

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the May 13, 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, May 13, 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 DesJardins
Commissioner James Mallery

STAFF: Kim Belt, Capital Projects Manager
Joel Benton, Senior Deputy District Attorney
Dan Doenges, Senior Transportation Planner
Kathleen King, Recording Secretary
Keith Pearson, Transit Coordinator
Patrick Pittenger, Transportation Manager
Darren Schulz, Deputy Public Works Director

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-Recorder's Office, during regular business hours.

A. CALL TO ORDER AND DETERMINATION OF QUORUM (5:46:01) - Chairperson Aldean called the meeting to order at 5:46 p.m. Roll was called; a quorum was present.

B. ACTION ON APPROVAL OF MINUTES - April 8, 2009 and April 24, 2009 (5:46:23) - Vice Chairperson Carpenter moved to approve the minutes. Commissioner DesJardins seconded the motion. Motion carried 5-0.

C. MODIFICATION OF AGENDA (5:47:03) - None.

D. PUBLIC COMMENT (5:47:08) - None.

E. DISCLOSURES (5:47:28) - None.

F. CONSENT AGENDA (5:47:36) - Chairperson Aldean entertained requests to hear items separate from the consent agenda and, when none were forthcoming, a motion. **Commissioner DesJardins moved to approve the consent agenda. Commissioner Crowell seconded the motion. Motion carried 5-0.**

F-1. ACTION TO APPROVE AND AUTHORIZE THE CHAIR TO SIGN A MUTUAL RELEASE AND RESCISSION AGREEMENT BY AND BETWEEN THOMAS A. GAST AND MEGAN M. GAST, HUSBAND AND WIFE, AS JOINT TENANTS, AND CARSON CITY, WHEREBY THOMAS A. GAST AND MEGAN M. GAST, HUSBAND AND WIFE, AS JOINT TENANTS, AND CARSON CITY AGREE TO: (1) RESCIND THE AGREEMENT ENTERED INTO ON OCTOBER 30, 2008, AND MUTUALLY RELEASE EACH OTHER FROM ANY AND ALL DUTIES AND OBLIGATIONS REQUIRED OF EACH RESPECTIVE PARTY PURSUANT

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TO THE AGREEMENT ENTERED INTO ON OCTOBER 30, 2008, FOR THE PURPOSE OF ROADWAY CONSTRUCTION RELATED TO THE EXTENSION OF NORTH STEWART STREET

F-2. ACTION TO APPROVE AND AUTHORIZE THE CHAIR TO SIGN AN AGREEMENT BY AND BETWEEN THOMAS A. GAST AND MEGAN M. GAST, HUSBAND AND WIFE, AS JOINT TENANTS, AND CARSON CITY, WHEREBY THOMAS A. GAST AND MEGAN M. GAST, HUSBAND AND WIFE, AS JOINT TENANTS AGREE TO: (1) SELL AND CONVEY A PORTION OF CERTAIN REAL PROPERTY DESCRIBED AS ASSESSOR'S PARCEL NUMBER 002-113-05, INCLUDING A UTILITY EASEMENT; AND (2) GRANT PERMISSION TO CONSTRUCT UPON, OVER, AND ACROSS CERTAIN REAL PROPERTY DESCRIBED AS ASSESSOR'S PARCEL NUMBER 002-113-05 FOR THE PURPOSE OF ROADWAY CONSTRUCTION RELATED TO THE EXTENSION OF NORTH STEWART STREET

F-3. ACTION TO APPROVE AND AUTHORIZE THE CHAIR TO SIGN AN AGREEMENT BY AND BETWEEN THOMAS A. GAST AND MEGAN M. GAST, HUSBAND AND WIFE, AS JOINT TENANTS, AND CARSON CITY, WHEREBY CARSON CITY AGREES TO: (1) COMPENSATE OWNERS FOR THE DECREASE IN VALUE OF THE REMAINING PROPERTY FOR APN 002-113-05 IN THE AMOUNT OF TWENTY THOUSAND FIVE HUNDRED DOLLARS AND NO CENTS (\$20,500.00)

F-4. ACTION TO APPROVE AND AUTHORIZE THE CHAIR TO SIGN AN AGREEMENT BY AND BETWEEN RUF FAMILY LIMITED PARTNERSHIP, DATED SEPTEMBER 29, 1998, AND CARSON CITY, WHEREBY RUF FAMILY LIMITED PARTNERSHIP, DATED SEPTEMBER 29, 1998, AGREES TO: (1) CONVEY A PORTION OF CERTAIN REAL PROPERTY DESCRIBED AS ASSESSOR'S PARCEL NUMBER 009-031-17 FOR THE PURPOSE OF ROADWAY CONSTRUCTION RELATED TO THE WIDENING OF SOUTH CURRY STREET; AND (2) GRANT PERMISSION TO CONSTRUCT UPON, OVER, AND ACROSS CERTAIN REAL PROPERTY DESCRIBED AS ASSESSOR'S PARCEL NUMBER 009-031-17, FOR THE PURPOSE OF ROADWAY CONSTRUCTION RELATED TO THE WIDENING OF SOUTH CURRY STREET

F-5. ACTION TO ACCEPT PUBLIC WORKS RECOMMENDATION TO APPROVE AMENDMENT NO. 1 TO CONTRACT NO. 2004-051 WITH MANHARD CONSULTING, LTD. TITLED "NORTH STEWART STREET EXTENSION - ENGINEERING SERVICES TASK ORDER AGREEMENT" TO EXPAND THE SCOPE OF WORK AND INCREASE THE CONTRACT IN AN AMOUNT NOT TO EXCEED \$34,144 FROM THE RTC NORTH STEWART STREET EXTENSION FUND AND FROM THE WATER - STEWART STREET EXTENSION FUND, AS PROVIDED FOR IN FY 2008 / 2009

F-6. ACTION TO ACCEPT PUBLIC WORKS RECOMMENDATION TO APPROVE AMENDMENT NO. 1 TO CONTRACT NO. 0809-150 WITH MANHARD CONSULTING, LTD. TITLED "CURRY STREET AND SOUTH CARSON STREET IMPROVEMENT PROJECTS" TO

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EXPAND THE SCOPE OF WORK AND INCREASE THE CONTRACT IN AN AMOUNT NOT TO EXCEED \$80,154.00 FROM THE RTC CURRY PHASE TWO RECONSTRUCTION / EXPANSION FUND, AS PROVIDED FOR IN FY 2008 / 2009

G. PUBLIC MEETING ITEMS:

G-1. ACTION TO AUTHORIZE THE PURCHASE OF FOUR (4) BUSES AND APPROVE THE CHAIR SIGNING THE ASSOCIATED LETTER OF WAIVER AND RELEASE (5:48:13) - Chairperson Aldean introduced this item, and Mr. Pearson reviewed the agenda report. In response to a question, Mr. Pearson advised that the buses will be purchased from Creative Bus Sales in Chino, California. Commissioner Crowell expressed support for the recommended action, and requested staff to ensure that consideration is given to bidding locally whenever possible. Mr. Pearson explained the bid process associated with the subject purchase, and discussion ensued. With previous bus purchases, Mr. Pearson advised of having ensured that local businesses are patronized for such things as painting, signage, and outfitting the buses with necessary equipment. Commissioner DesJardins agreed with Commissioner Crowell's comments, and additional discussion ensued. Chairperson Aldean noted that residual American Recovery and Reinvestment Act ("ARRA") funding will be available after purchase of three buses. In response to a question, Mr. Pearson anticipates additional residual funding following completion of other contracts; said funding will be applied to purchase of the additional bus. He acknowledged that a transportation improvement plan amendment will be required.

Chairperson Aldean entertained additional commissioner questions or comments and public comments. When none were forthcoming, she entertained a motion. Mr. Pittenger acknowledged the local match for the Federal Transit Administration funds is \$37,000. **Vice Chairperson Carpenter moved to authorize the purchase of four (4) buses and to approve the chair to sign the associated letter of waiver and release. Commissioner Crowell seconded the motion. Motion carried 5-0.**

G-2. INFORMATION REGARDING A PROPOSED JAC ASSIST ADA PARATRANSIT POLICY (5:53:50) - Chairperson Aldean introduced this item, and Mr. Pittenger provided background information. Mr. Pearson reviewed the agenda report. He acknowledged that the proposed policy language was adapted from another transit system. Discussion took place regarding a possible inconsistency between the language of the Driver Assistance Policy, at page 9, and the How to Ride JAC Assist paragraph, at page 8. Chairperson Aldean suggested deleting the word "complementary" throughout the document in order to avoid confusion. In reference to Appendix E, she inquired as to the policy for transporting an obviously-contagious passenger. Mr. Pearson offered to research the matter. He responded to additional questions regarding the provisions of the Driver Assistance Policy and the policy applicable to pets / service animals. Following discussion, Mr. Pittenger agreed to revise the proposed policy to provide separate paragraphs covering pets and service animals. Discussion took place with regard to additional suggested revisions, and Commissioner Crowell suggested deleting the paratransit fare from page 4 in consideration of possible future revisions. Vice Chairperson Carpenter suggested possible sources for further researching the issue of transporting contagious passengers, and discussion followed. Mr. Schulz reiterated staff's willingness to further research the matter. Chairperson Aldean noted a correction to subparagraph (4) under Consequence of Unintentional Misconduct, at page 12.

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Chairperson Aldean opened this item to public comment; however, none was forthcoming. Mr. Pearson advised that the commissioners' suggested revisions would be incorporated into the proposed policy, and that the policy will be submitted to a public comment process. He anticipates reagentizing the policy before the commission in July. Mr. Pittenger explained the reason for the public comment process in that the policy "will mean a difference in service for some folks. For the first time, they're going to have to actually explain what their disability is to ensure that we are transporting truly disabled persons." At Chairperson Aldean's request, Mr. Pittenger provided background information on the reason for developing the policy. Commissioner Mallery suggested including, in the service animals paragraph, language providing for service animals in training and their handlers. Chairperson Aldean thanked Mr. Pearson.

H. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS

H-1. STREET OPERATIONS REPORT (6:11:14) - Chairperson Aldean introduced this item, and Mr. Pittenger referred to the report included in the agenda materials. Chairperson Aldean entertained commissioner and public comments; however, none were forthcoming.

H-2. PROJECT STATUS REPORT (6:11:38) - Chairperson Aldean introduced this item. Mr. Pittenger distributed to the commissioners and staff a project information sheet which is being distributed to all business and property owners along Curry Street. Mr. Schulz advised that construction will begin on Monday, May 18th. He advised that Appion Way is now paved, and that the Stewart Street project is on schedule. In reference to the Curry Street project, Chairperson Aldean advised that negotiations with the Rhodes Street property owner had come to a halt. Mr. Schulz acknowledged that the Manhard Consulting contract will reflect the change in the scope of the project resulting from unsuccessful negotiations with the Rhodes Street property owner. He explained that said portion of the project will be separated from the Manhard contract. He clarified that portion of the project has been bid and can be awarded in the future if the property is acquired. In response to a question regarding the Eagle Station Lane / U.S. 395 traffic signal, Mr. Schulz expressed a preference for the cost estimate to reflect the \$350,000 figure. He advised that staff is in the process of developing a schedule to design and construct the signal. He acknowledged having received written approval from NDOT. Chairperson Aldean noted that the RTC is contractually obligated to pay only \$250,000 toward construction of the signal. Costs in excess of the \$250,000 figure are to be shared between Carson Gaming, LLC and the Carson City Redevelopment Authority.

Commissioner DesJardins expressed appreciation for the information provided in the project status report. Commissioner Crowell suggested including the state's project status report as well. Mr. Pittenger acknowledged that RTC is funding the Fourth Street curb, gutter, and sidewalks project. Commissioner Crowell inquired as to the interface between the Redevelopment Authority and the RTC for such things as curb, gutter, streets, striping, etc. Mr. Pittenger advised of no jurisdictional boundary between the Redevelopment Authority and the RTC with regard to infrastructure improvements within the redevelopment district. He discussed the Public Works Department responsibility for streets and sidewalks throughout the City. Chairperson Aldean explained that the Fourth Street improvements are being done "in emergency mode." In response to a question, Mr. Pittenger reviewed details of the project, including necessary tree removal and the involvement of sewer lines. In response to a comment, he advised of planned improvements to Washington Street to be funded by a community development block grant. Chairperson Aldean suggested that Redevelopment Authority responsibilities are distinguished by the "huge capital improvement projects" to be associated with narrowing Carson Street. The Fourth Street

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improvements should be considered as maintenance projects for which the RTC has traditionally been responsible throughout the City, including the downtown area.

In response to a question, Mr. Pittenger advised that no effort has been made to change the Hillview Drive street name to Saliman Road. Chairperson Aldean suggested that Vice Chairperson Carpenter inquire as to the residents' preferences, and he agreed to do so.

Chairperson Aldean provided background information on the list of projects submitted for ARRA funding consideration, which was subsequently referred by NDOT officials to the Nevada Association of Counties ("NACo") and the League of Cities. At Chairperson Aldean's request, Mr. Schulz explained the recommendation to equally divide the \$7.8 million rural counties allocation among all the counties which submitted eligible projects. He reminded the commissioners that Carson City had submitted a list of projects totaling \$9 million. He advised of a NACo Board meeting scheduled for Friday, May 15th. Discussion followed, and Chairperson Aldean noted the ultimate decision with regard to allocation of the funding will be made by NDOT Director Susan Martinovich. Chairperson Aldean requested Mr. Schulz to provide an update at the next meeting.

H-3. FUTURE AGENDA ITEMS (6:25:28) - In response to a question, Mr. Pittenger advised that revisions to the Americans with Disabilities Act have not yet become official. Chairperson Aldean requested Mr. Pittenger to agendize an item for a future agenda.

I. ACTION ON ADJOURNMENT (6:26:35) - Commissioner DesJardins moved to adjourn the meeting at 6:26 p.m. Commissioner Mallery seconded the motion. Motion carried 5-0.

The Minutes of the May 13, 2009 Carson City Regional Transportation Commission meeting are so approved this 10th day of June, 2009.

SHELLY ALDEAN, Chair