

# CARSON CITY REGIONAL TRANSPORTATION COMMISSION

## Minutes of the August 21, 1996 Meeting

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A regular meeting of the Carson City Regional Transportation Commission was held on Wednesday, August 21, 1996 in the Administrative Complex Conference Room #59, 2621 Northgate Lane, Carson City, NV at 9:30 a.m.

**PRESENT:** Chairperson Greg Smith  
Kay Bennett  
Marie Wolf

**STAFF:** Public Works Director Jay Aldean  
Deputy Public Works Director Tim Homann  
Senior Engineer/RTC Harvey Brotzman  
Senior Planner Sandra Danforth  
Recording Secretary Katherine McLaughlin  
(RTC 8/21/96 1-0000.5)

**NOTE** - Unless otherwise indicated each item was introduced by Chairperson Smith. Individuals speaking are identified following the heading of each item. 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. CALL TO ORDER** - Chairperson Smith called the meeting to order at 9:30 a.m. A roll call was taken and a quorum was present.

**NOTE** - Janice Ayres was present representing RSVP and not as a Supervisor. This had been publicly noticed.

**1. APPROVAL OF MINUTES** - July 17, 1996 - Commissioner Wolf asked for a correction. She noted the Minutes misquoted her as saying the Ely Paratransit program had been terminated. She said she did not know the status. She asked that this be stricken. Commissioner Bennett moved to approve the Minutes of the July 17, 1996 with the correction. Commissioner Wolf seconded the motion. Motion carried 3-0.

**2. CITIZEN COMMENTS ON NON-AGENDIZED ITEMS** - (1-0023.5) Douglas Coats, 717 West King Street, commented that as part of the ADA the State of Nevada is putting in sidewalks with wheelchair ramps. However, he said in doing so they want to take out five elm trees in the right-of-way in front of his house. He estimated the trees to be more than fifty years old. He did not want them removed and was looking for support from the City to put pressure on NDOT not to remove them. He said there is room to put in the sidewalk without taking out the trees. He remarked that NDOT has a concern that the roots might damage the sidewalk. He also stated the trees are kept cut back from the power line and are in good condition. (1-0045.5) Mr. Aldean suggested sending the City arborist out to look at the trees and report back. (1-0061.5) George Chapman said he lives in the area and, while he lauds NDOT for putting in the curb ramps, the sidewalks in general do not meet ADA standards. He felt to remove the trees would be erroneous and improper. (1-0081.5) Mark Kimbrough of Mexican Dam Properties said they had approached Mr. Homann asking for a review of their roads. They also had a question on some of the content of the Minutes of the February 1996 meeting but had not heard back as to progress. He asked that they be agendized for a future meeting for discussion on their concerns and Chairperson Smith asked that this be on the agenda for the next meeting. At this point Mr. Brotzman and Mr. Homann explained what has been done so far and what they are planning to do. Chairperson Smith reiterated that this would be on the next agenda and could be discussed at length. He solicited additional public comment. There being none he declared public comment closed.

**3. STATUS REPORT ON TRANSIT SERVICES** - (1-0161.5) Carson City Community Transportation Project Manager Timothy Bailey - Commissioner Bennett commended Mr. Bailey for his thorough report for the month of August. Mr. Bailey commented on the ridership, the Medicaid application, that Capital Cab anticipates receiving administrative approval from the P.S.C. soon, monthly meetings are scheduled to be sure coordinations are implemented, and said the marketing plan is proceeding. He then reviewed the "Analysis of the Transportation Services in Carson City" which had been updated.

(1-0413.5) Ms. Ayres was representing the RSVP program and said this had also been reviewed by the Carson

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City Transportation Committee of which she is a member. She expressed her feeling that this was by far the best report they have been given. She did express her concern that the Senior Center does not seem to be any closer to having the approval of the Division of Aging Services for their participation. Mr. Bailey said Executive Vice President of Paratransit in Washington is working with Jamie Lee of the Senior Center to help her contact the appropriate agency. Ms. Ayres asked if the Paratransit people would still handle the insurance. Mr. Bailey said he has not yet been able to fully research the insurance issue. At this point Mr. Bailey referred to the marketing plan and reported he has talked to the television people and he is considering a thirty minute question and answer program and is looking at updating the public service announcement. Commissioner Bennett asked if he had made a connection with Carson-Tahoe Hospital. He said he had not but it is in his plans. Chairperson Smith said this was a status report and required no formal action.

**4. DISCUSSION AND ACTION ON THE PREPARATION AND DEVELOPMENT OF A BICYCLE PLANNING AND DESIGN STANDARDS MANUAL - (1-0497.5)** Mr. Homann said this is an offshoot of an ongoing program which is to incorporate a bike transportation network into the overall transportation plan. He noted that the Parks and Recreation Commission and Board of Supervisors had adopted the bike Master Plan. He added since that time Public Works has been working on implementation. He commented on the people who have been helping to move it along and that it has gotten to the point where it is felt some things need to be done and then put it down on the street. However, he did not want to do this unless the standards are such that they can live with them. He said one of the first steps is to put together a working document that would be in the form of a planning and design standards manual. He said this would help not only City staff but also sub-dividers and developers would know what the standards are and can incorporate them into their projects. (1-0549.5) Mr. Aldean said the Board of Supervisors has approved for Parks and Recreation to do trails and may have some funding in this year's budget which they were willing to allocate for the bike project. (1-0569.5) Sue Newberry was representing the Rotary Club. She said they were not aware this was coming up and want to be an active participant. She echoed the sentiment that having standards is important to the City. (1-0605.5) Leif Anderson, a bicycle/pedestrian coordinator for NDOT, reported they are now going to the last stages of adopting the statewide bicycle plan. He also said he will be starting on a similar project to that being discussed at this meeting. He noted he did not want to wind up having state and local guidelines at the same time in the City. He offered his participation in whatever committee or group that is set up so that they can work on consistency. (1-0683.5) Ms. Newberry reported there will be a three day training class on bicycle and pedestrian design standards and that ADA requirements will be included. Commissioner Bennett remarked that a citizen had appeared at a Board of Supervisors meeting asking where he could get information on bicycle safety. She suggested there be citywide concentration on this, especially with schools starting up soon. Ms. Newberry said she would immediately get back to Commissioner Bennett with information because their office has a comprehensive program for bike and safety. Commissioner Bennett moved that the Regional Transportation Commission direct staff to solicit proposals for the purpose of entering into a contract with a scope to prepare a bicycle plan and design standards manual recognizing that there will be sufficient public input into the development of a scope of services for that contract. Commissioner Wolf asked by the services of a consultant are needed. She noted that other communities have this in place and suggested asking them for copies of their plans. Mr. Chapman felt that a product needs to be refined that meets the needs of the community. Mr. Aldean felt that consultants are a fact of everyday life because because the City does not have staff with the technical expertise to do some of the manuals. Commissioner Wolf asked if the consultant would be from this community and Mr. Aldean said yes and that a contract would specify "not to exceed....." Commissioner Bennett amended her motion to include "in an amount not to exceed \$8,000." Commissioner Wolf felt that "on a final plan" should be added to the motion. Commissioner Bennett again amended her motion. Commissioner Wolfe accepted the amendment and seconded the motion. Motion carried 3-0.

**6. DISCUSSION AND POSSIBLE ACTION IN RESPONSE TO BOWERS LANE TRAFFIC CONCERNS - (1-1050.5)** Chairperson Smith explained that anything the Commission would do regarding blocking off the road, speed bumps, etc. are things that should be sent to the Board of Supervisors because they are not involved with spending gas tax dollars. However, he said a long term solution about the possible creation of the road to go from the new extension of College Parkway to Arrowhead Drive lies within their purview because it would be an expenditure of tax dollars. Commissioner Bennett said it was her understanding that gas tax monies are also used for street maintenance and asked if the Commission has jurisdiction over those monies. Mr. Homann

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said it does not. Chairperson Smith asked Mr. Aldean to agendized a discussion and possible action for a Board of Supervisors meeting in early September. (1-1141.5) At this point he solicited comments from the public. Bob Gilbert said he and others on Bowers Lane wanted to discuss the problems with traffic. He explained that people use it for a shortcut. He noted the traffic has been monitored and that there are 1600 vehicles per day. He said over seventy percent of the cars go in excess of the speed limit and their concern is that something needs to be done before there is an accident. (1-1221.5) LaDona Gilbert said the majority of the residents were in favor of temporarily blocking off the street. Chairperson Smith said he had a concern with blocking off streets and cited previous experience and that blocking them off would just send the traffic elsewhere and would only change the problem area. Mr. Homann said he would have to put his traffic counters there and that they would have to take time to do an analysis. Mr. Aldean said he could give this a priority but felt they need some time before they can do this and get it to the Board of Supervisors. (1-1301.5) Sue Newberry was speaking on behalf of the DMV. She said she works in the office of traffic safety and suggested getting together with the companies whose employees might be responsible for the problem and ask them to form a good neighbor group to educate the employees on the problem. She also suggested the Sheriff's Department use radar trailers and Mr. Homann said they already do. (1-1359.5) Mr. Chapman felt it is a universal problem and emphasized the need for a transportation system in the City. Discussion ensued on a system that takes photos of speeding vehicles and that the drivers are notified by mail their infraction was documented. (1-1535.5) Ms. Ayres encouraged staff to work on short and long term solutions incorporating suggestions that have been given. (1-1685.5) Chairperson Smith liked the idea of contacting manufacturers urging them to educate their employees on the problem. Ms. Ayres also mentioned that the newspaper prints the addresses of where to write Congresspersons or Senators when they have problems. She suggested they do the same for local officials. Mr. Homann said staff will come up with solutions which could be recommended to the Board of Supervisors. He also felt there should be publicity on this so that the public can be informed. No formal action was taken.

**5. DISCUSSION AND POSSIBLE ACTION ON FORMATION OF A CARSON CITY TRAFFIC COMMITTEE** - (1-1913.5) Commissioner Bennett said there is a need to have some form of public discussion with regard to these types of issues which she felt are going to escalate. She emphasized that the City needs to act on rather than react to situations. Chairperson Smith felt that RTC is the appropriate entity to take action and recommend to the Board of Supervisors that a traffic committee be formed. Mr. Aldean expressed his belief that the committee could be an appendage to RTC. Mr. Brotzman commented on other communities who have this type of group and how they work. Commissioner Wolf expressed a concern that government sometimes causes more problems than they solve and this causes more and more sub-committee type of groups to be formed. An extensive discussion ensued on the need for decision making and solutions. It was agreed to have staff study the formation of a group and report to the Commission at the next meeting. No formal action was taken.

**7. NON-ACTION ITEM: STATUS REPORTS ON RTC PROJECTS AND ASSIGNMENTS** - (1-2525.5) Mr. Brotzman reported that the design work on Graves Lane is continuing and provided details.

Mr. Brotzman also reported that Mr. Snopko withdrew his letter of agreement to participate in the Sonoma Street project. He noted the reasons and Mr. Homann said staff needs to meet with him and explain that his fears are groundless.

Mr. Brotzman said the preliminary report on the problem with the footing of the sound wall on College Parkway indicates it needs to be removed.

He also reported that Purchasing has the paperwork on the traffic signal at Edmonds and Pheasant.

**8. COMMISSIONER COMMENTS** - None.

**9. STAFF COMMENTS** - Mr. Aldean referred to the discussion with Mr. Kimbrough earlier in the meeting and stated for the record he had returned Mr. Kimbrough's call regarding the overlay contract.

**10. ACTION ON FUTURE MEETING DATE(S) AND TIME(S)** - The next meeting is scheduled for September 18 at 8:30 a.m.

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At this point Chairperson Smith thanked Mr. Homann for having attended the Bowers Lane meeting on Sunday.

**11. ADJOURNMENT** - There being no further business Chairperson Smith entertained a motion to adjourn. Commissioner Bennett moved to adjourn. Commissioner Wolf seconded the motion. Motion carried 3-0. Chairperson Smith adjourned the meeting at 11:50 a.m.

The Minutes of the August 21, 1996 meeting of the Carson City Regional Transportation Commission

ARE SO APPROVED \_\_\_October\_16\_\_\_\_, 1996

\_\_\_\_\_/s/\_\_\_\_\_  
Greg Smith, Chairperson