CARSON CITY REGIONAL TRANSPORTATION COMMISSION Minutes of the January 12, 2011 Meeting Page 1

A regular meeting of the Carson City Regional Transportation Commission was scheduled for 4:30 p.m. on Wednesday, January 12, 2011 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Shelly Aldean

Vice Chairperson Russell Carpenter Commissioner Charles Des Jardins Commissioner James Mallery

STAFF: Patrick Pittenger, Transportation Manager

Randal Munn, Chief Deputy District Attorney

Kathleen King, Deputy Clerk / 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 (4:32:53) Chairperson Aldean called the meeting to order at 4:32 p.m. Roll was called; a quorum was present. Commissioner Crowell was absent. (4:33:58) Chairperson Aldean advised that former Senior Deputy District Attorney Joel Benton had accepted a new position and relocated his family to the State of Oregon. She expressed appreciation for the opportunity to have worked with Mr. Benton, and welcomed Mr. Munn.
- **B.** ACTION ON APPROVAL OF MINUTES November 10, 2010 and December 8, 2010 (4:33:16) Commissioner Des Jardins moved to approve the minutes, as presented. Vice Chairperson Carpenter seconded the motion. Chairperson Aldean entertained public comment and, when none was forthcoming, called for a vote on the pending motion. Motion carried 4-0.
- C. MODIFICATION OF AGENDA (4:34:33) None.
- **D. PUBLIC COMMENT** (4:34:38) None.
- **E. DISCLOSURES** (4:34:59) None.
- F. PUBLIC MEETING ITEMS:
- F-1. ACTION TO APPROVE THE PROPOSED BUS DISPOSAL PLAN, WITH UNIT 4222 GOING TO THE CARSON CITY RECREATION DIVISION AND UNIT 4224 GOING TO AUCTION (4:35:10) Chairperson Aldean introduced this item, and Mr. Pittenger reviewed the agenda materials. He advised of having received written confirmation from the Federal Transit Administration, dated January 10, 2011. In response to a question, he advised that the life cycle for the subject vehicles is a maximum 5 years, 150,000 miles. Commissioner Mallery suggested a revision to the "Explanation for Recommended Commission Action" to indicate that the subject vehicles have "exceeded their useful lives through Federal Transit Administration criteria." Discussion followed and, in response to a question, Mr. Pittenger advised there were no matching funds used to acquire the subject vehicles.

CARSON CITY REGIONAL TRANSPORTATION COMMISSION Minutes of the January 12, 2011 Meeting Page 2

Chairperson Aldean entertained additional commissioner and public questions or comments. When none were forthcoming, she entertained a motion. Commissioner Mallery moved to approve the proposed bus disposal plan, with Unit 4222 going to the Carson City Recreation Division and Unit 4224 going to auction. Commissioner Des Jardins seconded the motion. Motion carried 4-0.

F-2. ACTION TO APPROVE THE PURCHASE OF ONE (1) ELDORADO NATIONAL PASSPORT 35 FOOT, LOW DOOR BUS FROM CREATIVE BUS SALES, INC., IN THE AMOUNT OF \$213,340.50 (4:39:35) - Chairperson Aldean introduced this item, and Mr. Pittenger reviewed the agenda materials. He responded to questions regarding the costs associated with the new bus, and advised that staff will submit a request to dispose of "the oldest of our small, green vehicles," once the new bus is fully operational. "... then, our fleet will be at what ... we desire which is six of the large purple buses, which gives us sufficient vehicles to keep four on the road on the fixed-route, and five of the green buses, which gives us sufficient numbers to keep three on the road for paratransit, sufficient spare ratios for two discreet fleets so that people will become accustomed to purple buses on the routes, green buses for the disabled. And we will get there about a year from now ..." He responded to questions regarding the vehicle amenities and the Altoona test, in reference to the December 9, 2010 CalAct letter included in the agenda materials.

In response to a question, Mr. Pittenger advised that the subject bus will be used as part of the fixed-route service. Chairperson Aldean entertained additional commissioner questions or comments and public comments. When none were forthcoming, she entertained a motion. Vice Chairperson Carpenter moved to approve the purchase of one Eldorado National Passport 35-foot low-floor bus from Creative Bus Sales, Inc., in the amount of \$213,340.50, with the local share being approximately \$19,000.00. Commissioner Des Jardins seconded the motion. Motion carried 4-0.

G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS:

- G-1. STREET OPERATIONS REPORT NOVEMBER 2010; and G-2. STREET OPERATIONS REPORT DECEMBER 2010 (4:46:29) Chairperson Aldean introduced this item and entertained questions or comments. Vice Chairperson Carpenter suggested providing the street operations reports to the local newspaper. Mr. Pittenger advised that the street operations reports are forwarded to the *Nevada Appeal* as part of each agenda packet. He expressed a willingness to request the *Appeal* to highlight the street operations reports, and discussion followed. He noted that Streets Division crews recently completed installation of the "15th bus shelter ... on Long Street in front of the senior housing complex." Chairperson Aldean entertained additional questions or comments; however, none were forthcoming.
- **G-3. PROJECT STATUS REPORT** (4:49:24) Chairperson Aldean introduced this item and, in response to a question posed prior to the start of the meeting, advised that the freeway landscape construction will begin in May 2011.

Chairperson Aldean entertained public comment. (4:50:28) Gardeners Reclaiming Our Waysides ("G.R.O.W.") President Mary Fischer inquired as to the possibility of providing a monthly status report on the freeway landscape project "because it's sort of been languishing since September ..." Mr. Pittenger advised that the freeway landscape project will be agendized monthly, until completion, as part of the Project Status Report. He acknowledged Ms. Fischer's concern relative to "federal money." "... the fact that it is federal money is the reason ... it takes this long. It's an intricate process to meet all the

CARSON CITY REGIONAL TRANSPORTATION COMMISSION Minutes of the January 12, 2011 Meeting Page 3

requirements and our project manager is getting through the long list of federal requirements that are associated with this, but he's moving forward." Chairperson Aldean advised that she would request Deputy Public Works Director Darren Schulz to incorporate the freeway landscape project into his report. In response to a question, Ms. Fischer reviewed elements of the project which can be installed / constructed prior to October, which will be a more appropriate time to plant. She noted the importance of keeping the project on schedule. Chairperson Aldean thanked Ms. Fischer for her attendance and participation. Chairperson Aldean entertained additional questions or comments; however, none were forthcoming.

- **G-4. FUTURE AGENDA ITEMS** (4:55:12) Mr. Pittenger reviewed the tentative February commission agenda. In response to a question, he provided a status report on the sidewalk on the east side of Roop Street. In response to a further question, he advised of having been informed by City Engineer Jeff Sharp that the gateway signage project is nearly 90 percent designed. Mr. Pittenger offered to agendize a status report on the gateway signage project for the February meeting. He responded to further questions regarding ownership of the sidewalk on the east side of Roop Street, and the drainage feature on the west side. Chairperson Aldean entertained additional requests to agendize items; however, none were forthcoming.
- **I. ACTION ON ADJOURNMENT** (5:01:08) Vice Chairperson Carpenter moved to adjourn the meeting at 5:01 p.m. Commissioner Mallery seconded the motion. Motion carried 4-0.

The Minutes of the January 12, 2011 Carson City Regional Transportation Commission meeting are so approved this 9th day of February, 2011.

SHELLY ALDEAN, Chair