

**CARSON CITY REGIONAL TRANSPORTATION COMMISSION**

**Minutes of the September 8, 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 (starting at 4:30 p.m.) on Wednesday, September 8, 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 Greg Stedfield

**STAFF:** Dan Stucky, Deputy Public Works Director  
Lucia Maloney, Transportation Manager  
Adam Tully, Deputy District Attorney  
Chris Martinovich, Transportation/Traffic Engineer  
Kelly Norman, Transportation Planner/Analyst  
Marquis Williams, Transportation Planner/Analyst  
Alex Cruz, Transit Coordinator  
Danielle Howard, Public Meetings Clerk  
Minutes by: 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](http://carson.org/minutes).

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

(5:17:55) – Chairperson Bagwell called the meeting to order at 5:17 p.m.

**2. ROLL CALL**

(5:18:02) – Roll was called, and a quorum was present. Commissioner Macquarie was absent.

**3. PUBLIC COMMENT**

(5:18:15) – Chairperson Bagwell entertained public comments; however, none were forthcoming.

**4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – AUGUST 11, 2021.**

(5:18:27) – Chairperson Bagwell introduced the item and entertained comments and/or corrections.

**(5:18:37) – Commissioner Stedfield moved to approve the minutes of the August 11, 2021 meeting as presented. The motion was seconded by Commissioner Dodson and carried 4-0-0.**

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**5. PUBLIC MEETING ITEMS**

**5-A FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING POTENTIAL 2021 JUMP AROUND CARSON (“JAC”) ROUTE ENHANCEMENTS.**

(5:18:51) – Chairperson Bagwell introduced the item. Mr. Cruz noted a correction for the record that the PowerPoint presentation accompanying the Staff Report should be labeled item 5-A instead of 5-B and should reference the Regional Transportation Commission (RTC) meeting, instead of the Carson Area Metropolitan Planning Organization (CAMPO) meeting. Mr. Cruz and Mr. Williams reviewed the Staff Report and the accompanying agenda materials, and responded to clarifying questions. Mr. Williams confirmed for Chairperson Bagwell that the proposal to add a stop would not result in the reduction of existing stops. Commissioner Stedfield expressed concern that the proposed routes servicing the Western Nevada College (WNC) campus would impact students’ wait time for the next bus as they might wait an hour instead of 30 minutes for their bus. Mr. Cruz explained that the ridership numbers were considered when proposing the routes. Chairperson Bagwell reminded Staff that the COVID-19 pandemic might have played a role in the reduced ridership. Mr. Cruz explained that the ridership data used for the modeling were from pre-COVID times. Chair Bagwell was also informed that due to the low numbers, the late-night bus service for WNC was replaced by taxicab vouchers. Mr. Cruz clarified that the addition of a quarter mile service into Douglas County would assist paratransit riders to get to their medical appointments, and Chairperson Bagwell noted “I wouldn’t mind pursuing it...but I really need to see the projections,” referring to budget implications.

(5:44:30) – Mr. Cruz informed Commissioner Dodson that the renovated South Carson Street included many bus pullouts, adding that safe pullouts are also present on North Carson Street and considerations were being made for the upcoming William Street enhancements. Commissioner Dodson observed that bus stops and pullouts on high-speed areas seemed dangerous, and recommended addressing them in the future. Vice Chair Schuette inquired about the Saliman Road corridor and was informed by Mr. Cruz that the survey results had highlighted a need for service in that area. Chairperson Bagwell referenced a CAMPO meeting public comment and recommended addressing the request for an additional or a replacement bus stop near the Brown Street area and wished to ensure the high cost per rider does not extend the subsidies. Mr. Cruz highlighted the proposed stops in that area.

(5:52:28) – Chairperson Bagwell summarized the discussion which was *to allow Staff to pursue the suggested route enhancements with items discussed on the record. She also directed Staff to speak with WNC regarding the proposed routes.*

(5:54:03) – Commissioner Stedfield so moved per the discussion on the record. The motion was seconded by Vice Chair Schuette and carried 4-0-0.

**5-B FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING A COMMUNITY DEVELOPMENT BLOCK GRANT (“CDBG”) APPLICATION BY THE CARSON CITY PUBLIC WORKS DEPARTMENT SEEKING \$280,000 FOR SIDEWALK AND AMERICANS WITH DISABILITIES ACT (“ADA”)**

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**IMPROVEMENTS AT SELECT INTERSECTIONS ALONG DESATOYA DRIVE, BETWEEN AIRPORT ROAD AND FAIRVIEW DRIVE.**

(5:54:26) – Chairperson Bagwell introduced the item and entertained disclosures. 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 presented the Staff Report and accompanying map, noting that Staff would be moving forward with the application based on direction from RTC. He also responded to clarifying questions. Chairperson Bagwell requested that Staff include in the application that new Department of Housing and Urban Development (HUD) apartments would be added to the neighborhood. She also entertained a motion.

**(5:57:57) – Vice Chair Schuette moved to approve the submission of the grant application as presented, and to include information regarding the upcoming development on Butti Way in the application, as discussed. The motion was seconded by Commissioner Dodson and carried 4-0-0.**

**5-C FOR DISCUSSION ONLY – INFORMATIONAL PRESENTATION REGARDING FISCAL YEAR (“FY”) 2021 TRANSPORTATION ACTIVITIES.**

(5:58:35) – Chairperson Bagwell introduced the item. Ms. Maloney presented the Staff Report which included the FY 2021 RTC activities, incorporated into the record, and along with Mr. Martinovich, responded to clarifying questions. Commissioner Dodson praised Staff’s accomplishments.

**6. NON-ACTION ITEMS:**

**6-A TRANSPORTATION MANAGER’S REPORT**

(6:09:36) – Ms. Maloney stated that Mr. Martinovich would be providing the Project Status Report.

**6-B STREET OPERATIONS ACTIVITY REPORT FOR JUNE AND JULY 2021**

(6:09:52) – Ms. Maloney referenced the Street Operations Activity Report for the months of June and July 2021 and offered to respond to clarifying questions; however, none were forthcoming.

**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**

(6:10:32) – Mr. Martinovich reviewed the Project Status Report, incorporated into the record, and responded to clarifying questions. He informed Chairperson Bagwell that the South Carson Street

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Complete Streets Project would be on budget. Discussion ensued regarding Kings Canyon Trailhead & Road Reconstruction Project and Mr. Martinovich confirmed that the contractor will work with each individual property owner as driveway work is being performed.

(6:17:03) – Vice Chair Schuette explained that she had received correspondence regarding the stop sign on Topsy Lane and Racetrack Road and hoped that the issue would be resolved by Douglas County. Chairperson Bagwell explained that the homes were in Carson City; however, the street was in Douglas County and encouraged residents to pursue the matter with Douglas County as well.

**7. PUBLIC COMMENT**

(6:17:58) – Chairperson Bagwell entertained final public comments. Mike Jacobs introduced himself as the Jump Around Carson (JAC) and JAC Assist, contracted to First Transit. Mr. Jacobs stressed the importance of paratransit, noting that his younger brother was a user of the service in Oregon. He noted that they receive many calls regarding rides to Walmart and Target, and spoke in favor of extending the bus route to that area of Douglas County. Mr. Jacobs also noted that they receive many calls from the University Heights apartments near WNC regarding ridership.

(6:23:30) – Mr. Stucky thanked First Transit for their assistance with the Caldor Fire, including the transportation of evacuees from the Carson City shelter to the Reno one. Mr. Stucky noted that eight to 10 trips were made by Mr. Jacobs and his team throughout the evening and night.

**8. FOR POSSIBLE ACTION: TO ADJOURN**

(6:25:57) – Chairperson Bagwell adjourned the meeting at 6:25 p.m.

The Minutes of the September 8, 2021 Carson City Regional Transportation Commission meeting are so approved this 8<sup>th</sup> day of December, 2021.