

MINUTES
Regular Meeting
Carson City Regional Transportation Commission
Wednesday, July 8, 2015 ● 5:07 PM
Community Center Sierra Room, 851 East William Street, Carson City, Nevada

Commission Members

Chairperson – Brad Bonkowski Vice Chair – Jim Smolenski
Commissioner – Robert Crowell Commissioner – Mark Kimbrough
Commissioner – Robert McQueary

Staff

Darren Schulz, Public Works Director
Patrick Pittenger, Transportation Manager
Daniel Doenges, Senior Transportation Planner
Joseph Ward, Senior Deputy District Attorney
Tamar Warren, Deputy Clerk/Recording Secretary

NOTE: A recording of these proceedings, the Board’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 available for review during regular business hours.

An audio recording of this meeting is available on www.Carson.org/minutes.

A. CALL TO ORDER AND DETERMINATION OF QUORUM

(5:07:33) – Chairperson Bonkowski called the meeting to order. Roll was called and a quorum was present.

| Attendee Name | Status | Left |
|--------------------------------|---------------|-------------|
| Chairperson Brad Bonkowski | Present | |
| Vice Chairperson Jim Smolenski | Present | |
| Commissioner Robert Crowell | Present | |
| Commissioner Mark Kimbrough | Present | |
| Commissioner Robert McQueary | Present | |

B. PUBLIC COMMENT (5:07:57) – None.

C. FOR POSSIBLE ACTION: APPROVAL OF MINUTES

C-1 FOR POSSIBLE ACTION: ACTION TO APPROVE THE MINUTES OF THE MAY 13, 2015 MEETING.

(5:08:18) – MOTION: I move to approve the minutes of the May 13, 2015 RTC meeting as presented.

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| RESULT: | APPROVED (5-0-0) |
| MOVER: | Kimbrough |
| SECONDER: | Smolenski |
| AYES: | Bonkowski, Smolenski, Crowell, Kimbrough, McQueary |
| NAYS: | None |
| ABSTENTIONS: | None |
| ABSENT: | None |

D. AGENDA MANAGEMENT NOTICE

(5:08:31) – None.

E. DISCLOSURES

(5:08:55) – None.

F. PUBLIC HEARING ITEMS**F-1 FOR POSSIBLE ACTION: TO MAKE RECOMMENDATIONS TO THE CARSON CITY BOARD OF SUPERVISORS REGARDING THE 30% DESIGN OF THE DOWNTOWN STREETScape PROJECT AND TO DIRECT STAFF TO CONTINUE TO MOVE FORWARD WITH DESIGN.**

(5:09:10) – Chairperson Bonkowski introduced the item.

(5:09:35) – Danny Rotter, Public Works Engineering Manager and Downtown Streetscape Project Manager, provided a PowerPoint presentation summarizing the results, incorporated into the record, of the project’s 30 percent design public workshop, held on June 22, 2015. He also noted that the video rendering of the project was available on www.carsonproud.com. Mike Bennett of Lumos and Associates introduced himself and reviewed the remainder of the presentation, including images of bicycle and turn lanes.

(5:19:36) – Commissioner Kimbrough inquired about the parallel parking and was informed that that “the car door will swing into the bike lanes”. He was also informed that above ground planters were preferable to a fence. Discussion ensued over crosswalks for pedestrians. Commissioner Crowell inquired about the discussions with the local business and the interruption they might face during construction, and was informed that they would be reaching out to local businesses and working toward minimal interruptions. Vice Chairperson Smolenski was informed that the crosswalk in front of the Nugget Casino would return and that safety issues are being discussed. Commissioner McQueary was informed that the Third Street area would consist of concrete and pavers, with family-friendly features. Chairperson Bonkowski inquired about snowplow capabilities was informed that the item was under discussion. He also learned that a few of the Third Street trees may need to be relocated and a few will be replaced. Discussion ensued regarding the safety of children crossing the street from the splash pad area and Mr. Rotter noted that the issue was still being discussed. Commissioner Kimbrough cautioned against piled snow in front of businesses and Commissioner McQueary was assured that there were no changes in truck traffic turning from William Street to Carson Street.

(5:35:33) – MOTION: I move make recommendations to the Carson City Board of Supervisors regarding the 30% design of the Downtown Streetscape Project and to direct staff to continue to move forward with design, with the comments made in today’s meeting.

PUBLIC COMMENT

(5:36:20) – Carson City Supervisor Jim Shirk inquired about the fence in front of the State Capital and was informed that it would remain as is, and without a “continuous sidewalk”. Mr. Rotter also explained that the

wooden sidewalk near the Firkin and Fox Restaurant would be replaced by stamped concrete while maintaining a historic look and feel, coordinated with the Historic Resources Commission.

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| RESULT: | APPROVED (5-0-0) |
| MOVER: | Kimbrough |
| SECONDER: | McQueary |
| AYES: | Bonkowski, Smolenski, Crowell, Kimbrough, McQueary |
| NAYS: | None |
| ABSTENTIONS: | None |
| ABSENT: | None |

F-2 INFORMATION REGARDING THE FISCAL YEAR (FY) 2015-2016 REGIONAL TRANSPORTATION COMMISSION (RTC) WORK PROGRAM.

(5:40:06) – Chairperson Bonkowski introduced the item. Mr. Pittenger gave background and presented the agenda materials which are incorporated into the record. He also announced that Carson City was selected to receive a Federal Lands Access Program (FLAP) grant from Central Federal Lands Highway Division in Colorado.

There were no Commissioner or public comments.

F-3 FOR POSSIBLE ACTION: TO DETERMINE THAT A & K EARTH MOVERS, INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO N.R.S. CHAPTER 338 AND TO AWARD CONTRACT NO. 1415-183, “LITTLE LANE STREET IMPROVEMENT PROJECT” FOR A BID AMOUNT OF \$234,000, PLUS A CONTINGENCY AMOUNT OF \$23,400, FOR A TOTAL NOT-TO-EXCEED PRICE OF \$257,400 TO BE FUNDED FROM THE STREETS MAINTENANCE FUND, STREET REPAIR ACCOUNT AS PROVIDED IN FY 2015/2016 BUDGET.

(5:45:31) – Chairperson Bonkowski introduced the item.

(5:46:00) – Mr. Pittenger presented the agenda materials which are incorporated into the record.

There were no Commissioner or public comments.

(5:46:38) – MOTION: I move to determine that A & K Earth Movers, Inc. is the lowest responsive and responsible bidder pursuant to N.R.S. Chapter 338 and to award Contract No. 1415-183, “Little Lane Street Improvement Project” for a bid amount of \$234,000, plus a contingency amount of \$23,400, for a total not-to-exceed price of \$257,400 to be funded from the Streets Maintenance Fund, Street Repair account as provided in FY 2015/2016 budget.

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| RESULT: | APPROVED (5-0-0) |
| MOVER: | Smolenski |
| SECONDER: | McQueary |
| AYES: | Bonkowski, Smolenski, Crowell, Kimbrough, McQueary |
| NAYS: | None |
| ABSTENTIONS: | None |
| ABSENT: | None |

F-4 FOR POSSIBLE ACTION: TO DETERMINE THAT A & K EARTH MOVERS, INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO N.R.S. CHAPTER 338 AND TO AWARD CONTRACT NO. 1415-136, “EAST WILLIAM STREET SHARED USE PATH PROJECT” FOR A BID AMOUNT OF \$218,445, PLUS A CONTINGENCY AMOUNT OF \$21,845, FOR A TOTAL NOT-TO-EXCEED PRICE OF \$240,290 TO BE FUNDED FROM THE REGIONAL TRANSPORTATION FUND, CAPITAL PROJECTS/CONSTRUCTION ACCOUNT AS PROVIDED IN FY 2014/2015 BUDGET.

(5:47:28) – Chairperson Bonkowski introduced the item.

(5:48:02) – Mr. Pittenger presented the agenda materials which are incorporated into the record. He explained that the contract would not be awarded to the lowest bidder because they were non-responsive. Mr. Pittenger also noted that the project cost now exceeded the grant amount, and that the Nevada Department of Transportation (NDOT) had agreed to alter the existing agreement and incorporate the new cost, and that that the additional funding request would be heard by the RTC, at a future meeting, in the form of an amendment to the match.

There were no Commissioner or public comments.

(5:50:50) – MOTION: I move determine that A & K Earth Movers, Inc. is the lowest responsive and responsible bidder pursuant to N.R.S. Chapter 338 and to award Contract No. 1415-136, “East William Street Shared Use Path Project” for a bid amount of \$218,445, plus a contingency amount of \$21,845, for a total not-to-exceed price of \$240,290 to be funded from the Regional Transportation Fund, Capital Projects/Construction account as provided in FY 2014/2015 budget.

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| RESULT: | APPROVED (5-0-0) |
| MOVER: | Kimbrough |
| SECONDER: | Smolenski |
| AYES: | Bonkowski, Smolenski, Crowell, Kimbrough, McQueary |
| NAYS: | None |
| ABSTENTIONS: | None |
| ABSENT: | None |

F-5 FOR POSSIBLE ACTION: TO DETERMINE THAT DIVERSIFIED STRIPING SYSTEMS, INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO N.R.S. CHAPTER 338 AND TO AWARD CONTRACT NO. 1415-179, “2015 LONG LINE STRIPING PROGRAM” FOR A BID AMOUNT OF \$128,810, PLUS A CONTINGENCY AMOUNT OF \$12,881, FOR A TOTAL NOT-TO-EXCEED PRICE OF \$141,691 TO BE FUNDED FROM THE STREETS MAINTENANCE FUND, LONG LINE STRIPING ACCOUNT AS PROVIDED IN FY 2015/2016 BUDGET.

(5:51:59) – Chairperson Bonkowski introduced the item.

(5:52:36) – Mr. Pittenger gave background and presented the agenda materials, incorporated into the record.

There were no Commissioner or public comments.

(5:53:05) – MOTION: I move to determine that Diversified Striping Systems, Inc. is the lowest responsive and responsible bidder pursuant to N.R.S. Chapter 338 and to award Contract No. 1415-179, “2015 Long Line Striping Program” for a bid amount of \$128,810, plus a contingency amount of \$12,881, for a total not-to-exceed price of \$141,691 to be funded from the Streets Maintenance Fund, Long Line Striping account as provided in FY 2015/2016 budget.

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| RESULT: | APPROVED (5-0-0) |
| MOVER: | McQueary |
| SECONDER: | Kimbrough |
| AYES: | Bonkowski, Smolenski, Crowell, Kimbrough, McQueary |
| NAYS: | None |
| ABSTENTIONS: | None |
| ABSENT: | None |

F-6 INFORMATION ON THE AWARD OF A GRANT FROM THE STATE OF NEVADA AGING AND DISABILITY SERVICES DIVISION.

(5:53:56) – Chairperson Bonkowski introduced the item.

(5:54:04) – Mr. Pittenger presented the agenda materials, incorporated into the record, and noted that the passes were available at the Carson City Senior Center. He also noted that around 70,000 free rides were provided to seniors last year.

There were no Commissioner or public comments.

F-7 FOR POSSIBLE ACTION: TO APPROVE AMENDMENT NO. 4 TO CONTRACT NO. 0910-184 WITH ROUTEMATCH SOFTWARE, INC. TO REQUEST AN EXTENSION OF THE TIME AND VALUE, REPRESENTING AN INCREASE TO THE CONTRACT IN AN AMOUNT-NOT-TO EXCEED \$70,965.40 THROUGH DECEMBER 31, 2015 FOR THE ONGOING SUPPORT AND MAINTENANCE OF THE AUTOMATED VEHICLE LOCATION MOBILE DATA COMMUNICATIONS MODULE FOR JAC AND JAC ASSIST.

(5:55:20) – Chairperson Bonkowski introduced the item.

(5:56:53) – Mr. Pittenger presented the agenda materials which are incorporated into the record. Chairperson Bonkowski pointed out a correction on page two of the agenda materials and stated that the \$82,000 contract amount would now read \$70,965.40. Mr. Pittenger noted that the new lower amount was negotiated by Transit Coordinator, Graham Dollarhide.

There were no public comments.

(5:57:27) – **MOTION: I move to approve Amendment No. 4 to Contract No. 0910-184 with RouteMatch Software, Inc. to request an extension of the time and value, representing an increase to the contract in an amount-not-to exceed \$70,965.40 through December 31, 2015 for the ongoing support and maintenance of the Automated Vehicle Location Mobile Data Communications module for JAC and JAC Assist.**

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| RESULT: | APPROVED (5-0-0) |
| MOVER: | Smolenski |
| SECONDER: | McQueary |
| AYES: | Bonkowski, Smolenski, Crowell, Kimbrough, McQueary |
| NAYS: | None |
| ABSTENTIONS: | None |
| ABSENT: | None |

F-8 FOR POSSIBLE ACTION: TO APPROVE THE DONATION OF BUS 4226, WHICH HAS EXCEEDED ITS USEFUL LIFE IN TRANSIT SERVICE, TO THE CARSON CITY SENIOR CENTER NOT BEFORE AUGUST 2015.

(5:58:05) – Chairperson Bonkowski introduced the item.

(5:58:20) – Mr. Pittenger presented the agenda materials which are incorporated into the record. Chairperson Bonkowski received clarification that the bus to be donated to the Senior Center is still in operable condition. Mr. Pittenger noted that vehicles purchased using federal funds are assigned a lifespan, which this bus has exceeded.

There were no public comments.

(6:00:24) – MOTION: I move to approve the donation of Bus 4226, which has exceeded the federal requirements for giving them away [useful life in transit service], to the Carson City Senior Center not before August 2015.

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| RESULT: | APPROVED (5-0-0) |
| MOVER: | Kimbrough |
| SECONDER: | Smolenski |
| AYES: | Bonkowski, Smolenski, Crowell, Kimbrough, McQueary |
| NAYS: | None |
| ABSTENTIONS: | None |
| ABSENT: | None |

F-9 INFORMATION ON THE DONATION OF BUS 4228, WHICH HAS EXCEEDED ITS USEFUL LIFE IN TRANSIT SERVICE, TO AN ELIGIBLE GOVERNMENTAL AGENCY OR NON-PROFIT ORGANIZATION FOLLOWING ACTION BY THE RTC AT ITS AUGUST 12, 2015 MEETING.

(6:00:55) – Chairperson Bonkowski introduced the item and Mr. Pittenger presented the agenda materials, incorporated into the record.

There were no Commissioner and public comments.

G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS

G-1: STREET OPERATIONS REPORT – JUNE 2015.

(6:02:26) – Mr. Pittenger referred to the agenda materials, incorporated into the record, and offered to answer questions.

There were no Commissioner or public comments.

G-2: PROJECT STATUS REPORT.

(6:02:52) – Mr. Pittenger presented the Project Status Report, incorporated into the record. He also clarified that the East/West Water Transmission Main Phase 2A-2 “will go out to bid next week”, noting that this was an important project with “significant impact to Washington Street”. Mr. Pittenger anticipated the project start date to be in September.

G-3: FUTURE AGENDA ITEMS.

(6:05:38) – Mr. Pittenger stated that a revised service plan for providing “ride home transit service” for Western Nevada College students will be heard by the Commission in August. Additionally, the Federal Lands Access Program grant agreement, and a Transportation Alternatives Program grant agreement for William Street were among the agenda items to be heard in August as well.

H. COMMISSION COMMENTS

(6:07:00) – Commissioner McQueary inquired about sidewalk damage on South Carson Street between Clearview and Fairview and was informed by Mr. Schulz that it was caused by heat.

I. PUBLIC COMMENT

(6:08:19) – None.

J. FOR POSSIBLE ACTION: ADJOURNMENT

(6:08:26) – MOTION: Commissioner Smolenski moved to adjourn the meeting. The meeting adjourned at 6:08 p.m.

The Minutes of the July 8, 2015 Carson City Regional Transportation Commission meeting are so approved this 21st day of September, 2015.

BRAD BONKOWSKI, Chair