

(6:43:16) – Chairperson Bagwell adjourned the meeting at 6:43 p.m.

The Minutes of the July 12, 2023 Carson City Regional Transportation Commission meeting are so approved on this 16th day of August, 2023.