

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the November 8, 2006, Meeting

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A regularly scheduled meeting of the Carson City Regional Transportation Commission was held on Wednesday, November 8, 2006, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada, immediately following the regularly scheduled meeting of the Carson Area Metropolitan Planning Organization that began at 5:30 p.m.

**PRESENT:** Chairperson Richard S. Staub, Vice Chairperson Charles Des Jardins, and Commissioners Shelly Aldean and Larry Hastings

**STAFF PRESENT:** Public Works Director Andrew Burnham, City Engineer Larry Werner, Transportation Program Manager Patrick Pettinger, Senior Deputy District Attorney Michale, Suglia, RTC Engineer Harvey Brotzman, and Recording Secretary Katherine McLaughlin (RTC 11/8/06 Recording 6:11:58)

**NOTE:** Unless otherwise indicated, each item was introduced by staff's reading/outlining/clarifying the Request for Action Report and/or supporting documentation. Staff members making the presentation are listed after the Item's heading. Any other individuals who spoke are listed immediately following the staff listing. A recording of these proceedings is on file in the Clerk-Recorder's office. It is available for review and inspection during normal business hours.

**J. ROLL CALL AND DETERMINATION OF A QUORUM** - Chairperson Staub convened the meeting at 6:12 p.m. Roll call was taken. The entire Commission was present, constituting a quorum. (Commissioner Zola resigned prior to the October 11, 2006, meeting. See Minutes for that date.)

**K. APPROVAL OF MINUTES - OCTOBER 11, 2006, REGULAR MEETING (6:12:20)** - Commissioner Hastings moved to approve the Minutes. Commissioners Des Jardins and Aldean seconded the motion. Motion carried 4-0.

**L. MODIFICATION OF AGENDA (6:12:34)** - None.

**M. STAFF PUBLIC SERVICE ANNOUNCEMENTS (6:12:40)** - None.

**N. PUBLIC COMMENTS (6:12:47)** - None.

**O. DISCLOSURES (6:13:16)** - Chairperson Staub noted for the record that the Commission is comprised of four members this evening. It is possible for the Commission to have a tied vote. The City is advertising for a replacement for Mr. Zola's position, which is now vacant. Any member of the public with a desire to serve was encouraged to submit an application to the City's Human Resource Department at the City Hall.

**P. PUBLIC MEETING ITEMS:**

**P-1. REQUEST FROM THE CARSON CITY EQUESTRIAN ALLIANCE FOR ACTION BY THE RTC TO SUPPORT A PROPOSED NON-MOTORIZED OVERPASS OVER THE FUTURE CARSON CITY FREEWAY IN THE VICINITY OF VALLEY VIEW DRIVE (6:13:50)** - Carson Equestrian Alliance and Open Space Advisory Committee Member Bruce Scott, NDOT Program

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Development Division Representative Dennis Taylor - Mr. Scott explained the Alliance's efforts to obtain a non-motorized freeway crossing between Clearview and Koontz including their efforts to develop a plan for funding the crossing. The Open Space Advisory Committee (OSAC) had purportedly committed \$50,000 for a local match for the crossing. The Alliance hoped to be able to provide the funding without creating a negative impact on CAMPO, RTC, and NDOT's funding efforts. RTC was asked for a resolution of support. The Board of Supervisors will also be asked for support of the concept to seek outside funding for the project. Mr. Scott had provided the Commission with a suggested resolution. Discussion indicated that the motion by the OSAC had not set a time limit on the grant. Mr. Scott disclosed that he had abstained when OSAC considered this item. He felt that the Alliance had two years, or more, in which to obtain additional funding. The Alliance hoped to be included in the City's Land Bill or being included in another congressional bill. A third alternative is the Question 1 Funds. The crossing provides connectivity for the State Trail Plan. Comments indicated that the Alliance had discussed the request with NDOT, however, they do not have any funding for the project. NDOT's 2005 estimate of the cost was \$600,000, which is the lower of the two estimates the Alliance has. Mr. Scott had not taken the proposal beyond the initial discussion stage. He was not sure whether NDOT would support the project.

Mr. Taylor felt that the discussions had related to a joint use path created with Federal funding. It will have to meet Federal guidelines and environmental constraints. A joint use path has separate paths for equestrian, bicycle, and pedestrian uses. To qualify for Federal funds, it must be included in the pedestrian trail and bicycle master plan elements. He was unsure whether NDOT had committed to supporting it. He felt that NDOT would be willing to assist Carson City and the Alliance by looking to see if it qualifies as a joint use and if funding is available.

Commissioner Des Jardins supported the Alliance and felt that funding could be found somewhere in the \$200 million project for the crossing.

Mr. Scott espoused his belief that the non-motorized crossing will benefit pedestrian, bicycle, and other non-motorized recreationalists who want to access the Prison Hill area. Supervisor Staub pointed out that the freeway will not be constructed for three years. Mr. Scott explained the need to have a status report and funding in two years. Discussion indicated that the process will require coordination with NDOT. Mr. Scott felt that with the funding and Carson City's support, they will be able to get NDOT to do the design and preliminary work. He acknowledged that they were "coming in late in the game". The freeway project is "close to completion". Chairperson Staub explained his understanding of the request. He felt that it might be possible to expand the Koontz overpass to provide an area for horses that is separated from the motorists. Mr. Scott explained the safety concerns created when horses and vehicles are mixed. The suggestion is an alternative but not the safest plan. Additional comments were solicited but none were given. Chairperson Staub thanked the audience for coming.

(6:28:20) Commissioner Aldean moved that the Chairman of the Regional Transportation Commission submit a letter to the Carson City Equestrian Alliance that indicates the RTC's support for the Alliance's efforts to pursue additional funds for a non-motorized overpass of the future Carson City Freeway in the vicinity of the existing Valley View Drive providing that these efforts do not compete or interfere with RTC's efforts to secure funding for the roadway projects identified in this Capital Improvement Program, which I think is consistent with Mr. Scott's representation made before the Commission tonight. Commissioner Hastings seconded the motion. Motion was voted and carried 4-0.

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**P-2. DISCUSSION AND ACTION TO APPROVE THE HORIZONTAL ALIGNMENT OF THE NORTH STEWART STREET EXTENSION (FROM WILLIAMS STREET, NORTH TO ROOP STREET THROUGH MOODY STREET AND DAVID STREETS) AND TO DIRECT STAFF TO SECURE THE REQUIRED RIGHTS-OF-WAY AND EASEMENTS NECESSARY FOR THE PROJECT. FUNDING FOR THE PROJECT IS FROM THE REGIONAL TRANSPORTATION FUND (6:29:12)** - City Engineer Larry Werner, Capital Engineering Ken Dorr - Mr. Werner's introduction included an explanation of the design status. Staff can begin acquiring the rights-of-way. Fine tuning can occur. Mr. Dorr introduced Senior Civil Engineer Technician Alan Kale. Mr. Dorr then explained the alignment, the rights-of-way/parcels that have to be acquired, the street and sidewalk widths, the 20-foot turning radius, the acquisition for the parking lot at John Street, the temporary construction easements, and the signalized intersections. If approved by the Commission, legal descriptions will be completed and staff can commence the acquisition process. Time needed to complete the work before going out to bid was explained. Mr. Dorr believed that the project can go out to bid in April. Discussion indicated that construction would then start in June or July. Mr. Werner indicated that staff may propose that the Commission approve a condemnation plan in case acquisitions become stalled. Discussion explained the eminent domain process, how appraisals are conducted on such properties, and the temporary construction easement process. Mr. Werner hoped to utilize a program which would not require recordation of the temporary construction easements. He described a proposed program that used photographs, stakes in the ground, and identifies responsibilities, impacts, and liabilities for development of agreements regarding temporary construction easements. Discussion also indicated that the property specialists are waiting on the Commission's decision before proceeding with the acquisitions. Public comments were solicited but none were given. Commissioner Hastings moved to approve the horizontal alignment of the North Stewart Street Extension from Williams Street north to Roop Street through Moody Street and David Streets and to direct staff to secure the required rights-of-way and easements necessary for the project. Commissioner Des Jardins seconded the motion. Motion carried 4-0.

RECESS: A recess was declared at 6:53 p.m. A quorum of the Commission was present when Chairperson Staub reconvened the meeting at 7 p.m.

**P-3. PRESENTATION ON PHASE 2A OF THE CARSON CITY FREEWAY (7:00:15)** - NDOT Project Manager Jim Gallegos introduced Mr. Lane and explained the Department's intent to advertise the project before January 1, 2007. He thanked everyone who had worked on the project for their efforts. Lewis Burgess Group Representative Tom Lane gave a "fly through video" of the freeway illustrating how it will look when completed. Chairperson Staub suggested that the video be shown to the Legislators at the reception. Comments indicated that the southbound off ramp at Fairview will initially be one lane. The terminus will eventually be two lanes with one right and one left turning movements. The size of the right-of-way will not allow having two permanent turning lanes for both directions. Additional comments were solicited but none were given. No formal action was required or taken.

**P-4. DISCUSSION AND ACTION RECOMMENDING APPROVAL OF AN AGREEMENT BETWEEN CARSON CITY AND THE NEVADA DEPARTMENT OF TRANSPORTATION REGARDING THE CONSTRUCTION OF PHASE 2A OF THE CARSON CITY FREEWAY (7:18:34)** - Public Works Director Andrew Burnham explained the agreement. He indicated that the utility relocation project had gone out to bid. The contract award will be considered in December. Two additional agreements will be required for utility relocations for this phase of the freeway project. Warm Springs Court

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will become a City street as it provides access to private property. The \$750,000 cost was offset by in-house work performed by the City on projects such as the prison and Snap On parking lots. Justification was provided for the additional improvements required by the City. The District Attorney's Office is reviewing the agreement and may have some minor changes before the agreement is considered by the Board of Supervisors. He did not believe that those changes will be substantial. Funding for the project is contained in the freeway accounts. Commissioner Aldean noted that the agreement indicates the City has five days to respond to any NDOT revisions while NDOT has ten working days in which to respond. The City does not have any recourse if NDOT fails to respond within that time frame. Mr. Burnham indicated that this is the typical language contained in other contracts and had not been a problem for the City previously. Commissioner Aldean felt that the time frame should be equal for both parties. She also suggested that on Page 8, Paragraph 11, Exhibit A and 1 of 3 should indicate that the red area(s) are temporary easements and the green area(s) have been quit claimed. On Page 9 of the changes, Section 20, midway down it states: "Approval shall be made within five working days of service of change orders as described in Paragraph 34" which should Paragraph 35. Mr. Burnham agreed to look at this reference. Changes will be made to the agreement prior to submittal to the Board of Supervisors next week.

Discussion between Commissioner Des Jardins and City Engineer Werner indicated that there are lots of asbestos cement pipe throughout the City. The best practice has been to leave it in place. If you cut it, then you "have a problem". Discussion between Commissioner Des Jardins and Mr. Burnham indicated that if the Legislature fails to fund the freeway project, it will die. The City will not have any recourse against NDOT. Senior Deputy District Attorney Michael Suglia explained his experience with NDOT/the State is that the City has little recourse when attempting to change an agreement. The attitude has been "take it or leave it". Discussion then indicated that the multi-use path is being updated and is consistent with the Statewide Bicycle Plan.

Chairperson Staub disclosed that he had given Mr. Burnham his questions earlier in the week. One that he wanted on the record is the issue regarding some utility relocation costs to be assumed by NDOT that had nothing to do with Carson City. Mr. Burnham indicated that NDOT has agreed to assume those costs. This is the reason the Southwest Gas and Sierra Pacific Power Company work is going forward. The reference in the document relates to City improvements which require the City to exercise its franchise agreements and incur the costs. He also indicated that if the agreement terminates, as indicated in another agreement, that the City will get its money back and the overall funding agreement also allows us to stop paying. It also addresses any funds remaining in an account. Additional questions/comments as well as public comments were solicited but none were given.

Commissioner Des Jardins moved to recommend approval of an Interlocal Agreement with NDOT for the Carson City Freeway Project to identify responsibilities associated with the Phase 2A improvements, right-of-way, utility relocation and maintenance due to construction of Phase 2A including payment of City requested costs which includes, among others, portions of Fairview Drive improvements for a total of \$750,000 of which \$557,310 is payment to NDOT and the balance is in-kind contributions; costs to be funded from RTC, Streets, and Utility accounts. Commissioner Hastings seconded the motion. Motion carried 4-0.

**P-5. PRESENTATION AND ACTION REGARDING FAIRVIEW DRIVE WIDENING PROJECT (7:30:12)** - Public Works Director Andrew Burnham, Lewis Burgess Group Representative Tom Lane, City Engineer Larry Werner - Mr. Lane used computerized slides to illustrate and describe the project.

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NDOT has asked the City to re-analyze the north bound to east bound traffic and create a separate right turn lane for it. Chairperson Staub explained the Commission's action which had closed California to left turning movements. The Commission had not closed Idaho to left turning movements. He felt that staff should paint it to match the Commission's direction. Mr. Werner agreed to look at it. He felt that allowing left turning movements could negatively impact the left turning movements and queuing at Carson Street. If it does, he urged the Commission to leave it as painted until after Phase 2B is completed. Reconsideration of it could occur at that time. He also believed that NDOT will not allow the turning movement when Phase 2A opens. Phase 2B will be completed in four years. Mr. Lane continued his review of the project. Mr. Burnham explained the modeling that was performed to obtain NDOT's approval of the plan to stop the queuing at Idaho. Fairview's service level will be D. Discussion also pointed out that there is lots of traffic currently using Fairview to reach Highway 50 East. At this time it is not anticipated that this traffic will utilize the freeway to reach Highway 50 East. The Roop and Saliman intersections will be coordinated which will reduce the delays. Comments indicated that the staff had spent a considerable amount of time with NDOT regarding the queuing problems. The average delay was determined to be two minutes. The service level remained at D. The City had not volunteered to pay for a north bound to east bound lane. Mr. Werner agreed to monitor the situation and revise it if deemed appropriate. Chairperson Staub felt that the motorists will continue to make left turns into Lowes as there are no signs to indicating this movement is prohibited. The Commission had been told that the left turn into Lowes and at California were to be eliminated. There was not indication that the left turn at Idaho would be lost. Mr. Werner indicated that the models indicated that it should be removed. He repeated his commitment to monitor the situation and revise it if necessary. He felt that the City could live with it until Phase 2B opens. Commissioner Aldean moved that staff be directed to proceed with the widening of Fairview Drive between the future Carson City Freeway interchange at Fairview Drive and Roop Street presented at this meeting. Commissioners Des Jardins and Hastings seconded the motion. Motion carried 4-0.

**P-6. DISCUSSION AND ACTION REGARDING PROPOSED JAC TRANSIT SYSTEM SEMESTER PASS FOR WESTERN NEVADA COMMUNITY COLLEGE (WNCC) STUDENTS**

**(7:50:15)** - Chairperson Staub felt that the concept was a good idea as it is a bargain for the students. It may increase the ridership and usage there. Transportation Program Manager Patrick Pettinger thanked the College for its cooperation and agreement to sell the passes at the book store. The adult passes sell for \$25 for a month of rides. Single rides are \$1 per ride. Ten rides sell for \$8. The student pass will sell for \$75 for the semester. Public comments were solicited but none were given. Commissioner Des Jardins moved that a bus pass valid for the duration of the single entire semester be made available for sale to Western Nevada Community College students for the price of \$75 per pass that will allow for unlimited rides on the Jump Around Carson fixed route bus system. Commissioner Aldean seconded the motion. Motion carried 4-0.

**P-7. DISCUSSION OF VARIOUS ACTIVITIES REGARDING THE JAC TRANSIT SYSTEM**

**(7:52:36)** - Transportation Program Manager Patrick Pettinger - A copy of the status report is in the file. Mr. Pettinger committed to bringing any formal requests for route changes to the Commission for consideration. Changes which can be made under the current contract without additional funding are to: the Courthouse on Roop Street; Walmart at College Parkway; and Fandango Casino after Curry Street is opened. Discussion indicated that staff is analyzing how to serve the industrial area. It may require using another bus and expanding the contract. Mr. Pettinger then explained that he had authorized payments to Douglas' DART and Washoe County RTC as contracted. Bills were submitted to Douglas County for its portion of the JAC

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service. He is working to obtain FTA reimbursements and will be submitting the bills to the Agency as required for payment. Commissioner Aldean explained that these oversights had not occurred during Mr. Pettinger's employment with Carson City. She expressed appreciation for his addressing these oversights. Mr. Pettinger then explained the need to develop a new interlocal agreement with Douglas County and questioned what should be used to determine the compensation for the service. It could be based on time served, ridership or mileage. He then explained the ADA ridership problems encountered by a disabled 16 year old. Photographs illustrating the problem on Koontz near the individual's home were shown. Although that location has been addressed, the request is for all stops to be ADA compliant. Mr. Pettinger intends to catalog all of the stops, determine any alternatives, estimate the costs, and report back to the Commission with an action plan. Public comments were solicited but none were given. Paul Summers was present but did not have any comments. Chairperson Staub commended him on the good job that is being done. He hoped that the service will continue to expand and serve the public as it should. No formal action was required or taken.

**Q. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS (NON-ACTION ITEMS)**

**Q-1. STREET OPERATIONS ACTIVITY REPORT (8:08:53)** - Public Works Director Andrew Burnham explained that Senior Public Works Operations Chief Curtis Horton had developed the report. If the format is acceptable, future reports will be made in that style. Photographs may be included for illustrations. Verbal reports will be provided on all of the activities on a semi-annual or annual basis. Discussion noted some graffiti problems on the freeway sound walls. Mr. Burnham felt that the City is responsible for removing the graffiti on the freeway pathways only. The report did not indicate where the sound walls were. Mr. Burnham then indicated that the removal of graffiti could have been on the sound walls along Graves Lane and College Parkway. He will ask Mr. Horton to include the location in the future reports. Commissioner Des Jardins complimented staff on the tree trimming and weeding on Hells Bells Road. No formal action was required or taken.

**Q-2. PROJECT STATUS REPORT (8:11:15)** - No discussion occurred.

**Q-3. FUTURE AGENDA ITEMS (8:11:30)** - No discussion occurred.

**R. ADJOURNMENT - RTC (8:11:40)** - Commissioner Aldean moved to adjourn. Commissioner Hastings seconded the motion. Motion carried 4-0. Chairperson Staub adjourned the meeting at 8:12 p.m.

The Minutes of the November 8, 2006, Carson City Regional Transportation Commission meeting

ARE SO APPROVED ON February 14, 2007.

/x/  
Chairperson Richard S. Staub