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, June 13, 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 John McKenna

STAFF: Darren Schulz, Deputy Public Works Director

Daniel Doenges, Senior Transportation Planner

Ken Smithson, Transit Coordinator

Joe Ward, Senior 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 (5:39:37) Chairperson Aldean called the meeting to order at 5:39 p.m. Roll was called; a quorum was present. Commissioner Smolenski was absent. Chairperson Aldean congratulated Commissioner Smolenski on his new grandchild.
- **B. PUBLIC COMMENT** (5:40:09) Chairperson Aldean entertained public comment; however, none was forthcoming.
- C. POSSIBLE ACTION ON APPROVAL OF MINUTES May 9, 2012 (5:40:34) Chairperson Aldean entertained suggested revisions and, when none were forthcoming, a motion. Commissioner Des Jardins moved to approve the minutes, as presented. Vice Chairperson Mallery seconded the motion. Motion carried 4-0.
- **D. AGENDA MANAGEMENT NOTICE** (5:41:20) Chairperson Aldean entertained modifications to the agenda and, when none were forthcoming, deemed it adopted.
- **E. DISCLOSURES** (5:41:33) None.
- F. PUBLIC MEETING ITEMS:
- F-1. POSSIBLE ACTION TO ADOPT RESOLUTION NO. 2012-RTC-R-2, AND APPROVE A NON-BINDING AGREEMENT, BETWEEN THE TAHOE TRANSPORTATION DISTRICT ("TTD") AND THE CARSON CITY REGIONAL TRANSPORTATION COMMISSION AND OTHER AGENCIES, TO DEVELOP AND IMPROVE UPON THE NEVADA SR 28 CORRIDOR MANAGEMENT PLAN PROJECT CHARTER, AS PROPOSED BY THE TTD (5:41:46) Chairperson Aldean introduced this item. Mr. Doenges introduced Tahoe Transportation District ("TTD") Project Manager Derek Kirkland, and reviewed the agenda materials. He noted a memorandum from Natural Resources Specialist Ann Bollinger, which had been distributed to the commissioners and staff prior to the start of the meeting. At Chairperson Aldean's suggestion, Ms.

Bollinger reviewed the memo. Mr. Kirkland narrated a SlideShow presentation of the SR 28 Corridor Management Plan Project.

In consideration of the Lake Tahoe economy, Chairperson Aldean discussed concerns regarding the timing of the pilot shuttle service and the apparent lack of publication. She expressed the opinion that walk-in visitors to Sand Harbor should not be discouraged nor should parking along Highway 28 be eliminated "until people become accustomed to and acquainted with the alternatives." She suggested exploring, with the owners of the Ponderosa Ranch property, the possibility of allowing use of their parking lot for the shuttle service. Mr. Kirkland discussed the consideration given to all open parking lots in the Incline Village area as part of the East Shore Express study, including Diamond Peak, the Ponderosa Ranch, and the School District properties. He advised that Washoe County School District representatives offered the "old elementary school site which has been vacant for some time. It's like 60-some spaces ... When we hit the peak, they're allowing us to use the new elementary school parking as overflow and then the Washoe County Library is also allowing us to use their parking lot on some of the peak days. ... those three parking lots are easily accessible from Highway 28. He discussed methods by which the shuttle service is being advertised, the shuttle service fares, discussions with and feedback from local business owners, and plans to gather data.

In response to a question, Mr. Kirkland advised that Nevada State Parks is working to update their general management plan. "So a lot of what we learn through this project ... is going to be included with their general management plan which is also ... going the same time as our corridor management plan. ... State Parks can't address the situation by themselves, NDOT can't address it by just fixing the highway, NHP can't address it by more enforcement. It's kind of this group effort and that's what the corridor management plan is; ... let's take some pilot stuff, let's see how we change people's behavior, and then let's all work together as 12 agencies to come up with solutions for how State Parks can maybe change some things ..." Vice Chairperson Mallery suggested the possibility of Nevada State Parks considering a reservation system. Mr. Kirkland advised that consideration has been given to a reservation system as well as parking management, ITS systems, installation of cameras, etc. Discussion followed and, in response to a question, Mr. Kirkland reviewed the various aspects of the corridor management plan. Chairperson Aldean suggested utilizing existing accesses, wherever possible, to avoid having people create their own. Commissioner McKenna expressed the opinion that access to Sand Harbor should be prohibited, except by bus. He discussed the importance of "do[ing] something with the entire area because, as population grows, that Lake will become more and more popular." Commissioner Des Jardins agreed, and advised of having "witnessed the Yosemite transition." He suggested Bay Area news outlets may be a resource for publicizing the shuttle service. Commissioner McKenna commended the Corridor Management Plan, and suggested providing for smart phone access to information about Sand Harbor. Chairperson Aldean suggested that Nevada State Parks could discount park entrance fees to carpoolers.

Chairperson Aldean thanked Mr. Kirkland for his very informative presentation, and entertained public comment. When none was forthcoming, she reviewed suggested revisions to the project charter included in the agenda materials. She entertained additional commissioner comments and, when none were forthcoming, a motion. Vice Chairperson Mallery moved to adopt Resolution No. 2012-RTC-R-2, and approve a non-binding agreement, between the Carson City Regional Transportation Commission and other agencies and the Tahoe Transportation District, to develop and improve upon the Nevada SR 28 Corridor Management Plan Project Charter, as proposed by the Tahoe Transportation

District. Commissioner McKenna seconded the motion. In response to a question, Mr. Doenges advised that he would review Ms. Bollinger's memo. Chairperson Aldean entertained additional questions or comments and, when none were forthcoming, called for a vote on the pending motion. **Motion carried 4-0.** Chairperson Aldean thanked Mr. Kirkland for his attendance and participation.

F-2. 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 \$18,174.96, FOR CONTRACT NO. 1011-193, TITLED "SAFE ROUTES TO SCHOOL, ROUTE 6 PATH IMPROVEMENTS - PHASE 2," TO THE STATE LABOR COMMISSION, \$1,366.44; AND \$16,808.52 TO INDEMNITY COMPANY OF CALIFORNIA (6:29:45) - Chairperson Aldean introduced this item, and Mr. Schulz reviewed the agenda materials. In response to a question, Mr. Schulz advised that the Labor Commissioner requested the Public Works Department to hold the \$2,600 in anticipation of future claims.

Chairperson Aldean entertained additional questions or comments of the commissioners and of the public. When none were forthcoming, she entertained a motion. Commissioner McKenna moved 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 \$18,174.96 for Contract No. 1011-193, titled "Safe Routes to School, Route 6 Path Improvements - Phase 2," and pay to the Labor Commissioner \$1,366.44 and \$16,808.52 to Indemnity Company of California, as evidenced by various settlements, and to withhold \$2,600 as forfeited to be available for future claims. Commissioner Des Jardins seconded the motion. Motion carried 4-0.

G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS

- **G-1. STREET OPERATIONS REPORT APRIL 2012** (6:33:08) Chairperson Aldean introduced this item, and entertained comments or questions of the commissioners. When none were forthcoming, she entertained public comment. None was forthcoming.
- G-2. PROJECT STATUS REPORT (6:33:24) Chairperson Aldean introduced this item, and Mr. Schulz provided status reports on the freeway landscaping project and the Fairview Drive median project. In response to a question, Mr. Schulz discussed temporary mitigation measures for the Fairview Drive median project if it is delayed until spring of 2013. He responded to questions regarding a recent vehicle accident at the intersection of Highway 395 and Fairview Drive. He acknowledged that the "No Engine Brake" signs have been installed along Fairview Drive. He responded to a question of clarification regarding the Vista Grande Boulevard funding source. At Chairperson Des Jardins' request, he provided status reports on the Fifth Street bicycle pedestrian improvement and the Hells Bells Road sidewalk improvement projects. Chairperson Aldean entertained additional questions or comments and, when none were forthcoming, thanked Mr. Schulz for his report.
- **G-3. FUTURE AGENDA ITEMS** (6:43:06) Mr. Doenges and Mr. Ward reviewed the tentative agenda for the July commission meeting.
- **H. COMMISSIONER COMMENTS** (6:50:56) Vice Chairperson Mallery reported on the last meeting of the Tahoe Transportation District. Discussion followed, and Chairperson Aldean thanked Vice Chairperson Mallery for his report. She expressed appreciation for Vice Chairperson Mallery's

experienced representation and for his willingness to participate as the commission's representative. Chairperson Aldean entertained additional commissioner comments; however, none were forthcoming.

- **I. PUBLIC COMMENTS** (7:01:37) Chairperson Aldean entertained public comments; however, none were forthcoming.
- **J. ACTION TO ADJOURN** (7:01:43) Commissioner Des Jardins moved to adjourn the meeting at 7:01 p.m. Vice Chairperson Mallery seconded the motion. Motion carried 4-0.

The Minutes of the June 13, 2012 Carson City Regional Transportation Commission meeting are so approved this 11th day of July, 2012.

SHELLY ALDEAN, Chair