

**MINUTES**  
**Regular Meeting**  
**Carson City Regional Transportation Commission**  
**Wednesday, April 8, 2015 ● 4:54 p.m.**  
**Community Center Sierra Room, 851 East William Street, Carson City, Nevada**

**Commission Members**

**Chairperson – Brad Bonkowski      Vice Chair – Jim Smolenski**  
**Commissioner – Robert Crowell      Commissioner – Mark Kimbrough**  
**Commissioner – Robert McQueary**

**Staff**

Patrick Pittenger, Transportation Manager  
Daniel Doenges, Senior Transportation Planner  
Graham Dollarhide, Transit Coordinator  
Joseph Ward, Senior Deputy District Attorney  
Tamar Warren, Deputy Clerk/Recording Secretary

**NOTE:** A recording of these proceedings, the Board’s agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder’s Office, and available for review during regular business hours.

The televised Regional Transportation Commission (RTC) meeting recordings are available on: <https://www.youtube.com/watch?v=AiuzK3EEQUU>. Audio recordings of the meetings are available on [www.carson.org/minutes](http://www.carson.org/minutes).

**A. CALL TO ORDER AND DETERMINATION OF QUORUM (4:54:25) –** Chairperson Bonkowski called the meeting to order. Roll was called and a quorum was present.

<b>Attendee Name</b>	<b>Status</b>	<b>Arrived</b>
Chairperson Brad Bonkowski	Present	
Vice Chairperson Jim Smolenski	Present	
Commissioner Robert Crowell	Present	
Commissioner Mark Kimbrough	Present	
Commissioner Robert McQueary	Present	

**B. PUBLIC COMMENT (4:54:48) –** None.

**C. FOR POSSIBLE ACTION: APPROVAL OF MINUTES**

**C-1 FOR POSSIBLE ACTION: ACTION TO APPROVE THE MINUTES OF THE FEBRUARY 11, 2015 MEETING.**

**(4:55:25) – MOTION: I move to approve the minutes of the February 11, 2015 RTC meeting as presented.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	McQueary
<b>SECONDER:</b>	Kimbrough
<b>AYES:</b>	Bonkowski, Smolenski, Crowell, Kimbrough, McQueary
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**D. AGENDA MANAGEMENT NOTICE (4:55:46) – None.**

**E. DISCLOSURES**

(4:55:55) – Commissioner Kimbrough disclosed that he lived on Sierra Vista Lane and that he had spoken to residents regarding agenda item F-3. Mr. Ward appreciated the disclosure; however, he noted that because Commissioner Kimbrough did not financially benefit from the project, he would be eligible to participate in discussions and vote on the item.

**F. PUBLIC HEARING ITEMS**

**F-1 FOR POSSIBLE ACTION: TO DETERMINE THAT JUSTIN WILSON CONSTRUCTION, LLC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO N.R.S. CHAPTER 338 AND TO AWARD CONTRACT NO. 1415-103, “WESTERN NEVADA COLLEGE SIDEWALK PROJECT” FOR A BID AMOUNT OF \$58,700.00, PLUS A CONTINGENCY AMOUNT OF \$8,805.00, FOR A TOTAL NOT TO EXCEED PRICE OF \$67,505.00 TO BE FUNDED FROM THE REGIONAL TRANSPORTATION FUND, CAPITAL OUTLAY ACCOUNT AS PROVIDED IN FY 2014/2015 BUDGET.**

(4:56:47) – Chairperson Bonkowski introduced the item.

(4:57:18) – Mr. Pittenger presented the agenda materials which are incorporated into the record.

There were no commissioner or public comments.

**(4:58:37) – MOTION: I move to determine that Justin Wilson Construction, LLC. is the lowest responsive and responsible bidder pursuant to N.R.S. Chapter 338 and to award Contract No. 1415-103, “Western Nevada College Sidewalk Project” for a bid amount of \$58,700.00, plus a contingency amount of \$8,805.00, for a total not to exceed price of \$67,505.00 to be funded from the Regional Transportation Fund, Capital Outlay account as provided in FY 2014/2015 budget.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	McQueary
<b>SECONDER:</b>	Kimbrough
<b>AYES:</b>	Bonkowski, Smolenski, Crowell, Kimbrough, McQueary
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**F-2 INFORMATION REGARDING AN UPDATE ON THE CARSON CITY ADA TRANSITION PLAN FOR TRANSPORTATION FACILITIES.**

(4:59:43) – Chairperson Bonkowski introduced the item.

(4:59:51) – Mr. Doenges presented a summary and the data collection methodology to the ADA transportation plan which is incorporated into the record, and noted that they were ready “to start implementing it”.

(5:01:45) – Commissioner McQueary was informed that the plan would be updated periodically to highlight accomplishment and to identify new areas. Mr. Doenges noted that the data would be maintained in a GIS database to help track the improvements. He also clarified that some of the plan implementations, such as snow removal, were still being discussed internally. Discussion ensued regarding sidewalk width and Mr. Doenges explained that they would follow the current five-foot sidewalk standard. Mr. Pittenger clarified that funds specified for studies could not be used for construction, adding that they will continue to do the most needed improvements proactively. Commissioner Kimbrough inquired about the assessment process of the ADA improvements and was informed that outreach to the disabled community was on-going, and input was received from a small but vocal group.

There were no public comments.

**F-3 FOR POSSIBLE ACTION: TO APPROVE STAFF’S PURSUIT OF A GRANT WITH THE FEDERAL LANDS ACCESS PROGRAM (FLAP) IN THE AMOUNT OF \$2,000,000, AND AUTHORIZE THE RTC CHAIRMAN TO SIGN THE APPLICATION AND ASSOCIATED CERTIFICATIONS AND ASSURANCES.**

(5:12:12) – Chairperson Bonkowski introduced the item.

(5:12:18) – Mr. Pittenger presented the agenda materials which are incorporated into the record. He noted the importance of the project but identified the many other agencies seeking funds from the grant, adding that it would be competitive. He also clarified for Vice Chairperson Smolenski that there was the possibility of receiving a lesser amount. Member McQueary was informed that the \$2,000,000 budget would be sufficient to complete the project.

## **PUBLIC COMMENTS**

(5:17:42) – Mike Turner, who introduced himself as the president of the neighborhood’s homeowners’ association, encouraged the efforts to apply for the grant. He also clarified that the area is frequently used by the public, and there was a great need for parking. Chairperson Bonkowski added that the repairs would provide better access to the emergency vehicles as well. Another resident wished to see the issue of vehicles racing on the road gets addressed. She also pointed out that the existing easement encroached upon her property and wished it to be resolved. Mr. Pittenger assured the speaker that if they receive the grant, strict guidelines will be followed regarding environmental and right-of-way clearances to ensure property owners will be treated fairly. Commissioner Kimbrough clarified that the project will cover “the first two-and-a-half miles where the pavement ends” and would not include the subdivision, which would mean a mile prior to reaching this particular resident’s home. Sue Hassler introduced herself as the secretary of the homeowners’ association and thanked the Commission and Staff for pursuing the grant. She clarified that the area was also used as an equestrian staging area and would benefit that group as well.

(5:25:35) – MOTION: I move to approve staff’s pursuit of a grant with the Federal Lands Access Program (FLAP) in the amount of \$2,000,000, and authorize the RTC Chairman to sign the application and associated Certifications and Assurances.

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Smolenski
<b>SECONDER:</b>	McQueary
<b>AYES:</b>	Bonkowski, Smolenski, Kimbrough, McQueary
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Crowell

**G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**

**G-1: STREET OPERATIONS REPORT – JANUARY 2015.**

(5:26:18) – Mr. Pittenger presented the report which is incorporated into the record, and noted that some work was done around Slotworld Casino in cooperation with a private property owner, who funded most of the project. Mr. Pittenger also indicated that due to the good weather, their crews would continue to work.

**G-2: PROJECT STATUS REPORT.**

(5:28:00) – Mr. Pittenger presented the monthly status report, incorporated into the record, listing the current projects.

**G-3: FUTURE AGENDA ITEMS.**

(5:31:27) – Mr. Pittenger stated that the closeout of the Fifth Street project, the plans for the Downtown Project, a resolution for the right-of-way of a multiuse path, and the Brewery Arts Center request to close 100 feet of Minnesota Street would be agendized.

**H. COMMISSION COMMENTS**

(5:34:59) – Vice Chairperson Smolenski applauded the Public Works Department for the lit crosswalk on Fairview Drive.

**I. PUBLIC COMMENT (5:36:10) – None.**

**J. FOR POSSIBLE ACTION: ADJOURNMENT**

(5:36:18) – MOTION: Commissioner Kimbrough moved to adjourn the meeting. The meeting adjourned at 5:36 p.m.

The Minutes of the April 8, 2015 Carson City Regional Transportation Commission meeting are so approved this 10<sup>th</sup> day of June, 2015.

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BRAD BONKOWSKI, Chair