

# CARSON CITY REGIONAL TRANSPORTATION COMMISSION

## Minutes of the March 14, 2012 Meeting

### Page 1

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, March 14, 2012 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Shelly Aldean  
Vice Chairperson James Mallery  
Commissioner Charles Des Jardins  
Commissioner John McKenna  
Commissioner James Smolenski

**STAFF:** Darren Schulz, Deputy Public Works Director  
Patrick Pittenger, Transportation Manager  
Daniel Doenges, Senior Transportation Planner  
Ken Smithson, Transit Coordinator  
Tina Russom, Deputy District Attorney  
Kathleen King, Deputy Clerk / Recording Secretary

**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 part of the public record. These materials are available for review, in the Clerk's Office, during regular business hours.

**A. CALL TO ORDER AND DETERMINATION OF A QUORUM (5:17:40)** - Chairperson Aldean called the meeting to order at 5:17 p.m. Roll was called; a quorum was present.

**B. PUBLIC COMMENT (5:18:05)** - Chairperson Aldean entertained public comment. (5:18:28) Donna Gray requested that the maintenance responsibility for Sierra Vista Lane be reagendaized for the April commission meeting. Chairperson Aldean expressed the understanding that City Engineer Jeff Sharp was currently out of town. She advised that Ms. Gray's request would be considered "as long as staff is prepared to provide a report." Chairperson Aldean entertained additional public comment. (5:19:07) Joe Murphy, a Carson City resident, expressed concern that there is no bus stop at the JAC Office. He complimented the JAC Service, and advised that a couple Transportation Division staff persons stopped by Carson Plaza earlier in the day to "sign up about a dozen people ... for senior passes." Chairperson Aldean entertained additional public comment; however, none was forthcoming.

**C. POSSIBLE ACTION ON APPROVAL OF MINUTES - February 8, 2012 (5:20:04)** - Chairperson Aldean entertained public comments and, when none were forthcoming, a motion to approve the minutes, as presented. **Vice Chairperson Mallery so moved. Commissioner Smolenski seconded the motion. Motion carried 5-0.**

**D. AGENDA MANAGEMENT NOTICE (5:20:33)** - Chairperson Aldean entertained modifications to the agenda. When none were forthcoming, she deemed the agenda adopted.

**E. DISCLOSURES (5:20:40)** - None.

**CARSON CITY REGIONAL TRANSPORTATION COMMISSION**

**Minutes of the March 14, 2012 Meeting**

**Page 2**

**F. PUBLIC MEETING ITEMS:**

**F-1. POSSIBLE ACTION TO APPROVE A GRANT APPLICATION WITH THE NEVADA AGING AND DISABILITY SERVICES DIVISION (“ADSD”), IN THE AMOUNT OF \$192,500, FOR THE PERIOD JULY 1, 2012 TO JUNE 30, 2013, AND AUTHORIZING THE RTC CHAIRPERSON TO SIGN THE APPLICATION AND ASSOCIATED CERTIFICATIONS AND ASSURANCES** (5:20:54) - Chairperson Aldean introduced this item, and Mr. Smithson reviewed the agenda materials. Commissioner Des Jardins thanked Mr. Smithson for his efforts relative to the subject grant application. Vice Chairperson Mallery discussed previous reluctance of the ADSD to “provide funds for things that they ... didn’t have a strong comfort level and assurance with and this has completely changed now to where they are very comfortable giving the \$192,000.” He commended Mr. Smithson on his efforts in “moving things forward.” In response to a comment, Mr. Pittenger advised that over 5,000 rides per month are attributed to seniors using the program funded by the subject grant. Chairperson Aldean commended the valuable service, staff, and former members of the commission for persevering through the criticism that accompanied the early years of the program. Vice Chairperson Mallery commended Mr. Smithson’s management of the Transit Program.

Chairperson Aldean entertained public comment and, when none was forthcoming, a motion. **Commissioner McKenna moved to approve a grant application with the Nevada Aging and Disability Services Division (“ADSD”), in the amount of \$192,500, for the period July 1, 2012 to June 30, 2013, and authorizing the RTC Chairperson to sign the application and associated certifications and assurances. Commissioner Smolenski seconded the motion. Motion carried 5-0.**

**F-2. INFORMATION ON JAC RIDERSHIP DURING FISCAL YEAR 2012** (5:24:58) - Chairperson Aldean introduced this item, and Mr. Smithson reviewed the agenda materials. Chairperson Aldean commended Mr. Smithson, and entertained commissioner and public comments or questions. Commissioner McKenna discussed the importance of marketing the JAC Service and its routes. Chairperson Aldean entertained additional questions or comments; however, none were forthcoming. Commissioner Des Jardins left the meeting at 5:28 p.m. A quorum of the commission was still present.

**F-3. POSSIBLE ACTION TO APPROVE THE PURCHASE OF THREE (3) ARBOC LOW-FLOOR PARATRANSIT VEHICLES FROM NEW MEXICO BUS SALES, IN THE AMOUNT OF \$336,795.51** (5:29:21) - Chairperson Aldean introduced this item, and Mr. Smithson reviewed the agenda materials. In response to a question, he advised that the buses to be replaced will be disposed of. “We don’t need a large fleet ... so we’ll have a total of 13 transit vehicles. So any in excess of that would be disposed of. ... these 2007 models ... are rated by FTA standards as 5-year, 150,000-mile vehicles. Since they’ve not quite reached their mileage, they have reached their age and we can dispose of them at that point.” In response to a further question, Mr. Smithson advised that buses to be disposed of generally don’t sell for more than \$2,500 at auction. In response to a further question, he offered to inquire as to the interest of non-profit organizations. Commissioner McKenna suggested getting as much as possible for them. “If there’s somebody that can use them in their non-profit operations, ... that’s fine too.” Commissioner McKenna expressed the opinion that keeping the bus fleet “nice ... will go a long way in ridership.” He noted the importance of good, safe transportation. Chairperson Aldean requested Mr. Smithson to contact the Advocates to End Domestic Violence and F.I.S.H. to inquire as to their interest in

## CARSON CITY REGIONAL TRANSPORTATION COMMISSION

### Minutes of the March 14, 2012 Meeting

#### Page 3

the buses slated for disposal. Mr. Smithson offered to return to the commission with a disposal plan. Mr. Pittenger advised that the new buses have longer life expectancies. Mr. Smithson acknowledged that the cost of the buses includes the manufacturer's paint job. In response to a further question, he advised that since the subject buses are not fixed-route vehicles, no consideration had been given to adding advertising frames. He offered to consider the possibility. In response to a comment, he advised that the buses are shorter and, due to the existing JAC graphics, there may be a challenge associated with adding advertising frames.

Chairperson Aldean entertained public comment. (5:36:30) Joe Murphy commended former Commissioner Carpenter's efforts at "saving tax payer money," and encouraged the commission to continue. At Commissioner McKenna's request, Mr. Smithson explained the reason for purchasing the buses from New Mexico Bus Sales. He acknowledged that the purchase price is reasonable "based on an independent cost estimate. We're using another government entity's RFP process ... which is an allowable process by the Federal Transit Administration. It saves us from having to put out our own proposal ..." Commissioner McKenna advised that the subject purchasing method is fairly standard for governments "because local businesses can't compete with the price of these ... nationwide negotiated contracts." In response to a comment, Mr. Smithson advised that the FTA will review the City's procurement files. Chairperson Aldean noted the fiscal impact to the City, of \$19,755.24, as a very reasonable price for three new buses.

Chairperson Aldean entertained additional commissioner questions or comments and additional public comments. When none were forthcoming, she entertained a motion. **Commissioner Smolenski moved to approve the purchase of three ARBOC low-floor paratransit vehicles from New Mexico Bus Sales, in the amount of \$336,795.51. Vice Chairperson Mallery seconded the motion.** Chairperson Aldean reiterated the fiscal impact to Carson City, in the amount of \$19,755.24, and called for a vote on the pending motion. **Motion carried 4-0.**

#### **F-4. INFORMATION ON THE PROPOSED V&T SHUTTLE, TO CONNECT DOWNTOWN CARSON CITY AND AREA HOTELS TO THE EASTGATE DEPOT (5:39:30) -**

Chairperson Aldean introduced this item. Mr. Smithson reviewed the agenda materials, and requested direction of the commission. Chairperson Aldean thanked Mr. Smithson and Mr. Pittenger for attending the lodging properties representatives meeting, and provided background information on this item. Mr. Smithson acknowledged having discussed the proposal with Convention and Visitors Bureau Executive Director Candace Duncan. "She's pretty much of the opinion that if RTC wants to do something, she would support it." Chairperson Aldean expressed the opinion that additional outreach is needed, noting that a bus is available from the spare fleet. She suggested providing the service for one season to determine interest, and offered to assist with phone calls and to participate in meetings.

Commissioner McKenna expressed support for pursuing "all types of options like that." He suggested promoting the idea of tourists visiting Carson City and not having to utilize their personal vehicles after arriving. Vice Chairperson Mallery concurred. Mr. Pittenger listed the Convention and Visitors Bureau and the museums as possible contacts. Chairperson Aldean listed the Downtown Business Association and the Chamber of Commerce, and reiterated the offer to participate in the meetings once they are scheduled. Commissioner McKenna suggested reaching out to the Parks and Recreation Department relative to soccer

# CARSON CITY REGIONAL TRANSPORTATION COMMISSION

## Minutes of the March 14, 2012 Meeting

### Page 4

and softball tournaments. Discussion followed, and Chairperson Aldean summarized the commission's direction to request staff to keep considering creative ways to accomplish the service. Chairperson Aldean entertained public comment; however, none was forthcoming.

**F-5. POSSIBLE ACTION TO ELECT RTC OFFICERS (5:45:32)** - Chairperson Aldean introduced this item, and entertained public comment. When none was forthcoming, she entertained nominations for RTC chair. Vice Chairperson Mallery nominated Shelly Aldean as chair. Commissioner McKenna seconded the nomination. Chairperson Aldean entertained additional nominations and, when none were forthcoming, Commissioner Smolenski moved to close nominations. The motion was seconded and carried 4-0.

Chairperson-elect Aldean entertained nominations for vice chair. Commissioner Smolenski nominated Jim Mallery for vice chair. Chairperson-elect Aldean seconded the nomination and moved to close nominations. The motion was seconded and carried 4-0.

## **G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**

**G-1. STREET OPERATIONS REPORT - JANUARY 2012 (5:47:17)** - Chairperson Aldean introduced this item and entertained questions or comments. When none were forthcoming, she thanked Street Operations staff for the rapid response to the recent defacing of the new northern and eastern gateway signage. Vice Chairperson Mallery suggested installing a game camera on the gateway signage, and Mr. Schulz offered to look into the possibility. Chairperson Aldean called again for questions or comments of the commissioners and of the public. None were forthcoming.

**G-2. PROJECT STATUS REPORT (5:48:49)** - Chairperson Aldean introduced this item, and commended the sandblasted elements associated with the freeway landscaping project. She reported that the southern gateway sign was officially dedicated on February 21<sup>st</sup>.

In response to a question regarding the Lompa Lane reconstruction project, Mr. Schulz advised that the project is not budgeted for the next fiscal year. In response to a further question, Mr. Schulz advised that the sewer lines in the area are not leaking. If necessary, the sewer lines can be slip lined until such time as the road reconstruction project can be accomplished. In response to a further question, he advised that artistic renderings are being sandblasted onto the freeway underpasses to depict various aspects of Carson City's heritage. Commissioner Smolenski suggested publishing a press release relative to the sandblasting projects.

Mr. Schulz explained that asphalt maintenance for parking lots and bike paths is designated as such due to the funding allocation. "... it's the same as our street maintenance." Mr. Schulz acknowledged that a roadway conditions assessment was recently completed, and advised that staff will present it to the commission at the April meeting. Chairperson Aldean entertained additional questions or comments of the commissioners and of the public. When none were forthcoming, she thanked Mr. Schulz.

**CARSON CITY REGIONAL TRANSPORTATION COMMISSION**

**Minutes of the March 14, 2012 Meeting**

**Page 5**

**G-3. FUTURE AGENDA ITEMS (5:54:02)** - Mr. Pittenger reviewed the tentative agenda for the April commission meeting. Chairperson Aldean discussed a recent e-mail, sent to members of the Board of Supervisors, regarding the health effects of diesel fumes. Chairperson Aldean requested staff to agendaize consideration for allocating \$1,000 from the RTC to Secret Witness for information leading to the arrest and conviction of the person(s) who defaced the gateway signage. Commissioner McKenna requested the item to be broadened to include any transportation / transit-related issue. Chairperson Aldean entertained additional requests for future agenda items; however, none were forthcoming.

**H. COMMISSIONER COMMENTS (5:56:55)** - Chairperson Aldean entertained commissioner comments; however, none were forthcoming.

**I. PUBLIC COMMENT (5:57:07)** - Chairperson Aldean entertained public comments; however, none were forthcoming.

**J. ACTION TO ADJOURN (5:57:20)** - Vice Chairperson Mallery moved to adjourn the meeting at 5:57 p.m. Commissioner Smolenski seconded the motion. Motion carried 4-0.

The Minutes of the March 14, 2012 Carson City Regional Transportation Commission meeting are so approved this 11<sup>th</sup> day of April, 2012.

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SHELLY ALDEAN, Chair