

# **CARSON CITY REGIONAL TRANSPORTATION COMMISSION**

## **Minutes of the November 4, 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 meeting on Wednesday, November 4, 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:** Joel Benton, Senior Deputy District Attorney  
Dan Doenges, Senior Transportation Planner  
Kathleen King, Recording Secretary  
Patrick Pittenger, Transportation Manager  
Darren Schulz, Deputy Public Works Director - Engineering

**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 for review, in the Clerk's Office, during regular business hours.

**A. CALL TO ORDER AND DETERMINATION OF QUORUM (6:02:03)** - Chairperson Aldean called the meeting to order at 6:02 p.m. Roll was called; a quorum was present.

**B. ACTION ON APPROVAL OF MINUTES - October 14, 2009 (6:02:31)** - Commissioner Mallery suggested a revision to page 6 of the minutes. Commissioner Crowell moved to approve the minutes, as amended. Commissioner Des Jardins seconded the motion. Motion carried 5-0.

**C. MODIFICATION OF AGENDA (6:03:48)** - None.

**D. PUBLIC COMMENT (6:03:56)** - None.

**E. DISCLOSURES (6:04:20)** - None.

**F. PUBLIC MEETING ITEMS:**

**F-1. INFORMATIONAL UPDATE ON THE DESIGN OF PHASE II OF THE ROOP STREET WIDENING PROJECT (6:04:30)** - Chairperson Aldean introduced this item, and Mr. Schulz reviewed the agenda report. (6:05:25) Manhard Consulting Project Manager Ken Dorr responded to questions regarding the presentation, introduced Engineer Rebecca Bernier, and provided an overview of the Roop Street widening project and the subject presentation. (6:10:57) Manhard Consulting Project Engineer Rebecca Bernier narrated a Slide Show presentation of the proposed design revisions, copies of which she distributed to the commissioners and staff.

Commissioner Mallery noted the importance of perspective in consideration of "friction and ... changes ... with the bicycle facilities it will not be worse than it is today." Mr. Dorr acknowledged the accuracy of the statement, and expressed the opinion that "we're not quite as efficient with the full five-lane section

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because those left-turn movements whether they be into or out of driveways or onto the one or two intersections that don't have left turn pockets, those are not a significant number of vehicles making those turns. And we do have some extra width. So it's going to be at least as good, but actually probably a little better than it is right now." In reference to comments at the October 14<sup>th</sup> commission meeting, Chairperson Aldean reiterated the suggestion to install "Share the Road" signs. Mr. Dorr advised that Manhard Consulting representatives worked closely with Mr. Pittenger and Mr. Schulz, and "that's the decision for the ultimate signing / striping plan. We will be introducing 'Share the Road' signs where the actual, official bike lanes disappear."

Ms. Bernier and Mr. Dorr responded to questions of clarification regarding the proposed revisions to the intersections of Roop and Park and Adams Streets. Following a brief discussion, Vice Chairperson Carpenter suggested eliminating the northbound left turn movement to Park Street. Mr. Dorr noted difficulties associated with the blocks through this area of town being 250 feet apart, and agreed with the benefit of eliminating some of the left-turn movements. He noted other accesses to Park Street from "old Moody" and the new Stewart Street project. He further noted full intersections at both Corbett and Adams Streets, and agreed to consider the suggestion with direction from staff. In response to a question, Mr. Schulz explained "it's all changing right now because of Stewart." He agreed with the possibility of eliminating the northbound left turn movement to Park Street, but noted the importance of caution "anytime we are cutting off access ..." He emphasized the importance of careful review in consideration of "exactly who it's going to impact there, how many people, and whether or not it's feasible." In response to a further question, he suggested traffic patterns will begin to stabilize in 15 to 30 days following completion of the Stewart Street extension project. Staff could then begin to assess the situation in consideration of Vice Chairperson Carpenter's suggestion.

Chairperson Aldean thanked Mr. Dorr and Ms. Bernier, and entertained public comment. (6:22:51) Dan Allison, a local bicyclist, expressed appreciation for the new projections on the east and west walls of the Sierra Room. He expressed further appreciation to staff and the consultants for considering the input provided by the bicyclists during the past two commission meetings. He advised of the possibility that "if the project doesn't move forward quickly, it's possible that the MUTCD will include the sharrow marking and if it does include the sharrow marking ... the four-foot fog line defined shoulder could be considered for a possible sharrow true shared lane situation instead of the four foot ..." He expressed appreciation for "having this section of the street accessible and will appreciate using it." In response to a question, he advised that a bicycle-friendly community designation requires the City to be considering existing bicycle facilities and where they can be improved. "It doesn't specify a particular solution." He expressed the opinion that having a four-foot "used lane" versus having a sharrow-defined lane would not "affect things particularly when it's a fairly short stretch." A bicycle-friendly community designation is based more on "the overall picture in the entire City about what kinds of facilities are available already and what the City's plans are for improving it." Commissioner Mallery suggested that "drivers understand[ing] what a sharrow really is" will take several years. Mr. Allison advised that sharrow markings on the pavement are supplemented by signage. He agreed that an educational process will be needed for drivers to fully understand and appropriately respond to sharrow markings.

Chairperson Aldean entertained additional public comment; however, none was forthcoming. In response to a question, Mr. Schulz advised that the additional \$70,000 "is not a make or break" figure in consideration of the overall project cost. He commended Manhard Consulting representatives for working within the existing right-of-way so that "takings ... were minimal and tied into what we were already

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taking.” Consensus of the commission was that the proposed revisions are worthwhile and that staff should proceed accordingly. In response to a question, Mr. Schulz advised that the RTC budget will be presented at the December commission meeting and “a big part of that will be whether or not this project will go forward.” Chairperson Aldean thanked Mr. Dorr, Ms. Bernier, and the citizens.

**F-2. INFORMATION REGARDING THEMES DEVELOPED BY NDOT FOR THE LANDSCAPE AND PUBLIC ART COMPONENTS OF THE CARSON CITY FREEWAY, FROM THE NORTHERN CONNECTION INTERCHANGE TO THE SOUTH CARSON STREET INTERCHANGE** (6:30:11) - Chairperson Aldean introduced this item, and Mr. Pittenger reviewed the staff report. (6:32:17) NDOT Supervising Landscape Architect Lucy Joyce provided additional clarification of the information contained in the staff report. She provided background information on the NDOT Landscape and Aesthetics Master Plan, and an overview of the proposed landscape design. Chairperson Aldean expressed appreciation for NDOT’s commitment to the proposed project. (6:38:38) NDOT Landscape Architect John Letoile provided background information on the proposed design, and narrated a SlideShow presentation, copies of which were included in the agenda materials.

Mr. Letoile acknowledged that the potentially available funding would only complete the features at the Fifth Street grade separation and the Fairview bridge. In response to a further question, he advised that the areas north of the two locations are already designated for design by another landscape consultant with another funding source. In addition, “this is a portion that has been built and we have the available finished land form ... that would accept this design.” Chairperson Aldean commended the proposed design and, in response to a comment, Mr. Letoile advised of having spoken with Winston & Associates representatives regarding the same. He further advised of the “idea to have the materials and the style of these pieces be cohesive.” In response to a question, he was uncertain as to a cost estimate, but advised of the intent to include “some boulder work ... and ... some non-irrigated seed mixes.” “That’s the extent of it. It’s seeding, sculptural pieces, and the panels ... across the bridge and maybe some things like fencing.”

Chairperson Aldean entertained public comment. (6:52:03) G.R.O.W. President Mary Fischer advised that discussions begin tomorrow with Winston & Associates representatives. She commended the proposed design as “real interesting,” and expressed a preference for “the whole thing to look cohesive.” She suggested that sheep ranchers and the Basque people should be included as part of the design elements. Ms. Joyce and Mr. Letoile acknowledged they will participate in the meetings referenced by Ms. Fischer. In response to a comment, Mr. Pittenger reminded the commission of the application for \$250,000 in state matching funds for landscape around the U.S. Highway 50 interchange. The application has been tentatively approved by NDOT pending the 50 percent match, which is “on hold because of federal funding rescissions.”

Chairperson Aldean entertained additional public comment. (6:57:01) NDOT Freeway Project Manager Jim Gallegos thanked Ms. Joyce and Mr. Letoile for their presentation and their efforts. He noted “a key element of this design ... that the bridge structures were all strengthened on these overpasses in phase 2. We spent \$250,000 at each bridge structure to make them strong enough so that the types of attachments that John is showing you today can be attached to those bridge structures and they can handle the wind loads.” Chairperson Aldean expressed appreciation for the consistency.

(6:58:50) Park Planner Vern Krahn commented on the exciting opportunity, and expressed appreciation for the collaboration between NDOT and City staff.

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In response to a question, Ms. Joyce reviewed the time table associated with funding for the proposed project in consideration of a pending Clark County project. She assured the commission that NDOT will do everything possible to secure funding for the proposed project.

(7:02:11) Steve Waclo commended the “home grown aspect” of the proposed design, and expressed the hope that local artisans “will somehow be favored.”

(7:03:17) Craig Witt, of Full Circle Compost, commended the proposed design and advised that Full Circle Compost is “a local source of high quality soil amendments that help these non-irrigated landscapes survive in a rather hostile, Nevada soil ...”

Chairperson Aldean entertained additional public comment; however, none was forthcoming. She thanked the NDOT representatives and the citizens for their attendance and participation.

**F-3. ACTION TO APPROVE A PROPOSED REVISION TO THE SNOW REMOVAL MAP** (7:04:40) - Chairperson Aldean introduced this item, and Mr. Pittenger reviewed the agenda materials. He responded to questions of clarification regarding the method by which snow removal responsibilities will be shared between the City and NDOT. He noted that the roads the City has agreed to take from NDOT were not depicted on the snow removal map. In response to a question, he advised that NDOT has yet to convey the roads to the City. He acknowledged that the City will not be responsible for plowing those routes this winter. Chairperson Aldean entertained public comment and, when none was forthcoming, a motion. **Commissioner Crowell moved to approve the proposed revision to the snow removal map as discussed at this meeting. Commissioner Des Jardins seconded the motion. Motion carried 5-0.**

**F-4. ACTION TO ADOPT A RESOLUTION REQUESTING THE BOARD OF SUPERVISORS TO ISSUE HIGHWAY REVENUE BONDS IN THE MAXIMUM PRINCIPAL AMOUNT OF \$7,900,000; PROVIDING OTHER DETAILS IN CONNECTION THEREWITH, AND PROVIDING THE EFFECTIVE DATE THEREOF** (7:08:16) - Chairperson Aldean introduced this item. Finance Department Director Nick Providenti reviewed the agenda materials, and responded to questions of clarification regarding the effective date of the resolution. He acknowledged that the amount may vary based upon projected gas tax revenues. Mr. Schulz advised of the likelihood that the amount will be reduced, “but we need to get the process started now so that we don’t lose any of the reimbursement funds ... on projects that we’ve already committed to.” Mr. Providenti advised that City staff is working together with bond counsel and financial advisors to confirm the figure.

Chairperson Aldean entertained public comment; however, none was forthcoming. She noted typographical corrections to the proposed resolution, and entertained a motion. **Commissioner Carpenter moved to approve Resolution No. 2009-RTC-R-4 requesting the Board of Supervisors to issue highway revenue bonds in the maximum principal amount of \$7,900,000.00, providing other details in connection therewith, and providing the effective date thereof; fiscal impact \$7,900,000.00, with amendments to the resolution, as noted. Commissioner Des Jardins seconded the motion. Motion carried 5-0.**

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**F-5. ACTION TO APPROVE THE PROPOSED JAC ASSIST ADA PARATRANSIT POLICY** (7:13:02) - Chairperson Aldean introduced this item, and Mr. Pittenger reviewed the agenda materials. Discussion took place regarding the method by which to communicate procedural information to users. Commissioner Des Jardins suggested a revision to the contact information in Appendix D of the policy manual. In response to a question, Mr. Pittenger provided background information on, and an explanation of, the term “initial eligibility determination.” Chairperson Aldean entertained public comment and, when none was forthcoming, a motion. **Commissioner Crowell moved to approve the proposed JAC Assist ADA Paratransit Policy, as presented, with the recommended modification to Appendix D. Commissioner Des Jardins seconded the motion. Motion carried 5-0.**

**F-6. POSSIBLE ACTION TO AUTHORIZE THE PROPOSED CAPITAL EXPENDITURES OF CARSON CITY’S SHARE OF THE FEDERAL TRANSIT ADMINISTRATION’S AMERICAN RECOVERY AND REINVESTMENT ACT FUNDS** (7:20:50) - Chairperson Aldean introduced this item, and Mr. Pittenger reviewed the agenda materials. He acknowledged that the vehicles which are “beyond their service lives” will be surplus. He described the design of the new vehicles, and advised that they will “significantly affect the operations of our service.” He explained the “biggest problems ... with the JAC Transit System” are maintenance and the significant increase in the fixed-route ridership. In response to a further question, he advised that advertising for the recent free flu shot clinic was provided by a local sign vendor in exchange for free advertising of the vendor’s business for a period of one month. He advised of having been provided Federal Transit Administration regulations with regard to advertising, and that contracts will be pursued in the near future. In response to a further question, he described the vinyl appliques which will be used for advertising purposes.

Chairperson Aldean entertained public comment. (7:27:26) Steve Waclo inquired as to the name of the sign vendor. Mr. Pittenger advised it was Fast Signs which is currently advertising on vehicles 4229 and 4230.

Chairperson Aldean entertained additional public comment and, when none was forthcoming, a motion. **Commissioner Des Jardins moved to approve the action to authorize the proposed capital expenditures of Carson City’s share of the Federal Transit Administration’s American Recovery and Reinvestment Act funds; fiscal impact \$1,027,274.00. Commissioner Crowell seconded the motion. Motion carried 5-0.**

**F-7. ACTION TO AUTHORIZE THE PURCHASE OF ONE (1) BUS AND APPROVE THE CHAIR TO SIGN THE ASSOCIATED LETTER OF WAIVER AND RELEASE** (7:28:38) - Chairperson Aldean introduced this item, and Mr. Pittenger reviewed the agenda materials. He acknowledged the \$930,000 which was previously authorized for purchase of five, low-floor buses includes the subject vehicle. Chairperson Aldean entertained public comment and, when none was forthcoming, a motion. **Vice Chairperson Carpenter moved to authorize the purchase of one bus and approve the chair to sign the associated letter of waiver and release; fiscal impact up to \$190,000 in federal funds. Commissioner Crowell seconded the motion.** Mr. Pittenger acknowledged that the provisions of the Budget Contingency Clause, at Section IV, paragraph 4, of the Product Purchase Agreement included in the agenda materials, is applicable only to the Tahoe Transportation District. Chairperson Aldean called for a vote on the pending motion; **motion carried 5-0.**

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**F-8. ACTION TO ADOPT A RESOLUTION APPROVING OF AND AUTHORIZING THE CARSON CITY REGIONAL TRANSPORTATION COMMISSION CHAIR TO SIGN A COOPERATIVE LOCAL PUBLIC AGENCY AGREEMENT FOR CARSON CITY MICROPAVING IMPROVEMENTS PROJECT, BY AND BETWEEN THE STATE OF NEVADA DEPARTMENT OF TRANSPORTATION AND CARSON CITY REGIONAL TRANSPORTATION COMMISSION (7:31:00)** - Chairperson Aldean introduced this item, and Mr. Pittenger reviewed the agenda materials. In reference to Article III, paragraph 10 of the agreement included in the agenda materials, Chairperson Aldean suggested that an alteration, such as scaling back the project, would not necessarily mean additional work. Chairperson Aldean entertained public comment and, when none was forthcoming, a motion. **Commissioner Des Jardins moved to adopt a resolution approving of and authorizing the Carson City Regional Transportation Commission Chair to sign a Cooperative Local Public Agency Agreement for Carson City Micropaving Improvements Project, by and between the State of Nevada Department of Transportation and Carson City Regional Transportation Commission; fiscal impact \$295,460.00. Commissioner Crowell seconded the motion. Motion carried 5-0.**

**F-9. INFORMATION REGARDING THE POTENTIAL CLOSURE OF OLD CLEAR CREEK ROAD IN CARSON CITY AND DOUGLAS COUNTY (7:34:31)** - Chairperson Aldean introduced this item, and Mr. Pittenger reviewed the agenda report. In response to a question, he advised that “any and all proposed gates are for Old Clear Creek [Road] only and would not hinder access from the interchange to the golf course and residential development.” In response to a further question, he advised that the existing access road from the interchange to the golf course can be used to access Old Clear Creek Road and continue south. He acknowledged that if gates are installed, this access would be eliminated. He advised of an informal agreement for “a total of two gates; one at the west end ... on Washoe Tribal land and one ... on the east end” on private property. In response to a further question, he advised that continued bicycle and pedestrian access has yet to be determined. Chairperson Aldean entertained public comment; however, none was forthcoming.

**F-10. 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 \$7,956.62 FOR CONTRACT NO. 0809-095, TITLED CARSON CITY PUBLIC WORKS VEHICLE STORAGE BUILDING - PHASE II, TO BISON CONSTRUCTION (7:39:30)** - Chairperson Aldean introduced this item, and Mr. Schulz reviewed the agenda materials. Chairperson Aldean entertained public comment and, when none was forthcoming, a motion. **Commissioner Mallery 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 \$7,956.62 for Contract No. 0809-095, entitled Carson City Public Works Vehicle Storage Building, Phase II, to Bison Construction. Commissioner Crowell seconded the motion. Motion carried 5-0.**

**G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS (7:41:00)** - Chairperson Aldean noted that a “No Engine Brakes” sign had been installed on the south side of Fairview Drive, and expressed appreciation for the same. She commended the Curry Street and North Stewart Street projects. In response to a question, Mr. Schulz advised that parking is prohibited along the entire length of Stewart Street. Signs are in the process of being installed. In response to a question, Ken Dorr provided information regarding plans for directional signage along Highway 50 to the V&T Railway.

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**G-1. FUTURE AGENDA ITEMS** (7:40:45) - Mr. Pittenger provided a brief overview of the tentative December commission agenda. (7:45:41) Chairperson Aldean entertained requests for future agenda items. Discussion took place regarding the possibility of agendaizing a closed session to discuss, with Mr. Benton, potential litigation associated with the possible closure of Old Clear Creek Road.

**H. ACTION ON ADJOURNMENT** (7:47:20) - Commissioner Des Jardins moved to adjourn the meeting at 7:47 p.m. Commissioner Crowell seconded the motion. Motion carried 5-0.

The Minutes of the November 4, 2009 Carson City Regional Transportation Commission meeting are so approved this 9<sup>th</sup> day of December, 2009.

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SHELLY ALDEAN, Chair