

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the January 14, 2009 Meeting

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A regular meeting of the Carson City Regional Transportation Commission was scheduled to begin immediately following the adjournment of the Carson Area Metropolitan Planning Organization meeting on Wednesday, January 14, 2009 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Shelly Aldean
Vice Chairperson Russell Carpenter
Charles DesJardins
Jim Mallery

STAFF: Andrew Burnham, Public Works Department Director
Darren Schulz, Deputy Public Works Department Director
Patrick Pittenger, Transportation Manager
Harvey Brotzman, Senior Project Manager
Robb Fellows, Senior Project Manager
Dan Doenges, Transportation Planner
Joel Benton, Senior Deputy District Attorney
Kathleen King, Recording Secretary

NOTE: A recording of these proceedings, the commission's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder's Office, and are available for review during regular business hours.

A. CALL TO ORDER AND DETERMINATION OF QUORUM (6:03:56) - Chairperson Aldean called the meeting to order at 6:03 p.m. Roll was called; a quorum was present. Commissioner Crowell was absent.

B. ACTION ON APPROVAL OF MINUTES - December 10, 2008 (6:04:28) - Vice Chairperson Carpenter moved to approve the minutes, as presented. Commissioner DesJardins seconded the motion. Motion carried 3-0-1, Commissioner Mallery abstaining.

C. MODIFICATION OF AGENDA (6:04:54) - None.

D. PUBLIC COMMENT (6:05:00) - South Tahoe Area Transit Authority ("STATA") BlueGO Transit Administrator John Andoh provided a status report on Route 21X, which is operated jointly between BlueGO and JAC. He anticipates being able to submit monthly reports to RTC staff in January relative to route performance. Chairperson Aldean invited Mr. Andoh to agendize items for future commission meetings. Mr. Andoh suggested providing status reports on a quarterly basis, and advised that a survey will be conducted "at the three-month mark." Chairperson Aldean called for additional public comment; however, none was forthcoming.

E. DISCLOSURES (6:10:28) - None.

F. CONSENT AGENDA (6:10:37) - Chairperson Aldean entertained requests to hear items separate from the consent agenda and, when none were forthcoming, a motion to approve the consent agenda. **Commissioner DesJardins moved to approve the three consent agenda items, F-1, F-2, and F-3, as agendized. Vice Chairperson Carpenter seconded the motion. Motion carried 4-0.**

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F-1. ACTION TO DETERMINE THAT RINKER MATERIALS IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO NRS CHAPTER 332, AND TO AWARD CONTRACT NO. 0809-129, MATERIAL ACQUISITION FOR STEWART STREET - RCP PIPE, TO RINKER MATERIALS FOR A NOT-TO-EXCEED COST OF \$52,711.00 TO BE FUNDED FROM THE NORTH STEWART STREET AND THE CURRY STREET PHASE 2 RECONSTRUCTION FUNDS, AS PROVIDED IN FY 2008 / 2009

F-2. ACTION TO DETERMINE THAT FERGUSON WATERWORKS IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO NRS CHAPTER 332 AND TO AWARD CONTRACT NO. 0809-165, MATERIAL ACQUISITION FOR STEWART STREET - PVC PIPE, TO FERGUSON WATERWORKS FOR A NOT-TO-EXCEED COST OF \$36,882.00 TO BE FUNDED FROM THE NORTH STEWART STREET RECONSTRUCTION FUND, AS PROVIDED IN FY 2008 / 2009

F-3. ACTION TO DETERMINE THAT CONTRACT NO. 0708-155 IS A CONTRACT FOR PROFESSIONAL SERVICES AND, THEREFORE, NOT SUITABLE FOR PUBLIC BIDDING PURSUANT TO NRS 332.115, AND TO APPROVE AMENDMENT NO. 1 FOR CONTRACT NO. 0708-155, A REQUEST FOR PROFESSIONAL SERVICES TO BE PROVIDED BY STANTEC CONSULTING, INC., FOR A NOT-TO-EXCEED AMOUNT OF \$7,500.00 TO BE FUNDED FROM THE HOT SPRINGS / NDOT FUND, AS PROVIDED IN FY 2007 / 2008

G. PUBLIC MEETING ITEMS:

G-1. INTRODUCTION OF NEW COMMISSIONERS AND ACTION FOR ELECTION OF OFFICERS (6:11:46) - Chairperson Aldean introduced this item, and advised that Mayor Crowell had been appointed to the commission. Mr. Pittenger reviewed the agenda report. Chairperson Aldean entertained nominations for chair. **Commissioner Des Jardins moved to elect Shelly Aldean as chair of the Regional Transportation Commission.** Chairperson Aldean called for additional nominations and, when none were forthcoming, closed nominations. **Vice Chairperson Carpenter called for the question. Motion carried 4-0.**

Chairperson Aldean nominated Russ Carpenter for a second term as vice chair. She called for additional nominations and, when none were forthcoming, closed nominations and called for a vote on the pending nomination. **Nomination carried 4-0.**

G-2. PRESENTATION AND ACTION TO DIRECT STAFF, REGARDING A COMMITMENT AGREEMENT FOR CONTINUING BUSINESS OPERATION, AN AGREEMENT BETWEEN CARSON CITY, CARSON CITY REDEVELOPMENT AUTHORITY, AND MICHAEL HOHL AUTOMOTIVE GROUP, AND ITS RELATIONSHIP TO THE CARSON CITY REGIONAL TRANSPORTATION COMMISSION (6:14:17) - Chairperson Aldean introduced this item. Mr. Burnham reviewed the agenda report and the provisions of paragraph F, Public Improvements, of the subject agreement, copies of which were included in the agenda materials. He advised that the improvement projects had been previously anticipated in regional transportation planning processes. He reviewed the recommended action, as outlined in the agenda report, and advised that said action would initiate the process to program the subject improvement projects. He clarified that the Curry Street project is programmed and ready to be submitted to the bid process.

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Chairperson Aldean provided background information on development of the commitment agreement, and reviewed its provisions. In response to a comment, Mr. Burnham explained that the Sonoma Street improvements would be included in the Curry Street project with the commission's approval of this item. In consideration of Mr. Hohl's project time line, Chairperson Aldean noted that the Snyder Avenue realignment and the Oak Street improvements would likely be postponed until 2010.

Chairperson Aldean called for commissioner and public comments and, when none were forthcoming, entertained a motion. **Commissioner DesJardins moved to direct staff to include, in a future update to the Transportation Improvement Program, improvements for a traffic signal at Carson Street and Sonoma Street, a driveway on Carson Street at Sonoma Street, the realignment of Snyder Street at Carson Street, including installation of a traffic signal, and improvements to Oak Street; funding source not applicable at this time. Vice Chairperson Carpenter seconded the motion. Motion carried 4-0.**

G-3. UPDATE ON THE PROGRESS OF A DOWNTOWN SIDEWALK PROJECT BEING IMPLEMENTED WITH COMMUNITY DEVELOPMENT BLOCK GRANT ("CDBG") AND RTC FUNDS (6:20:39) - Chairperson Aldean introduced this item, and Mr. Pittenger provided background information on the funding available for the subject project. (6:21:51) Mr. Fellows reviewed the project details, as outlined in the agenda report, and anticipates the project will commence by the summer of 2009. Chairperson Aldean inquired as to the sidewalk to the north of the Masonic Lodge. Mr. Fellows advised that the sidewalk will "still remain ten feet" wide, and that ADA issues will be addressed. Chairperson Aldean explained parking issues associated with the Masonic Lodge building. Mr. Fellows advised that the width of the road will not be changed, but some of the right-of-way areas will be recovered for sidewalk. He acknowledged crowning issues on East Washington Street, and advised that a pipe will be installed in the section of open ditch to provide a flood water inlet. He reviewed project details adjacent to the Carson City Library and advised that no parking will be lost. Chairperson Aldean discussed a rain gutter issue associated with the Masonic Lodge, and Mr. Fellows advised of plans to meet with the property owners to discuss problems and issues which need to be addressed.

Mr. Pittenger noted that the project represents the opportunity to connect "the economic center of downtown with the main transfer point of the transit system and a federal building, ... more businesses, ... and other public facilities" including the Library and the Community Center. In response to a question, Mr. Fellows discussed Beneficial Designs' participation in the project, as outlined in the agenda report. Chairperson Aldean called for additional questions or comments; however, none were forthcoming. She thanked Mr. Fellows.

G-4. INFORMATION ON THE PROPOSED REDUCTION OF INTERCITY SERVICE BETWEEN CARSON CITY AND WASHOE COUNTY (6:28:02) - Chairperson Aldean introduced this item, and Mr. Pittenger reviewed the agenda report. He advised of having recently reviewed the interlocal agreement with the Washoe RTC, and suggested updating the same to reflect the significant change. In response to a question, he advised that Washoe RTC Senior Planner Roger Hanson has agreed to attend the January 22nd public meeting. He advised that the proposed reduction will decrease the City's costs by approximately 40 percent or \$11,000. In response to a question, he anticipates a decision will be made by the Washoe RTC on Friday, January 16th. If the proposal is approved, it will be effective March 1, 2009. Mr. Pittenger acknowledged that the January 22nd public meeting is informational in nature, as pertinent to this item. Chairperson Aldean reviewed the trips to be eliminated, as listed in a newspaper article, and advised that the Washoe RTC meeting was scheduled for 9:00 a.m. on Friday, January 16th at 2050 Villanova Drive. She noted the unfortunate situation in that people become more reliant on public transit

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in difficult economic times. Mr. Pittenger advised that costs decreased and performance measures increased following a geographic change made last January. Commissioner Mallery provided historic information on the intercity service between Washoe County and Carson City, and expressed support for retaining “what we can while we can.”

H. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS:

H-1. PROJECT STATUS REPORT (6:36:40) - Chairperson Aldean introduced this item, and Mr. Brotzman provided an overview of the report, copies of which were included in the agenda materials. Chairperson Aldean suggested updating the status of the Silver Oak and North Carson Street intersection project report since staff was directed to evaluate the request to advance the intersection project as part of the next annual update of the transportation improvement plan. Mr. Brotzman explained that the improvements permit was revoked by the Nevada Department of Transportation, “so basically we have to go back and start over.”

Mr. Burnham advised of having met with NDOT representatives earlier in the day regarding Phase 2A of the freeway. He was informed of the expectation that the Fifth Street and Fairview Drive structures will be open around April 1st. If all goes well, the freeway is anticipated to be complete and open by approximately July 4th. In response to a question, Mr. Brotzman offered to review the Appion Way extension project bid and cost estimates. Mr. Pittenger advised that the developer had paid for the pipe “as part of their contribution ... which was over \$100,000 ...”

Chairperson Aldean entertained additional commissioner questions or comments and public comments; however, none were forthcoming.

H-2. STREET OPERATIONS REPORT (6:40:35) - Chairperson Aldean introduced this item and referred to the report which was included in the agenda materials.

H-3. FUTURE AGENDA ITEMS (6:40:47) - Mr. Pittenger reviewed the tentative February commission agenda.

I. ACTION ON ADJOURNMENT (6:43:07) - Commissioner Mallery moved to adjourn the meeting at 6:43 p.m. The motion was seconded and carried 4-0.

The Minutes of the January 14, 2009 Carson City Regional Transportation Commission are so approved this 11th day of February, 2009.

SHELLY ALDEAN, Chair