

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the December 10, 2003, Meeting

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A regularly scheduled meeting of the Carson City Regional Transportation Commission was held on Wednesday, December 10, 2003, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada, beginning at 6:08 p.m.

PRESENT: Chairperson Richard S. Staub, Vice Chairperson Steve Reynolds, and Commissioners Shelly Aldean, Charles Des Jardins, and Bob Kennedy

STAFF PRESENT: Street Operations Manager John Flansberg, RTC Engineer Harvey Brotzman, and Recording Secretary Katherine McLaughlin (RTC 12/10/03 Tape 1-0007)

A. ROLL CALL AND DETERMINATION OF A QUORUM - Chairperson Staub convened the meeting at 6:10 p.m. Roll call was taken. The entire Commission was present constituting a quorum.

B. APPROVAL OF MINUTES (1-0015) - Commissioner Reynolds moved to approve. Commissioner Des Jardins seconded the motion. Motion carried 5-0.

C. AGENDA MODIFICATIONS (1-0025) - None.

D. PUBLIC COMMENTS (1-0030) - None.

E. DISCLOSURES (1-0036) - None.

F. PUBLIC MEETING ITEMS

F-1. PRESENTATION AND STATUS OF THE ROOP STREET WIDENING PROJECT BY CAPITAL ENGINEERING (1-0035) - Ken Dorr explained the status of the Roop Street plans. He had met with staff during the day and provided Mr. Brotzman with 76 individual right-of-way, slope easements or temporary easement documents. A better cost estimate has been determined. He had not received any feedback from staff on it. Discussion indicated that there are a number of components to the budget, such as the sewer, reclaimed water, and water line improvements, which created the increase. These additions were recommended as the infrastructure in Roop Street is very old and in poor condition. The Utilities Department is working to rearrange its priorities to address Roop Street. The original roadway estimates had included \$1.8 million for roadway and storm drain. They are now at \$2.4 million which includes a small amount for contingencies. One of the significant components of the increase in the cost is the addition of curb, gutter, and widening on the west side of Roop Street between Washington and Robinson. Additional roadway improvements on the side streets had not been anticipated or included in the original budget. An example is the need to provide a gentle transition for Long Street at Roop due to the decision to make storm drainage and water line improvements in Roop Street. These improvements lowered Long Street. This eliminates the large hump at Roop and Long Street. Initially there had been a minimal amount of improvements included for the storm drainage and sewer. Additional improvements are needed such as a parallel pipe between the Community Center and Long. They added to the increase in the cost. The plan includes major utilities between Highway 50 and Beverly. This requires removal and reconstruction of the roadway as patches do not hold up. The improvements in this area were described. The project will underground the overhead utilities. Justification for this

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revision was provided. He then reviewed the budget for the project. The water system improvements listed in Schedule C total \$609,000. The sanitary sewer system improvements in Schedule D total \$646,000. The reclaimed water line system from the cemetery to Mills Park in Schedule E totals \$280,000. This is a grand total of approximately \$4.6 to \$4.7 million for the entire project. This total is \$1 million over the original budget. Mr. Flansberg indicated that the budget will be discussed under the next agenda item. Mr. Dorr then limned the surface design problems that had been encountered including justification for being behind schedule with the design. A record of survey has been filed and will be used for the acquisitions. The complexity of undergrounding the overhead utilities was described. Although Mr. Dorr was sad to report he was behind on the design, he was happy with the way the plans were working. He then explained that staff will be contacting the property owners. He felt that this process will take between 60 and 90 days to complete. The project could go to bid if the key sites are obtained. Staff comments will be used to develop the 100 percent plans which is when the consultant feels he is finished. When staff accepts the plans as being 100 percent completed, those plans are considered final. He felt that this process will take the majority of the month of January to complete. The project should be ready to go to bid in February if the right-of-way acquisitions have been obtained. Construction could start in April or May depending on the funding.

Discussion between Chairperson Staub and Mr. Flansberg indicated that staff is presently looking over the plans and attempting to reduce the overage. The new street lights and development standards had not been anticipated when the original estimate was made. The City requires street lights of other developers. Mr. Flansberg was not sure whether the City could eliminate them. Mr. Brotzman felt that the majority of the acquisitions were for small areas. Some are construction and utility easements. Staff is aware of the property owners who have concerns and will talk to them first. None of the changes were felt to be a surprise. Mr. Dorr indicated that only 15 properties will be fee acquisitions. They had originally identified 14 of them. Mr. Flansberg indicated that Planning is analyzing the zoning to see if it could mitigate some of the impact to the property. Mr. Sullivan had purportedly indicated that a majority of the parcels are already zoned for a higher use than that currently occurring on the property. Mr. Dorr felt that if construction commences in April or May, the project should be completed in one year—2005. Mr. Flansberg explained that the Utilities Department had planned to upgrade the infrastructure in five to seven years. Due to the desire to not tear up a new street, they moved the priority levels to do the work ahead of the road construction. They will pay for their improvements. The second phase of the Roop Street expansion will be considered when the transportation program is developed. State Public Works is considering construction of new buildings on Roop and will be making some of the improvements. The Commission's priorities had been listed as Roop Street north; Fairview, and then maybe Curry Street. The Commission can revise the priorities. Chairperson Staub reminded them that Stewart Street is also part of the priorities. Mr. Flansberg agreed. He also indicated that staff is working with State Public Works on its building plans as there is a need for roadway improvements at Little Lane, which he listed. Public comments were solicited but none were given. No formal action was taken or required.

F-2. PRESENTATION AND STATUS ON REGIONAL TRANSPORTATION COMMISSION BUDGET AND CURRENT FINANCIAL CONDITION (1-0395) - Mr. Flansberg indicated that the budget issues will be discussed with Mr. Dorr later. He had kept the previous budget format for the Commission's report. He then reviewed the budget. The revenue for this year is down from last year's. Higher gas prices were felt to have impacted the driver's purchases. He did not feel that the traffic volume reflected a change in driver attitudes/usage. As fuel prices have dropped, the purchase volume may rebound. The only change in the five-year Transportation Improvement Program (TIP) is the purchase of the First Christian Church for the Stewart Street

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extension. The \$5.6 million bond repayment scheduled was noted. The lower interest rate reduced the cost of the bond to \$8.577 million. The addition of the 2007-08 projects to the TIP was explained.

Discussion between Chairperson Staub and Mr. Flansberg explained the bid will provide the actual cost for Roop Street. At this time the only \$1 million project in the TIP is the Curry Street extension from Koontz to Clearview. It is considered a contingent program at this time. Temporary engineering is needed due to the Casino Fandango and its improvements. The Commission may want to consider a "scaled down project" for this area in January or February. Chairperson Staub felt that the original plan for the extension had implied a lowering of the road elevation, however, this may not be necessary as it may impact the adjacent properties to the west. Drainage concerns also need to be considered in this area. There are no other developments occurring in the area except those at Casino Fandango.

Discussion between Commissioner Aldean and Mr. Flansberg pointed out that there will be a \$2.5 million deficient in 2004-5 due to decreased revenue. This will leave \$1.2 million for capital improvements. Roop Street will utilize all of these funds unless other funding/projects are eliminated. The signal funds for that year were part of the Roop Street project as signal improvements are needed for it. Mr. Flansberg will discuss the potential of having storm drain projects eliminated from the RTC budget with Development Services Director Andrew Burnham and City Engineer Larry Werner. Public comments were solicited but none were given. No formal action was taken or required.

F-3. ACTION TO APPROVE A RESOLUTION COMMENDING ROBERT KENNEDY FOR HIS DEDICATED SERVICE TO CARSON CITY (1-0584) - Chairperson Staub explained Commissioner Kennedy's decision to not seek reappointment to the Commission. Chairperson Staub read the resolution into the record. He complimented Mr. Flansberg on it. He read a plaque into the record and presented it to Commissioner Kennedy. He noted the need to replace the seal on the plaque with a copy of the City's seal. Commissioner Kennedy thanked the Commission for the recognition. He had enjoyed his four-year tenure on the Commission. He felt that it was time someone younger to have an opportunity to serve the community. He thanked the Commission for giving him an opportunity to serve the community. Chairperson Staub thanked him on behalf of the Commission, staff, and the community for all the service and projects he has participated in through the years. He was not certain that youth was needed to serve on the Commission. He felt that Commissioner Kennedy would be missed. The Commission had looked to him for guidance. Commissioner Reynolds moved to adopt Resolution No. 2003-RTC-2 with full congratulations to Commissioner Kennedy for his service to the City. Commissioner Des Jardins seconded the motion. Public comments were solicited but none were given. The motion was voted and carried unanimously.

G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS - NON-ACTION ITEMS - FUTURE AGENDA ITEMS (1-0705) - None.

H. ADJOURNMENT (1-0710) - Commissioner Kennedy moved to adjourn. Commissioner Aldean seconded the motion. Motion carried 5-0. Chairperson Staub adjourned the meeting at 6:51 p.m.

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.

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The Minutes of the December 10, 2003, Carson City Regional Transportation Commission meeting are so approved on January 14, 2004.

/s/

Richard S. Staub, Chairperson