

CARSON CITY REGIONAL TRANSPORTATION COMMISSION
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A regularly scheduled meeting of the Carson City Regional Transportation Commission was held on Wednesday, August 13, 2006, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada, immediately following the regularly scheduled meeting of the Carson Area Metropolitan Planning Organization that began at 5:30 p.m.

PRESENT: Chairperson Richard S. Staub, Vice Chairperson Charles Des Jardins, and Commissioners Shelly Aldean and Larry Hastings

STAFF PRESENT: City Engineer Larry Werner, Transportation Program Manager Patrick Pittenger, Senior Deputy District Attorney Michael Suglia, RTC Engineer Harvey Brotzman, and Recording Secretary Katherine McLaughlin (RTC 8/13/06 Recording 5:58:33)

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.

J. ROLL CALL AND DETERMINATION OF A QUORUM - Chairperson Staub convened the meeting at 6 p.m. Roll call was taken. A quorum was present although Commissioner Zola was absent and had been excused.

K. APPROVAL OF MINUTES (6:02:40) - None.

L. MODIFICATION OF AGENDA - None.

M. STAFF PUBLIC SERVICE ANNOUNCEMENTS (8:59:06) - Transportation Program Manager Patrick Pittenger explained the 14-15% increase in last month's ridership on JAC which was believed to be the result normal growth in the service, the shelters at the College and Walmart, and an increase in the number of college students taking advantage of the service. Contracts for new vehicles will be presented to the Commission in the near future. Commissioner Aldean referenced Citizen Outreach Coordinator Javier Ramirez memorandum regarding his survey of the Hispanic population in the community. His survey may have helped make residents aware of the JAC service.

N. PUBLIC COMMENT (6:02:24) - None.

O. DISCLOSURES (6:02:36) - None.

P. PUBLIC MEETING ITEMS - PRESENTATION, DISCUSSION, AND ACTION REGARDING THE MV TRANSIT CONTRACT AMENDMENT REGARDING THE USE OF CITY FUELING CARDS (6:02:45) - Transportation Program Manager Patrick Pittenger, RTC Engineer Harvey Brotzman, City Engineer Larry Werner, Senior Deputy District Attorney Michael Suglia - Pittenger's introduction indicated that the correct figures were contained in the paragraph entitled Staff Summary on the Request for Board Action form. Justification for the suggested item was provided. As the Feds provide 50% of the funding for fuel, the actual savings to the City is estimated to be \$25,00 to \$30,000 per year. Mr. Pittenger

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indicated that a corrected contract will be submitted to the Board of Supervisors for its consideration. Discussion ensued on the fueling procedures and the safe guards to avoid having the cards used for fueling personal vehicles. Chairperson Staub suggested that MV Transportation be asked to indemnify the City against any proven loss created by their employees. MV's drivers are neither bonded nor City employees. Discussion also explained that it would be difficult to have only one person fuel all of the vehicles as the fueling location is not centralized. The City currently has more than 500 employees, many of whom have fuel cards with the inherent potential to misuse them. Justification for having constraints on the cards was noted. Mr. Suglia advised that he had not looked at MV's contract. He recommended that it be checked to determine if the contract already contains language that will address the concern. He suggested that the Commission approve the concept with a condition that the contract be amended if necessary. Chairperson Staub asked that the motion include the ability to amend the contract. Discussion clarified the error in the figures to be on the Board Action Request form only and not in the amended contract. Commissioner Aldean moved to authorize the Board of Supervisors to amend MV Transit's contract with Carson City regarding the use of City fuel cards for fueling of JAC fixed route and JAC Assist vehicles subject to the confirmation that there is an existing indemnification in the contract with MV Transit that would indemnify the City against the misuse of the fueling cards; if, in fact, there is no indemnification, that one be added prior to the execution of this contract. Commissioner Hastings seconded the motion. Motion carried 4-0.

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

Q-1. PROJECT STATUS REPORT (6:12:09) - RTC Engineer Harvey Brotzman, City Engineer Larry Werner, Senior Deputy District Attorney Michael Suglia - Discussion explained the lack of progress on the Stewart Street-North Moody Extension and stressed the importance of getting this project out to bid. Chairperson Staub directed that this item be agenzized for the next meeting so that a more thorough discussion/consideration of it can occur. Discussion explained that EDA funding may be sought for a portion of Curry Street; the status of the Stewart to Curry Street extension; the status of the overlay projects; the Commission's action regarding the cross walks, signage, speed limits and improvements on Saliman and the delay in completing those items; and the Hot Springs Road improvements that have been made, their funding source, as well as those which did not obtain ADA or CDBG funding, and need to complete the improvements. No formal action was taken or required on these items.

Q-2. PRESENTATION ON FAIRVIEW DRIVE WIDENING PROJECT (6:23:30) - City Engineer Larry Werner - Utility relocation work has commenced. It is not considered a freeway project although it must be done before the freeway extension can start in this area. Mr. Brotzman is working on the restripping of the west end to provide the dual left turn lanes. The status of the wall project at Quail Run was explained. Reasons for delay on this project were noted. Chairperson Staub directed that the record indicate "that the Commission believes that the extension of North Stewart is a high, high priority. This member of the Commission believes that some how, some way, because of all the work that is going on around the City, the project, as Mr. Werner had said, had been put on the back burner. That is not what the Commission stated or ruled upon two years ago. It is a high priority. I want the vendors to be told to move it forward with all due haste." Mr. Werner indicated that staff understood that. He did not mean to imply that staff is not considering its high priority. The other projects which Mr. Brotzman had listed were basically being done at the staff level. Staff is dealing intensively with consultants on the North Stewart Street extension and the Fairview widening. The Fairview widening, including the utility relocations, has buried staff due to the

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number of problems encountered with them. He felt that staffing changes at NDOT have created a more cooperative manner which may address the delays created by "simple matters" that had been encountered in the past. Things will start moving faster. It has been frustrating for staff. The Commission's priority has been clear and is understood by staff. Additional comments were solicited but none were given. No formal action was required or taken.

Q-3. FUTURE AGENDA ITEMS (6:27:42) - Transportation Program Manager Patrick Pittenger, City Engineer Larry Werner - Discussion indicated that the next agenda should include a discussion with the property acquisition specialist on the right-of-way acquisition process and an augmentation to his/her contract, the status of the Stewart Street extension and Old Clear Creek Road, and the modeling contract. Mr. Werner felt that a presentation on Old Clear Creek Road should be given so that the Commission is aware of its potential costs and can select alternatives before notifying the property owners. A workshop will then be held with the property owners. After which a final presentation on the project will be made to the Commission. Discussion indicated that a meeting with Douglas County and a large property owner in Douglas County needs to be held before then. The State and the Forest Service have been notified by email about the staff's recommendation and their estimated costs. Staff has not received any feedback from them on that information. Comments indicated that a similar notice is to be sent to the Washoe Tribe who may or may not decide to participate. Mr. Werner's estimate has been based on the Tribe's refusal to participate. If the Tribe participates, the costs will be reduced for the other participants. Chairperson Staub encouraged staff to include Douglas County in the process. Mr. Werner agreed to notify it. No formal action was taken on any of these items.

R. ADJOURNMENT - RTC (6:32:04) - Commissioner Des Jardins moved to adjourn. Commissioner Hastings seconded the motion. Motion carried 4-0. Chairperson Staub adjourned the meeting at 6:33 p.m.

The Minutes of the September 13, 2006, Carson City Regional Transportation Commission meeting

ARE SO APPROVED ON October 11, 2006.

/s/
Richard S. Staub, Chairperson