

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the December 13, 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.), 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
Rick Cooley, Deputy Public Works Director
Chris Martinovich, Transportation Manager
Justin Tiearney, Public Works Operations Manager
Adam Tully, Deputy District Attorney
Kelly Norman, Senior Transportation Planner/Analyst
Rebecca Bustos, Grant Analyst
Dan Kelsey, 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 at <https://www.carson.org/minutes>.

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

(5:15:45) – Chairperson Bagwell called the meeting to order at 5:15 p.m.

2. ROLL CALL

(5:15:51) – Roll was called, and a quorum was present.

3. PUBLIC COMMENT

(5:16:04) – Chairperson Bagwell entertained public comments; however, none were forthcoming.

4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – NOVEMBER 9, 2023

(5:16:13) – Chairperson Bagwell introduced the item and entertained corrections or a motion.

(5:16:21) – Vice Chair Schuette moved to approve the minutes of the November 9, 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 PROPOSED REVISIONS TO CARSON CITY’S SNOW PLOW ROUTES (“ROUTES”) TO ADD CERTAIN CUL-DE-SACS AND STREETS TO THE ROUTE BECAUSE THEY ARE ON A STEEP GRADE OR THEIR ADDITION WILL IMPROVE CITY CONNECTIVITY.

(5:16:40) – Chairperson Bagwell introduced the item. Commissioner Maloney read into the record a prepared disclosure statement, advised of a disqualifying conflict of interest, and stated that she would not participate in discussion and action. Mr. Tiearney gave background on the snow removal process and reviewed a PowerPoint presentation, incorporated into the record, which included the proposed 15 street addition to the snow routes. He also responded to clarifying questions. Chair Bagwell entertained public comments. Deni French requested placing sidewalks higher on the priority list and wished to see “the areas that are ramped” not blocked by snow so pedestrians and wheelchair-bound residents can press the crosswalk buttons. Chairperson Bagwell entertained a motion.

(5:35:57) – Commissioner Novak moved to approve the proposed revisions to the snow plow routes, as presented. The motion was seconded by Commissioner Dodson and carried 4-0-1, with Commissioner Maloney abstaining.

5-B For POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING A DETERMINATION THAT WEST COAST PAVING, INC. (“WEST COAST PAVING”) IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO NEVADA REVISED STATUTES (“NRS”) CHAPTER 338 FOR THE RACC DOWNTOWN SIDEWALKS & PEDESTRIAN CROSSINGS PROJECT (“PROJECT”) AND TO AWARD CONTRACT NO. 24300272 (“CONTRACT”) FOR THE PROJECT TO WEST COAST PAVING FOR A TOTAL NOT TO EXCEED AMOUNT OF \$270,600.

(5:36:21) – Chairperson Bagwell introduced the item and entertained Commissioner and/or public comments. Commissioner Novak noted that he was pleased to see Federal Transit Administration (FTA) funds being used for sidewalks. Chairperson Bagwell entertained a motion.

(5:37:14) – Vice Chair Schuette moved to award the Contract as presented and authorize the Public Works Director to approve expenditure of the 10 percent contingency if necessary. The motion was seconded by Commissioner Maloney and carried 5-0-0.

6. NON-ACTION ITEMS

6-A TRANSPORTATION MANAGER’S REPORT

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(5:37:38) – Mr. Martinovich explained that based on the November RTC meeting discussion regarding the Local Road Initiatives Funding, the consultant was “working through the methodologies.” Mr. Martinovich noted that as a result of a request from this Commission, Staff were working on gravel roads and delivery options of projects, should additional funding be received. He also announced that Project Manager Briana Greenlaw had left, and he thanked her for “a wonderful job” during her time in the City, adding that they were experiencing delays in project deliveries.

6-B OCTOBER STREET OPERATIONS REPORT

(5:39:38) – Mr. Martinovich referenced the report which is incorporated into the record and noted that “a lot of ditch work” and “shoulder work” had been taking place.

6-C OTHER COMMENTS AND REPORTS

(5:40:11) – Commissioner Novak inquired about transit being agendized for the Board of Supervisors Retreat and was informed by Chair Bagwell that it was “on the list.”

7. PUBLIC COMMENT

(5:40:39) – Chairperson Bagwell wished everyone “Happy Holidays” and entertained final public comments. Mr. French noted his opposition to the use of artificial turf and was concerned about injuries and the fact that it may be considered hazardous waste in the future.

8. FOR POSSIBLE ACTION: TO ADJOURN

(5:42:08) – Chairperson Bagwell adjourned the meeting at 5:42 p.m.

The Minutes of the December 13, 2023, Carson City Regional Transportation Commission meeting are so approved on this 10th day of January 2024.