CARSON CITY REGIONAL TRANSPORTATION COMMISSION

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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, January 8, 2013 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: 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 Joe 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** (5:16:15) Vice Chairperson Mallery called the meeting to order at 5:16 p.m. Roll was called; a quorum was present.
- **B. PUBLIC COMMENT** (5:17:26) Vice Chairperson Mallery entertained public comment; however, none was forthcoming.
- C. POSSIBLE ACTION ON APPROVAL OF MINUTES November 14, 2012 (5:18:03) Vice Chairperson Mallery entertained suggested revisions and, when none were forthcoming, a motion. Commissioner Des Jardins moved to approve the minutes, as presented. Commissioner Smolenski seconded the motion. Motion carried 4-0.
- **D. AGENDA MANAGEMENT NOTICE** (5:18:52) Vice Chairperson Mallery entertained modifications to the agenda; however, none were forthcoming.
- **E. DISCLOSURES** (5:19:00) None.
- F. PUBLIC MEETING ITEMS:
- F-1. POSSIBLE ACTION TO ACCEPT THE WORK AS COMPLETED, TO ACCEPT THE CONTRACT SUMMARY AS PRESENTED, AND TO APPROVE THE RELEASE OF FINAL PAYMENT, IN THE AMOUNT OF \$50,277.44, FOR CONTRACT NO. 1112-171, TITLED "NORTH ROOP STREET ENHANCEMENT PROJECT," TO A & K EARTH MOVERS, INC. (5:19:13) Vice Chairperson Mallery introduced this item, and Mr. Schulz reviewed the agenda materials. Vice Chairperson Mallery entertained commissioner comments. Commissioner Des Jardins thanked Mr. Schulz and the contractor for saving the City \$10,000. Vice Chairperson Mallery entertained additional commissioner comments and, when none were forthcoming, public comments. No public comments were forthcoming. Mr. Schulz acknowledged that the entire project is compliant with the Highway Capacity Manual and the Manual of Uniform Traffic Control Devices.

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Vice Chairperson Mallery entertained additional questions or comments and, when none were forthcoming, a motion. Commissioner Smolenski moved to accept the work as completed, to accept the contract summary as presented, and to approve the release of final payment, in the amount of \$50,277.44, for Contract No. 1112-171, titled "North Roop Street Enhancement Project," to A&K Earth Movers, Inc. Commissioner Des Jardins seconded the motion. Motion carried 4-0.

F-2. INFORMATION ON THE "STUFF THE BUS POST HOLIDAY FOOD DRIVE," SCHEDULED FOR SATURDAY, FEBRUARY 9, 2013 AT THE COMMUNITY CENTER PARKING LOT (5:22:02) - Vice Chairperson Mallery introduced this item, and Mr. Smithson reviewed the agenda materials. Vice Chairperson Mallery entertained commissioner comments or questions. In response to a question, Mr. Smithson expressed the opinion that F.I.S.H. is well-known and well-recognized in the community. Vice Chairperson Mallery entertained additional commissioner questions or comments and public comments. When no public comments were forthcoming, he thanked Mr. Smithson for his presentation.

G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS

- G-1. STREET OPERATIONS REPORT NOVEMBER 2012 (5:24:03) Vice Chairperson Mallery introduced this item, and Mr. Schulz reviewed the agenda materials. Vice Chairperson Mallery entertained commissioner questions or comments and public comments. In response to a question, Mr. Schulz advised that Streets Division crews are constantly on the lookout for icy areas and "our goal is to address that any time we see it in the public right-of-way no matter what street it's on." He advised that the Streets Division is open to receiving reports as well. Commissioner Smolenski discussed concerns regarding Minnesota Street and Mr. Schulz offered to have the area checked. Vice Chairperson Mallery entertained additional commissioner questions or comments and called again for public comments. None were forthcoming.
- G-2. PROJECT STATUS REPORT (5:27:29) Vice Chairperson Mallery introduced this item, and Mr. Schulz reviewed the agenda materials. In response to a question, Mr. Schulz provided a status report on the Hells Bells Road sidewalk improvements project. Vice Chairperson Mallery entertained additional questions or comments of the commissioners and of the public. When none were forthcoming, he inquired as to disincentives for pedestrian use of the west side of Roop Street, between Winnie Lane and Northridge Drive. Mr. Schulz advised that he has requested staff to consider the issue, and offered to report back to the commission at the next meeting. Vice Chairperson Mallery entertained additional questions or comments and called again for public comments. None were forthcoming.
- **G-3. FUTURE AGENDA ITEMS** (5:30:10) Vice Chairperson Mallery introduced this item, and Mr. Pittenger reviewed the tentative agenda for the February commission meeting. Vice Chairperson Mallery entertained requests for additional agenda items; however, none were forthcoming.
- **H. COMMISSIONER COMMENTS** (5:32:03) Vice Chairperson Mallery entertained commissioner comments; however, none were forthcoming.
- **I. PUBLIC COMMENTS** (5:32:13) Vice Chairperson Mallery entertained public comments; however, none were forthcoming.

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J. ACTION ON ADJOURNMENT (5:32:43) - Commissioner Des Jardins moved to adjourn the meeting at 5:32 p.m. Commissioner Smolenski seconded the motion. Motion carried 4-0.

The Minutes of the January 9, 2013 Carson City Regional Transportation Commission meeting are so approved this 13^{th} day of March, 2013.

JAMES MALLERY, Vice Chair