

CARSON CITY REGIONAL TRANSPORTATION COMMISSION
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A regular meeting of the Carson City Regional Transportation Commission was scheduled to begin immediately following adjournment of the Carson Area Metropolitan Planning Organization meeting, on Wednesday, August 11, 2010 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Shelly Aldean
Vice Chairperson Russell Carpenter
Commissioner Robert Crowell
Commissioner Charles Des Jardins
Commissioner James Mallery

STAFF: Darren Schulz, Deputy Public Works Director
Patrick Pittenger, Transportation Manager
Ken Smithson, Transit Coordinator
Jeff Sharp, City Engineer
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 part of the public record. These materials are available for review, in the Clerk's Office, during regular business hours.

A. CALL TO ORDER AND DETERMINATION OF A QUORUM (5:15:35) - Chairperson Aldean called the meeting to order at 5:15 p.m. Roll was called; a quorum was present.

B. ACTION ON APPROVAL OF MINUTES - July 14, 2010 (5:16:05) - Chairperson Aldean noted corrections to pages 2 and 4 of the minutes. Vice Chairperson Carpenter moved to approve the minutes, as amended. Commissioner Mallery seconded the motion. Motion carried 5-0.

C. MODIFICATION OF AGENDA (5:17:25) - None.

D. PUBLIC COMMENT (5:17:30) - None.

E. DISCLOSURES (5:17:52) - None.

F. CONSENT AGENDA (5:18:03) - Chairperson Aldean entertained requests to hear items separate from the consent agenda. Vice Chairperson Carpenter requested to separately hear item F-1. Chairperson Aldean entertained additional requests and, when none were forthcoming, a motion. **Commissioner Crowell moved to approve items F-2 and F-3 on the consent agenda. Commissioner Des Jardins seconded the motion. Motion carried 5-0.**

F-1. ACTION TO APPROVE THE SECOND RENEWAL OF CONTRACT NO. 0708-154 WITH INTERMOUNTAIN SLURRY SEAL FOR LONG LINE STRIPING PROJECT, THROUGH JUNE 30, 2011, FOR AN AMOUNT NOT TO EXCEED \$51,329.41, TO BE FUNDED FROM THE STREETS SUPPLIES, SIGNS, AND PAINT FUND, AS PROVIDED IN FY 2010 / 2011 (5:18:45) - Vice Chairperson Carpenter expressed concern over percentage cost increases between the original bid amounts and the bid amounts associated with the second renewal period through June 30, 2011, as outlined in the agenda report. Mr. Schulz advised of having discussed materials costs with Intermountain Slurry

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Seal representatives, who informed staff of increases in paint costs. He further advised of having subsequently verified the increase. Ms. Belt offered further clarification in that streets have been added to the contract, thereby increasing materials quantities. Discussion followed, and Vice Chairperson Carpenter reiterated his concern over the percentage increases. Mr. Schulz offered to competitively bid the project at the request of the commission. In response to a question, he reviewed the method by which materials costs were compared. In response to a further question, he discussed the timing associated with awarding the contract. In response to a question, Mr. Benton advised that the contract is renewed at the City's option.

Commissioner Mallery suggested offering to pay the contractor the 2008 prices and, if that is unacceptable, consider a competitive bidding process. Discussion followed, and Chairperson Aldean suggested requesting the contractor to match the 2008 bid prices for the comparable line items and requesting more detail with respect to the unit pricing on the remaining items which did not appear in the 2008 bid. Mr. Schulz advised that staff had reviewed the additional bid items, "and they are competitive with others around the region that have recently ... bid." Following additional discussion to clarify the commission's intent, Mr. Schulz and Ms. Belt acknowledged sufficient direction. Chairperson Aldean noted that action would be deferred.

F-2. ACTION TO ACCEPT THE WORK AS COMPLETED, TO ACCEPT THE CONTRACT SUMMARY AS PRESENTED, AND TO APPROVE THE RELEASE OF FINAL PAYMENT IN THE AMOUNT OF \$29,102.90, FOR CONTRACT NO. 0910-139, TITLED EAST WASHINGTON STREET CDBG PEDESTRIAN IMPROVEMENTS TO V&C CONSTRUCTION, INC.

F-3. ACTION TO APPROVE AND AUTHORIZE THE CHAIR TO SIGN AN AGREEMENT, BY AND BETWEEN PACIFIC CAPITAL BANK, N.A., A NATIONAL BANKING ASSOCIATION, AND CARSON CITY, WHEREBY PACIFIC CAPITAL BANK, N.A., A NATIONAL BANKING ASSOCIATION, AGREES TO: (1) SELL AND CONVEY A PORTION OF CERTAIN REAL PROPERTY DESCRIBED AS APNs 009-084-01 AND 009-089-01; AND (2) CONVEY UTILITY EASEMENTS, ON PROPERTY DESCRIBED AS APNs 009-084-01 AND 009-089-01, FOR THE PURPOSE OF ROADWAY CONSTRUCTION RELATED TO THE FAIRVIEW DRIVE WIDENING PROJECT

G. PUBLIC MEETING ITEMS:

G-1. ACTION TO ADOPT A RESOLUTION APPROVING OF AND AUTHORIZING THE CARSON CITY REGIONAL TRANSPORTATION COMMISSION CHAIR TO SIGN AMENDMENT NO. 1 TO HIGHWAY AGREEMENT NO. P369-09-063 FOR COOPERATIVE (LOCAL PUBLIC AGENCY) AGREEMENT FOR CARSON CITY MICROPAVING IMPROVEMENTS PROJECT, BY AND BETWEEN THE STATE OF NEVADA DEPARTMENT OF TRANSPORTATION AND THE CARSON CITY REGIONAL TRANSPORTATION COMMISSION (5:29:07) - Chairperson Aldean introduced this item, and Mr. Sharp reviewed the agenda report. In response to a question, Mr. Sharp explained that the original contract was drafted prior to bidding the project. The current contract amount "was our bid price plus our 10 percent contingency ... \$798,215.25." Mr. Sharp assured the commission the amount is sufficient to finish the project without using the entire contingency.

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Chairperson Aldean entertained commissioner and public comments or questions. When none were forthcoming, she entertained a motion. **Vice Chairperson Carpenter moved to adopt a resolution approving of and authorizing the Carson City Regional Transportation Commission Chair to sign Amendment No. 1 to Highway Agreement No. P369-09-063 for Cooperative (Local Public Agency) Agreement for Carson City Micropaving Improvement Project, by and between the State of Nevada Department of Transportation and Carson City Regional Transportation Commission. Commissioner Mallery seconded the motion. Motion carried 5-0.**

G-2. ACTION TO APPROVE THE REVISED ADA COMPLEMENTARY PARATRANSIT POLICIES AND PROCEDURES FOR JAC ASSIST SERVICE, WITH AN EFFECTIVE DATE OF OCTOBER 1, 2010, TO ALLOW FOR PROPER NOTIFICATION TO CUSTOMERS AFFECTED BY THE CHANGES (5:31:40) - Chairperson Aldean introduced this item, and Mr. Pittenger reviewed the agenda report. Mr. Smithson reviewed pertinent portions of the revised policies and procedures, copies of which were included in the agenda materials. Chairperson Aldean reviewed suggested language revisions relative to the "Fares" section, and discussion followed. Mr. Smithson responded to questions of clarification relative to customer notification. He acknowledged the appropriateness of requesting the newspaper to publish an announcement relative to enlarging the JAC Assist service area. He responded to additional questions of clarification relative to trip cancellations, "no-shows," and fares.

Chairperson Aldean entertained additional commissioner comments or questions, and public comments. When none were forthcoming, she entertained a motion. **Commissioner Des Jardins moved to approve the revised ADA Complementary Paratransit Policies and Procedures for JAC Assist service, with an effective date of October 1, 2010 to allow for proper notification of customers affected by the changes; and to incorporate the comments made by various commissioners and staff. Commissioner Mallery seconded the motion.** Chairperson Aldean entertained additional comments or questions and, when none were forthcoming, called for a vote on the pending motion. **Motion carried 5-0.**

H. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS

H-1. STREET OPERATIONS REPORT - JULY 2010 (5:44:19) - Chairperson Aldean introduced this item and entertained comments or questions. Mr. Pittenger advised of having received five new bus shelters, two of which have already been installed. One is located on Old Clear Creek Road across from Costco and the other is located at the downtown transfer point. Mr. Pittenger anticipates an additional shelter being installed within the next month on Long Street near the senior housing facility. He advised of plans to install the remaining two shelters on each side of Roop Street between the Library and the Community Center. Chairperson Aldean entertained public comment; however, none was forthcoming.

H-2. PROJECT STATUS REPORT (5:45:38) - Chairperson Aldean introduced this item. At Commissioner Crowell's request, Mr. Sharp provided a status report on the Roop Street widening project. He requested the commissioners to contact him with questions. Mr. Schulz noted that design of the project included leaving a portion of Roop Street open with one-way traffic and flaggers, "but we estimated twice as long and twice the budget." Chairperson Aldean expressed support for getting the work done, and concern over the public's "patience wearing thin." Mr. Sharp noted the huge improvement of the new Library parking lot.

Chairperson Aldean requested to consider Goni Road as a future element to be funded in order to realize the original intent of the project. In response to a question, Mr. Pittenger advised of having spent approximately one hour with the new Eagle Valley Middle School principal to review recently completed

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and pending projects. Chairperson Aldean suggested delineating the ARRA funding in the slurry seal / micropaving project portion of the status report. She entertained additional commissioner questions or comments and public comments. None were forthcoming.

H-3. FUTURE AGENDA ITEMS (5:54:32) - Mr. Pittenger reviewed the tentative September commission agenda. A brief discussion took place regarding other possible agenda items.

I. ACTION ON ADJOURNMENT (5:57:50) - Commissioner Des Jardins moved to adjourn the meeting at 5:57 p.m. Vice Chairperson Carpenter seconded the motion. Motion carried 5-0.

The Minutes of the August 11, 2010 Carson City Regional Transportation Commission meeting are so approved this 8th day of September, 2010.

SHELLY ALDEAN, Chair