

**CARSON CITY REGIONAL TRANSPORTATION COMMISSION**

**Minutes of the June 10, 2009 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 on Wednesday, June 10, 2009 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Shelly Aldean  
Vice Chairperson Russell Carpenter  
Commissioner Robert Crowell  
Commissioner Charles Des Jardins  
Commissioner James Mallery

**STAFF:** Kim Belt, Capital Projects Manager  
Joel Benton, Senior Deputy District Attorney  
Andrew Burnham, Public Works Department Director  
Dan Doenges, Senior Transportation Planner  
Kathleen King, Recording Secretary  
Patrick Pittenger, Transportation Manager  
Darren Schulz, Deputy Public Works Director

**NOTE:** A recording of these proceedings, the commission's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are available, in the Clerk-Recorder's Office, for review during regular business hours.

**A. CALL TO ORDER AND DETERMINATION OF QUORUM (6:34:34)** - Chairperson Aldean called the meeting to order at 6:34 p.m. Roll was called; a quorum was present.

**B. ACTION ON APPROVAL OF MINUTES - May 13, 2009 (6:35:03)** - Commissioner Crowell moved to approve the minutes. Vice Chairperson Carpenter seconded the motion. Motion carried 5-0.

**C. MODIFICATION OF AGENDA (6:35:24)** - None.

**D. PUBLIC COMMENT (6:35:31)** - None.

**E. DISCLOSURES (6:35:55)** - None.

**F. CONSENT AGENDA (6:36:06)** - Chairperson Aldean entertained requests to hear items separate from the consent agenda. At Commissioner Des Jardins' request, she pulled item F-1 and noted the errata sheet provided to the commissioners and staff prior to the start of the meeting. Chairperson Aldean entertained additional requests and, when none were forthcoming, a motion to approve the remainder of the consent agenda. **Commissioner Crowell moved to approve the balance of the consent agenda, as published, with the revision to item F-3 as delineated on the errata sheet. Commissioner Mallery seconded the motion. Motion carried 5-0.**

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**F-1. ACTION TO AUTHORIZE PUBLIC WORKS TO JOIN AND UTILIZE CONTRACT NO. 343009 “2009 PREVENTIVE MAINTENANCE SLURRY SEAL” WHICH WAS APPROVED BY THE WASHOE COUNTY REGIONAL TRANSPORTATION COMMISSION AS ALLOWED PURSUANT TO NRS 332.195, PROVIDED CARSON CITY’S APPROVED FUNDING AND PURCHASING PROCEDURES ARE FOLLOWED, AND TO AWARD THE CONTRACT FOR AN AMOUNT NOT TO EXCEED \$817,017.05, AND A CONTINGENCY AMOUNT OF \$82,000.00 TO BE FUNDED FROM THE RTC STREET SEALING FUND, AS PROVIDED IN FY 2008 / 2009** (6:37:42) - Mr. Pittenger introduced this item, and reviewed the agenda report. At Chairperson Aldean’s request, he described the differences between slurry sealing and micropaving. Mr. Burnham responded to questions of clarification. Chairperson Aldean noted that approximately \$200,000 in ARRA funds had been allocated for micropaving. In response to a question, Mr. Burnham advised that staff will agendize a micropaving contract “which will be beyond the scope of the ARRA funding.”

Commissioner Des Jardins commented on the need for extensive coordination of the preventive maintenance slurry seal projects, and requested staff to ensure sufficient public notice regarding the project time frames. Mr. Burnham discussed the noticing requirement included in the contract, and advised that City staff is well versed in coordinating the project on an annual basis. Mr. Schulz advised that notice is provided “a few days” prior and again 24 hours prior to commencement of each project. In response to a comment, he provided additional clarification of the notification process.

Chairperson Aldean opened this item to public comment and, when none was forthcoming, entertained a motion. **Commissioner Des Jardins moved to authorize Public Works to join and utilize bid no. 343009 “2009 Preventive Maintenance Slurry Seal” which was approved by the Washoe County Regional Transportation Commission, as allowed pursuant to NRS 332.195, provided Carson City’s approved funding and purchasing procedures are followed, and to award the contract for an amount not to exceed \$817,017.05, and a contingency amount of \$82,000.00, to be funded from the RTC street sealing fund, as provided in the FY 2008 / 2009 budget; fiscal impact is \$898,718.76. Commissioner Crowell seconded the motion. Motion carried 5-0.**

**F-2. ACTION TO DETERMINE THAT PECORILLA HYDROSEEDING, INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NRS CHAPTER 338, AND TO AWARD CONTRACT NO. 0809-225 TO PECORILLA HYDROSEEDING, INC. FOR A BID AMOUNT OF \$255,504.73, PLUS A CONTINGENCY AMOUNT NOT TO EXCEED \$26,000.00, TO BE FUNDED FROM THE FAIRVIEW DRIVE WIDENING FUND, AS PROVIDED IN FY 2008 / 2009**

**F-3. ACTION TO DETERMINE THAT DON GARCIA EXCAVATING AND PAVING, INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NRS CHAPTER 338, AND TO AWARD CONTRACT NO. 0809-234, 2009 ADA SIDEWALK IMPROVEMENT PROGRAM, PHASE I, TO DON GARCIA EXCAVATING AND PAVING, INC. FOR A BID AMOUNT OF \$84,821.70, PLUS A CONTINGENCY AMOUNT NOT TO EXCEED \$20,000, TO BE FUNDED FROM THE RTC PEDESTRIAN IMPROVEMENT CITY-WIDE ACCOUNT AS PROVIDED IN FY 2008 / 2009**

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**F-4. ACTION TO DETERMINE THAT DON GARCIA EXCAVATING AND PAVING, INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NRS CHAPTER 338, AND TO AWARD CONTRACT NO. 0809-235, 2009 ADA SIDEWALK IMPROVEMENT PROGRAM, PHASE II, TO DON GARCIA EXCAVATING AND PAVING, INC. FOR A BID AMOUNT OF \$129,407.00, PLUS A CONTINGENCY AMOUNT NOT TO EXCEED \$45,000, TO BE FUNDED FROM THE RTC PEDESTRIAN IMPROVEMENT CITY-WIDE ACCOUNT, AS PROVIDED IN FY 2008 / 2009**

**F-5. ACTION TO APPROVE AND AUTHORIZE THE CHAIR TO SIGN AN AGREEMENT BY AND BETWEEN JACK S. OAKES AND ARLENE D. OAKES, TRUSTEES OF THE JACK S. OAKES AND ARLENE D. OAKES FAMILY TRUST AGREEMENT, DATED APRIL 16, 1984, AND CARSON CITY, WHEREBY JACK S. OAKES AND ARLENE D. OAKES, TRUSTEES OF THE JACK S. OAKES AND ARLENE D. OAKES FAMILY TRUST AGREEMENT, DATED APRIL 16, 1984, AGREE TO: SELL AND CONVEY A PORTION OF CERTAIN REAL PROPERTY, DESCRIBED AS APNs 009-081-07 AND 009-081-08, FOR THE PURPOSE OF ROADWAY CONSTRUCTION RELATED TO THE WIDENING OF FAIRVIEW DRIVE**

**F-6. ACTION TO APPROVE AND AUTHORIZE THE CHAIR TO SIGN AN AGREEMENT BY AND BETWEEN RICHARD S. STAUB AND JANET L. STAUB, HUSBAND AND WIFE, AS COMMUNITY PROPERTY, AND CARSON CITY, WHEREBY RICHARD S. STAUB AND JANET L. STAUB, HUSBAND AND WIFE, AS COMMUNITY PROPERTY, AGREE TO: SELL AND CONVEY A PORTION OF CERTAIN REAL PROPERTY, DESCRIBED AS APN 009-081-01, FOR THE PURPOSE OF ROADWAY CONSTRUCTION RELATED TO THE WIDENING OF FAIRVIEW DRIVE**

**G. PUBLIC MEETING ITEMS:**

**G-1. PRESENTATION REGARDING THE PROPOSED DESIGNATION OF U.S. HIGHWAYS OWNED BY THE NEVADA DEPARTMENT OF TRANSPORTATION (“NDOT”)** (6:46:45) - Chairperson Aldean introduced this item, and Mr. Pittenger provided background information. (6:47:18) NDOT Federal Programs Manager Steve Jackson provided an overview of the agenda report. In response to a question, he discussed the justification for the dual designation of U.S. Highways 50 and 395. In response to a question regarding the method by which to prohibit trucks from using Carson Street once the Fairview Drive interchange is opened, Mr. Jackson suggested contacting the “over-dimensional permitting people.” Discussion followed, and Chairperson Aldean requested Mr. Pittenger to agendize discussion regarding prohibiting trucks from using Carson Street and enforcing the use of freeway by “through trucks.” Additional discussion took place regarding the left turn lane from Fairview Drive to southbound Carson Street. Chairperson Aldean opened this item to public comment and, when none was forthcoming, thanked Mr. Jackson for his presentation.

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**G-2. PRESENTATION REGARDING THE MISSION, GOALS, PROJECTS, AND PHILOSOPHY OF THE NEVADA-BASED, GRASS-ROOTS ORGANIZATION, THE TAHOE FOUNDATION®** (6:55:02) - Chairperson Aldean introduced this item, and Mr. Pittenger provided background information. (6:56:22) The Tahoe Foundation Co-Founder and Executive Director Alexandra Profant narrated a SlideShow presentation of The Tahoe Foundation and The Tahoe Wayfinder, the printed version of which was distributed to the commissioners and staff. Chairperson Aldean thanked Ms. Profant for her presentation, and opened this item to public comment. (7:12:11) Commissioner Mallery commended the Tahoe Wayfinder project as taking “public transportation to the next level,” and wished Ms. Profant luck in moving the project forward.

**G-3. ACTION TO APPROVE AN AGREEMENT WITH THE CARSON CITY SCHOOL DISTRICT THAT PROVIDES FOR SHARING THE COST OF A NEW SEGMENT OF SIDEWALK ALONG THE NORTH SIDE OF CORBETT STREET BETWEEN NORTH STEWART STREET AND THE CORBETT SCHOOL PROPERTY** (7:12:53) - Chairperson Aldean introduced this item and, in response to a question, Mr. Benton advised that the item was properly agendaized for action. Mr. Pittenger reviewed the agenda report, and materials which were distributed to the commissioners and staff prior to the start of the meeting. In response to a question, he advised that “the design work has already been undertaken and the contractor is in place.” He noted that the commission had designated funding for sidewalk projects. Mr. Schulz expressed confidence that the project estimate will not be over \$60,000 because the project bid prices were used to calculate the figure. “... in fact, [the contractor] should be somewhere below that” figure. In response to a comment, Mr. Benton explained that the contract provides for the City to perform all design and construction associated with the sidewalk and the retaining wall, and for the school district to pay one-half the cost of that construction up to \$30,000. Discussion followed, and Mr. Pittenger expressed appreciation to the Carson City School District for their cooperation and participation. Commissioner Des Jardins advised of not having had the opportunity to review the agreement prior to the meeting. Mr. Pittenger advised that no revision had been made to the draft agreement included in the agenda materials; only diagrams attached. Additional discussion took place regarding the project time table. In response to a question, Mr. Schulz advised that the sidewalk and retaining wall will be City-owned.

Chairperson Aldean entertained public comment and, when none was forthcoming, a motion. **Vice Chairperson Carpenter moved to approve an agreement with the Carson City School District that provides for sharing the cost of a new segment of sidewalk along the north side of Corbett Street between North Stewart Street and the Corbett School property; fiscal impact being the total additional cost estimated at \$60,000 with up to \$30,000 to be reimbursed to the City by the School District. Commissioner Crowell seconded the motion. Motion carried 4-0-1, Commissioner Des Jardins abstaining.**

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

**H-1. BIKE TO WORK WEEK RESULTS** (7:21:50) - Chairperson Aldean introduced this item, and Mr. Pittenger reviewed the June 1, 2009 memo included in the agenda materials. Chairperson Aldean congratulated all the Bike to Work participants.

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#### **H-2. CHANGES TO AMERICANS WITH DISABILITY ACT (“ADA”) STANDARDS**

(7:22:38) - Chairperson Aldean introduced this item, and Mr. Pittenger referred to the June 10, 2009 memo included in the agenda materials. Chairperson Aldean opened this item to public comment; however, none was forthcoming.

#### **H-3. STREET OPERATIONS REPORT (7:22:55)**

- Chairperson Aldean introduced this item, and referred to the June 10, 2009 memo from Public Works Street Operations Manager Rick Beckerdite which was included in the agenda materials. Chairperson Aldean entertained questions or comments; however, none were forthcoming.

#### **H-4. PROJECT STATUS REPORT (7:23:09)**

- Chairperson Aldean introduced this item, and referred to the June 10, 2009 report included in the agenda materials. In reference to the Telegraph - Carson Street to Plaza Street project, she explained the provisions of the settlement agreement between the Carson City Redevelopment Authority and the Carson Nugget Casino. In response to a question, Mr. Burnham explained that a pedestrian project was planned some time before, and consequently delayed by, negotiation of the settlement agreement. He acknowledged that the subject project will be completed “depending upon how this is ultimately resolved with the Nugget.” In response to a question regarding the Goni Road project, Mr. Pittenger reviewed the funding sources as depicted in the project description report. Mr. Schulz acknowledged that the scope of the Goni Road project is Arrowhead Drive to South Sutro Terrace, and Chairperson Aldean suggested amending the project description accordingly. In response to a question regarding the Stewart Street Extension to Curry Street project, Mr. Schulz advised that studies are in the process of being conducted. He advised of having recently met with U.S. Forest Service representatives to present and discuss preliminary designs. Construction is “definitely a ways out.” In response to an additional question, Mr. Schulz and Mr. Pittenger provided an overview of the discussions with U.S. Forest Service representatives. In response to an additional question, Mr. Schulz provided a status report on the freeway landscape project. Mr. Burnham acknowledged that previously-allocated funding is in no jeopardy.

#### **H-5. NEVADA DEPARTMENT OF TRANSPORTATION PROJECT STATUS REPORT**

(7:30:50) - Chairperson Aldean introduced this item, and Mr. Pittenger reviewed the June 1, 2009 memo included in the agenda materials. Chairperson Aldean entertained questions or comments; however, none were forthcoming.

#### **H-6. FUTURE AGENDA ITEMS (7:31:30)**

- Mr. Schulz acknowledged that a Public Works Department staff person will be attending the public information meeting scheduled for 4:00 p.m. on Thursday, June 11<sup>th</sup> regarding storm drainage and erosion control improvements along U.S. Highway 50. Vice Chairperson Carpenter requested staff to agendize a discussion item regarding management of truck traffic through and around Fairview Drive and Carson Street relative to the freeway, corresponding signage, and truck turn lanes. Mr. Pittenger reviewed the tentative July agenda. He advised that the State Transportation Board took action to relinquish the 2.56 miles of road from the roundabout at Fairview Drive and Fifth Street. Chairperson Aldean requested staff to agendize discussion and possible action regarding amendments to the standard City contract which will “raise the bar for our contractors.”

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**I. ACTION ON ADJOURNMENT (7:35:39)** - Commissioner Crowell moved to adjourn the meeting at 7:35 p.m. Vice Chairperson Carpenter seconded the motion. Motion carried 5-0.

The Minutes of the June 10, 2009 Carson City Regional Transportation Commission meeting are so approved this 8<sup>th</sup> day of July, 2009.

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SHELLY ALDEAN, Chair