

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the June 9, 2021 Meeting

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A regular meeting of the Carson City Regional Transportation Commission (RTC) was scheduled to begin following adjournment of the Carson Area Metropolitan Planning Organization (CAMPO) meeting on Wednesday, June 9, 2021, in the Community Center Robert “Bob” Crowell Boardroom, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Lori Bagwell
Vice Chair Lisa Schuette
Commissioner Robert “Jim” Dodson
Commissioner Chas Macquarie
Commissioner Greg Stedfield

STAFF: Dan Stucky, Deputy Public Works Director
Lucia Maloney, Transportation Manager
Adam Tully, Deputy District Attorney
Rick Cooley, Operations Manager
Dirk Goering, Senior Transportation Planner
Chris Martinovich, Transportation/Traffic Engineer
Kelly Norman, Transportation Planner/Analyst
Alex Cruz, Transit Coordinator
Tamar Warren, Senior Public Meetings 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. All approved meeting minutes are available on carson.org/minutes.

1. CALL TO ORDER – REGIONAL TRANSPORTATION COMMISSION (RTC)

(4:53:42) – Chairperson Bagwell called the meeting to order at 4:53 p.m.

2. ROLL CALL

(4:53:46) – Roll was called, and a quorum was present.

3. PUBLIC COMMENT

(4:53:58) – Chairperson Bagwell entertained public comments via telephone; however, none were forthcoming. She also invited members of the public present in the meeting to comment on any of the agenda items.

(4:54:30) – Nevada Builders Alliance (NBA) Chief Executive Officer Aaron West introduced himself and commented on agenda item 5-A and expressed “support for Carson City moving forward with a comprehensive funding formula for road maintenance and transportation needs.” Mr. West noted that the current funding source, based on fuel tax, was “antiquated” with more fuel-efficient vehicles that

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were moving away from internal combustion engines. He also believed that the problem was “not unique to Carson [City]” and encompassed different methods of transportation. Chairperson Bagwell Thanked Mr. West for his input.

4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – MAY 12, 2021.

(4:57:58) – Chairperson Bagwell introduced the item and entertained comments and/or corrections.

(4:58:13) – Commissioner Macquarie moved to approve the minutes of the May 12, 2021 meeting as presented. The motion was seconded by Commissioner Stedfield and carried 5-0-0.

5. PUBLIC MEETING ITEMS

5-A FOR DISCUSSION ONLY – PRESENTATION AND DISCUSSION REGARDING CARSON CITY’S ROADWAY FUNDING NEEDS AND A PRELIMINARY EVALUATION OF POTENTIAL OPTIONS TO FILL THE TRANSPORTATION FUNDING GAP.

(4:58:30) – Chairperson Bagwell introduced the item. Ms. Maloney noted that this agenda item and the Traffic Impact Studies (presented in previous RTC and Board of Supervisors {BOS} meetings) were going on in parallel; however, they were two distinct discussions. She provided background and presented the Staff Report, including a report titled *Carson City Roadway Needs and Funding Report*, all of which are incorporated into the record. Ms. Maloney also responded to Commissioner questions. Chairperson Bagwell was in favor of the proposed *Program of Local Improvements* as she believed the community is able to see results, and because the regional roads could qualify for grants. She also believed that the public trust must be gained via their feedback once the fees and repairs are implemented. Vice Chair Schuette reminded the Board that community outreach may be needed to remind online shoppers about road safety because even though they may not drive as much, the delivery and emergency vehicles do. Commissioner Dodson explained that he was initially skeptical of the report because “you’re going away from user fees”; however, after further reading, he believed “it makes sense for the local community to approach it that way.”

(5:37:38) – Commissioner Macquarie commended Staff on the reports and wished to understand the next steps. Ms. Maloney explained that her goal was to present the information to the BOS and obtain feedback and direction from the RTC and the BOS. She also noted that they would continue to utilize the consultants. Chairperson Bagwell reiterated her request to ensure public support, since the community had prioritized the roads as a top objective. Commissioner Dodson believed that the letter Provided by Mark Turner explained the need well. He also wished to see the transportation industry’s support. Chairperson Bagwell thanked Ms. Maloney and the consultants for a thorough report and recommended honing on which table of implementation to take forward to the public. This item was not agendized for action.

5-B FOR POSSIBLE ACTION - DISCUSSION AND POSSIBLE ACTION REGARDING A PRESENTATION OF 30% DESIGN CONCEPTS FOR THE COLORADO

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STREET CORRIDOR PROJECT (“PROJECT”) LOCATED BETWEEN S. CARSON STREET AND SALIMAN ROAD AND SOLICITING INPUT FROM RTC BEFORE PROJECT IS ADVANCED TO 60% DESIGN CONCEPTS.

(5:44:57) – Chairperson Bagwell introduced the item. Vice Chair Schuette read into the record a prepared disclosure statement, advised of no disqualifying conflict of interest, and stated that she would participate in discussion and action. Mr. Martinovich gave background and explained that the project included funding from Surface Transportation Block Grants, Community Development Block Grants, and local V&T Infrastructure and Water Utility funds. He also noted that the 90 percent design will be submitted to the Nevada Department of Transportation (NDOT) in October 2021.

(5:49:05) – Mr. Martinovich presented the Staff Report and accompanying exhibits, all of which are incorporated into the record, and responded to clarifying questions. Commissioner Stedfield recommended increasing the travel lane and Commissioner Macquarie suggested decreasing the median size, expanding the travel lane and keeping the buffered bicycle lane. Chairperson Bagwell recommended flashing crossing lights instead of medians; however, Mr. Martinovich believed that medians would provide “an enhanced visual notice to the driver.” Ms. Maloney clarified that research had shown the narrowing of the roadway decreased driver speed. Commissioner Stedfield recommended maintaining the left turn on Woodcrest Lane. Commissioner Dodson inquired about the public input regarding enhanced street lighting and Mr. Martinovich noted that the street lighting had not yet been determined but it was being addressed. No action was taken on this item.

5-C FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT 20300359 FOR FARR WEST ENGINEERING TO PERFORM CIVIL ENGINEERING SERVICES FOR THE ROOP STREET REHABILITATION PROJECT (“PROJECT”) FOR A TOTAL NOT TO EXCEED AMOUNT OF \$84,127, THROUGH DECEMBER 31, 2022, TO BE FUNDED FROM THE V&T INFRASTRUCTURE CAPITAL IMPROVEMENTS ACCOUNT.

(6:13:53) – Chairperson Bagwell introduced the item and entertained disclosures. Vice Chair Schuette indicated that her disclosure statement (item 5-B) would apply to this item as well. Chairperson Bagwell entertained Commissioner comments or questions and when none were forthcoming, a motion.

(6:14:13) – Commissioner Stedfield moved to award the contract as presented. The motion was seconded by Commissioner Dodson and carried 5-0-0.

5-D FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING A DETERMINATION THAT SNC NEVADA CONSTRUCTION, INC. (“SNC”), IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO NEVADA REVISED STATUTES (“NRS”) CHAPTER 338 FOR THE CLEAR CREEK ROAD PAVEMENT PRESERVATION PROJECT (“PROJECT”) AND TO AWARD CONTRACT NO. 20300336 FOR THE PROJECT TO SNC FOR A TOTAL NOT TO EXCEED AMOUNT OF \$111,107.70 TO BE FUNDED FROM THE REGIONAL TRANSPORTATION FUND.

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(6:14:36) – Chairperson Bagwell introduced the item and received confirmation from Vice Chair Schuette that the disclosure read into the record during item 5-B would be relevant for this item as well. She also entertained board questions or comments and when none were forthcoming, a motion.

(6:15:12) – Commissioner Macquarie moved to award the contract as presented. The motion was seconded by Commissioner Stedfield and carried 5-0-0.

5-E FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING A DETERMINATION THAT SIERRA NEVADA CONSTRUCTION, INC. (“SNC”) IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO NEVADA REVISED STATUTES (“NRS”) CHAPTER 338 FOR THE DEER RUN ROAD PAVEMENT PRESERVATION PROJECT (“PROJECT”) AND TO AWARD CONTRACT NO. 20300344 FOR THE PROJECT TO SNC FOR A TOTAL NOT TO EXCEED AMOUNT OF \$210,107.70 TO BE FUNDED FROM THE REGIONAL TRANSPORTATION FUND.

(6:15:25) – Chairperson Bagwell introduced the item. Vice Chair Schuette indicated that her disclosure statement (item 5-B) would apply to this item as well. Chairperson Bagwell entertained board questions or comments and when none were forthcoming, a motion.

(6:15:54) – Commissioner Macquarie moved to award the contract as presented. The motion was seconded by Vice Chair Schuette and carried 5-0-0.

5-F FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING POTENTIAL MODIFICATIONS TO DESIGNATED TRUCK-PROHIBITED ROUTES AND TRUCK ROUTE POLICY IN CARSON CITY AND A POSSIBLE RECOMMENDATION TO THE CARSON CITY BOARD OF SUPERVISORS (“BOARD”) TO MODIFY THE EXISTING POLICY THROUGH A RESOLUTION.

(6:16:14) – Chairperson Bagwell introduced the item and received confirmation from Vice Chair Schuette that the disclosure she had read into the record during item 5-B would be relevant for this item as well.

(6:16:37) – Mr. Martinovich presented the Staff Report and accompanying documentation, including background information and a 1998 BOS resolution, all of which are incorporated into the record. He noted that Staff would seek input from the RTC, and a recommendation to the BOS “to adopt a new resolution that will update and remove some of the truck prohibited routes and associated [signage]; and to install new [signage] that better focused on navigational guidance to the regional roads in Carson City.” Mr. Martinovich also responded to clarifying questions from the Commissioners. Chairperson Bagwell stated that she has received many phone calls regarding trucks in residential neighborhoods. Discussion ensued and Mr. Martinovich clarified that some streets like Clearview Drive prohibit trucks; however, there are no signs there because they were alternate routes in 1998 to avoid downtown truck traffic. Member Macquarie requested truck traffic counts.

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(6:38:05) – Mr. Martinovich provided the following summary to the discussion above:

- Maintain Arrowhead Drive as a no-truck route.
- Maintain Edmonds Drive as a no-truck route.
- Maintain Downtown (Carson Street) as a no-truck route.
- Provide the RTC with truck traffic data on Clearview Drive, Koontz Lane, Ruby Street, Emerson Drive, and Silver Sage Drive.

(6:40:01) – Chairperson Bagwell explained that she had received a request from an international traveler on his bicycle that the City should update its Google Maps to include truck, bus, and bicycle routes which highlighted the importance of having “the guidance piece” discussed earlier. No action was taken on this item.

5-F FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING THE FOLLOWING FOUR FEDERAL TRANSIT ADMINISTRATION (“FTA”) SECTION 5310 GRANT APPLICATIONS TO CARSON AREA METROPOLITAN PLANNING ORGANIZATION (“CAMPO”), NONE OF WHICH REQUIRES A LOCAL MATCH, AND AUTHORIZATION FOR THE RTC CHAIR TO SIGN THE AUTHORIZING RESOLUTION FOR (1) A \$238,000 APPLICATION TO PROVIDE A CONTACTLESS FARE PAYMENT SYSTEM FOR JUMP AROUND CARSON (“JAC”) AND JAC ASSIST; AND (2) THREE SEPARATE APPLICATIONS FOR JAC ASSIST’S CAPITALIZED OPERATING EXPENSES IN THE AMOUNTS OF \$54,044, \$25,780, AND \$25,780, RESPECTIVELY.

(6:41:06) – Chairperson Bagwell introduced the item and referenced the grant discussions during previous RTC meetings. She also entertained Commissioner questions. Mr. Cruz informed Commissioner Macquarie that many different options are being considered for contactless payments. Chairperson Bagwell wished to be ensured that the payment method is compatible with what the riders can use and that the equipment is portable and not “bus-dependent.” She also instructed Staff to have the on-going payment method costs budgeted; however, Mr. Cruz believed that some of that cost would be offset by eliminating the current payment application. He also noted that the current \$1 ridership cost is below the transit average and Chairperson Bagwell wished to look into a fare increase “at year two-and-a-half.” Mr. Cruz informed Commissioner Schuette that the method of paying in cash will not be eliminated. Chairperson Bagwell entertained a motion.

(6:48:21) – Commissioner Stedfield moved to approve the four applications as presented and to authorize the RTC Chair to sign the Authorizing Resolution sections of each application. The motion was seconded by Commissioner Schuette and carried 5-0-0.

6. NON-ACTION ITEMS:

6-A TRANSPORTATION MANAGER’S REPORT

(6:48:50) – Ms. Maloney updated the Commission on the RTC-related activities during the previous BOS meeting. She stated that the Board had approved the submission of a Rebuilding American

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Infrastructure with Sustainability and Equity (RAISE) grant application to the U.S. Department of Transportation for the William Street Complete Streets Project. She noted that a feasibility study (funded through the Carson Area Metropolitan Planning Organization {CAMPO}) was planned for William Street in the upcoming fiscal year, followed by the design in 2022, and construction in 2023. Ms. Maloney also invited organizations and members of the community to provide support letters and offered a template for those who wished to write one, and encouraged them to contact her. She informed the Commission that Resolution 2021-R-17 had been passed by the Board to adjust the school zones, as recommended by the RTC. Ms. Maloney noted that the Kings Canyon project was awarded to the lowest responsive and responsible bidder, which was below the engineer's estimate, adding that it was being managed by the federal government, and that the City would be invoiced for the five percent local match. Ms. Maloney also explained that the Traffic Impact Study had been presented to the Board of Supervisors and that Staff had received direction. She offered to respond to questions regarding the Transportation Manager's Report, incorporated into the record. Commissioner Macquarie was informed that Mr. Goering had reached out to Muscle Powered for the William Street project. Commissioner Schuette thanked Staff for their presentations. Chairperson Bagwell recommended reaching out to the members of the Nevada Builders Alliance for letters of recommendation for the William Street Project.

6-B STREET OPERATIONS ACTIVITY REPORTS FOR MARCH 2021

(6:54:53) – Chairperson Bagwell referenced the Street Operations Activity Report, incorporated into the record, and inquired whether the raised sidewalk issues were caused by trees. Mr. Cooley confirmed that they were, and that they were also impacted by the heat. He noted that they receive most of their information from residents; however, the waitlist for some items was “four years out.” Chairperson Bagwell stated for the record that she had received positive feedback on the City crew that has repaired sidewalks.

6-C OTHER COMMENTS AND REPORTS, WHICH COULD INCLUDE:

- **FUTURE AGENDA ITEMS**
- **STATUS REVIEW OF ADDITIONAL PROJECTS**
- **INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**
- **CORRESPONDENCE TO THE RTC**
- **ADDITIONAL STATUS REPORTS AND COMMENTS FROM THE RTC**
- **ADDITIONAL STAFF COMMENTS AND STATUS REPORTS**

(6:58:45) – None.

7. PUBLIC COMMENT

(6:59:05) – Chairperson Bagwell entertained final public comments; however, none were forthcoming.

8. FOR POSSIBLE ACTION: TO ADJOURN

(6:59:45) – Chairperson Bagwell adjourned the meeting at 6:59 p.m.

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The Minutes of the June 9, 2021 Carson City Regional Transportation Commission meeting are so approved this 14th day of July, 2021.