### CARSON CITY REGIONAL TRANSPORTATION COMMISSION

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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, June 8, 2011 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Shelly Aldean

Vice Chairperson James Mallery Commissioner Russell Carpenter Commissioner Robert Crowell Commissioner Charles Des Jardins

**STAFF:** Andrew Burnham, Public Works Department Director

Darren Schulz, Deputy Public Works Director Patrick Pittenger, Transportation Manager Daniel Doenges, Senior Transportation Planner

Ken Smithson, Transit Coordinator

Jeff Sharp, City Engineer

Randal Munn, Chief 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** (5:53:48) Chairperson Aldean called the meeting to order at 5:53 p.m. Roll was called; a quorum was present.
- **B. ACTION ON APPROVAL OF MINUTES May 11, 2011** (5:54:21) Chairperson Aldean advised of clerical changes which she offered to provide to the recording secretary after the meeting. Commissioner Crowell moved to approve the minutes, as corrected. Commissioner Des Jardins seconded the motion. Motion carried 4-0-1, Commissioner Carpenter abstaining.
- **C. MODIFICATION OF AGENDA** (5:55:01) At Mr. Pittenger's request, Chairperson Aldean modified the agenda to address item G-4 following item G-1, and to address item G-8 following item G-4.
- **D. PUBLIC COMMENT** (5:56:56) None.
- **E. DISCLOSURES** (5:57:18) None.
- **F. CONSENT AGENDA** (5:57:30) Chairperson Aldean entertained requests to hear items separate from the consent agenda. At Commissioner Carpenter's request, she pulled all of the consent agenda items.

F-1. ACTION TO DETERMINE THAT NORTHERN NEVADA EXCAVATING, INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NRS CHAPTER 338, AND TO AWARD CONTRACT NO. 1011-193, SAFE ROUTES TO SCHOOL, ROUTE 6 PATH IMPROVEMENTS - PHASE 2 PROJECT, FOR A BID AMOUNT OF \$128,921.00, PLUS A CONTINGENCY AMOUNT NOT TO EXCEED \$21,000.00, TO BE FUNDED FROM THE RTC SAFE ROUTES TO SCHOOL - FED ACCOUNT, AS PROVIDED IN FY 2010 / 2011 AND FY 2011 / 2012 (5:57:55) - Chairperson Aldean introduced this item, and Commissioner Carpenter noted the contingency amount was more than the usual ten percent. In response to a question, Mr. Pittenger explained that the budget allows for the additional expense, if necessary. "This is a federal project and we are required to do ... things ... such as having an archaeologist on hand when we move certain rocks. ... Secondly, the amount of funding available to us actually exceeds any of the numbers that are before you and we will actually not be expending the entire grant amount ..."

Chairperson Aldean noted the "huge disparity" in mobilization, demobilization and clean up costs between two of the bidders. In response to a question, Mr. Pittenger was uncertain as to the reasoning behind the disparity. Chairperson Aldean entertained additional questions and, when none were forthcoming, a motion. Commissioner Carpenter moved to determine that Northern Nevada Excavating, Inc. is the lowest responsive and responsible bidder, pursuant to NRS Chapter 338, and to award Contract No. 1011-193, Safe Routes to School, Route 6 Path Improvements, Phase 2 Project, for a bid amount of \$128,921.00, plus a contingency amount not to exceed \$21,000.00, to be funded from the RTC Safe Routes to School FED account, as provided in fiscal year 2010 / 2011 and fiscal year 2011 / 2012. Chairperson Aldean entertained public comment and, when none was forthcoming, called for a second. Commissioner Des Jardins seconded the motion. Motion carried 5-0.

F-2. ACTION TO DETERMINE THAT NORTHERN NEVADA EXCAVATING, INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NRS CHAPTER 338, AND TO AWARD CONTRACT NO. 1011-223, 2011 CARSON CITY ADA IMPROVEMENT PROJECT, FOR A BID AMOUNT OF \$121,269.00, PLUS A CONTINGENCY AMOUNT NOT TO EXCEED \$60,000.00, TO BE FUNDED FROM THE GRANT FUND - CAPITAL PROJECT / RESIDENTIAL SIDEWALK ADA IMPROVEMENT ACCOUNT, AS PROVIDED IN FY 2010 / 2011 AND FY 2011 / 2012 (6:01:23) - Chairperson Aldean introduced this item, and Commissioner Carpenter noted the 50 percent contingency amount. In response to a question, Mr. Pittenger reviewed the Explanation for Recommended Action section of the agenda report. Discussion followed and, at Chairperson Aldean's request, Mr. Pittenger agreed to provide a status report on the project at the July meeting. Mr. Pittenger reviewed the project time table and provided additional background information on project funding and scope. He acknowledged the possibility of rebidding those portions of the project which were not originally anticipated. "It would be possible to rebid it and to go out with a larger scope because, as it turns out, what we expected to be \$193,000 ended up being ... substantially less." Following additional discussion, Mr. Pittenger suggested awarding the bid with "a much smaller contingency, whatever a standard contingency would be ... and then take any remaining funds, with its own scope and then go out. And actually that would be perfectly acceptable ... to the folks that manage the CDBG funds and that way, others would have an opportunity to bid on the rest of it." Mr. Burnham advised that the bid process could then be expedited because of that portion of the project being lower than "the minimums." Mr. Pittenger acknowledged a \$12,000 contingency would be sufficient.

Chairperson Aldean entertained public comment. (6:14:58) Mike Mitchell expressed a personal interest in the subject process and inquired as to the difference between the first and second bids. Mr. Pittenger advised of an approximate \$10,000 difference. Mr. Pittenger acknowledged that unit costs associated with the bid could be relied upon for the additional work and that said unit costs were competitive between the first and second bids.

Chairperson Aldean entertained additional public comment and, when none was forthcoming, a motion. Commissioner Carpenter expressed appreciation for the discussion and for staff's recommendations. Commissioner Carpenter moved to determine that Northern Nevada Excavating, Inc. is the lowest responsive and responsible bidder, pursuant to NRS Chapter 338, and to award Contract No. 1011-223, 2011 Carson City ADA Improvement Project, for a bid amount of \$121,269.00, plus a contingency amount not to exceed \$12,000.00, to be funded from the Grant Fund - Capital Project / Residential Sidewalk ADA Improvement account, as provided in fiscal year 2010 / 2011 and fiscal year 2011 / 2012. Commissioner Des Jardins seconded the motion. Motion carried 5-0.

F-3. ACTION TO APPROVE AND AUTHORIZE THE CHAIR TO SIGN AN AGREEMENT, BY AND BETWEEN THE STATE OF NEVADA DEPARTMENT OF TRANSPORTATION AND CARSON CITY, WHEREBY THE STATE OF NEVADA DEPARTMENT OF TRANSPORTATION AGREES TO RELINQUISH ALL OF SR-513 (EAST FIFTH STREET), SR-531 (EAST COLLEGE PARKWAY), AND SR-525 (AIRPORT ROAD), TOGETHER WITH ANY AND ALL REVOCABLE LEASES AND LICENSES ENTERED INTO BETWEEN THE STATE OF NEVADA DEPARTMENT OF TRANSPORTATION AND THE ADJOINING OWNERS FOR THE MULTIPLE USE OF THE RIGHT-OF-WAY (6:17:00) - Chairperson Aldean introduced this item, and characterized the language in the third paragraph of the agreement that "Carson City has requested the relinquishment ..." as "a bit of an overstatement." Discussion took place regarding agreement language relative only to Fifth Street, and the short-term and long-term costs associated with maintenance.

Chairperson Aldean entertained additional comments or questions and, when none were forthcoming, a motion. Commissioner Crowell moved to approve and authorize the chair to sign an agreement, by and between the State of Nevada Department of Transportation and Carson City, whereby the State of Nevada Department of Transportation agrees to relinquish all of State Route 513, East Fifth Street; State Route 531, East College Parkway; and State Route 525, Airport Road, together with any and all revocable leases and licenses entered into between the State of Nevada Department of Transportation and the adjoining landowners for the multiple use of the right-of-way. Commissioner Carpenter seconded the motion. Motion carried 5-0.

#### **G. PUBLIC MEETING ITEMS:**

G-1. INFORMATION REGARDING PROPOSED IMPROVEMENTS TO EAGLE VALLEY MIDDLE SCHOOL (6:21:12) - Chairperson Aldean introduced this item and invited Susan Dorr, of Manhard Consulting, to the podium. The commissioners congratulated Ms. Dorr on her recent engagement. Ms. Dorr introduced Ken Anderson, of Manhard Consulting, and Mike Mitchell, representing the Carson City School District, provided background information on the subject improvements project, and reviewed the same in conjunction with drawings which were displayed in the meeting room. Ms. Dorr and Mr. Mitchell responded to questions of clarification regarding parking and traffic flow.

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In response to a question, Ms. Dorr advised of a "traffic letter," and explained the reason that a "full-blown traffic study" was not conducted. "... we didn't do traffic counts because we're not changing the traffic in the area, except from a circulation standpoint." In response to a question, Mr. Sharp advised that the subject project does not meet the threshold required for a traffic impact analysis "because they're not adding any more students to the school and so it doesn't increase the peak hour trips or the daily volume." He provided background information on the traffic engineer's review of the circulation issues. "That was great for them to do but it wasn't required." Chairperson Aldean entertained public comment and, when none was forthcoming, thanked Ms. Dorr for her presentation.

G-2. ACTION TO ACCEPT THE CONCEPTUAL AESTHETIC TREATMENTS AND LANDSCAPE PLAN FOR PHASE 2B OF THE CARSON CITY FREEWAY, AS PRESENTED AT THE MAY 11, 2011 RTC MEETING, AND TO INDICATE A WILLINGNESS TO MAINTAIN THE IRRIGATED LANDSCAPE IN THE VICINITY OF THE EXISTING FAIRVIEW DRIVE AND FUTURE HIGHWAY 50 WEST / U.S. 395 INTERCHANGES FOLLOWING THE COMPLETION OF THE CARSON CITY FREEWAY AND THE EXPIRATION OF A CONTRACT MAINTENANCE PERIOD (6:46:34) - Chairperson Aldean introduced this item. NDOT Senior Landscape Architect John LeToile provided background information and requested the commission's endorsement of the conceptual aesthetic treatments and funding of the long-term maintenance for irrigated landscape at the Fairview Drive and the future South Carson Street interchanges. He clarified that "irrigated landscape ... would be trees and larger shrubs ... NDOT would pay for the materials, but the long-term maintenance, we don't have funding for that." In response to a question, he advised that Park Planner Vern Krahn represents the City as a stakeholder on the project. "So we have good input from Vern as well as G.R.O.W. ... and, as the design is right now, conceptually, we want to use plants that are native or well adapted to our environment, meaning they are drought-tolerant. And, even though they need to be irrigated, the irrigation would be minimal and, as time progresses, there may be some cut back on the water that they would need." Mr. Krahn further clarified that the project "would be built to our ... park standards."

In response to a question, Mr. LeToile estimated the annual costs for the Fairview Drive interchange between \$25,000 and \$30,000 and for the South Carson Street interchange between \$40,000 and \$50,000. "And it's a range right now because it is conceptual and those numbers would fluctuate." In response to a question, Mr. Burnham advised that funding would be allocated from the RTC Streets fund and from the Parks and Recreation Department. In response to a further question, he advised that the Sheriff's Department inmate crews are often utilized for landscape maintenance. Mr. Krahn advised that Parks and Recreation Operations Director Scott Fahrenbruch had reviewed with the Parks and Recreation Commission "a fairly lengthy list ... of the different things that the Sheriff's Department inmate crews have done for the Parks Department. Scott will be continuing to use them ... the rest of the year ..." In response to a question, Mr. Krahn provided additional clarification regarding details of the landscape maintenance.

Chairperson Aldean entertained additional questions or comments and, when none were forthcoming, thanked Mr. LeToile for his presentation and entertained a motion. Commissioner Crowell moved to accept the conceptual aesthetic treatments and landscaping plan for Phase 2B of the Carson City Freeway, as presented at the RTC meeting on May 11, 2011, and to indicate a willingness to maintain the irrigated landscape in the vicinity of the existing Fairview Drive and future Highway 50 West / US 395 interchanges following the completion of the Carson City Freeway and the expiration of the contract maintenance period. Commissioner Des Jardins seconded the motion. Chairperson Aldean

entertained public comment and, when none was forthcoming, called for a vote on the pending motion. **Motion carried 5-0.** 

G-3. ACTION TO APPROVE AND RECOMMEND TO THE PLANNING COMMISSION AND THE BOARD OF SUPERVISORS AMENDMENTS TO THE UNIFIED PATHWAYS MASTER PLAN MAP, BASED ON THE CARSON CITY FREEWAY CORRIDOR MULTI-USE PATH ALIGNMENT ALTERNATIVES STUDY, AS PRESENTED TO CAMPO (6:55:57) - Chairperson Aldean introduced this item, and Mr. Pittenger provided background information. Park Planner Vern Krahn reviewed the agenda materials in conjunction with displayed maps, copies of which were included in the agenda materials. In response to a question, he described the differences between the two multi-use path cross-sections. In response to a further question, he pointed out and described the location of the Ash Canyon to Kings Canyon Trail, and provided background information with regard to the same. Chas Macquarrie provided additional clarification and detail.

Chairperson Aldean entertained public comment and, when none was forthcoming, a motion. Commissioner Des Jardins moved to approve and recommend to the Planning Commission and the Board of Supervisors amendments to the Unified Pathways Master Plan map, based on the Carson City Freeway Corridor Multi-Use Path Alignment Alternative Study, as presented to CAMPO earlier in the evening; fiscal impact is not yet determined. Vice Chairperson Mallery seconded the motion. Motion carried 4-1.

G-4. ACTION TO DETERMINE THAT RaPID CONSTRUCTION, INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NRS CHAPTER 338, AND TO AWARD CONTRACT NO. 1011-205, CARSON CITY FREEWAY LANDSCAPING PROJECT, FOR A BID AMOUNT OF \$2,683,930.70, WHICH INCLUDES SCHEDULES A AND B, AND BID ITEM 139 - ONE-YEAR MAINTENANCE PERIOD (\$35,000.00), PLUS A CONTINGENCY AMOUNT NOT TO EXCEED \$46,524.30, TO BE FUNDED FROM THE RTC / GRANT FREEWAY LANDSCAPE PROJECT FUND ACCOUNT, AS PROVIDED IN FY 2010 / 2011 AND FY 2011 / 2012 (6:35:00) - Chairperson Aldean introduced this item. Mr. Schulz reviewed the agenda materials and responded to corresponding questions of clarification. In response to a comment, he advised of the anticipation of additional funding from the state for the subject project "such that we can bring this contingency up ..., but we would be coming back to you next month ... should that, in fact, be a reality."

Chairperson Aldean entertained public comment. (6:38:27) G.R.O.W. Board Member Peter Smith provided historic information on G.R.O.W., the freeway landscape project, the associated funding, and the benefits of Carson City's freeway landscape project to the entire state. He commended the commission on their cooperation over the years, and expressed excitement over the status and progress of the project.

Chairperson Aldean entertained additional public comment and, when none was forthcoming, a motion. Commissioner Crowell moved to determine that RaPiD Construction, Inc. is the lowest responsive and responsible bidder, pursuant to NRS Chapter 338, and to award Contract No. 1011-205, Carson City Freeway Landscaping Project for a bid amount of \$2,683,930.70, which includes Schedules A and B, and Bid Item 139 - One Year Maintenance Period (\$35,000.00), plus a contingency amount not to exceed \$46,524.30, to be funded from the RTC / Grant Freeway Landscaping Project Fund account, as provided in the FY 2010 / 2011 and 2011 / 2012 budgets. Commissioner Des Jardins seconded the motion. Motion carried 5-0.

G-5. ACTION TO DETERMINE THAT SIERRA NEVADA CONSTRUCTION, INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NRS CHAPTER 338, AND TO AWARD CONTRACT NO. 1011-225, 2011 CARSON CITY STREET MAINTENANCE PROGRAM, FOR A BID AMOUNT OF \$504,007.00, PLUS A CONTINGENCY AMOUNT NOT TO EXCEED \$50,000.00, TO BE FUNDED FROM THE RTC STREET SEALING ACCOUNT, AS PROVIDED IN FY 2010 / 2011 AND FY 2011 / 2012 (7:07:11) - Chairperson Aldean introduced this item, and Mr. Schulz reviewed the agenda materials. In response to a question, he explained the valid certificate of eligibility, as referenced in the agenda report.

Chairperson Aldean entertained public comment and, when none was forthcoming, a motion. Commissioner Carpenter moved to determine that Sierra Nevada Construction, Inc. is the lowest responsive and responsible bidder, pursuant to NRS Chapter 338, and to award Contract No. 1011-225, 2011 Carson City Street Maintenance Program, for a bid amount of \$504,007.00, plus a contingency amount not to exceed \$50,000.00, to be funded from the RTC Street Sealing account, as provided in FY 2010 / 2011 and FY 2011 / 2012. Mr. Schulz acknowledged that sufficient notice will be given to area residents, and emphasized "there will be an impact." Commissioner Des Jardins seconded the motion. Motion carried 5-0.

- G-6. ACTION TO RECOMMEND TO THE CARSON CITY BOARD OF SUPERVISORS APPROVAL OF AN INTERLOCAL AGREEMENT, BETWEEN CARSON CITY AND DOUGLAS COUNTY, FOR TRAFFIC SIGNAL MAINTENANCE (7:10:27) Chairperson Aldean introduced this item. Mr. Burnham reviewed the agenda materials and responded to corresponding questions of clarification. Chairperson Aldean entertained public comment and, when none was forthcoming, a motion. Commissioner Des Jardins moved to recommend to the Carson City Board of Supervisors approval of an interlocal agreement between Carson City and Douglas County for traffic signal maintenance; fiscal impact of approximately \$50,000 in annual savings. Commissioner Carpenter seconded the motion. Motion carried 5-0.
- G-7. INFORMATION ON PLANS TO IMPLEMENT THE PROPOSED "TRIANGLE" SERVICE (7:18:00) Chairperson Aldean introduced this item, and Mr. Smithson introduced Tahoe Transportation District Transit Manager Curtis Gardner. (7:18:58) Mr. Gardner reviewed details of the proposed Triangle Service. In response to a question, Mr. Gardner advised of the need to "reduce service due to the funding situation at South Lake Tahoe, but we need to keep intact our amount of Nevada miles in order that we might avail ourselves of the NDOT 5311 grant program. So all these things ... mesh together nicely for us." In response to a question, Mr. Pittenger advised that "the demand can best be demonstrated by the existing service on that leg. That leg, the third leg of the triangle, is not currently operated by a BlueGo service. It's operated by Douglas County as their D.A.R.T. service, which has ... varied in the number of runs ..." over the years. He discussed the operational efficiencies of the triangle service, and Mr. Gardner provided additional clarification. Chairperson Aldean welcomed Mr. Gardner. Chairperson Aldean reviewed the fiscal impact for the benefit of the public, and Mr. Pittenger provided additional clarification. Chairperson Aldean thanked Mr. Gardner for his attendance and presentation.
- G-8. INFORMATION REGARDING THE LEAGUE OF AMERICAN BICYCLISTS' DECISION ON CARSON CITY'S APPLICATION FOR DESIGNATION AS A BICYCLE FRIENDLY COMMUNITY (6:40:34) Chairperson Aldean introduced this item, and Mr. Pittenger reviewed the agenda report. Chairperson Aldean invited Muscle Powered President Jeff Moser to the

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podium. Mr. Moser thanked everyone involved for all the hard work "in getting us this far." He advised "We're disappointed, but we're not discouraged and want to continue working on this with the City and all our other partners …"

Chairperson Aldean entertained public comment. (6:42:47) Muscle Powered Member Chas Macquarrie noted the importance of "view[ing] this ... as a guide to going forward. As Jeff said, we don't want to give up and ... that's going to take a team effort, both on the part of Muscle Powered but also the City." Chairperson Aldean entertained additional public comment; however, none was forthcoming.

Commissioner Des Jardins commended everyone involved in preparing and submitting the Bicycle Friendly Community application. Chairperson Aldean noted "the rather large field" of the "majority of other applicants" receiving honorable mention. Commissioner Crowell echoed their comments, and expressed support for "keep[ing] the energy behind this because … this is a large part of the quality of life we have in our community." Chairperson Aldean thanked everyone involved and encouraged forward motion.

- **H. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS** (5:55:28) Chairperson Aldean presented Mr. Pittenger with a "Perfect Attendance Award," commending his attendance at 63 consecutive commission meetings, the language of which she read into the record. The commissioners, City staff, and citizens present applauded.
- H-1. STREET OPERATIONS REPORT MAY 2011 (7:24:35) Chairperson Aldean introduced this item, and Mr. Schulz provided an overview of the report included in the agenda materials. Mr. Pittenger reported that the Sheriff's Department inmate crew painted "just over 90 percent of the curbs in front of the JAC bus stops ... for ... parking control." He expressed appreciation and noted the benefit to City staff. Chairperson Aldean entertained questions or comments; however, none were forthcoming.
- H-2. PROJECT STATUS REPORT, INCLUDING AN UPDATE TO THE GATEWAY SIGN PROJECT (7:25:32) Chairperson Aldean introduced this item, and Mr. Sharp provided a status report on the gateway sign project, as outlined in the agenda materials. He responded to questions regarding the project time table, and anticipates an unveiling ceremony could be planned prior to the onset of cold weather. Mr. Pittenger reported that NDOT and their contractor continue to make significant progress on the initial Phase 2B-1 of the freeway. He further reported that NDOT hosted a public meeting at Fuji Park for the upcoming mill and overlay project on U.S. Highway 395 from Highway 50 West to Minden. He advised that lane closures are only anticipated for the evening hours.
- **H-3. FUTURE AGENDA ITEMS** (7:30:26) Mr. Pittenger reviewed the tentative agenda for the July commission meeting.
- **I. ACTION ON ADJOURNMENT** (7:30:58) A motion was made, seconded, and carried unanimously to adjourn the meeting at 7:30 p.m.

The Minutes of the June 8, 2011 Carson City Regional Transportation Commission meeting are so approved this 13<sup>th</sup> day of July, 2011.

CHELLY ALDEAN Chain