

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the January 13, 2010 Meeting

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A regular meeting of the Carson City Regional Transportation Commission was scheduled for 5:30 p.m. on Wednesday, January 13, 2010 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 Des Jardins
Commissioner James Mallery

STAFF: Andrew Burnham, Public Works Department Director
Joel Benton, Senior Deputy District Attorney
Dan Doenges, Senior Transportation Planner
Kathleen King, Recording Secretary
Patrick Pittenger, Transportation Manager
Darren Schulz, Deputy Public Works Director - Engineering
Jeff Sharp, City Engineer

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 (5:29:20) - Chairperson Aldean called the meeting to order at 5:29 p.m. Roll was called; a quorum was present.

B. ACTION ON APPROVAL OF MINUTES - December 9, 2009 (5:29:49) - Chairperson Aldean noted a revision to page 4 of the minutes. Commissioner Crowell moved to approve the minutes, as amended. Commissioner Mallery seconded the motion. Motion carried 5-0.

C. MODIFICATION OF AGENDA (5:30:51) - None.

D. PUBLIC COMMENT (5:30:55) - None.

E. DISCLOSURES (5:31:20) - None.

F. CONSENT AGENDA (5:31:32) - Chairperson Aldean entertained requests to hear items separate from the consent agenda. When none were forthcoming, she pulled item F-1. She entertained additional requests and, when none were forthcoming, a motion. **Commissioner Crowell moved to approve items F-2 and F-3 of the consent agenda, as submitted. Vice Chairperson Carpenter seconded the motion. Motion carried 5-0.**

F-1. ACTION TO APPROVE AMENDMENT NO. 1 TO CONTRACT NO. 0910-092, SOUTH CARSON STREET / EAGLE STATION LANE TRAFFIC SIGNAL PROJECT, FOR AN INCREASE BY AN AMOUNT NOT TO EXCEED \$51,700.00 FROM THE RTC ROAD CONSTRUCTION ACCOUNT, AS PROVIDED IN FY 2009 / 2010 (5:32:25) - Mr. Sharp introduced this item and reviewed the agenda materials, specifically the project cost increases totaling \$51,700. In response to a question, he advised that the micropaving element of the project was part of the initial contract. In response to a further question, he explained that the project will not be finished "under our

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current contingency.” He clarified that only a small portion of the contingency has been expended thus far. The subject contract amendment will provide sufficient funding to finish the project with contingency funding remaining.

Mr. Sharp acknowledged that Carson Gaming and Redevelopment Authority representatives have been kept apprised of the project status. He advised of weekly site meetings which have taken place at the Casino Fandango. Chairperson Aldean noted a necessary correction to the contract number in the first paragraph of the amendment. In consideration of the fiscal impact indicated in the agenda report, she discussed an equivalent impact to both the Redevelopment Authority and the developer.

Discussion took place regarding the effect of snow on LED lights and signage. Commissioner Crowell noted a necessary correction to the contract number at page five of the amendment. Chairperson Aldean entertained public comment and, when none was forthcoming, a motion. **Commissioner Mallery moved to approve Amendment No. 1 to Contract No. 0910-092, Carson Street / Eagle Station Lane Traffic Signal Project, for an amount not to exceed \$51,700 from the RTC Road Construction Account, as provided in FY 2009 / 2010; with the correct amendment and contract numbers. Commissioner Des Jardins seconded the motion. Motion carried 5-0.**

F-2. ACTION TO APPROVE AND AUTHORIZE THE CHAIR TO SIGN AN AGREEMENT, BY AND BETWEEN CARL R. STEWART AND ADA K. STEWART, TRUSTEES OF THE STEWART FAMILY 2000 TRUST, AND CARSON CITY, WHEREBY CARL R. STEWART AND ADA K. STEWART, TRUSTEES OF THE STEWART FAMILY 2000 TRUST AGREE TO: (1) SELL AND CONVEY ALL OF THAT CERTAIN REAL PROPERTY DESCRIBED AS ASSESSOR’S PARCEL NO. 002-114-11; (2) GRANT PERMISSION TO CONSTRUCTION UPON, OVER, AND ACROSS CERTAIN REAL PROPERTY DESCRIBED AS ASSESSOR’S PARCEL NO. 002-114-11; AND (3) CONVEY A UTILITY AND SITE EASEMENT UPON, OVER, AND ACROSS CERTAIN REAL PROPERTY DESCRIBED AS ASSESSOR’S PARCEL NO. 002-114-11 FOR THE PURPOSE OF ROADWAY CONSTRUCTION RELATED TO THE ROOP STREET WIDENING PROJECT

F-3. ACTION TO APPROVE AND AUTHORIZE THE CHAIR TO SIGN AN AGREEMENT, BY AND BETWEEN WALTON’S, INC., A NEVADA CORPORATION, AND CARSON CITY, WHEREBY WALTON’S INC., A NEVADA CORPORATION, AGREES TO: (1) SELL AND CONVEY ALL OF THAT CERTAIN REAL PROPERTY DESCRIBED AS ASSESSOR’S PARCEL NO. 002-123-01; (2) GRANT PERMISSION TO CONSTRUCT UPON, OVER, AND ACROSS CERTAIN REAL PROPERTY DESCRIBED AS ASSESSOR’S PARCEL NO. 002-123-01; AND (3) CONVEY A UTILITY AND SITE EASEMENT UPON, OVER, AND ACROSS CERTAIN REAL PROPERTY DESCRIBED AS ASSESSOR’S PARCEL NO. 002-123-01 FOR THE PURPOSE OF ROADWAY CONSTRUCTION RELATED TO THE ROOP STREET WIDENING PROJECT

G. PUBLIC MEETING ITEMS:

G-1. ACTION TO DETERMINE THAT CONTRACT NO. 0910-132, ON CALL RIGHT-OF-WAY CONSULTING, IS A CONTRACT FOR PROFESSIONAL SERVICES AND, THEREFORE, NOT SUITABLE FOR PUBLIC BIDDING, PURSUANT TO NRS 332.115, AND TO APPROVE CONTRACT NO. 0910-132, A REQUEST FOR PROFESSIONAL SERVICES TO BE PROVIDED BY PROPERTY SPECIALISTS, INC. THROUGH JANUARY 14, 2011, FOR A NOT-

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TO-EXCEED COST OF \$125,000.00, TO BE FUNDED FROM THE VARIOUS CAPITAL IMPROVEMENT PROJECT FUNDS, AS PROVIDED IN FY 2009/2010 AND 2010/2011 (5:44:28)

- Chairperson Aldean introduced this item, and Mr. Schulz reviewed the agenda materials. He acknowledged that the contract will be available to other City departments, subject to the specified contract amount and the contract period. He further acknowledged that On-Call Right-of-Way Consulting is simply a "heading;" that Property Specialists is the vendor name. Chairperson Aldean noted a correction to page 4, paragraph 5.1 of the contract included in the agenda materials.

Chairperson Aldean entertained public comment and, when none was forthcoming, a motion. **Vice Chairperson Carpenter moved to determine that Contract No. 0910-132, On-Call Right-of-Way Consulting is a contract for professional services and, therefore, not suitable for public bidding, pursuant to NRS 332.115, and to approve Contract No. 0910-132, a request for professional services to be provided by Property Specialists, Inc. through January 14, 2011, for a not-to-exceed cost of \$125,000.00, to be funded from the various capital improvement project funds, as funded in FY 2009 / 2010 and 2010 / 2011; fiscal impact \$125,000.00.** At Chairperson Aldean's request, **Vice Chairperson Carpenter amended his motion to include the correction to paragraph 5.1. Commissioner Des Jardins seconded the motion. Motion carried 5-0.**

G-2. INFORMATION REGARDING THE RTC TRANSPORTATION IMPROVEMENT PROGRAM AND STREETS MAINTENANCE PROGRAM FOR FISCAL YEAR 2010 / 2011 THROUGH 2012 / 2013 (5:48:05)

- Chairperson Aldean introduced this item, and Mr. Burnham reviewed the agenda materials. In response to a question, he advised that the funding allocated to the Silver Oak Drive project does not include signalization of the intersection. The intersection does not meet warrants at this point. Discussion ensued and, in response to a further question, Mr. Burnham advised that the Streets Department maintenance budget includes Carson Street. In response to a question, Mr. Schulz advised that crews are working on the Fourth Street sidewalk project. In response to a further question, he explained that the project was previously programmed as maintenance.

In response to a question, Mr. Burnham advised that Line Drive is a private roadway on which the City has performed minimal maintenance in the past. Southwest Gas Corporation is currently installing a new gas line as part of the freeway project and the roadway "is a mess." Mr. Burnham advised of having sent crews to inspect the road earlier in the day. "It's too wet to do anything. ... As it dries out a little bit, though, we will ... regrade the road ..." Mr. Burnham advised that Public Works Department staff is coordinating with Southwest Gas Corporation representatives "in order to try to resolve that." Commissioner Crowell suggested the adjacent property owners should know Line Drive is a private road. He further suggested that Southwest Gas Corporation has an obligation to rehabilitate the road. Mr. Burnham advised of the City's obligation to ensure adequate access for emergency vehicles even for private roadways.

Chairperson Aldean entertained public comment. (5:56:50) Jeff Moser, representing Muscle Powered, inquired as to grant funding specifications. In reference to the agenda materials pertinent to this item, Mr. Pittenger explained that the grant requirements vary from specific to non-specific projects and locations.

Chairperson Aldean entertained additional public comment and, when none was forthcoming, additional commissioner comments. Mr. Pittenger acknowledged that the Roop Street bicycle improvements are incorporated into the total cost of the Roop Street Widening Project. Mr. Burnham acknowledged that staff will reagendaize this item for formal action.

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G-3. INTRODUCTION OF NEW COMMISSIONERS AND ACTION TO ELECT RTC OFFICERS (5:59:00) - Chairperson Aldean introduced this item and entertained nominations for chair. Following a brief discussion, Vice Chairperson Carpenter nominated Shelly Aldean for chair. Commissioner Des Jardins seconded the nomination. Chairperson Aldean acknowledged a willingness to continue serving as chair, and entertained a motion. **Commissioner Crowell moved to elect Supervisor Shelly Aldean as the chair of the Carson City Regional Transportation Commission. Vice Chairperson Carpenter seconded the motion. Motion carried 5-0.** Chairperson Aldean expressed appreciation, and entertained nominations for vice chair. Commissioner Crowell nominated Russell Carpenter as vice chair. Chairperson Aldean seconded the nomination and entertained a motion. **Commissioner Mallery moved to elect Russ Carpenter as vice chair of the RTC. Commissioner Des Jardins seconded the motion. Motion carried 5-0.** Chairperson Aldean congratulated Vice Chairperson Carpenter.

H. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS

H-1. STREET OPERATIONS REPORT - DECEMBER 2009 (6:01:51) - Chairperson Aldean introduced this item. Mr. Pittenger distributed to the commissioners and staff a media release regarding the Roop Street Widening Project, and provided an overview of the same. In response to a question, Mr. Schulz expressed confidence that the bid process will result in the Roop Street Widening Project proceeding. He acknowledged that the media release is not premature.

Mr. Schulz provided an overview of the January 13, 2010 report included in the agenda materials. In consideration of the transportation improvement and streets maintenance program budgets, reviewed as part of item G-2, Commissioner Crowell expressed concern with regard to cost overruns on the Roop Street Widening Project. Mr. Burnham advised of an additional \$2 million for water, sewer, and storm drainage which was not reflected in the program budgets presented as part of item G-2. He acknowledged the budget is “fairly tight,” but assured the commission “we are using ... current prices that should be reflective.” He expressed the hope that the project will come in under bid. Discussion followed.

In reference to the Signs and Markings section of the Street Operations Report included in the agenda materials, Mr. Burnham acknowledged that 158 signs had been installed. He advised of over 7,000 signs around the City, and of a persistent graffiti problem. He discussed federal metro-reflectivity requirements, under which signs are being “exchanged all the time.” Mr. Pittenger advised of an additional program to change street name signs “with the clearer font signs for emergency response ...” Vice Chairperson Carpenter commended Streets Division crews on all the plowing and sanding during the snowy weather. In reference to another line item in the report, Mr. Schulz acknowledged that hauling salt involves a “dead-head” trip to Fallon. Chairperson Aldean entertained additional questions or comments; however, none were forthcoming.

H-2. FUTURE AGENDA ITEMS (6:07:20) - Chairperson Aldean requested to agendize a report on the Fairview off-ramp. Mr. Pittenger reviewed the tentative February commission agenda, and a brief discussion took place with regard to other future agenda items.

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I. ACTION ON ADJOURNMENT (6:10:10) - Commissioner Crowell moved to adjourn the meeting at 6:10 p.m. Commissioner Des Jardins seconded the motion. Motion carried 5-0.

The Minutes of the January 13, 2010 Carson City Regional Transportation Commission meeting are so approved this _____ day of February, 2010.

SHELLY ALDEAN, Chair