CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the August 8, 2007, Meeting

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A regularly scheduled meeting of the Carson City Regional Transportation Commission was held on Wednesday, August 8, 2007, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada, beginning at 5:30 p.m.

PRESENT: Chairperson Shelly Aldean, Vice Chairperson Larry Hastings, and

Commissioners Russell Carpenter, Charles Des Jardins, and Richard S. Staub

STAFF PRESENT: Public Works Director Andrew Burnham, Development Services Direc-

tor/City Engineer Larry Werner, Chief Deputy District Attorney Melanie Bruketta, RTC Engineer Harvey Brotzman, and Recording Secretary

Katherine McLaughlin (RTC 8/8/07 Recording 5:30:35)

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.

- **A. ROLL CALL AND DETERMINATION OF A QUORUM -** Chairperson Aldean convened the meeting at 5:30 p.m. Roll call was taken. Commissioner Staub had not yet arrived. A quorum was present.
- **B.** APPROVAL OF MINUTES JULY 11, 2007 MEETING (5:31:07) Commissioner Hastings clarified his statement on Page 8, Paragraph 2, to indicate that the money could be used for the windows for the Quail Run residents rather than as a window for them to seek funding. Additional comments were solicited but none were given. Commissioner Hastings moved to approve the Minutes as amended. Commissioner Des Jardins seconded the motion. Motion carried 4-0.
- C. MODIFICATION OF AGENDA (5:32:14) None.
- **D.** STAFF PUBLIC SERVICE ANNOUNCEMENTS (5:32:25) Chairperson Aldean requested a report on the new intersection signals at Roop and Colorado. Development Services Director/City Engineer Larry Werner indicated that he was not aware of any accidents at the intersection. The signal appears to be working. (Commissioner Staub arrived during her request –5:33 p.m. The entire Commission was present, constituting a quorum.)
- E. PUBLIC COMMENT (5:32:51) None.
- **F. DISCLOSURES** (5:33:30) Commissioner Des Jardins disclosed that he had received a negative call on the pulsing yellow light at Roop and Colorado. The caller did not reveal a reason for his dislike. He had, however, indicated that there was an accident at the intersection either that

morning or the day before. Commissioner Des Jardins advised that he had passed this information on to Transportation Program Manager Pittenger. RTC Engineer Harvey Brotzman advised that he had sent an email to the Sheriff's Office regarding the "alleged accident" but had not received a response. Commissioner Staub disclosed his feeling that the light is confusing. Chairperson Aldean advised that she avoids it.

G. PUBLIC MEETING ITEMS:

- G-1. ACTION TO RECOMMEND THAT THE BOARD OF SUPERVISORS APPROVE AN AGREEMENT BETWEEN SANDRA CORDA ARRAIZ AS SUCCESSOR TRUSTEE OF THE EDWARD R. CORDA REVOCABLE TRUST DATED JANUARY 20, 1999, AND CARSON CITY WHEREBY SANDRA CORDA ARRAIZ AS SUCCESSOR TRUSTEE OF THE EDWARD R. CORDA REVOCABLE TRUST DATED JANUARY 20, 1999, AGREES TO SELL AND CONVEY A PORTION OF REAL PROPERTY FOR RIGHT-OF-WAY; A UTILITY EASEMENT; A TEMPORARY CONSTRUCTION EASEMENT; AND PERMISSION FOR CONSTRUCTION OUTSIDE OF THE RIGHT-OF-WAY ALL ON PROPERTY DESCRIBED AS ASSESSOR'S PARCEL NUMBER 009-552-04 FOR THE APPRAISED VALUE OF \$1,200 AS PART OF THE FAIRVIEW DRIVE PROJECT (5:34:58) - Development Services Director/City Engineer Larry Werner - There are only three major parcels on Fairview left to be acquired. Offers have been made on two of them. Chairperson Aldean advised for the record that the first reading of the Code amendment for RTC to acquire property was heard by the Board on August 2. The second reading will occur on August 16. Public comments were solicited but none were given. Commissioner Carpenter moved to recommend that the Board of Supervisors approve an agreement between Sandra Corda Arraiz as successor trustee of the Edward R. Corda Revocable Trust dated January 20, 1999, and Carson City whereby Sandra Corda Arraiz as successor Trustee of the Edward R. Corda Revocable Trust dated January 20, 1999, agrees to sell and convey a portion of real property for right-of-way, a utility easement, a temporary construction easement, and permission for construction outside of the rightof-way all on property described as Assessor's Parcel Number 010-061-01 for the appraised value of \$1,200 as part of the Fairview Drive project and fiscal impact is \$1,200. Commissioner Staub seconded the motion. Motion carried 5-0.
- G-2. ACTION TO RECOMMEND THAT THE BOARD OF SUPERVISORS APPROVE AN AGREEMENT BETWEEN MCBRYDE PROPERTIES, LLC, AND CARSON CITY WHEREBY MCBRYDE PROPERTIES, LLC, AGREE(S) TO SELL AND CONVEY A PORTION OF REAL PROPERTY FOR RIGHT-OF-WAY; A UTILITY EASEMENT; A TEMPORARY CONSTRUCTION EASEMENT; AND PERMISSION FOR CONSTRUCTION OUTSIDE OF THE RIGHT-OF-WAY ALL ON PROPERTY DESCRIBED AS ASSESSOR'S PARCEL NUMBER 010-061-01FOR THE APPRAISED VALUE OF \$2,135 AND FOR A NEW DRIVEWAY APPROACH ALONG SALIMAN ROAD TO BE CONSTRUCTED AS PART OF THE FAIRVIEW DRIVE PROJECT (5:37:48) Development Services Director/City Engineer Larry Werner The appraisal for the easement and the access

remedy for the property were described. Public comments were solicited but none were given. Commissioner Des Jardins moved to recommend that the Board of Supervisors approve an agreement between McBryde Properties, LLC, and Carson City whereby McBryde Properties, LLC, agrees to sell and convey a portion of real property for right-of-way, a utility easement, a temporary construction easement, and permission for construction outside of the right-of-way all on property described as Assessor's Parcel Number 010-061-01 for the appraised value of \$2,135 and for a new driveway approach along Saliman Road to be constructed as part of the Fairview Drive project; fiscal impact is \$2,135. Commissioner Hastings seconded the motion. Motion carried 5-0.

G-3. ACTION TO AUTHORIZE RELOCATION ASSISTANCE PAYMENTS FOR THE NORTH STEWART STREET EXTENSION PROJECT IN A TOTAL AMOUNT NOT TO EXCEED \$190,900 AND TO AUTHORIZE THE CITY MANAGER TO ISSUE PAYMENTS TO QUALIFIED PARTIES FOR RELOCATION ASSOCIATED EXPENSES (5:41:28) - Development Services Director/City Engineer Larry Werner, Chief Deputy District Attorney Melanie Bruketta, Attorney Brian Hutchins, Public Works Director Andrew Burnham - Discussion among the Commissioners and staff stressed the Commission's concern regarding the Federal regulations prohibiting knowledge of the actual relocation amount spent per resident. Chairperson Aldean expressed a desire to continue the matter until the Consultant could be present to explain the regulations. Mr. Werner advised that a delay would cause them to have start the entire process over and indicated a time constraint. Commissioner Carpenter requested an accounting of the fund utilized for this purpose. Mr. Werner explained that the individual amounts will vary according to need. The amount is developed by a "relocation specialist" and the criteria within the regulations. The process was limned. Mr. Werner indicated that the total expenditure could be provided at the end of the project.

(5:48:05) Mr. Hutchins indicated that he is a contracted attorney for the City. He will "not be on the clock for this". Mr. Hutchins had worked on relocation during his employment at the Nevada Department of Transportation. He concurred that there are confidentiality laws. He understood the Commissioners concerns. He suggested that the confidentiality issue be continued to the next meeting as he wished to review the regulations before venturing an opinion. He felt that an accounting at the end of the project could be provided. NDOT maintains the confidentiality. He reiterated his suggestion that the Commission proceed with the request and discuss the issue at the next meeting.

Commissioner Des Jardins felt that the regulation was new and noted his previous experience in this area. He also felt that the Commission should not write a blank check. The amount is \$190,900. He could not make a decision based on the information that had been provided. Commissioner Staub pointed out that in landlord and tenant situations, the landlord is identified, however, the tenant is not. The regulations were cited. The need to think outside the box was encouraged. The need to move forward on the project was also stressed. He felt that the accounting process, which is to be provided at the end of the project, should address the concerns.

Ms. Bruketta explained a Nevada Supreme Court case decided in 2003 indicated these records are not public records and are confidential. Mr. Werner could provide the information to the Commission, however, it cannot be discussed at a meeting. The problems encountered in keeping the "neighbors/friends" from learning the amount allocated to an individual were noted. Assessor's records are public information. They are open and can be perused on line. The relocation cost cannot be added to the purchase price as they are two different transactions. Mr. Werner agreed to provide the information, if possible, at a time when the Commission is not in a meeting. Ms. Bruketta felt that it would be possible to provide the information separate from the meeting. Mr. Werner felt that the calculations could be provided including the comparable housing, rent subsidy, and special needs. This process could justify why there is a difference in relocation costs for a Ms. Bruketta urged the Commission and staff to be careful in disseminating the information. The City could be held liable if it falls into the wrong hands. Commissioner Staub suggested that the justification of the final payment could be provided without an indication of the person or apn. Ms. Bruketta read the regulation into the record. Chairperson Aldean supported Commissioner Staub's recommendation due to the Commission's fiduciary obligations to the public. Mr. Werner indicated that he will check with the City's specialist before releasing the information to the Commission. He also noted that the process is a statewide concern and that a solution is being sought everywhere. Mr. Werner then explained that, due to the confidentiality requirements, he would not be making copies of the information. Discussion indicated that the justification file for the relocation funds is quite lengthy and lacks a summary sheet. Chairperson Aldean urged him to find a viable alternative which the Commission can accept.

Commissioner Carpenter stated for the record his opposition to this degree of confidentiality. The Commission is spending \$200,000 which appears as though it is "going into the air". He wanted his opposition to be stated as he is opposed to this policy and the regulation. He understood the need to move forward. He will tender his vote for the motion but has voiced his opposition to the entire process. Chairperson Aldean noted that the entire Commission takes exception to Federal and State regulations. Commissioner Des Jardins indicated that he will go to Mr. Werner's office so that a copy did not have to be made for him. He understood the position and the need for a certain amount of control over the documents. Mr. Werner indicated his appreciation. Mr. Burnham reiterated the intent to have the relocation specialist make a report to the Commission.

Commissioner Staub advised that he understood the need for the law/regulations. He felt that the Commission merely needs an accounting of the funds to protect the best interest of the community. Mr. Werner explained that NDOT's internal procedure assigns a number to each parcel that is acquired. Only the individual assigning the number is aware of the individual's identity. Chairperson Aldean felt that the Commission did not want information that could not be provided. Mr. Werner agreed to encode the files. Commissioner Hastings reiterated the need to expedite the process and his belief that staff will be able to find a way to provide the desired information. The project has been on the books for some time. It is time to move forward and not stop the process. Chairperson Aldean concurred and felt that a compromise will be worked out. Additional comments were solicited but none were given.

Commissioner Staub moved to authorize relocation assistance payments for the North Stewart Street Extension Project in a total amount not to exceed \$190,900 and to authorize the City Manager to issue payments to qualified parties for relocation allocated (associated) expenses provided staff provides this Commission an accounting of said funds on a parcel-by-parcel basis in the appropriate confidence at the end of the Stewart Street project. Commissioner Hastings seconded the motion. Motion carried 5-0.

G-4. ACTION TO AUTHORIZE RELOCATION ASSISTANCE PAYMENTS FOR THE CLEARVIEW DRIVE WIDENING PROJECT IN A TOTAL AMOUNT NOT TO EXCEED \$20,000 AND TO AUTHORIZE THE CITY MANAGER TO ISSUE PAYMENTS TO QUALIFIED PARTIES FOR RELOCATION ASSOCIATED EXPENSES (6:06:13) - Development Services Director/City Engineer Larry Werner - Commissioner Hastings moved to authorize relocation assistance payments for the Clearview Drive widening project in a total amount not to exceed \$20,000 and to authorize the City Manager to issue payments to qualified parties for relocation associated expenses. Commissioner Des Jardins seconded the motion. Motion carried 5-0.

ACTION TO AUTHORIZE THE IMPROVEMENT OF APPION WAY BETWEEN COCHISE STREET AND SOUTH CARSON STREET AS AN RTC PROJECT AND APPROVE A PARTICIPATION AGREEMENT WITH THE RIBEIRO COMPANIES, WHEREBY THE ROBEIRO COMPANIES AGREE TO CONTRIBUTE ONE HUNDRED FIFTY THOUSAND DOLLARS (\$150,000) TO THE RTC FOR THE CONSTRUCTION OF THE IMPROVEMENTS (6:07:27) - Development Services Director/City Engineer Larry Werner, Public Works Director Andrew Burnham, RTC Engineer Harvey Brotzman - Mr. Werner's introduction included justification for the project and reasons why a reimbursement agreement similar to those used for water and sewer improvements could not be used for this project. He also corrected the Ribeiro's amount of the project to be \$110,000. The total cost of the intersection was estimated to be \$400,000 with the City's share being \$290,000. Comments advised that the project listing will be brought to the Commission soon. It will include all of the projects staff can foresee. At this time projects covering five to ten years total \$17 to \$20 million. Examples of the projects included Curry Street improvements, this project, the realignment of Snyder, and several phases for Roop Street. He estimated that there are an additional 50 or so projects that are needed but do not have funding. Mr. Burnham indicated that this project was advanced as a priority at this time due to Ribeiro's funding. Discussion indicated that if the intersections meet warrants signals can be located at Carson Street and: Sonoma, Eagle Station, Appion, and Snyder. The adjacent land uses play a part in the determination justifying the signals. These intersections have been identified as future signal projects. Justification for a signal at Appion and Carson Street was explained. Chairperson Aldean pointed out that access management should be considered in this area as it eliminates the need for additional signals. Mr. Burnham pointed out that when the freeway is completed and Carson Street is returned to the City's control, all of these signals may not be needed. The loss of frontage along South Carson Street was noted. It may be possible to create additional turn lanes when Carson Street is returned to City control. Commissioner Staub opined that a

reduction in the vehicle speed from Douglas County is needed. A signal at Appion would assist in this endeavor. The Galaxy Theater and the use of Curry Street could support having the signal. Commissioner Hastings supported leveraging RTC funds with private developer funding. Mr. Werner indicated that RTC will maintain the road once it is developed. Discussion indicated that there are a "couple" of other roadways that will be developed with RTC and private funding, e.g., Silver Oak Boulevard and West Sonoma. Mr. Werner felt that Highway 50 may not require any additional signals due to the spacing between them. He was uncertain whether warrants could be met at Eagle Station and Carson Street. Clarification indicated that the intent is to provide the infrastructure for a signal at Appion. The actual signal will not be installed until the street meets warrants. At this time left turns are not allowed across the median at Appion. The line item for signals had been increased from \$240,000 to \$300,000. Chairperson Aldean requested that Figure 1 be corrected to be Exhibit A as referenced in the agreement. Additional comments were solicited but none were given. Commissioner Carpenter moved to authorize the improvement of Appion Way between Cochise Street and South Carson Street as an RTC project and approve a participation agreement with the Ribeiro Companies whereby Ribeiro Companies agree to contribute \$110,000 to the RTC for the construction of the improvements; fiscal impact will be \$400,000; \$290,000 from the City and \$110,000 from the Ribeiro Companies. Commissioner Hastings seconded the motion. Motion carried 5-0.

ACTION TO ACCEPT PUBLIC WORKS RECOMMENDATION ON THE "CURRY STREET IMPROVEMENTS--ENGINEERING SERVICES: PHASE I THROUGH PHASE VI PROJECT", CONTRACT NO. 2007-018, AND AUTHORIZE PUBLIC WORKS TO ISSUE PAYMENTS TO MANHARD CONSULTING, LTD., IN AN AMOUNT NOT TO EXCEED \$266,990 AND AUTHORIZE THE CONTRACTS DIVISION TO ISSUE AMEND-MENTS FOR A NOT TO EXCEED AMOUNT OF \$25.000 FROM THE CONSTRUCTION PROJECT-ROAD CONSTRUCTION FUND AS PROVIDED IN FY 2007/2008 (6:21:02) -Public Works Director Andrew Burnham, Manhard Consulting, Ltd., Senior Project Manager Ken Dorr - Discussion noted Capital Engineering's name change to Manhard Consulting, Ltd. The proposal is to design the first portion of the project and start construction in two years. Mr. Burnham indicated that there is a "hand shake" agreement regarding the Forest Service property that would move the roadway to the north and eliminate splitting the parcel. The Utah Forest Service office, however, has not agreed to this concept. The individual with whom the agreement had been struck is now located in Washington, D.C., so the entire project may now be back at step one. Mr. Burnham committed to determining the status of the Forest Service property and, if necessary, stopping this project to work on the other end. A lot of time will not be spent on this area due to the need to address the area behind Casino Fandango. The project may be done in two phases. Mr. Dorr advised that it is their intent to minimize the impact to the Forest Service property and to analyze the 2000 design. The ideal solution for east bound traffic would be to allow both through traffic and right turning movements. This design provides a good thoroughfare when Stewart Street is extended to the north. The proximity of Stewart and Curry may, however, create a stacking problem for turn lanes. A suggestion/alternative, which will be analyzed, is to use a roundabout at Curry. The timeframe for the analysis is six to nine months. Justification was provided for having

the City perform flagging duties for the surveying. The City routinely performs these duties for other projects. Commissioner Des Jardins moved to accept Public Works' recommendation on the Curry Street Improvements–Engineer Services Phase 1 through Phase VI Project, Contract No. 2007-018, and authorize Public Works to issue payments to Manhard Consulting, LTC., in an amount not to exceed \$266,990 and authorize the Contracts Division to issue amendments for a not to exceed amount of \$25,000 from the Construction Project–Road Construction Fund as provided for in FY 2007-2008; fiscal impact not to exceed a total of \$291,390. Commissioner Staub seconded the motion. Motion carried 5-0.

ACTION TO ACCEPT PUBLIC WORKS RECOMMENDATION ON THE "GONI ROAD, ARROWHEAD DRIVE AND SALIMAN ROAD RECONSTRUCTION PROJECT", CONTRACT NO. 2007-004, AND AUTHORIZE PUBLIC WORKS TO ISSUE PAYMENTS TO ATLAS CONSTRUCTION IN AN AMOUNT NOT TO EXCEED \$1,208,375 AND A CONTINGENCY AMOUNT OF \$120,000 FROM THE CONSTRUCTION PRO-JECTS-SALIMAN ROAD FUND AND THE PROPERTY SERVICES STREET OVERLAY FUND AS PROVIDED FOR IN FY 2007/2008 (6:31:09) - RTC Engineer Harvey Brotzman, Public Works Director Andrew Burnham - Mr. Brotzman's introduction included an explanation of the number of bidders, the original bid estimate, and the contract price. He asked that the contingency be increased to \$240,000 as staff wished to add three other intersections to the project. Mr. Burnham indicated that a listing of the additional intersections will be provided to the Board next month. A change order will be used to add the intersections. It will necessitate negotiating the cost. The start up costs could be more for them than the remainder of the project. If it is not worthwhile to add the intersections, the contract will not be increased. Commissioner Staub asked that East Clearview below Edmonds be added to the list as the pavement is "separating". Mr. Burnham agreed to look at the area. Additional comments were solicited but none were given. Commissioner Staub moved to accept Public Works' recommendation on the Goni Road, Arrowhead Drive and Saliman Road Reconstruction Project, Contract No. 2007-004, and authorize Public Works to issue payments to Atlas Construction in the amount of \$1,208,375 and a contingency amount of \$240,000 from the Construction Projects-Saliman Road Fund and the Property Services Street Overlay Fund as provided in Fiscal Year 2007/2008; fiscal impact will be appropriately adjusted pursuant to the motion. Commissioner Hastings seconded the motion. Motion carried 5-0.

G-8. ACTION TO APPROVE A COOPERATIVE AGREEMENT BETWEEN CARSON CITY AND THE STATE OF NEVADA FOR THE TRANSFER OF WEST WASHINGTON STREET, WEST KING STREET, DIVISION STREET, WEST FIFTH STREET, EAST FIFTH STREET/CARSON RIVER ROAD, ORMSBY BOULEVARD, WINNIE LANE, AND BRUNSWICK BRIDGE TO CARSON CITY FROM THE STATE OF NEVADA (6:35:52) - Public Works Director Andrew Burnham, Chief Deputy District Attorney Melanie Bruketta - The introduction included clarification that the Brunswick Bridge is located on Deer Run Road and an explanation of the revisions to the financial clauses in the freeway agreements. A request for an additional staff member will be submitted to the Commission for consideration in October as a result of the agreement. Discussion indicated that jurisdictions

throughout the State are being "asked" to assume more NDOT streets so that NDOT can do more highways and freeways. Efforts were made to require NDOT to rehabilitate the streets before relinquishing them. These efforts were unsuccessful. Mr. Burnham agreed that a small section of West Winnie will need some help in four or five years. He believed that the remainder of the two lane streets were in good shape with low traffic volumes. They should be easy to maintain and can be added to the City's slurry sealing program. Discussion indicated that the agreement allowing RTC to accept streets in Carson City's name will be considered by the Board of Supervisors at its next meeting. The proposed agreement was amended to have the Board accept the streets as the RTC makes recommendations to it. Justification for acceptance of the Brunswick Bridge was provided. NDOT will continue to conduct annual inspections of the bridge the same as it does large box culverts. A meeting regarding the bridge's maintenance requirements will be held with NDOT. NDOT is also being required to provide as-builts, permits, relinquishments, etc., on the roadways. Staff felt that it will take at least a year to get all of the information. Additional comments were solicited but none were given. Commissioner Staub moved to approve a cooperative agreement between Carson City and the State of Nevada for the transfer of West Washington Street, West King Street, Division Street, West Fifth Street, East Fifth Street/Carson River Road, Ormsby Boulevard, Winnie Lane, and Brunswick Bridge to Carson City from the State of Nevada; fiscal impact is an initial savings of \$4,803,811 plus one year of deferred payment of \$1.1 million offset by ongoing maintenance costs. Commissioner Des Jardins seconded the motion. Motion carried 5-0.

G-9. ACTION TO AUTHORIZE FILLING THREE STREET MAINTENANCE POSITIONS WHICH ARE CONTAINED WITHIN THE APPROVED STREETS' BUDGET FOR FISCAL YEAR 2007-2008 (6:46:00) - Public Works Director Andrew Burnham - Discussion indicated that the cost for the positions is approximately \$150,000 per year. Additional comments were solicited. None were given. Commissioner Hastings moved to authorize filling three street maintenance positions which are contained within the approved Streets' Budget for fiscal year 2007-2008; fiscal impact is approximately \$150,000. Commissioner Carpenter seconded the motion. Motion carried 5-0.

G-10. ACTION TO AUTHORIZE FILLING A TRANSPORTATION PLANNER POSITION THAT IS CONTAINED WITHIN THE APPROVED CAMPO BUDGET FOR FISCAL YEAR 2007-2008 (6:47:50) - Public Works Director Andrew Burnham - CAMPO funding will pay 95% of the cost for this position. The remainder will be split between Carson City and Douglas and Lyon Counties. The proposal will have the individual work for RTC with CAMPO reimbursing RTC. Mr. Burnham estimated the personnel costs at \$120,000 with \$70,000 to \$80,000 being salary costs. Comments were solicited but none were given. Commissioner Des Jardins moved authorize filling a transportation planner position that is contained within the approved CAMPO budget for fiscal year 2007-2008; the fiscal impact is going to depend on the specific salary not yet determined but up to 95% of the total cost of the employee is reimbursable by the U.S, Department of Transportation. Commissioner Hastings seconded the motion. Motion carried 5-0.

G-11. ACTION TO ACCEPT THE PUBLIC WORKS RECOMMENDATION ON THE "SOUTH CARSON STREET WIDENING", CONTRACT NO. 2007-024, AND AUTHORIZE PUBLIC WORKS TO ISSUE PAYMENTS TO THE LOUIS BERGER GROUP, INC., IN AN AMOUNT NOT TO EXCEED \$37,424 FROM THE REGIONAL TRANSPORTATION COMMISSION FUND AS PROVIDED FOR IN FY 2007/2008 (6:51:00) - Public Works Director Andrew Burnham - The introduction included a brief description of the proposed design and justification for the contract. It may require an amendment to the contract if it is determined that the concept does not adequately address the estimated traffic volume or the freeway extension is delayed beyond 2011. Mr. Burnham disclosed that he had a meeting with NDOT this morning. The traffic numbers for NDOT and RTC are under negotiation. If extensive improvements are required beyond the proposed concept, NDOT will be asked to provide funding. He had seen preliminary estimates for three turning lanes, extending the third lane on Carson Street, etc., which will cost an estimated \$1.6 million and has right-of-way implications. The current proposal is for a minimal design which will be revised if deemed necessary. (Commissioner Des Jardins stepped from the room at 6:55 p.m. A quorum was still present.) Justification for using the Las Vegas firm was provided. Mr. Burnham agreed that NDOT should participate in funding the contract. Additional comments were solicited but none were given. Commissioner Carpenter moved to accept Public Works' recommendation on the South Carson Street Widening, Contract No. 2007-024, and authorize Public Works to issue payments to The Louis Berger Group, Inc., in an amount not to exceed \$37,424 from the Regional Transportation Commission Fund as provided in fiscal year 2007-2008; fiscal impact is not to exceed \$37,424. Commissioner Staub seconded the motion. Motion carried 4-0.

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

H-1. QUARTERLY CAPITAL IMPROVEMENT PROGRAM REPORT (6:56:40)-RTC Engineer Harvey Brotzman, Public Works Director Andrew Burnham - Capital Program Manager Kim Belt's listing had included all of the City projects in addition to the RTC projects and any funding potentials including any private participation. Justification for pushing the Clearview and Carson intersection to 2008 was due to acquisition and right-of-way issues. (Commissioner Des Jardins returned at 6:58 p.m. The entire Commission was present, constituting a quorum.) Discussions regarding the timing for the street closure for the work need to occur. Chairperson Aldean expressed the hope that the project will be completed before the February/March Burlington Coat Factory opening for business in the former Wal-Mart site. Discussion ensued concerning the graffiti removal program and its low restitution rate. Additional JAC shelters will be installed on South Curry Street before winter arrives. The JAC plan also includes placement of benches without shelters at other sites. The adjacent businesses did not want the shelters. Chairperson Aldean asked that the signal at Hot Springs Road and Goni be checked as she felt it took an unusually long period of time for the signal to change. Commissioner Staub asked that the timing be checked at Pheasant and Fairview for the same reason. No formal action was required or taken.

H-2. STREET OPERATIONS REPORT (7:03:30) - None.

- H-3. FUTURE AGENDA ITEMS (7:03:44) Mr. Burnham agreed to agenize the Fairview traffic counts and project priorities. The status of the agreement with Douglas County regarding JAC services to the Indian Hills' shopping center was discussed. Discussion also noted the surface condition of Roop Street between Northridge and Winnie. The surfacing work has not been accepted by the City. No formal action was taken or required.
- I. ADJOURNMENT (7:06:15) Commissioner Staub moved to adjourn. Commissioner Hastings seconded the motion. Motion carried 5-0. Chairperson Aldean adjourned the meeting at 7:07 p.m.

The Minutes of the August 8, 2007, Carson City Regional Transportation Commission meeting

ARE SO APPROVED ON September 12, 2007.

<u>/s/</u>
Shelly Aldean, Chairperson