

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the November 27, 2017 Meeting

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A regular meeting of the Carson City Regional Transportation Commission was scheduled to begin following adjournment of the Carson Area Metropolitan Planning Organization meeting on Monday, November 27, 2017 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Brad Bonkowski
Vice Chairperson Jim Smolenski
Commissioner Lori Bagwell
Commissioner Mark Kimbrough

STAFF: Darren Schulz, Public Works Department Director
Lucia Maloney, Transportation Manager
Dirk Goering, Senior Transportation Planner
Graham Dollarhide, Transit Coordinator
Hailey Lang, Transportation Planner
Cortney Bloomer, Bicycle and Pedestrian Coordinator
Stephanie Hicks, Real Property Manager
Dan Yu, 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, in the Clerk's Office, during regular business hours.

1. CALL TO ORDER AND DETERMINATION OF A QUORUM (5:01:35) - Chairperson Bonkowski called the meeting to order at 5:01 p.m. Ms. King called the roll; a quorum was present. Commissioner Zenteno was absent.

2. AGENDA MANAGEMENT NOTICE (5:02:01) - Chairperson Bonkowski entertained modifications to the agenda. At Ms. Maloney's request, Chairperson Bonkowski modified the agenda to hear item 6(D) prior to item 6(C). Chairperson Bonkowski entertained additional requests and, when none were forthcoming, deemed the agenda adopted as modified.

3. DISCLOSURES (5:02:49) - Chairperson Bonkowski entertained disclosures; however, none were forthcoming.

4. PUBLIC COMMENT (5:03:01) - Chairperson Bonkowski entertained public comment; however, none was forthcoming.

5. ACTION ON APPROVAL OF MINUTES - October 11, 2017 (5:03:15) - Chairperson Bonkowski introduced this item, and entertained a motion. **Vice Chairperson Smolenski moved to approve the minutes, as presented. Commissioner Kimbrough seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 4-0.**

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6. PUBLIC MEETING ITEMS:

6(A) POSSIBLE ACTION TO APPROVE A REVISED FEDERAL LANDS ACCESS PROGRAM (“FLAP”) PROJECT MEMORANDUM OF AGREEMENT THAT DOCUMENTS THE RESPONSIBILITIES FOR THE DEVELOPMENT, CONSTRUCTION, AND FUTURE MAINTENANCE OF SIERRA VISTA LANE (5:03:40) - Chairperson Bonkowski introduced this item. Mr. Goering commended Real Property Manager Stephanie Hicks, the Public Works Department Design Team, and Senior Project Manager Robb Fellows for their contributions to the Sierra Vista Lane project. Mr. Goering provided background information on the subject and following related items. He reviewed the agenda materials for the subject item.

Chairperson Bonkowski entertained questions or comments of the commissioners and, when none were forthcoming, of the public. (5:06:34) Donna Grey thanked City staff “for all their hard work on this project. It means a lot to our community, our neighborhood in the Mexican Dam area because it’s really the only access route in for emergency vehicles and so, as it’s deteriorated, it’s been of great concern to us.” In response to a question, Mr. Goering advised that revisions to the Memorandum of Agreement have been reviewed and approved by the Central Federal Lands legal representative and the project manager.

Chairperson Bonkowski entertained additional public comment and, when none was forthcoming, a motion. **Commissioner Kimbrough moved to approve a revised Federal Lands Access Program Project Memorandum of Agreement that documents the responsibilities for the development, construction, and future maintenance of Sierra Vista Lane. Commissioner Bagwell seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 4-0.**

6(B) POSSIBLE ACTION TO APPROVE A REVISED FEDERAL LANDS ACCESS PROGRAM (“FLAP”) PROJECT REIMBURSEMENT AGREEMENT TO REIMBURSE CENTRAL FEDERAL LANDS HIGHWAY DIVISION FOR FIVE PERCENT OF THE COST (5:08:18) - Chairperson Bonkowski introduced this item. Mr. Goering reviewed the agenda materials, and responded to questions of clarification. Chairperson Bonkowski entertained questions or comments of the commissioners and, when none were forthcoming, of the public. When no public comment was forthcoming, Chairperson Bonkowski entertained a motion. **Commissioner Bagwell moved to approve a revised Federal Lands Access Program Project Reimbursement Agreement to reimburse Central Federal Lands Highway Division for five percent of the cost. Commissioner Kimbrough seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 4-0.**

6(C) POSSIBLE ACTION TO ACCEPT A BUREAU OF INDIAN AFFAIRS (“BIA”) GRANT OF EASEMENT FOR ROADWAY RIGHT-OF-WAY AND AGREE TO PAY \$4,150.00 IN JUST COMPENSATION TO THE OWNERS, AS PRESENTED TO CARSON CITY BY THE BIA, FOR THE ROADWAY AND ASSOCIATED IMPROVEMENTS NEEDED FOR THE CONSTRUCTION AND MAINTENANCE OF SIERRA VISTA LANE, AS PART OF THE FEDERAL LANDS ACCESS PROGRAM (“FLAP”) GRANT PROJECT ACROSS PUBLIC DOMAIN ALLOTMENT CC-398, ALSO KNOWN AS APN 010-291-06 (5:11:46) - Chairperson Bonkowski introduced this item, and Mr. Goering reviewed the agenda materials. Mr. Goering responded to questions regarding the \$4,150 in just compensation, and extensive discussion ensued. Mr. Schulz further clarified that “the original agreement that we put together, for the grant ..., was very specific and

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the amount of money that was spent on construction, our match, all of that, was all laid out there. This came up later, as you know ..., that we had to obtain this right-of-way at an additional cost. That was not part of the original agreement that we made with them to do this project.” Mr. Schulz explained that the \$4,150 is part of the project “but because it wasn’t on the table originally, they’re not going to pay for it. They’re not going to come back and reimburse us for it because it wasn’t part of what they agreed to pay for in the beginning.” In response to a further question, Mr. Schulz further clarified that “it’s not that we couldn’t go back and really pound our fist on the table that this is an eligible cost but the risk for blowing up the whole thing wasn’t worth it to us ...”

Mr. Goering responded to additional questions of clarification, and Chairperson Bonkowski entertained public comment. When no public comment was forthcoming, Chairperson Bonkowski entertained a motion. **Commissioner Kimbrough moved to accept the Bureau of Indian Affairs Grant of Easement for Roadway Right-of-Way, and agree to pay \$4,150.00 in just compensation to the owners, as presented to Carson City by the BIA, for the roadway and associated improvements needed for the construction and maintenance of Sierra Vista Lane, as part of the Federal Lands Access Program Grant Project across Public Domain Allotment CC-398, also known as APN 010-291-06. Vice Chairperson Smolenski seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 4-0.**

6(D) INFORMATIONAL UPDATE ON THE ACQUISITION OF RIGHT-OF-WAY FROM THE BUREAU OF LAND MANAGEMENT (“BLM”) FOR THE ROADWAY AND ASSOCIATED IMPROVEMENTS NEEDED FOR THE CONSTRUCTION AND MAINTENANCE OF SIERRA VISTA LANE, AS PART OF THE FEDERAL LANDS ACCESS PROGRAM (“FLAP”) GRANT PROJECT ACROSS APN 010-261-05 (5:10:31) - Chairperson Bonkowski introduced this item, and Mr. Goering reviewed the agenda materials. Chairperson Bonkowski entertained questions or comments of the commissioners and of the public; however, none were forthcoming.

6(E) POSSIBLE ACTION TO APPROVE A RIGHT-OF-ENTRY AGREEMENT AND ACCEPT THE DONATION OF A PERMANENT EASEMENT AND RIGHT-OF-WAY FOR THE ROADWAY AND ASSOCIATED IMPROVEMENTS NEEDED FOR THE CONSTRUCTION AND MAINTENANCE OF SIERRA VISTA LANE, AS PART OF THE FEDERAL LANDS ACCESS PROGRAM (“FLAP”) GRANT PROJECT, FROM MARK ALAN GREGORY AND SANDRA JOYCE GUTTERY GREGORY, APN 010-121-36 (5:21:00) - Chairperson Bonkowski introduced this item. Mr. Goering provided background information and reviewed the agenda materials. Ms. Maloney provided additional clarification. Mr. Goering and Ms. Hicks responded to questions of clarification. Commissioner Kimbrough provided background information on the uniqueness of the subject property, and commended staff on the negotiations which resulted in its inclusion. Mr. Goering and Ms. Hicks responded to additional questions of clarification regarding the fence replacement and construction of the driveway apron.

Chairperson Bonkowski entertained additional commissioner questions or comments and public comments. When no additional questions or comments were forthcoming, Chairperson Bonkowski entertained a motion. **Commissioner Kimbrough moved to approve a Right-of-Way Entry Agreement, and accept the donation of a permanent easement and right-of-way for the roadway and associated improvements needed for the construction and maintenance of Sierra Vista Lane, as part of the Federal Lands Access Program grant project, from Mark Alan Gregory and Sandra Joyce Guttery**

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Gregory, APN 010-121-36. Vice Chairperson Smolenski seconded the motion. Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote. Motion carried 3-1.

6(F) POSSIBLE ACTION TO ACCEPT THE DONATION OF A PERMANENT EASEMENT FOR THE ROADWAY AND ASSOCIATED IMPROVEMENTS NEEDED FOR THE CONSTRUCTION AND MAINTENANCE OF SIERRA VISTA LANE, AS PART OF THE FEDERAL LANDS ACCESS PROGRAM (“FLAP”) GRANT PROJECT, FROM JOSH A. OSTER AND MICHELLE C. OSTER-HAMILTON, APN 010-121-41 (5:31:55) - Chairperson Bonkowski introduced this item, and Mr. Goering reviewed the agenda materials. Chairperson Bonkowski entertained questions or comments of the commissioners and of the public and, when none were forthcoming, a motion. Commissioner Bagwell moved to accept the donation of a permanent easement for the roadway and associated improvements needed for the construction and maintenance of Sierra Vista Lane, as part of the Federal Lands Access Program Grant Project, from Josh A. Oster and Michelle C. Oster-Hamilton, known as APN 010-121-41. Vice Chairperson Smolenski seconded the motion. Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote. Motion carried 4-0.

6(G) POSSIBLE ACTION TO RATIFY RIGHT-OF-ENTRY AGREEMENTS FOR CONSTRUCTION OF SIERRA VISTA LANE, AS PART OF THE FEDERAL LANDS ACCESS PROGRAM (“FLAP”) GRANT PROJECT, FROM KATHI A. MARTIN, APN 010-121-21; KAMINSKY / FITZGERALD FAMILY 2002 TRUST, APN 010-121-25; BRUCE A. MILLER, APN 010-121-26; RANDY W. AND LISA G.F. JONES, APN 010-121-27; BRANDON REVOCABLE TRUST, APN 010-121-37; ROGER G. AND DIANA L. PRESTON, APN 010-121-38; AND JOSH A. OSTER AND MICHELLE C. OSTER-HAMILTON, APN-010-121-41 (5:33:35) - Chairperson Bonkowski introduced this item. Ms. Hicks reviewed the agenda materials, and responded to questions of clarification. Chairperson Bonkowski entertained additional questions or comments of the commissioners and of the public. When no additional questions or comments were forthcoming, Chairperson Bonkowski entertained a motion. Commissioner Kimbrough moved to ratify Right-of-Entry Agreements for construction of Sierra Vista Lane, as part of the Federal Lands Access Program Grant Project, from Kathi A. Martin, APN 010-121-21; Kaminsky / Fitzgerald Family 2002 Trust, APN 010-121-25; Bruce A. Miller, APN 010-121-26; Randy W. and Lisa G.F. Jones, APN 010-121-27; Brandon Revocable Trust, APN 010-121-37; Roger G. and Diana L. Preston, APN 010-121-38; and Josh A. Oster and Michelle C. Oster-Hamilton, APN 010-121-41. Commissioner Bagwell seconded the motion. Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote. Motion carried 4-0.

6(H) POSSIBLE ACTION TO APPROVE THE SUBMISSION OF A FEDERAL LANDS ACCESS PROGRAM (“FLAP”) GRANT APPLICATION BY THE PUBLIC WORKS DEPARTMENT FOR TRAILHEAD, ROADWAY, AND DRAINAGE IMPROVEMENTS, BETWEEN THE KINGS CANYON TRAILHEAD AND JUST EAST OF THE CANYON DRIVE AND KINGS CANYON ROAD INTERSECTION (5:37:47) - Chairperson Bonkowski introduced this item. Mr. Goering reviewed the agenda materials, and responded to questions of clarification. Commissioner Kimbrough commended staff on the grant application for this highly-used recreational area. Chairperson Bonkowski entertained public comment and, when none was forthcoming, a motion. Vice Chairperson Smolenski moved to approve the submission of a Federal Lands Access Program grant

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application, by the Public Works Department, for trailhead, roadway, and drainage improvements, between the Kings Canyon Trailhead and just east of the Canyon Drive and Kings Canyon Road intersection. Commissioner Bagwell seconded the motion. Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 4-0.**

7. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS

7(A) TRANSPORTATION MANAGER'S REPORT (5:42:42) - Chairperson Bonkowski introduced this item, and Ms. Maloney presented her report.

7(B) STREET OPERATIONS ACTIVITY REPORT (5:45:47) - Chairperson Bonkowski introduced this item, and Ms. Maloney presented the report which was included in the agenda materials. She responded to questions of clarification.

7(C) PROJECT STATUS REPORT (5:48:59) - Chairperson Bonkowski introduced this item, and Ms. Maloney presented the report which was included in the agenda materials. Chairperson Bonkowski entertained commissioner questions; however, none were forthcoming.

7(D) FUTURE AGENDA ITEMS (5:53:02) - Chairperson Bonkowski introduced this item, and Ms. Maloney reviewed the tentative agenda for the December commission meeting. Commissioner Bagwell requested to agendize a presentation on signal timing for a future meeting.

8. COMMISSIONER COMMENTS (5:48:17) - Commissioner Kimbrough commended City staff on the FLAP grant funding for Sierra Vista Lane. He commented, "... a lot of times people don't see ... all of the work that staff does to generate that to get such a good grant and support this community. So I just want to acknowledge all the work that Dirk, taking the lead, has done to make this successful for this community." (5:54:21) Chairperson Bonkowski entertained additional comments; however, none were forthcoming.

9. PUBLIC COMMENT (5:54:50) - Chairperson Bonkowski entertained public comment; however, none was forthcoming.

10. THE NEXT MEETING IS TENTATIVELY SCHEDULED for 4:30 p.m. on Wednesday, December 13, 2017 in the Community Center Sierra Room, 851 East William Street (5:54:59) - Chairperson Bonkowski read this information into the record.

11. ACTION ON ADJOURNMENT (5:55:14) - Chairperson Bonkowski adjourned the meeting at 5:55 p.m.

The Minutes of the November 27, 2017 Carson City Regional Transportation Commission meeting are so approved this 13th day of December, 2017.

BRAD BONKOWSKI, Chair