

# CARSON CITY REGIONAL TRANSPORTATION COMMISSION

## Minutes of the September 21, 2015 Meeting

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A meeting of the Carson City Regional Transportation Commission was scheduled for 4:30 p.m. on Monday, September 21, 2015 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Brad Bonkowski  
Vice Chairperson Jim Smolenski  
Commissioner Robert Crowell  
Commissioner Mark Kimbrough

**STAFF:** Darren Schulz, Public Works Department Director  
Patrick Pittenger, Transportation Manager  
Daniel Doenges, Senior Transportation Planner  
Graham Dollarhide, Transit Coordinator  
Dirk Goering, Transportation Planner  
Daniel Rotter, Engineering Manager  
Joseph Ward, Deputy District Attorney  
Kathleen King, Chief 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, during regular business hours, in the Recording Secretaries Division of the Carson City Clerk's Office.

**A. CALL TO ORDER AND DETERMINATION OF A QUORUM (4:32:14)** - Chairperson Bonkowski called the meeting to order at 4:32 p.m. Roll was called; a quorum was present. Commissioner McQueary was absent.

**B. PUBLIC COMMENT (4:32:53)** - Chairperson Bonkowski entertained public comment; however, none was forthcoming.

**C. POSSIBLE ACTION ON APPROVAL OF MINUTES - July 10, 2015 (4:33:32)** - Chairperson Bonkowski entertained suggested revisions and, when none were forthcoming, a motion. **Commissioner Kimbrough moved to approve the minutes. Vice Chairperson Smolenski seconded the motion. Motion carried 4-0.**

**D. AGENDA MANAGEMENT NOTICE (4:34:05)** - Chairperson Bonkowski entertained modifications to the agenda; however, none were forthcoming.

**E. DISCLOSURES (4:34:23)** - Chairperson Bonkowski entertained disclosures; however, none were forthcoming.

**F. PUBLIC MEETING ITEMS:**

**F-1. POSSIBLE ACTION TO APPROVE STAFF RECOMMENDATIONS ON THE USE OF \$370,197 TRANSFERRED FROM THE CARSON CITY GENERAL FUND TO THE STREETS FUND; \$300,000 WILL BE USED TO IMPLEMENT A CITYWIDE CRACK REPAIR PROJECT THROUGH A CONTRACTOR AND THE REMAINDER WILL BE USED TO FUND**

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**ADDITIONAL STREET PATCHING EFFORTS CITYWIDE (4:34:37)** - Chairperson Bonkowski introduced this item. Mr. Pittenger reviewed the agenda materials, and responded to questions of clarification. Chairperson Bonkowski entertained public comment and, when none was forthcoming, a motion. **Commissioner Crowell moved to approve the staff recommendations on use of the funds transferred from the Carson City General Fund to the Streets Fund; the funds will be used to implement a citywide crack repair project through a contractor and the remainder will be used to fund additional street patching efforts citywide. Vice Chairperson Smolenski seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote.

<b>RESULT:</b>	Approved [4 - 0 - 1]
<b>MOVER:</b>	Commissioner Robert Crowell
<b>SECOND:</b>	Vice Chairperson Jim Smolenski
<b>AYES:</b>	Commissioner Crowell, Vice Chair Smolenski, Commissioner Kimbrough, Chair Bonkowski
<b>NAYS:</b>	None
<b>ABSENT:</b>	Commissioner Robert McQueary
<b>ABSTAIN:</b>	None

**F-2. POSSIBLE ACTION TO DETERMINE THAT SIERRA NEVADA CONSTRUCTION, INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NRS CHAPTER 338, AND TO AWARD CONTRACT NO. 1516-029, "SOUTH DIVISION STREET ROAD IMPROVEMENT PROJECT," FOR A BID AMOUNT OF \$276,007, PLUS A CONTINGENCY AMOUNT OF \$27,600, FOR A TOTAL NOT-TO-EXCEED PRICE OF \$303,607, TO BE FUNDED FROM THE STREET REPAIR AND MAINTENANCE ACCOUNT, 256-3038-431.04-80, AS PROVIDED IN THE FY 2015 / 2016 BUDGET (4:41:49)** - Chairperson Bonkowski introduced this item, and Mr. Doenges reviewed the agenda materials. Chairperson Bonkowski entertained commissioner questions or comments and public comments. When no questions or comments were forthcoming, Chairperson Bonkowski entertained a motion. **Vice Chairperson Smolenski moved to determine that Sierra Nevada Construction, Inc. is the lowest responsive and responsible bidder, pursuant to NRS 338, and to award Contract No. 1516-029, "South Division Street Road Improvement Project," for the bid amount of \$276,007, plus a contingency amount of \$27,600, for a total not-to-exceed price of \$303,607. Commissioner Kimbrough seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote.

<b>RESULT:</b>	Approved [4 - 0 - 1]
<b>MOVER:</b>	Vice Chairperson Jim Smolenski
<b>SECOND:</b>	Commissioner Mark Kimbrough
<b>AYES:</b>	Vice Chair Smolenski, Commissioners Kimbrough, Crowell, Chair Bonkowski
<b>NAYS:</b>	None
<b>ABSENT:</b>	Commissioner Robert McQueary
<b>ABSTAIN:</b>	None

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**F-3. POSSIBLE ACTION TO ACCEPT 60% DESIGN AND BUDGET REPORT FOR THE DOWNTOWN STREETScape PROJECT (4:44:19)** - Chairperson Bonkowski introduced this item, and Engineering Manager Danny Rotter narrated a SlideShow presentation, a copy of which was included in the agenda materials. Mr. Rotter, Mike Bennett, of Lumos & Associates, and Mr. Schulz responded to questions of clarification, and discussion took place, throughout the presentation.

Chairperson Bonkowski entertained public comment. (5:22:25) Doreen Mack commended the commissioners, staff, and consultants on the level of communication. She discussed the Downtown 20 / 20 Group's efforts to publicize the progress. On behalf of Comma Coffee, she requested replacement of previously removed trees.

Chairperson Bonkowski entertained additional public comment; however, none was forthcoming. Mr. Rotter discussed plans for an open house or “mixer” to be scheduled in mid- to late-October. Chairperson Bonkowski commended the idea in consideration of Nevada Open Meeting Law provisions. Chairperson Bonkowski re-opened public comment. (5:26:51) Doreen Mack suggested considering a downtown grand opening.

Chairperson Bonkowski entertained additional public comment and, when none was forthcoming, a motion. **Commissioner Kimbrough moved to accept 60 percent design and budget report for the Downtown Streetscape Project. Vice Chairperson Smolenski seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote.

<b>RESULT:</b>	<b>Approved [4 - 0 - 1]</b>
<b>MOVER:</b>	<b>Commissioner Mark Kimbrough</b>
<b>SECOND:</b>	<b>Vice Chairperson Jim Smolenski</b>
<b>AYES:</b>	<b>Commissioner Kimbrough, Vice Chair Smolenski, Commissioner Crowell, Chair Bonkowski</b>
<b>NAYS:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Commissioner Robert McQueary</b>
<b>ABSTAIN:</b>	<b>None</b>

**F-4. INFORMATION ON THE TENTH ANNIVERSARY OF THE JUMP AROUND CARSON TRANSIT SYSTEM (5:27:44)** - Chairperson Bonkowski introduced this item, and Mr. Dollarhide reviewed the agenda materials. Mr. Dollarhide, Mr. Pittenger, and Mr. Schulz responded to questions of clarification. Chairperson Bonkowski entertained public comment; however, none was forthcoming.

**F-5. POSSIBLE ACTION TO ADOPT A RESOLUTION AUTHORIZING THE DONATION OF RETIRED JAC BUS 4228 TO THE CARSON CITY BOXING CLUB (5:34:25)** - Chairperson Bonkowski introduced this item, and Mr. Dollarhide reviewed the agenda materials. Chairperson Bonkowski entertained commissioner questions or comments and, when none were forthcoming, public comment.

(5:35:32) Carson City Boxing Club Owner Michael Peroza and Partner Omar Meborn introduced themselves for the record. Mr. Peroza thanked the commissioners. Chairperson Bonkowski provided background information on the commission's decision to donate the bus to the Carson City Boxing Club.

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Chairperson Bonkowski entertained discussion and, when none was forthcoming, a motion. **Vice Chairperson Smolenski moved to adopt Resolution No. 2015-RTC-R-2, authorizing the donation of retired JAC Bus 4228 to the Carson City Boxing Club. Commissioner Kimbrough seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote.

<b>RESULT:</b>	Approved [4 - 0 - 1]
<b>MOVER:</b>	Vice Chair Jim Smolenski
<b>SECOND:</b>	Commissioner Mark Kimbrough
<b>AYES:</b>	Vice Chair Smolenski, Commissioners Kimbrough, Crowell, Chair Bonkowski
<b>NAYS:</b>	None
<b>ABSENT:</b>	Commissioner Robert McQueary
<b>ABSTAIN:</b>	None

**F-6. INFORMATION ON A MODIFICATION TO THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION'S ("CAMPO'S) AND RTC'S FEDERAL TRANSIT ADMINISTRATION ("FTA") DISADVANTAGED BUSINESS ENTERPRISE ("DBE") PROGRAM (5:37:52)** - Chairperson Bonkowski introduced this item. Mr. Goering reviewed the agenda materials, and responded to questions of clarification. Chairperson Bonkowski entertained questions or comments; however, none were forthcoming. (5:44:25) Chairperson Bonkowski entertained public comment; however, none was forthcoming.

**F-7. POSSIBLE 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 \$5,772.50, FOR CONTRACT NO. 1415-103, TITLED, "WESTERN NEVADA COLLEGE SIDEWALK PROJECT," TO JUSTIN WILSON CONSTRUCTION, LLC (5:41:06)** - Chairperson Bonkowski introduced this item. Mr. Doenges reviewed the agenda materials, and responded to questions of clarification.

Chairperson Bonkowski entertained public comment and, when none was forthcoming, a motion. **Commissioner Kimbrough moved 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 \$5,772.50 for Contract No. 1415-103, titled, "Western Nevada College Sidewalk Project," to Justin Wilson Construction, LLC. Commissioner Crowell seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote.

<b>RESULT:</b>	Approved [4 - 0 - 1]
<b>MOVER:</b>	Commissioner Mark Kimbrough
<b>SECOND:</b>	Commissioner Robert Crowell
<b>AYES:</b>	Commissioners Kimbrough, Crowell, Vice Chair Smolenski, Chair Bonkowski
<b>NAYS:</b>	None
<b>ABSENT:</b>	Commissioner Robert McQueary
<b>ABSTAIN:</b>	None

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**G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**

**G-1. STREET OPERATIONS REPORT - JULY 2015 (5:44:40)** - Chairperson Bonkowski introduced this item, and Mr. Pittenger reviewed the report which was included in the agenda materials. Mr. Kimbrough commended the streets crews who work on clearing right-of-way weeds.

**G-2. PROJECT STATUS REPORT (5:47:45)** - Chairperson Bonkowski introduced this item. Mr. Pittenger reviewed the report which was included in the agenda materials, and responded to questions of clarification.

**G-3. FUTURE AGENDA ITEMS (5:54:40)** - Mr. Pittenger reviewed the tentative agenda for the October commission meeting.

**H. COMMISSIONER COMMENTS (5:55:50)** - Chairperson Bonkowski entertained comments; however, none were forthcoming.

**I. PUBLIC COMMENT (5:56:01)** - Chairperson Bonkowski entertained public comment; however, none was forthcoming.

**J. ACTION TO ADJOURN (5:56:13)** - A motion was made, seconded, and carried unanimously to adjourn the meeting at 5:56 p.m.

The Minutes of the September 21, 2015 Carson City Regional Transportation Commission meeting are so approved this 17<sup>th</sup> day of November, 2015.

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BRAD BONKOWSKI, Chair