

**CARSON CITY REGIONAL TRANSPORTATION COMMISSION**

**Minutes of the June 12, 2019 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 Wednesday, June 12, 2019 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Brad Bonkowski  
Vice Chairperson Mark Kimbrough  
Commissioner Lori Bagwell  
Commissioner Chas Macquarie  
Commissioner Greg Stedfield

**STAFF:** Lucia Maloney, Transportation Manager  
Dirk Goering, Senior Transportation Planner  
Daniel Anderson, Transportation Planner / Analyst  
Michael Reynolds, Transit Coordinator  
Todd Reese, 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 (5:00:52)** - Chairperson Bonkowski called the meeting to order at 5:00 p.m. Ms. King called the roll; a quorum was present.

**2. AGENDA MANAGEMENT NOTICE (5:01:17)** - Chairperson Bonkowski entertained modifications to the agenda; however, none were forthcoming.

**3. DISCLOSURES (5:01:19)** - Chairperson Bonkowski entertained disclosures; however, none were forthcoming.

**4. PUBLIC COMMENT (5:01:31)** - Chairperson Bonkowski entertained public comment; however, none was forthcoming.

**5. ACTION ON APPROVAL OF MINUTES - May 8, 2019 (5:01:48)** - Chairperson Bonkowski introduced this item, and entertained a motion. **Vice Chairperson Kimbrough moved to approve the minutes. Commissioner Macquarie seconded the motion. Motion carried 5-0.**

**6. PUBLIC MEETING ITEMS:**

**6(A) DISCUSSION AND POSSIBLE ACTION REGARDING COOPERATIVE AGREEMENT NO. PR279-19-063, BETWEEN THE CARSON CITY RTC AND THE NEVADA DEPARTMENT OF TRANSPORTATION, FOR \$1,618,000 FOR THE DESIGN AND CONSTRUCTION OF A MULTI-USE PATH ALONG I-580, FROM COLORADO STREET TO THE PETE LIVERMORE SPORTS COMPLEX, AND AUTHORIZING THE TRANSPORTATION MANAGER TO EXECUTE THE AGREEMENT AND FUTURE AMENDMENTS REGARDING TERM EXTENSIONS OR A CHANGE IN AMOUNT UP TO TEN PERCENT (5:02:15)** - Chairperson Bonkowski introduced this item, and Mr. Goering presented

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the agenda materials in conjunction with displayed slides. Project Manager Robb Fellows reviewed details of the path alignment in conjunction with displayed slides. Mr. Fellows and Mr. Goering responded to questions of clarification, and discussion followed.

Chairperson Bonkowski entertained public comment. (5:16:55) Clint Borges provided his address on Koontz Lane, and advised that no pedestrian access existed prior to the freeway construction. "... after they came through and they took out all the sagebrush, then we started getting pedestrians walking through which was fine. But then they started picking up rocks and they broke out three of my windows in my barn and one in my garden shed. I'm not one of the ones that have this offset. My fence is right against the path and all it is is a chain link fence. ... What I would like to see is some kind of solid fence where they don't see the windows where they're throwing rocks at them is what my concern is. And ... it would be nice, since there's the walkway at the end of Koontz and you go up into the mountains, and we get lots of pedestrians and there's no crosswalks ... I know that's off tangent but it seems silly that there's nothing there ... I'd like to see some kind of fencing that's solid because my garden shed and the barn you can see from the freeway ... It's real close. It's within ... the ... 20 foot offset ..." At Chairperson Bonkowski's request, Mr. Borges agreed to submit his comments in writing. Chairperson Bonkowski advised Mr. Borges that public comments will be taken into consideration during the design phase. He requested Ms. Maloney to provide contact information to Mr. Borges.

Chairperson Bonkowski entertained additional public comment and, when none was forthcoming, a motion. **Commissioner Macquarie moved to approve the Cooperative Agreement, as presented, and to authorize the Transportation Manager to execute the agreement and specified future amendments. Commissioner Bagwell seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 5-0.**

### **6(B) DISCUSSION AND POSSIBLE ACTION TO DETERMINE THAT NV NJ CONSTRUCTION GROUP INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NRS CHAPTER 338, AND AWARDED CONTRACT NO. 1819-237, CDBG COLLEGE PARKWAY ADA IMPROVEMENTS PROJECT, TO NV NJ CONSTRUCTION GROUP, INC., FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$222,849**

(5:19:55) - Chairperson Bonkowski introduced this item, and Project Manager Tom Grundy presented the agenda materials. In response to a question, Mr. Goering advised that the City will bear the cost for the Burger King, 7-11, and Port of Subs driveways. He explained that "this is part of the CDBG ...

This corridor is part of our ADA Transition Plan. These areas were identified and they were submitted as part of ... two community development block grants and so they are included in the grant which is 100 percent funded by CDBG ..." In response to a further question, Mr. Goering explained that "usually, when we deal with capital projects, we do not address the commercial driveways because we ... limit the scope to the intersections. ... based on the fact that these are part of the Transition Plan, we looked at these as slightly different. This is part of a transit route so we ... felt that these were important when we were scoping out the project."

Chairperson Bonkowski advised of having been recently approached by a business owner "who was interested in something similar. It's going to be on the South Carson project and they would like some ... custom design of their driveway. They want to widen the driveway cut and replace it and they wanted to know if the City would incorporate that into the design and so I indicated to them that they

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would need to come to the City, work with our engineers and designers to show us what it was that they wanted, and that

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... they would then be back charged for the difference between what the project was intended to cover and any changes to that design.

So, my concern here is whether or not we're going to be accused of favoritism by taking care of the cost for these three businesses but we're not offering that to the other businesses along this project or in other projects in town. So, I don't know if you can address that at this time, but ... that's a concern to me if there's a perception of favoritism or that we're not being equal to all property owners."

Mr. Goering explained that "for this project, there was good reason why we went to this approach from past practice. For South Carson, I know we are looking and we have been talking with a lot of private property owners. So we are coordinating and some of it has to do with budget availability. A lot of the commercial driveways got improved. NDOT ... did the microseal before they handed the road over to the City but we are looking at trying to make some access improvements on South Carson. ... my recommendation is ... that they should reach out to us and we should have that discussion ..."

Ms. Maloney advised of previous discussions among staff, and explained "there are some circumstances in town where the nature of the transportation network, what Dirk alluded to with the transit route and the transit stops, where ... the private property owner may or may not re-do their driveway and we may or may not have any ability, as the City, to force them to re-do their driveway but, where there is a need and a purpose, for the City to improve that ... route for that sidewalk so people can connect. So, in this case, I did advise staff that it was important to include it. That said, we did bid it as an additive alternate and so there is flexibility there should RTC consider to exercise that." Commissioner Stedfield inquired as to whether the subject driveways would be replaced in kind. Mr. Goering explained, "In most cases, the driveways aren't ADA compliant so they're putting back to a design that does comply. ... I believe one of the 7-11 driveways is actually going away because it's not being used as it once was ..." Commissioner Stedfield suggested the property owners are "getting like for like on this project."

Chairperson Bonkowski clarified his concern was not whether the improvements are necessary; "it's who should be paying for them. And I'm very concerned that we'd be setting a precedent here that's going to come back to bite us." Chairperson Bonkowski entertained additional commissioner comments. He advised of no problem voting in favor of the project, and that he was undecided as to the additive alternates. Commissioner Macquarie echoed Commissioner Stedfield's comments. "If you're not actually making access wider or deeper but you're replacing an access that is necessary to comply with ADA as part of a program, then it's appropriate that the City pay for that. If, on the other hand as in this other case you mentioned on South Carson Street, they want an enhanced driveway - wider with some other features - then it seems appropriate to me that they should pay their portion for that additional facility. They've got increased value and that is what they should pay for but not the basic construction that would be required as part of the project. That's the way I've looked at it in the past." Vice Chairperson Kimbrough expressed support for Commissioners Stedfield's and Macquarie's comments. Ms. Maloney responded to questions of clarification, and discussion followed. Ms. Maloney acknowledged "it's an ADA project with demonstrated use on the facility."

Commissioner Stedfield pointed out that "typically, when you have a situation like that, the City doesn't get involved until somebody comes in with an application to the Planning [Division]. Then they're required to bring things up to Code. If they don't touch it, they're not required to touch it. The other

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thing that gets a little bit sticky, in my experience as an engineer, is that typically the right-of-way is at the back of walk, right? But, if I'm not mistaken, the property owner is responsible for the sidewalk. So it's just one of those really weird situations ... but I still believe if they're not doing anything other than improving the ADA; they're not asking for ... wider, better ... stamped, colored concrete, those kinds of things, I don't think this is setting a precedent when we go to South Carson Street." Mr. Goering reviewed the criteria by which upgrades to ADA standards are required. He explained the sometimes piecemeal approach to capital projects and pointed out the need for a judgment call in certain cases.

Chairperson Bonkowski entertained additional commissioner questions or comments and, when none were forthcoming, public comments. When no public comments were forthcoming, Chairperson Bonkowski entertained a motion. **Commissioner Bagwell moved to award the contract, as presented, which includes all three alternates from the bid. Commissioner Stedfield seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 5-0.**

**6(C) DISCUSSION AND POSSIBLE ACTION TO DETERMINE THAT SIERRA NEVADA CONSTRUCTION, INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NRS CHAPTER 338, AND AWARDING CONTRACT NO. 1819-224, GONI ROAD RECONSTRUCTION PROJECT, TO SIERRA NEVADA CONSTRUCTION, INC. FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$432,307.70** (5:35:26) - Chairperson Bonkowski introduced this item, and Project Manager Tom Grundy presented the agenda materials. In response to a question, City Engineer Dan Stucky advised of technical specifications in the City's construction documents that every bidding contractor has to meet. "We have a construction management group, we have an inspector ... been on staff for 20 years that's going to be out there every day checking their work and making sure it's done right and that's pretty good protection, on our end, to make sure it's done the way we want it to be done." Mr. Stucky responded to additional questions of clarification, and discussion followed.

Chairperson Bonkowski entertained additional commissioner questions or comments and public comments and, when none were forthcoming, a motion. **Supervisor Bagwell moved to award the contract, as presented. Vice Chairperson Kimbrough seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 5-0.**

**6(D) INFORMATIONAL PRESENTATION AND DISCUSSION ON TRAFFIC IMPACTS AND EXPECTATIONS RESULTING FROM THE SOUTH CARSON STREET COMPLETE STREETS PROJECT** (5:42:21) - Chairperson Bonkowski introduced this item, and City Engineer Dan Stucky introduced Headway Transportation Principal Loren Chilson and Project Manager Tom Grundy. Mr. Stucky provided an overview of the project, and presented the agenda materials in conjunction with displayed slides. Mr. Chilson presented the Traffic Evaluation prepared by Headway Transportation, copies of which were included in the agenda materials. In conjunction with displayed slides, Mr. Stucky, Mr. Chilson, Mr. Grundy, and Ms. Maloney responded to questions of clarification. Extensive discussion followed.

In response to a question, Mr. Chilson discussed management decisions relative to City streets. "What

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do you want this street to be? It will feel different twenty years from now; there will be more delay. You will choose to make more right turns than you do today. Those are all consequences of saying, 'We want this

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street to be different.’ So, in that context, is it appropriate? Yes.” Mr. Chilson responded to additional questions of clarification, and additional discussion followed.

Chairperson Bonkowski thanked the gentlemen for their presentation. He noted there were no other citizens present in the meeting room. At Commissioner Bagwell’s request, Ms. Maloney agreed to post the report on the City’s website.

**6(E) INFORMATIONAL PRESENTATION AND DISCUSSION ON CARSON CITY’S VIRGINIA AND TRUCKEE (V&T) RAILROAD SALES TAX PLAN OF EXPENDITURE AS IT RELATES TO UPCOMING ROADWAY IMPROVEMENT PROJECTS (6:38:14)** - Chairperson Bonkowski introduced this item. Ms. Maloney presented the agenda materials, and responded to questions of clarification throughout the presentation. Chairperson Bonkowski entertained additional commissioner questions or comments and public comments; however, none were forthcoming.

**6(F) DISCUSSION AND POSSIBLE ACTION REGARDING AN INTERLOCAL AGREEMENT, BETWEEN CARSON CITY AND DOUGLAS COUNTY, THROUGH WHICH CARSON CITY STAFF WILL PROVIDE TECHNICAL SUPPORT AND MAINTENANCE OF TRAFFIC SIGNALS AND LIGHTING IN DOUGLAS COUNTY, AND AUTHORIZING THE TRANSPORTATION MANAGER TO EXECUTE THE AGREEMENT (6:44:35)** - Chairperson Bonkowski introduced this item, and Ms. Maloney presented the agenda materials. Chairperson Bonkowski entertained public comment and, when none was forthcoming, a motion. **Commissioner Macquarie moved to authorize the Transportation Manager to execute the Interlocal Agreement, as presented. Commissioner Bagwell seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 5-0.**

## **7. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**

**7(A) TRANSPORTATION MANAGER’S REPORT (6:46:52)** - Chairperson Bonkowski introduced this item. Ms. Maloney provided an update on the City’s East / West Connector Project. She reported that two new buses will be placed into service this week. “We’re finalizing how we read the data that comes from the cameras on the buses so hopefully they go into service tomorrow. These are two 35-foot, fixed route buses. They were awarded with the 5339B FTA grant funds that were announced at the same time as the TIGER grant. ... it takes a period of time to order these buses and get them in, about 10 months. So, long overdue and we’re really excited for those.” Chairperson Bonkowski entertained questions or comments; however, none were forthcoming.

**7(B) STREET OPERATIONS ACTIVITY REPORT (6:48:27)** - Chairperson Bonkowski introduced this item, and Ms. Maloney presented the report which was included in the agenda materials.

**7(C) PROJECT STATUS REPORT (6:50:19)** - Chairperson Bonkowski introduced this item, and Ms. Maloney presented the report which was included in the agenda materials. Ms. Maloney and Mr. Goering responded to questions of clarification. Chairperson Bonkowski entertained additional questions or comments; however, none were forthcoming.

**7(D) FUTURE AGENDA ITEMS (6:58:39)** - Chairperson Bonkowski introduced this item, and Ms. Maloney reviewed the tentative agenda for the July commission meeting.

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**8. COMMISSIONER COMMENTS (6:59:59)** - In response to a question, Ms. Maloney advised that “Safe Routes to School does still exist. We have been doing Bike Month. Kudos to MusclePowered. They really stepped up on behalf of Carson City and did some amazing Bike Month activities. ... The community really came together just by us not having a Bicycle and Pedestrian Coordinator. Hoping to get some additional program updates in the near future.” Ms. Maloney acknowledged that a new Bicycle and Pedestrian Coordinator is in the process of being recruited. She provided background information on the origins of the Bicycle and Pedestrian Coordinator position and the Safe Routes to School Program, and advised that the candidate will have qualifications tailored to Public Works rather than the Health and Human Services Department. “The candidate we bring in will be more of a transportation planner, focused on active transportation and those infrastructure planning activities.”

Chairperson Bonkowski advised that the legislature approved SB 48 “which should generate about an additional \$400,000 per year for roads. We, as the Board of Supervisors, in the past have looked at every opportunity to provide surplus general fund monies to roads. ... we’re looking at about an additional \$1 million a year in funding, potentially, if everything goes well. So that only leaves us a deficit of about \$12 million a year ...”

**9. THE NEXT MEETING IS TENTATIVELY SCHEDULED FOR WEDNESDAY, JULY 10, 2019 IN THE COMMUNITY CENTER SIERRA ROOM, 851 EAST WILLIAM STREET, CARSON CITY, NEVADA (7:03:23)** - Chairperson Bonkowski read this information into the record.

**10. PUBLIC COMMENT (7:03:39)** - Chairperson Bonkowski entertained public comment; however, none was forthcoming.

**11. ACTION TO ADJOURN (7:03:46)** - Upon motion by Vice Chairperson Kimbrough, Chairperson Bonkowski adjourned the meeting at 7:03 p.m.

The Minutes of the June 12, 2019 Carson City Regional Transportation Commission meeting are so approved this 10<sup>th</sup> day of July, 2019.

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BRAD BONKOWSKI, Chair