

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the March 8, 2006, Meeting

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06A regularly scheduled meeting of the Carson City Regional Transportation Commission was held on Wednesday, March 8, 2006, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada, beginning at 5:30 p.m.

**PRESENT:** Chairperson Richard S. Staub, Vice Chairperson Charles Des Jardins, and Commissioners Shelly Aldean—arrived at 5:37 p.m., Larry Hastings, and Michael Zola

**STAFF PRESENT:** Public Works Director Andrew Burnham, Community Development Director Walter Sullivan, Parks and Recreation Director Roger Moellendorf, City Engineer Larry Werner, Senior Deputy District Attorney Michael Suglia, RTC Engineer Harvey Brotzman, Parks Planner Vern Krahn, Transportation/Transit Planner Michael Dulude, and Recording Secretary Katherine McLaughlin (RTC Recording 3/8/06 5:31:05)

**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 tape recording of these proceedings is on file in the Clerk-Recorder's office. This tape is available for review and inspection during normal business hours.

**A. ROLL CALL AND DETERMINATION OF A QUORUM -** Chairperson Staub convened the meeting at 5:30 p.m. He noted for the record that the Carson Area Metropolitan Planning Organization, who normally has a meeting at this time, cancelled its meeting. Roll call was taken. A quorum of the Commission was present although Commissioner Aldean had not yet arrived.

**B. APPROVAL OF MINUTES 1/11/06 (5:32:04) -** Commissioner Des Jardins moved to approve. Commissioner Hastings seconded the motion. Motion carried 4-0.

**C. MODIFICATION OF AGENDA (5:32:30) -** None.

**D. PUBLIC COMMENT (5:32:38) -** None.

**E. DISCLOSURES (5:33:07) -** Commissioner Des Jardins disclosed his discussion with Beth Scott regarding equestrian issues with a proposed freeway bridge.

**F. PUBLIC MEETING ITEMS:**

**F-1. DISCUSSION AND ACTION ON RESULTS OF THE BOWERS LANE AND AUGUST DRIVE STOP SIGN WARRANT STUDY (5:33:50) -** RTC Engineer Harvey Brotzman explained the reasons staff had conducted a stop sign warrant study on Bowers Lane and August Drive. Commissioner Zola felt that the direction had been for the study to be conducted after the street is opened to monitor traffic and to return with a recommendation regarding its closure. Mr. Brotzman explained the requirement that a warrant study be conducted before stop signs are installed. City Engineer Larry Werner explained the legal requirements for installation of stop signs. Chairperson Staub noted for the record that the action item agenzized for this evening is to approve the results of the warrant study. He opined that the Commission could

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accept the warrant study. He did not believe that it should be approved as it does not provide an accurate assessment of the impact as one end of the street is still closed. He felt that another study should be conducted after the street is opened. Senior Deputy District Attorney Michael Suglia advised the Commission that the agenda provided a broad range of motion options. The Commission could acknowledge that the study had been received and direct staff to install the stop signs. The Commission could also ask for a second study to be performed in six months after the street is opened. He also advised that the Commission could act to install the stop signs based on the study, staff report, and public information that has been received on the street. (Commissioner Aldean arrived during his statements—5:37 p.m. The entire Commission was present, constituting a quorum.) Chairperson Staub noted for the record that Commissioner Aldean was present and her original involvement with this issue. Commissioner Aldean apologized for being late. She supported accepting the report rather than approving it. She also felt that it is difficult to justify the stop signs as the street has not been opened. Mr. Suglia reiterated his opinion and the options the Commission could pursue including acknowledging receipt of the study and reaffirming previous action taken by the Commission regarding the stop signs. Chairperson Staub explained for the record that he had not discussed the matter with Commissioner Aldean prior to the meeting. They had discussed the terminology of the word “accept”. Both felt that the Commission could accept the study and recognize that it had been conducted. Commissioner Hastings supported Mr. Suglia’s opinion that the study has been conducted and that a second study should be performed after the street is opened to ensure that the stop signs work. He felt that the traffic patterns will not change due to the location of the stop signs. Commissioner Aldean opined that the stop signs were to provide mitigation of the concerns on Bowers.

Mr. Werner explained that the staff report also talks about installing two undulations. He suggested that they not be installed. Mr. Brotzman noted that a valley gutter had been installed in the streets. Chairperson Staub felt that the stop signs were appropriate. He did not believe that the Commission had approved the undulations. In the future the Commission can determine whether additional mitigation should be used to slow the traffic.

Public comments were solicited but none were given. Chairperson Staub expressed surprise that no public comment was made. He had received several emails. He also noted for the record that the Commission had actually approved the reopening of Bowers Lane and this is merely action to decide whether the stop signs are needed or not. It is his opinion that the stop signs are needed. They will be used for traffic mitigation even though Mr. Brotzman does not believe that they should be used for that purpose.

Commissioner Aldean moved to acknowledge receipt of the results of the Bowers Lane and August Drive Stop Sign Warrant Study. Following discussion on whether additional action should be taken regarding the stop signs, Commissioner Aldean restated her motion to acknowledge receipt of the results of the Bowers Lane and August Drive Stop Sign Warrant Study and recommend to the Board of Supervisors installation of the three-way stop at the aforementioned intersection and to delay installation of the undulations until additional information is gathered. Commissioner Hastings seconded the motion. Motion carried 5-0.

**F-2. ACTION TO REVIEW AND APPROVE THE RTC TRANSPORTATION IMPROVEMENT PROGRAM FOR FISCAL YEAR 2006/2007 THROUGH 2010/2011 (5:42:34)** - Public Works Director Andrew Burnham reviewed the priorities as established two years, e.g., Roop, Fairview, and Stewart Streets. The program continues this policy. Staff had updated the actual and estimated costs. The five year

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projections are included. Construction costs are up. He then reviewed the projects. Discussion explained that the Lompa Street improvements are north of Northridge Drive. Staff is working to find other funding sources for the Curry Street improvements. A bond may be issued for it in two years. Fandango's commitment in its area will reduce the City's costs for that portion of Curry Street. A cautionary note regarding the ability of the storm drainage utility to fund improvements for RTC projects was explained. The program included making the Transportation/Transit Manager position full time. It is currently part-time. Justification for the increase in hours was provided. Half of the salary will be paid by Federal funds. Discussion also explained the reasons for feeling that the Federal funding level for this MPO position will be continued and noted that MPO staffing is minimal as compared to other locales. Discussion also indicated that the total of the FEMA reimbursement funds for damage incurred during the flood will not be known for four months. The City's estimate for all of the damage has been reduced to \$4 million. It was originally believed that \$6 million worth of damage had been incurred. At this time there appears to be 11 projects. Public comments were solicited but none were given. Commissioner Hastings moved to approve the RTC Transportation Improvement Program for Fiscal Year 2006-2007 through 2010-2011 and noted that CAMPO will need to take the same action due to the Federal funds. Commissioner Zola seconded the motion. Motion carried 5-0.

**F-3. STATUS REPORT OF THE STEWARDSHIP PROGRAM ENHANCEMENT AGREEMENT WITH NDOT TO USE FUNDS FOR HOT SPRINGS ROAD RECONSTRUCTION (5:54:58)**

- RTC Engineer Harvey Brotzman, City Engineer Larry Werner, Senior District Attorney Michael Suglia - Staff apologized for having the Board of Supervisors approve the agreement prior to consideration by the Commission. Reasons the Board had considered the agreement prior to the Commission were noted. Discussion indicated that the figures contained in the report were correct and noted that action could not be taken by the Commission due to the agenda language. Clarification indicated the item will not be brought back to the Commission. No formal action was taken.

**F-4. DISCUSSION AND ACTION TO ADOPT THE UNIFIED PATHWAYS MASTER PLAN, FORMERLY KNOWN PUBLICLY AS THE UNIFIED TRAILS MASTER PLAN, WHICH WILL REPLACE THE FOLLOWING PLANS: CARSON CITY BICYCLE SYSTEM PLAN; PEDESTRIAN PLAN, AND EAGLE VALLEY TRAIL SYSTEM PLAN (5:57:33)**

- Parks Planner Vern Krahn, Transportation/Transit Planner Michael Dulude, Public Works Director Andrew Burnham, Muscle Power President and Carson City Resident Anne MacQuarie, City Engineer Larry Werner, Open Space Manager Juan Guzman - Mr. Krahn briefly explained the process used to develop the plan and the purpose and content of his memo, which had been distributed to the Clerk and Commission. (A copy is in the file.) The 13<sup>th</sup> draft of the plan is included in the packet. Computerized slides were used to highlight the plan. Justification for developing a comprehensive, consolidated plan was provided. Definitions are provided explaining the differences between transportation and recreational uses and their relationship to CAMPO, RTC, and other governmental agencies. Staff felt that the plan provides connectivity and integrates well with the other portions of the comprehensive master plan. It provides plans for safe non-automotive travel routes in and around the City. Goals and measurable objectives included in the plan were briefly highlighted.

Mr. Dulude explained Orth Rogers' involvement in the process and his survey of the sidewalks and facilities in the community. He had utilized the GIS System to develop a map illustrating the completed portions as well as the portions needing improvements and/or where sidewalks are nonexistent. Justification for having a plan that provides a network and connectivity between regions and neighborhoods was explained. This

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network must be designed for all users including those who are physically challenged. Staff is now using the GIS map to address the missing links. A sidewalk policy has been created. The sidewalk goals, action plan, and projects were read. The process used for the bikeways plan was similar to that used for the sidewalk plan. Its goals, objectives, policies, and projects were read.

Mr. Krahn explained the need to complete the network of pathways. The proposed pathways may not be aligned as illustrated on the map but will follow a route that allows the user to go from Point A to Point B. (A copy of the map is included in the plan.) Staff is working with the other governmental agencies to ensure compatibility with their master plans. The off-street trail policies were noted. The national trails were included on the map. Their importance to the community was noted. The action plan includes hiring a pathway coordinator. Justification for having this position and the potential duties were provided. Mr. Krahn felt that the document clearly defined the roles, duties, and responsibilities for the Parks Department, the Recreation Division, and Public Works. One year and five year implementation plans need to be developed. Highlights of the priorities were read. Mr. Krahn also explained Mr. Guzman's role in the master planning process.

Mr. Dulude stressed that the plan is for Carson City only. Future priorities and projects that use Federal funding must be included in the CAMPO and RTC Transportation Plans.

Chairperson Staub explained his contact with Mr. Schulz about the pathway on his private property. He had assured Mr. Schulz, and now wished to confirm for the record, that the pathway will not be located on private property without the appropriate easements. Mr. Krahn concurred and explained that the dash, which represents the proposed location of the pathway on the map, may be located on private property. The plan includes a statement that, as a first choice and wherever possible, the pathway will be located on Federal lands. If studies determine the need for the pathway to be located on private property, they will work through the issues with the property owner. He stressed that it is a public process and will be done in conjunction with the private property owners. This commitment was developed as a result of discussions with Mr. Schulz and at his urging. Commissioner Aldean stressed that the maps must make it clear to any user that he/she should not trespass or assume legal right of access and trespass. Mr. Krahn indicated that the master plan is a 15 to 20-year planning document. Muscle Power has a map which shows all of the established trails that are accessible to the public. The master plan is a planning tool which does not mean that the individual has a right to trespass.

Commissioner Aldean suggested that the word "practical" be added to the second item in the First Tier Carson River Projects and in any other statement containing the word "appropriate". Justification for this inclusion was provided. Mr. Krahn concurred with the addition. He also explained that as one and five year plans are developed, the funding for the projects will be considered. Funding for the project will also include maintenance. Examples of the maintenance requirements were noted. It is an ambitious plan. It is not fiscally constrained. It is a listing of desired directions and items. He also noted that, as portions of the plan are included in the CAMPO plans, the more realistic the opportunity is for them to be part of the transportation system.

Mr. Burnham cautioned that the sidewalk improvements, which include ADA requirements, is more than \$6 million at this time. The funding in the current plan contains only \$70,000 for this work. Staff will work to

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increase the funding level, however, the sidewalk projects must compete against other projects, i.e., asphalt improvements, etc. Mr. Dulude also cautioned that once the plan is included in the transportation plan, it must be fiscally constrained. Discussion explained the controversy between a City and NDOT agreement to not pursue having a multi-use pathway along the second phase of the freeway and the plan's intent to pursue a trail in that location. Staff has been working with NDOT to accommodate the trail. The concern is that, if it is included in the CAMPO plan, it will be an FHWA requirement placed on NDOT to be included it in the second phase of the freeway. Additional meetings will be held with FHWA and NDOT to ensure that it does not run afoul of the agreement. As the master plan is a City document, Mr. Burnham did not believe that it will create a problem at this level. At the CAMPO level, it will have to be handled differently.

Public comments were solicited. Ms. MacQuarie commended staff and the consultants on the plan. She felt that the sidewalk portion of the plan illustrated the amount of work that is required to provide an adequate standard for the City and complete the missing links on the map. She hoped that an understanding can be reached that will provide adequate funding for the pedestrian and bicycle improvements on a consistent and generous basis that is included in the annual work program until such time as an adequate standard is reached. She urged the City to begin chipping away at the projects. Chairperson Staub indicated that the Commission will look at it on an ongoing basis and that it will be funded within fiscal constraints. Additional comments were solicited. None were given.

Discussion indicated that the City's rural standards do not require sidewalks. Mr. Werner also advised that the Statutes place the onus upon the City and not the property owner to maintain the sidewalk unless the property owner breaks it. The property owner still must remove the snow and debris. Additional comments were solicited but none were given.

Mr. Werner justified the City requirement mandating new building construction to provide street, sidewalk and curb improvements which are not connected to any other similar improvements. This policy may make the improvements appear to be "hop scotched", however, it is necessary to provide infill in areas without these amenities. The policy is based on a fairly dense zoning. A problem arose in the mobile home district when these amenities were required if a new mobile home was placed on the lot. This requirement has since been eliminated as it is not a lot improvement. The lot improvement occurs when the original mobile home is placed on the lot. Chairperson Staub indicated that the sidewalk improvements are called "sidewalks to nowhere" and listed several examples.

Mr. Guzman explained that public comments received during the planning process indicated the desire for RTC, or whomever, to construct the sidewalks as a project in itself and not wait for development to occur. The proposed policy selects areas where sidewalks are needed/will be used and constructs them. Airport Road was cited as an example. Mr. Burnham reminded the Commission that they are already constructing a fair amount of sidewalks due to ADA requirements for major projects. There is \$200,000 in the Saliman Road project for sidewalks. Funding for sidewalks is included in the Fairview project. The residents of Quail Run want the sidewalks for connectivity. Discussion explained that any project not considered maintenance must include ADA sidewalks. Seal coats and pot hole patching are considered maintenance. Illustrations of the project type indicated that grinding and overlays and above mandate the improvement.

Commissioner Des Jardins reminded Mr. Krahn that he had agreed to provide a copy of the design policy for

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the freeway walls as indicated in the Commission's January 11<sup>th</sup> Minutes. Mr. Krahn indicated that he will provide the policy within a week or so and thanked him for the reminder.

Commissioner Hastings noted that one of the plan's new sections is on providing safer routes to schools. He opined that the State had created a position addressing this topic and may have some new funds for that purpose. He hoped that these funds could be used for a similar local position. Chairperson Staub noted that the grindings still have not been placed for a sidewalk between Eagle Valley Middle School and Fairview Drive. Additional comments were solicited.

Commissioner Zola cited a "Letter to the Editor" expressing concerns about the "sidewalk" along North Roop Street between Winnie and Northridge. He felt that the sidewalk plan should provide connectivity. He supported providing a sidewalk between Hot Springs Road and Winnie as a priority. Chairperson Staub complimented staff on the road base that replaced the rocks between Lone Mountain and Roop on the north side of Winnie. He also thanked staff for the presentation.

Commissioner Hastings moved to recommend to the Planning Commission and Board of Supervisors adopting the Unified Pathways Master Plan, formerly known publicly as the Unified Trails Master Plan, and which will replace the following plans: Carson City Bicycle System Plan, Pedestrian Plan, and the Eagle Valley Trail System Plan. Commissioner Zola seconded the motion. Motion carried 5-0.

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

**G-1. FUTURE AGENDA ITEMS (6:39:02)** - Commissioner Aldean requested a presentation on the Lake Tahoe Transportation Program by TRPA be agenized for the next meeting. No formal action was taken or required.

**G-2. PUBLIC WORKSHOP ON MARCH 29, 2006, FOR NORTH STEWART STREET EXTENSION PROJECT (6:39:57)** - Chairperson Staub read the workshop announcement. No formal action was required or taken.

**G-3. PROJECT STATUS REPORT (6:40:35)** - Mr. Werner noted that the report is in the packet. No formal action was required or taken.

**H. ADJOURNMENT - RTC (6:40:45)** - Commissioner Aldean moved to adjourn. Commissioner Zola seconded the motion. Motion carried 5-0. Chairperson Staub adjourned the meeting at 6:41 p.m.

The Minutes of the March 8, 2006, Carson City Regional Transportation Commission meeting

ARE SO APPROVED ON May 10, 2006.

/s/  
Richard S. Staub, Chairperson