

# CARSON CITY REGIONAL TRANSPORTATION COMMISSION

## Minutes of the May 8, 2013 Meeting

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A regular meeting of the Carson City Regional Transportation Commission was scheduled to begin immediately following adjournment of the Carson Area Metropolitan Planning Organization meeting on Wednesday, May 8, 2013, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson John McKenna  
Vice Chairperson James Mallery  
Commissioner Brad Bonkowski  
Commissioner Charles Des Jardins  
Commissioner James Smolenski

**STAFF:** Darren Schulz, Deputy Public Works Director  
Patrick Pittenger, Transportation Manager  
Daniel Doenges, Senior Transportation Planner  
Ken Smithson, Transit Coordinator  
Joseph Ward, Senior 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 (5:10:45)** - Chairperson McKenna called the meeting to order at 5:10 p.m. Roll was called; a quorum was present.

**B. PUBLIC COMMENT (5:11:08)** - Chairperson McKenna entertained public comment; however, none was forthcoming.

**C. POSSIBLE ACTION ON APPROVAL OF MINUTES - March 13, 2013 (5:11:25)** - Chairperson McKenna entertained suggested revisions and, when none were forthcoming, a motion. **A motion was made, seconded, and carried unanimously to approve the minutes, as presented.**

**D. AGENDA MANAGEMENT NOTICE (5:11:48)** - Chairperson McKenna entertained modifications to the agenda; however, none were forthcoming.

**E. DISCLOSURES (5:11:58)** - None.

**F. PUBLIC MEETING ITEMS:**

**F-1. INFORMATION ON TRANSIT SURVEYS CONDUCTED APRIL 15 - 20, 2013 ON THE FIXED-ROUTE BUSES (5:12:41)** - Chairperson McKenna introduced this item, and Mr. Smithson reviewed the agenda materials. He responded to questions of clarification, and discussion took place, regarding the survey results. In response to a question, he advised that two or three of the transit system drivers are bi-lingual. In response to a question, Mr. Pittenger discussed the method by which the survey results will be utilized to develop a short-range transit plan. Chairperson McKenna entertained public comment; however, none was forthcoming.

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**F-2. POSSIBLE ACTION TO APPROVE AMENDMENT NO. 1 TO HIGHWAY AGREEMENT NO. PR278-12-063, EAST FIFTH STREET BICYCLE AND PEDESTRIAN IMPROVEMENT PROJECT (5:25:00)** - Chairperson McKenna introduced this item, and Mr. Pittenger reviewed the agenda materials. At Chairperson McKenna's request, Mr. Pittenger described the route of the East Fifth Street to Saliman Road path.

Chairperson McKenna entertained commissioner questions or comments and, when none were forthcoming, public comments. When no public comments were forthcoming, he entertained a motion.

**Commissioner Bonkowski moved to approve Amendment No. 1 to Highway Agreement No. PR278-12-063, East Fifth Street Bicycle and Pedestrian Improvement Project. Commissioner Smolenski seconded the motion. Motion carried 5-0.**

**F-3. INFORMATION AND DISCUSSION REGARDING POTENTIAL PROJECTS ELIGIBLE FOR TRANSPORTATION ALTERNATIVES PROGRAM ("TAP") FUNDING (5:28:14)** - Chairperson McKenna introduced this item, and Mr. Pittenger reviewed the agenda materials. Chairperson McKenna entertained commissioner and public comments; none were forthcoming.

**G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**

**G-1. STREET OPERATIONS REPORT - MARCH 2013 (5:31:33)** - Chairperson McKenna introduced this item, and Mr. Schulz reviewed the report included in the agenda materials. In reference to a request from DeeDee Foremaster, of the Rural Center for Independent Living, at a previous meeting, Mr. Pittenger advised that sidewalk maintenance improvements adjacent to that location will be funded and constructed.

**G-2. PROJECT STATUS REPORT (5:32:45)** - Chairperson McKenna introduced this item, and Mr. Schulz reviewed the report included in the agenda materials. In response to a question, he reported that the Hells Bells Road sidewalk project "remains in NDOT's court and we ... let them know once a month or so that we're still waiting for it." Mr. Pittenger advised of having been invited to attend an NDOT meeting for "right-of-way setting." Mr. Schulz assured the commission that NDOT staff is working on the project; "it's just a long process at their end." In response to a question, Mr. Schulz provided a status report on the Snyder Avenue project. In response to a question, Mr. Pittenger advised of having attended a meeting with Washoe Tribe and NDOT representatives, wherein the Clear Creek Avenue safety evaluation was discussed. Mr. Pittenger is awaiting a report from NDOT which he anticipates will contain an implementation proposal. He noted the multi-agency nature of the project "because whatever they propose to install would actually be on our road and for us to maintain. So, we're working with them ... and expecting the report any day." Chairperson McKenna entertained commissioner or public comment; however, none was forthcoming.

**G-3. FUTURE AGENDA ITEMS (5:36:00)** - Mr. Pittenger reviewed the tentative agenda for the June commission meeting.

**H. COMMISSIONER COMMENTS (5:36:59)** - Chairperson McKenna entertained commissioner comments; however, none were forthcoming.

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**I. PUBLIC COMMENTS** (5:37:04) - Chairperson McKenna entertained public comment; however, none was forthcoming.

**J. ACTION TO ADJOURN** (5:37:05) - Commissioner Bonkowski moved to adjourn the meeting at 5:37 p.m. The motion was seconded and carried unanimously.

The Minutes of the May 8, 2013 Carson City Regional Transportation Commission meeting are so approved this 7<sup>th</sup> day of July, 2013.

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JOHN McKENNA, Chair