

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the March 14, 2007, Meeting

Page 1

A regularly scheduled meeting of the Carson City Regional Transportation Commission was held on Wednesday, March 14, 2007, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada, immediately following the regularly scheduled meeting of the Carson Area Metropolitan Planning Organization that began at 5:30 p.m.

**PRESENT:** Chairperson Richard S. Staub, Vice Chairperson Charles Des Jardins, and Members Russell Carpenter, and Larry Hastings

**STAFF PRESENT:** Public Works Director Andrew Burnham, Development Services Director/City Engineer Larry Werner, Transportation Program Manager Patrick Pittenger, RTC Engineer Harvey Brotzman, Senior Deputy District Attorney Ed Queilhe, Transportation Planner Keith Pearson, and Recording Secretary Katherine McLaughlin (6:00:48)

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

**A. ROLL CALL AND DETERMINATION OF A QUORUM -** Chairperson Staub convened the meeting at 7 p.m. Roll call was taken. A quorum was present although Commissioner Aldean was absent and had been excused.

**B. APPROVAL OF MINUTES - FEBRUARY 14, 2007, REGULAR MEETING (6:01:24) -** Commissioner Carpenter moved to approve the Minutes as presented. Commissioner Hastings seconded the motion. Motion carried 4-0.

**C. AGENDA MODIFICATION (6:02:05) -** Transportation Program Manager Patrick Pittenger explained the clerical error under Item H. There are only two Items under this heading—Items H-1 and H-2.

**D. STAFF PUBLIC SERVICE ANNOUNCEMENTS (6:02:22) -** Transportation Program Manager Patrick Pittenger displayed JAC posters and advised that four versions are in English and one version is in Spanish. The posters are being put up throughout the community. He then advised that JAC had the highest number of riders on one day in February. If there had been one more calendar day, it would have established a new highest total for monthly ridership. Discussions are exploring having the Library be a fare outlet and provide education on the service.

**E. PUBLIC COMMENT (6:03:09) -** None.

**F. DISCLOSURES (6:03:38) -** Commissioner Hastings disclosed the receipt of an email from a resident regarding the placement of stop signs and a request for a stop sign at Long and Division as well

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the March 14, 2007, Meeting

Page 2

as making Long and Mountain a four-way stop. RTC Engineer Harvey Brotzman explained that these signs had been installed by previous administrations. Once a stop sign has been placed, it is difficult to remove it. He was willing to conduct a study of the signage and determine whether the intersections meet the warrants for the signs. If they do not, the stop signs could be removed. The study will also determine whether additional stop signs should be installed at Long and Mountain.

**G. PUBLIC MEETING ITEMS:**

**G-1. DISCUSSION AND POSSIBLE ACTION REGARDING AMENDMENTS TO THE INTERLOCAL COOPERATIVE AGREEMENT BETWEEN CARSON CITY BOARD OF SUPERVISORS, THE CARSON CITY REGIONAL TRANSPORTATION COMMISSION, AND THE CARSON AREA METROPOLITAN PLANNING COMMISSION (6:06:30)** - Discussion among Chairperson Staub, Senior Deputy District Attorney Ed Queihle, and Recording Secretary Katherine McLaughlin noted RTC Items G-1 and G-2 are the same as CAMPO's Items G-1 and G-2. The CAMPO discussions are to be referenced within the RTC Items G-1 and G-2 as all of the RTC members are CAMPO members. Public comments were solicited. None were given. Chairperson Staub gave the gavel to Vice Chairperson Des Jardins and moved to approve the amended Interlocal Agreement with the Board of Supervisors, Regional Transportation Commission, and CAMPO to provide the Regional Transportation Commission with transit operational authority, transit contracting authority, and authority approval of street and highway contracts that include funds for other than street funds provided the Carson City Board of Supervisors previously budgeted those other funds; and, would incorporate the record produced regarding this item before CAMPO as the record for this particular item. Commissioner Hastings seconded the motion. Motion carried 4-0. Vice Chairperson Des Jardins returned the gavel to Chairperson Staub.

**G-2. DISCUSSION AND POSSIBLE ACTION TO SUBMIT INPUT TO THE NEVADA DEPARTMENT OF TRANSPORTATION (NDOT) REGARDING THE US 395 CORRIDOR STUDY (6:09:15)** - Chairperson Staub noted that this Item had also been presented and discussed by CAMPO. Public comments were solicited but none were given. Chairperson Staub again passed the gavel to Vice Chairperson Des Jardins. Chairperson Staub then moved to incorporate the record that was created regarding this item tonight before the CAMPO as the record and comments for Item G-2 before the Regional Transportation Commission this evening. Commissioner Carpenter seconded the motion. Motion carried 4-0.

**G-3. PRESENTATION BY CITY STAFF REGARDING THE OPERATION AND COORDINATION OF TRAFFIC SIGNALS IN CARSON CITY (6:10:48)** - Transportation Program Manager Patrick Pittenger, Electrical/Signals Technician Doug Fong, Electrical/Signals Technician James Jacklett - Mr. Fong's explanation of the number and type of signals included the computerized differences. A conservative approach to the signal coordination has been implemented due to the short duration of the City's peak traffic periods. The coordination is set to serve the main corridor. The side streets are secondary and only the number of vehicles stored on those streets are serviced prior to the signal's return to the main street. An intersection delay study has just been completed by the Department. The signals were

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the March 14, 2007, Meeting

Page 3

adjusted accordingly to minimize undue delays. Highway 50 and the Stewart corridors benefitted the most from the adjustment. A video was shown illustrating South Carson Street during rush hours. It illustrated the cue delay and the "large gaps between vehicles". This "less aggressive driving style" is typical of this area. The Department does not advocate more aggressive driving even though the less aggressive driving style reduces efficient use of the coordination program. The Department recently backed off of the coordination timing and are now running more intersections in a free mode. This is basically an on demand mode which makes each intersection operate independently. Numerous discussions have been held with the Nevada Highway Patrol regarding the Highway 50 and the freeway interchange. It has had west bound rear end accidents during the evening peak hours. One of the issues with this intersection is its close proximity of the intersections both east and west of this location. There is limited storage on Highway 50 for stacking cars. If left unchecked, it will lead to gridlock. For this reason, there is a larger green band for traffic on Highway 50. This creates more delays for the other approaches. Mr. Fong supported this compromise in the name of safety. The wireless interconnections between Highway 50 signals may be completed by the fall of 2007. This will allow staff to compensate for the increasing traffic volume on Highway 50. Staff is also completing the coordination program with Douglas County on the South Carson Street corridor from Koontz Lane to Mica Drive. The telephone number for the direct line to the Department is 775-887-2366. As they are in the field a lot, messages are left on the answering machine. They will be returned in a timely manner. He asked that the individual's name and number be left. Discussion indicated that staff monitors the traffic and attempts to adjust it to meet conditions particularly when complaints are received. When a resolution is not found, reasons for leaving the signals as they are will be given. The Lompa signal on Highway 50 and its proximity to the freeway creates one of the traffic problems. Another traffic problem was felt to be at Stewart Street. Mr. Fong explained that the freeway interchange had been changed to cycle every 105 seconds rather than the original 144 seconds. He felt that this had improved the conditions at that location. NDOT had mandated the timing on Stewart Street. They had "trimmed it this morning" as it was creating an "under delay" at Carson Street. This change was made last week. Impatient individuals have been running that signal. Discussion indicated that neither Mr. Fong nor Mr. Jacklett will be writing tickets for signal violations if the legislature changes the Statutes to allow tickets to be written based on video observations. Discussion also indicated that the Saliman and Fairview signal operates as designed, which Mr. Fong described. Comments indicated that the cost for an average intersection was between \$250,000 and \$300,000. Mr. Fong felt that the price has escalated even more. The old controllers are not compatible with the newer models. There is no support or updates available for the old controllers. They run on technology from the 1970s. The new controllers provide constant monitoring. They hope to complete the change over within two years. Clarification indicated that the switch to "on demand" operation is made after a thorough analysis of the intersection occurs. Conversion to a "stand alone" operation will make drivers stop more often. Only a few signals were changed under this analysis. They do not operate as stand alones on demand the entire 24 hours. The coordination time of day for the signals, however, has been reduced. Discussion indicated that the signal at Carson and Fairview has been receiving false signals calling for west bound service. Staff is working on this problem. Additional comments from the Commission and the public were solicited but none was given. Chairperson Staub thanked them for their report.

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the March 14, 2007, Meeting

Page 4

**G-4. ACTION TO RECOMMEND APPROVAL OF A WATER, SANITARY SEWER AND STORM SEWER PARTICIPATION IMPROVEMENTS AGREEMENT BY AND BETWEEN CARSON GAMING LLC, AND THE CITY OF CARSON CITY, A POLITICAL SUBDIVISION OF THE STATE OF NEVADA, FOR WORK INCLUDING, BUT NOT LIMITED TO THE CONSTRUCTION OF A WATER, SANITARY SEWER AND STORM SEWER ON CURRY STREET - FROM CLEARVIEW DRIVE TO WIALAKI STREET (6:24:20) -**

Development Services Director/City Engineer Larry Werner's introduction included revisions to the amendment that were made as a result of the comments at the last meeting. Funding availability was limned. Chairperson Staub noted for the record that a lot of the improvements would have had to have been made by the City. Mr. Werner indicated that the City is paying for those improvements. Carson Gaming is paying for its portion. He also noted that the Applicants were present. Chairperson Staub suggested an amendment on Page 2 in Paragraph 1 to indicate the amount is "not to exceed". Mr. Werner explained Paragraph 2 could increase the City's share if the City makes a change. This clause may make the project exceed the amount. Therefore, the inclusion of "not to exceed" should not be made. Senior Deputy District Attorney Ed Queilhe explained that the project will become a public works project if a clause is included assuring that there have been no liens filed when the payments are made. The applicant will not be reimbursed until proof of payment is provided. Justification for including the clause was provided. Contractor Tom Metcalf of Metcalf Builders explained the agreement he has with Carson Gaming that requires him to provide conditional lien releases before they build and after they build. Unconditional lien releases are provided at the end on everything for the project including Sani-huts, trailers, etc. He felt that it is one of the most complicated "lien projects" they have ever done. There are a bunch of lien releases already on the job. Chairperson Staub reiterated his desire to not have a lien issue. He accepted Mr. Metcalf's comments for the record. Mr. Metcalf indicated that their agreement with the client is open and transparent. No change will be made to the contract. Chairperson Staub then suggested that Page 3, Paragraph 3 indicate that the arbitration is binding. Justification for making it binding was provided. Carson Gaming's Attorney Jason Matthews agreed to make the arbitration binding. Mr. Queilhe indicated that it had been their intent for the arbitration to be binding. He supported its inclusion. Public comments were solicited but none were given. Chairperson Staub requested that the motion include the revisions and the fiscal impact. When a motion was not forthcoming, Chairperson Staub passed the gavel to Vice Chairperson Des Jardins and moved to recommend approval of a Water, Sanitary Sewer and Storm Sewer Participation Improvements Agreement by and between Carson Gaming LLC and the City of Carson City, a political subdivision of the State of Nevada, for work including, but not limited to, the construction of water, sanitary sewer and storm sewer (infrastructure) on Curry Street from Clearview Drive to Wialaki Street; fiscal impact is RTC Fund \$568,500; Sanitary Sewer Fund \$140,300; Water Fund \$122,900, and Storm Water Fund \$544,800; with the amendments as stated on the record this evening. Commissioner Hastings seconded the motion. Motion carried 4-0. Vice Chairperson Des Jardins returned the gavel to Chairperson Staub.

**G-5. DISCUSSION AND ACTION TO RECOMMEND AN AMENDMENT TO THE CONTRACT OF MV TRANSPORTATION, INC., THE CONTRACT OPERATOR OF THE JAC TRANSIT SYSTEM (6:36:12) -** Transportation Program Manager Patrick Pittenger began his summary of the contract by explaining the reasons the Commission would be making a recommendation to the

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the March 14, 2007, Meeting

Page 5

Board of Supervisors rather than approving the contract on its own. The contract amendments were highlighted. Mr. Pittenger complimented MV Transportation Regional Vice President Dennis Jackson and Manager Paul Summers for their assistance and cooperation in resolving the contract issues. Discussion explained Section 4.3.3.2.1 on Page 4 regarding the maximum travel time for the on demand service. Staff is pleased with the on demand service as provided by the contractor. Clarification explained the 77-cent decrease in the reimbursement to the operator and that the fare revenue is deposited into the City's transit fund. It pays for a portion of the system's total operation. The reimbursement figure is based on the operational costs encountered by the contractor and is independent of the ridership. Mr. Pittenger then explained the eight percent increase clause in the number of hours the service is operated, the City's marketing costs, and the reasons the contractor was not being paid a bonus tied to the marketing efforts. Public comments were solicited but none were given.

Mr. Jackson indicated that he had seen the changes and agreed to them. Chairperson Staub thanked him for his cooperation in making the amendments to the contract.

Commissioner Des Jardins moved to recommend that the Board of Supervisors approve the proposed amendment Number 3 to the transit operations contract between Carson City and MV Transportation, Inc., with the following fiscal impact: Payment based on revenue hours of operation in contract would be decreased by approximately \$79,000 in total for the period of October 1, 2006, through September 30, 2008; additionally, liability to the City for performance bonuses will be eliminated. Commissioner Carpenter seconded the motion. Motion carried 4-0.

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

**H-1. STREET OPERATIONS ACTIVITY REPORT (6:50:20) - None.**

**H-2. PROJECT STATUS REPORT (6:50:39) -** Commissioner Des Jardins thanked the staff members who had prepared the report(s). He had reviewed them carefully. He hoped that the staff member(s) understand that the reports are important even if the Commission does not review them in detail during the meeting. The other Commissioners concurred with his statements. No formal action was required or taken.

**H-3. FUTURE AGENDA ITEMS (6:51:42) -** Transportation Program Manager Patrick Pittenger reminded the Commission of his intent to move the April and May meeting dates. Discussion between Commissioner Hastings and RTC Engineer Harvey Brotzman indicated the last transportation plan had included placing signals at Musser and Roop and the Freeway and Fairview. A signal is scheduled for Broadleaf/Silver Oak and 395 when conditions warrant. The conduit for it has already been installed. Chairperson Staub noted the potential for a signal at Eagle Station/Casino Fandango and South Carson Street. No formal action was taken or required.

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the March 14, 2007, Meeting

Page 6

**I. ADJOURNMENT (6:53:20)** - Commissioner Des Jardins moved to adjourn. Commissioner Hastings seconded the motion. Motion carried 4-0. Chairperson Staub adjourned the meeting at 6:54 p.m.

The Minutes of the March 14, 2007, Carson City Regional Transportation Commission meeting

ARE SO APPROVED ON April 30, 2007.

/s/  
Shelly Aldean, Chairperson