

Item # 15A

**City of Carson City  
Agenda Report**

**Date Submitted:** November 27, 2007

**Agenda Date Requested:** December 6, 2007

**Time Requested:** 45 minutes

**To:** Mayor and Supervisors

**From:** Linda Ritter, City Manager

**Subject Title:** Action to appoint two members to the Regional Transportation Commission to fill two year terms to expire December 31<sup>st</sup>, 2009.

**Staff Summary:** NRS Chapter 373.040 and CCMC 11.20.030 provide for the creation and organization of a five member Regional Street and Highway Commission. Staggered two year terms are served by two members of the Board of Supervisors and three representatives of the city at large. There are two vacancies to be filled on the Regional Transportation Commission due to members terms expiring. Members of the RTC also serve on the Carson Area Metropolitan Planning Organization.

**Type of Action Requested:** (check one)  
☐ Resolution ☐ Ordinance  
☒ Formal Action/Motion ☐ Other (Specify) :

**Does This Action Require A Business Impact Statement:** ☐ Yes ☒ No

**Recommended Board Action:** I move to appoint \_\_\_\_\_ and \_\_\_\_\_  
to the Regional Transportation Commission for two year terms ending December, 31<sup>st</sup>, 2009.

**Explanation for Recommended Board Action:** There are two vacancies on the Regional Transportation Commission in the citizen-at-large positions due to members terms expiring.

There are three applicants.

Charles DesJardins (requesting reappointment) Sean Lehmann  
Russell Carpenter (requesting reappointment)

**Applicable Statute, Code, Policy, Rule or Regulation:** NRS 373.040 and CCMC 11.20.030

**Fiscal Impact:** None

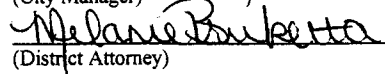
**Explanation of Impact:**

**Funding Source:**

**Alternatives:**

**Supporting Material:** Letters requesting reappointment, applications, roster, recruitment announcement, NRS & CCMC reference.

**Prepared By:** Rose Gardner, Management Assistant

**Reviewed By:**   
(City Manager)  
  
(District Attorney)

Date: 11-27-07

Date: 11-27-07

**Board Action Taken:**

Motion: \_\_\_\_\_

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_

Aye/Nay

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)

RECEIVED

OCT 25 2007

CARSON CITY  
EXECUTIVE OFFICES

October 25, 2007

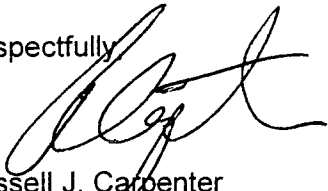
Mayor Marv Teixeira  
Carson City  
201 North Carson Street  
Carson City, NV 89701

Dear Mr. Mayor:

My appointment of one year to serve a vacant seat on the Carson City Regional Transportation Commission (RTC) and the Carson Area Metropolitan Planning Organization (CAMPO) is coming to a close in December 2007. By serving in this capacity and with the dedicated commissioners and staff, I have certainly been privileged.

The knowledge gained during my 2007 term has been vast and I would be honored to be considered for re-appointment to the RTC and CAMPO boards.

Respectfully

A handwritten signature in black ink, appearing to read 'Russell J. Carpenter', written over the word 'Respectfully'.

Russell J. Carpenter  
901 Sonoma Street  
Carson City, Nevada 89701  
775-885-8848

RECEIVED

OCT 25 2007

CARSON CITY  
EXECUTIVE OFFICES

P.O. Box 2281

CARSON CITY, NV.

89702-2281

OCT. 24, 2007

Dear Mrs. Hardner,

I wish to be reappointed to the Regional Transportation Commission. I have thoroughly enjoyed my service representing the citizens of Carson City. There is much work to be accomplished, and I wish to continue in being a part of the decision making process. If you have any questions, I may be contacted at:

home 884-9448

cell 721-9964

email CRD@interquest.com

RE: Your ltr of Oct 17, 2007 requesting my interest in serving on the Carson City RTC.

Sincerely,

Chris Gardner  
RTC Commissioner  
CAMPO Member

# Carson City Application for Appointive/Volunteer Position

RECEIVED

NOV 08 2007

Please print or type

CARSON CITY  
EXECUTIVE OFFICES

Title of Board or Commission: Open Space Advisory OR RTC

Title of Position: Volunteer applicant

Name: Lehmann Sean L

Address: 2566 Bedford Way Carson City NV 89703  
Street City State Zip

Occupation/Business: Physician / Podiatrist

Telephone: Work- 884-1800 Home- 882-3150 Cell- 450-5469 E-mail- skhmann@police

How long have you lived in Carson City: 6 yrs Are you an active Carson City Registered Voter: Yes

NOTE: ONLY COMPLETE IF A DEGREE IS REQUIRED FOR THIS POSITION

| College, professional, vocational<br>or other schools attended | Major Subject                    | Degree Conferred       |
|----------------------------------------------------------------|----------------------------------|------------------------|
| <u>University of Utah</u>                                      | <u>Pre-Med</u>                   |                        |
| <u>Des Moines University</u>                                   | <u>Healthcare Administration</u> | <u>Masters (MHA)</u>   |
| <u>Des Moines University</u>                                   | <u>Podiatry</u>                  | <u>Doctorate (DPM)</u> |
|                                                                |                                  |                        |

- Briefly Describe the Qualifications You Possess Which You Feel Would Be An Asset to this Board/Commission/Committee.

Active Community member - I do live near  
several open space areas in the city -  
frequently use roads and transit and airport as  
a pilot

- List the Community Organizations in Which You Have Participated and Describe Participation.

Participant in MOST community events  
President of Sierra Flyers at Minden Airport  
Active Stahl Member at Carson Tahoe Regional  
MED CTR

3. List Your Affiliation With Professional or Technical Societies. (if required for the Position)

Carson Tahoe Regional Medical Center  
Nevada Podiatric Medical Association

4. Do You Anticipate Any Potential Conflicts of Interest? NO If Yes Please Explain.

May occasionally be out of  
Town

Business in Carson City Service Area:

Podiatry Office

Length of time in Business:

7 years

Personal/Professional References:

Name

Address

Telephone #

Dr. Steve Kuhel

212 S. Nevada St.

887-0400

Dr. Phil Schlager

511 E. Robinson St.

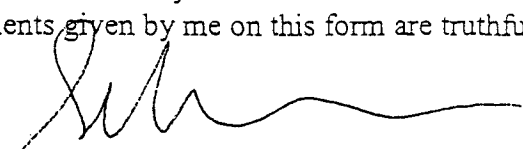
884-3687

Jeff Justice

2569 Bedford Way

841-6366

I have sufficient time to devote to this community and plan to attend the required meetings if I am appointed to fill this or a future vacancy. I understand that if I am appointed to a Board/Commission or Committee where a disclosure of Assets Statement is required by State Law or Council Policy I shall do so, and that I may not assume office until 10 days after statement is filed. I hereby declare that all statements given by me on this form are truthful and complete to the best of my knowledge.

  
Signature of Applicant

11/8/07  
Date

You May Attach More Information

All Applications are Public Information

Applications not acted upon will expire after two years from date submitted unless renewed by applicant.

Mail directly to Carson City Executive Offices  
Carson City Executive Offices, 201 N. Carson Street #2, Carson City NV 89701  
(775)887-2100 or 887-2027 Ext. 1205, Fax 887-2286

**REGIONAL TRANSPORTATION COMMISSION MEMBERSHIP**

| <b><u>MEMBER</u></b>                                                                                                              | <b><u>APPOINTMENT</u></b>            | <b><u>TERM EXPIRES</u></b> |
|-----------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|----------------------------|
| <b><u>Board of Supervisors</u></b>                                                                                                |                                      |                            |
| Shelly Aldean<br>885-8282                                                                                                         | Initial Term 1/03<br>Reappt. 12/05   | 12/2007                    |
| Richard Staub<br>882-6888                                                                                                         | Initial Term 1/01<br>Reappt. 12/04   | 12/2008                    |
| <b><u>Citizens at Large</u></b>                                                                                                   |                                      |                            |
| Larry Hastings<br>702 Hillcrest Road<br>Carson City NV 89703<br>882-1570 (h)<br>larnold@aol.com                                   | Initial Term 1/2005<br>Reappt. 12/06 | 12/2008                    |
| Russell Carpenter<br>901 Sonoma St.<br>Carson City NV 89701<br>684-3636(w) 885-8848(h) 315-0444(c)<br>russcarpenter@sbcglobal.net | Partial Term 12/06                   | 12/2007                    |
| Charles DesJardins<br>P. O. Box 2281<br>Carson City, NV 89702<br>884-9448 (w) 721-9964 (h)                                        | FUT 3/03<br>Reappt. 12/03, 12/05     | 12/2007                    |

**AUTHORITY:** N.R.S. Chapter 373.040 & C.C.M.C. 11.20.030 Provide for creation and organization of a five member Regional Street and Highway Commission. Staggered two-year terms are served by two members of the Board of Supervisors (BOS) (one must serve as chairperson) and three representatives of the city at large. One BOS representative and one at large representative will serve to December 31 of an even-numbered year, and the second BOS representative and two at large representatives will serve to December 31 of an odd-numbered year.

**MEETINGS:** Monthly meetings on the 2<sup>nd</sup> Wednesday of the month at 5:30 p.m. in the Sierra Room.

**PURPOSE:** The Regional Transportation Commission is set up to establish priorities and recommend appropriate funding for transportation improvement projects within Carson City. Projects are evaluated in terms of:

1. The priorities established by the Carson City Transportation Master Plan.
2. The relation of the proposed work to other projects already constructed or authorized.
3. The relative need for the project in comparison with others proposed.
4. The Funds available.

### **TYPICAL DUTIES**

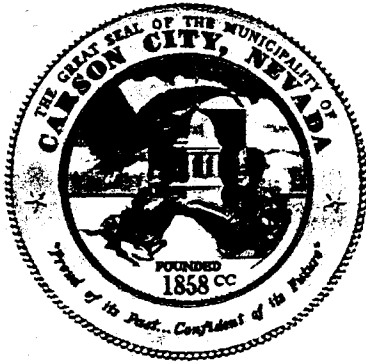
- Review and recommend approval of the annual budget for the Regional Transportation Commission Fund and of individual projects.
- Prioritize transportation improvement projects.
- Authorize studies, develop plans and conduct public hearings to establish and approve short- range and regional plans for transportation.

**Coordinators: Harvey Brotzman, Development Engineering**

Attorney Assignment:

District Attorney's Office  
887-2070 ext. 1550





## REGIONAL TRANSPORTATION COMMISSION

The Carson City Board of Supervisors is seeking applications from persons interested in serving on the Regional Transportation Commission (RTC). The RTC is the policy making body on transportation issues within Carson City who's purpose is to establish priorities and recommend appropriate funding for transportation improvement projects. The members of the Regional Transportation Committee also serve on the Carson Area Metropolitan Planning Organization Board to discuss and take action on federal monies spent on transportation and transit projects within the Carson Metropolitan Planning Area.

The Commission meets on the second Wednesday of the month at 5:30 p.m. Applicants should be prepared for a minimum commitment of up to ten hours a month. **There are two vacancies both for two year term and** The terms of the members shall be for two years and will expire in December 2009. The positions shall serve without compensation.

Volunteer applications may be obtained from and returned to the Carson City Executive Offices by the ***closing date of November 15, 2007***. Let it be known that all applications submitted to this office will be considered public information. Thank you for your interest in assisting Carson City.

CARSON CITY EXECUTIVE OFFICES  
201 N. Carson Street #2  
Carson City, Nevada 89701  
(775) 887-2100 FAX 887-2286  
E-Mail [rgardner@ci.carson-city.nv.us](mailto:rgardner@ci.carson-city.nv.us)  
Web Page <http://www.carson-city.nv.us>  
AN EQUAL OPPORTUNITY EMPLOYER

2. In counties whose population is less than 100,000, the commission must be composed of representatives selected as follows:

- (a) If the county contains three or more cities:
  - (1) Two by the board.
  - (2) One by the governing body of the largest city.
- (b) If the county contains only two cities:
  - (1) Three by the board, at least one of whom is a representative of the public who is a resident of the county.
  - (2) One by the governing body of each city in the county.
- (c) If the county contains only one city:
  - (1) Two by the board.
  - (2) One by the governing body of the city.
- (d) If the county contains no city, the board shall select:
  - (1) Two members of the board; and
  - (2) One representative of the public, who is a resident of the largest town, if any, in the county.

3. In Carson City, the commission must be composed of representatives selected by the board of supervisors as follows:

- (a) Two members of the board of supervisors, one of whom must be designated by the commission to serve as chairman of the commission.
- (b) Three representatives of the city at large.

4. The first representatives must be selected within 30 days after passage of the ordinance creating the commission, and, except as otherwise provided in subsections 5, 6 and 7, must serve until the next ensuing December 31 of an even-numbered year. The representative of any city incorporated after passage of the ordinance must be selected within 30 days after the first meeting of the governing body, and, except as otherwise provided in subsection 7, must serve until the next ensuing December 31 of an even-numbered year. Their successors must serve for terms of 2 years, and vacancies must be filled for the unexpired term.

5. In Carson City:

- (a) One representative of the commission who is a member of the board of supervisors and one representative of the commission who is a representative of the city at large must serve until the next ensuing December 31 of an even-numbered year; and
- (b) One representative of the commission who is a member of the board of supervisors and two representatives of the commission who are representatives of the city at large must serve until the next ensuing December 31 of an odd-numbered year.

6. In counties whose population is 100,000 or more, but less than 400,000:

- (a) One representative selected by the board and one representative selected by the governing body of the largest city in the county must serve until the next ensuing December 31 of an even-numbered year; and
- (b) One representative selected by the board and one representative selected by the governing body of the largest city in the county must serve until the next ensuing December 31 of an odd-numbered year.

7. In counties whose population is 400,000 or more, the first representatives and the representative of any city incorporated after passage of the ordinance must serve until the next ensuing June 30 of an odd-numbered year.

(Added to NRS by 1965, 1265; A 1966, 50; 1969, 335, 1541; 1979, 541; 1993, 102, 2268; 1999, 970, 1049; 2001, 69, 1091)

City in the original package or container, distributes or sells the same in such original package or container, or otherwise, or in any manner uses the same; or

d. Otherwise acquires in Carson City for sale, use or distribution in Carson City motor vehicle fuel with respect to which there has been no prior taxable sale use or distribution;

e. "Dealer" shall not include any person who shall import into Carson City motor vehicle fuel in quantities of five hundred gallons or less purchased from a supplier who is licensed as a dealer under Chapter 365, Nevada Revised Statutes, and who shall assume liability for the collection and remittance of the applicable excise tax to Carson City.

3. "Department" means the Nevada Department of Motor Vehicles.

4. "Distributees" or "distribution." All motor vehicle fuel, sold, donated, consigned for sale, bartered, used or in any way voluntarily disposed of so as to terminate the ownership and possession thereof by the dealer or any other person who imports such motor vehicle fuel owned by him shall be deemed to be distributed and considered as distribution under this chapter.

5. "Highway" means every way or place of whatever nature open to the use of the public for purpose of surface traffic, including highways under construction.

6. "Motor vehicle" means and includes every self-propelled motor vehicle, including tractors, operated on a surfaced highway.

7. "Motor vehicle fuel" means and includes gasoline, natural gasoline, casinghead gasoline and any other inflammable or combustible liquid, by whatever name such liquid may be known or sold, the chief use of which in this state is for the propulsion of motor vehicles, motorboats or airplanes. Kerosene gas oil, fuel oil, jet aircraft fuel, diesel fuel and liquefied petroleum gas shall not be considered motor vehicle fuel for the purpose of this chapter.

8. "Person" means and includes every natural person, association, firm or partnership, corporation, municipal corporation, quasi-municipal corporation, political subdivision, governmental agency, trustee, receiver and the legal representative or representatives of the estate of any deceased person and their agents.

9. "Retailer" means and includes every person, other than a dealer as defined in subsection 2 engaged in the business of selling motor vehicle fuel.

10. "Tax Commission" means the Nevada Tax Commission and its duly authorized agents.

11.20.030 Creation and organization of regional street and highway commission. 1. The board does hereby create the regional street and highway commission of Carson City, state of Nevada.

2. The commission shall be composed of representatives to be selected as follows by the board:

a. Two members of the board of supervisors one of whom must be designated by the commission to serve as chairman of the commission;

b. Three representatives of the city at large.  
(Ord. 1999-18 §2, 1999).

11.20.035 Terms and regulations of commission. 1.

One representative of the commission who is a member of the board of supervisors and one representative of the commission who is a representative of the city at large must serve until the next ensuing December 31 or an evennumbered year; and

2. One representative of the commission who is a member of the board of supervisors and two representatives of the commission who are representatives of the city at large must serve until the next ensuing December 31 of an odd-numbered year.

3. Commission members shall serve terms of two years and any vacancies shall be filled for the unexpired term.

4. The commission shall adopt such rules and regulations as are not in conflict with this chapter, Chapter 373 of the 1966 Statutes of Nevada, or any other law of the state of Nevada for the organization of the commission and the conduct of its business.

11.20.037 Meetings, notice of meetings, powers and duties of the commission. 1. The commission shall meet at such times and places as the members of the commission may deem necessary and proper, but at least one meeting shall be held in each calendar month.

2. The commission shall exercise or perform those powers and duties specifically granted to them and enumerated in NRS Chapter 373 and shall exercise or perform said powers and duties in the mode and manner set forth in the aforementioned chapter.

3. All decisions, acts and resolutions of the commission shall be by majority vote of its membership. A tie vote shall have the effect of no decision and no action shall be taken.

4. For the purpose of this section a "decision on a road project" is a decision to:

a. Spend more than ten thousand dollars (\$10,000.00) on the study or design of,

b. Purchase property for, or

c. Authorize the use of the power of eminent domain to acquire property for, or

d. Commence construction of,  
a new road, or an expansion or extension of an existing road to add additional road surface. Notice of the time and place of a meeting of the Regional Transportation Com-