

**CARSON CITY REGIONAL TRANSPORTATION COMMISSION**

**Minutes of the February 8, 2012 Meeting**

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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, February 8, 2012 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Shelly Aldean  
Vice Chairperson James Mallery  
Commissioner Charles Des Jardins  
Commissioner James Smolenski

**STAFF:** Patrick Pittenger, Transportation Manager  
Tina Russom, 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 (4:55:04)** - Chairperson Aldean called the meeting to order at 4:55 p.m. Roll was called; a quorum was present. Commissioner Crowell was absent.

**B. PUBLIC COMMENT (4:55:27)** - Chairperson Aldean entertained public comments; however, none were forthcoming.

**C. POSSIBLE ACTION ON APPROVAL OF MINUTES - January 11, 2012 (4:55:48)** - Commissioner Smolenski moved to approve the minutes. Commissioner Des Jardins seconded the motion. Motion carried 4-0.

**D. AGENDA MANAGEMENT NOTICE (4:56:11)** - Chairperson Aldean entertained modifications to the agenda; however, none were forthcoming.

**E. DISCLOSURES (4:56:29)** - None.

**F. CONSENT AGENDA (4:56:18)** - Chairperson Aldean entertained requests to hear items separate from the consent agenda. Mr. Pittenger requested to hear item F-2 separately. (4:56:41) Chairperson Aldean entertained additional requests to hear items separate from the consent agenda. When none were forthcoming, she entertained a motion to approve item F-1. **Commissioner Des Jardins moved to approve item F-1. Vice Chairperson Mallery seconded the motion. Motion carried 4-0.**

**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 \$53,586.11, FOR CONTRACT NO. 1011-225, 2011 CARSON CITY STREET MAINTENANCE PROGRAM, TO SIERRA NEVADA CONSTRUCTION, INC.**

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**F-2. POSSIBLE ACTION TO APPROVE AMENDMENT NO. 1 TO AGREEMENT NO. PR124-11-063, BETWEEN THE CARSON CITY RTC AND THE NEVADA DEPARTMENT OF TRANSPORTATION (“NDOT”) FOR THE NORTH ROOP STREET ENHANCEMENT PROJECT** (4:57:18) - Chairperson Aldean introduced this item, and Mr. Pittenger reviewed the agenda materials, noting a non-substantive correction to the first page of the amendment. At Chairperson Aldean’s request, Mr. Pittenger provided additional clarification of the improvements to be done on the west side of the subject portion of North Roop Street.

Chairperson Aldean entertained additional commissioner questions or comments and public comments. (5:01:48) Russell Carpenter inquired as to bicycle facilities, and Mr. Pittenger advised there will be bike lanes on both sides as well as a pedestrian path on the east side. Mr. Pittenger acknowledged that bicycles would be encouraged to stay off the pedestrian path, and that pedestrians would be encouraged to stay out of the bike lanes.

Chairperson Aldean entertained additional questions or comments and, when none were forthcoming, a motion. **Commissioner Smolenski moved to approve Amendment No. 1 to Agreement No. PR124-11-063 between the Carson City RTC and the Nevada Department of Transportation for the North Roop Street Enhancement Project, subject to the changes as discussed on the record. Commissioner Des Jardins seconded the motion. Motion carried 4-0.**

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

**G-1. POSSIBLE ACTION TO AWARD FORMER COMMISSIONER RUSSELL CARPENTER A CERTIFICATE OF APPRECIATION IN GRATITUDE FOR HIS SERVICE ON THE RTC** (5:03:50) - Chairperson Aldean introduced this item, invited former Commissioner Carpenter to join her at the podium, and thanked him for his service to the RTC. She noted that former Commissioner Carpenter “was a very dedicated member of this commission, a stickler when it came to ensuring that striping was straight and potholes were filled, and ... never let us forget about maximizing the advertising of JAC.” In response to a question, Mr. Pittenger advised that the annual revenue from JAC advertising is anticipated to be approximately \$50,000.

Chairperson Aldean read the language of the Certificate of Appreciation into the record and presented it to former Commissioner Carpenter. (5:06:05) Former Commissioner Carpenter expressed appreciation for the privilege of having served for five years. The commissioners and City staff applauded.

### **H. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**

**H-1. STREET OPERATIONS REPORT - DECEMBER 2011** (5:06:54) - Chairperson Aldean introduced this item, and entertained questions or comments. In response to a question, Mr. Pittenger advised he is awaiting an answer regarding the replacement of 285 signs, as indicated in the report. He offered to report back to the commission.

**H-2. PROJECT STATUS REPORT** (5:08:00) - Chairperson Aldean introduced this item, and advised that the southern gateway sign is scheduled to be unveiled on Tuesday, February 21<sup>st</sup> at 8:30 a.m. She requested the participation of the commissioners, and invited former Commissioner Carpenter to participate. In response to a question, Mr. Pittenger advised that the safest parking area is in the process of being determined in discussions with NDOT personnel. Chairperson Aldean entertained questions or comments; however, none were forthcoming.

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**H-3. FUTURE AGENDA ITEMS** (5:10:02) - Mr. Pittenger reviewed the tentative agenda for the March commission meeting. Chairperson Aldean requested Mr. Pittenger to agendize a status report on the meeting with lodging property representatives regarding funding for the transit system, to convey people from the east gate siding into Carson City.

**I. COMMISSIONER COMMENTS** (5:11:34) - None.

**J. PUBLIC COMMENTS** (5:11:42) - Chairperson Aldean entertained public comments; however, none were forthcoming.

**K. ACTION TO ADJOURN** (5:11:52) - Vice Chairperson Mallery moved to adjourn the meeting at 5:11 p.m. Commissioner Smolenski seconded the motion. Motion carried 4-0.

The Minutes of the February 8, 2012 Carson City Regional Transportation Commission meeting are so approved this 14<sup>th</sup> day of March, 2012.

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SHELLY ALDEAN, Chair