

MINUTES
Regular Meeting
Carson City Regional Transportation Commission
Wednesday, May 13, 2015 ● 4:49 PM
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

Darren Schulz, Public Works Director
Patrick Pittenger, Transportation Manager
Daniel Doenges, Senior Transportation Planner
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.

An audio recording of this meeting is available on www.Carson.org/minutes.

A. CALL TO ORDER AND DETERMINATION OF QUORUM (4:49:01) – Chairperson Bonkowski called the meeting to order. Roll was called and a quorum was present.

Attendee Name	Status	Left
Chairperson Brad Bonkowski	Present	
Vice Chairperson Jim Smolenski	Present	
Commissioner Robert Crowell	Present	
Commissioner Mark Kimbrough	Present	
Commissioner Robert McQueary	Present	

B. PUBLIC COMMENT (4:49:45) – None.

C. FOR POSSIBLE ACTION: APPROVAL OF MINUTES

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

(4:50:25) – MOTION: I move to approve the minutes of the March 11, 2015 RTC meeting as amended.

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

(4:50:52) – Mr. Pittenger stated that item F-1 was scheduled to be heard no earlier than 5 p.m. and suggested moving item F-2 ahead of F-1.

E. DISCLOSURES

(4:51:30) – Commissioner McQueary indicated that he had had a discussion with Brewery Arts Center (BAC) Executive Board President Kyle Horvath to understand how the road would be blocked. He also disclosed that his wife is on the BAC Board; therefore, he would abstain from voting. Mr. Ward explained that since Commissioner McQueary was in no position to “gain anything...in a pecuniary way or another way”; he saw no reason not to participate and vote.

F. PUBLIC HEARING ITEMS

F-1 FOR POSSIBLE ACTION: TO AUTHORIZE THE TRANSPORTATION MANAGER TO APPROVE A RIGHT-OF-WAY OCCUPANCY PERMIT, PREDICATED ON THE APPLICANT COMPLYING WITH ALL CONDITIONS OF THE PERMIT, FOR THE BREWERY ARTS CENTER TO OCCUPY A PORTION OF MINNESOTA STREET, BETWEEN KING STREET AND SECOND STREET FOR AN UNDETERMINED PERIOD OF TIME. *Item is time specific and scheduled to be heard approximately at 5:00 p.m., but no earlier.*

(5:00:08) – Chairperson Bonkowski introduced the item

(5:00:26) – Mr. Ward advised Commissioner McQueary to abstain from voting because his wife is a member of the applicant’s [BAC’s] Executive Board.

(5:00:55) – Mr. Pittenger presented the agenda materials which are incorporated into the record. Kyle Horvath, BAC Executive Board President, gave more detail on the road closure methods and answered the Commissioners’ questions. He indicated that a planned street mural would connect the two blocks together. Mr. Horvath noted that safety during concerts or after school kids’ programs was another benefit of the street closure. Commissioner Kimbrough inquired about the noise level generated by concerts and the issues it may create with neighboring residents. He also cautioned against having unprotected curbs and gutters, and Commissioner Smolenski suggested reflectors to highlight them. Mr. Pittenger clarified that the permit was “administratively renewable on an annual basis”. Commissioner Crowell received confirmation that the BAC would have exclusive access to the parking lot.

There were no public comments.

(5:13:22) – MOTION: I move authorize the Transportation Manager to approve a Right-of-Way Occupancy Permit, predicated on the applicant complying with all conditions of the permit, for the Brewery Arts Center to occupy a portion of Minnesota Street, between King Street and Second Street for an undetermined period of time.

RESULT:	APPROVED (4-0-1)
MOVER:	Kimbrough
SECONDER:	Smolenski
AYES:	Bonkowski, Smolenski, Crowell, Kimbrough
NAYS:	None
ABSTENTIONS:	McQueary
ABSENT:	None

F-2 INFORMATION REGARDING AN UPDATE ON THE DOWNTOWN CARSON STREET PROJECT AND DESIGN “THEMING” WORKSHOP.

(4:53:21) – Mr. Pittenger gave background and introduced the item.

(4:53:42) – Danny Rotter, Public Works Engineering Manager, introduced himself and presented the theming results which are incorporated into the record. He also noted that “the 30 percent results” will be presented in the July RTC meeting. Commissioner Smolenski was informed that the information presented in this meeting was available on www.carsonproud.com. Mr. Rotter clarified for Commissioner Crowell that the 30 percent design would show items such as ramp, tree, bus stop, or bench locations; however, items such as paver type or quantity would not be available. Chairperson Bonkowski inquired about input from downtown business on whether they would like some of the elements such as benches in front of their businesses, and was informed that the team was “working towards that end”. Commissioner Kimbrough was informed that input from the downtown businesses was a public process as well.

There were no public comments.

F-3 FOR POSSIBLE ACTION: TO RECOMMEND APPROVAL BY THE CARSON CITY BOARD OF SUPERVISORS OF INTERLOCAL AGREEMENT NUMBER NM199-15-015 WITH THE NEVADA DEPARTMENT OF TRANSPORTATION (NDOT) THAT WILL RESULT IN THE CONSTRUCTION OF PHASE 2B-3 OF THE CARSON CITY FREEWAY.

(5:14:26) – Chairperson Bonkowski introduced the item.

(5:14:46) – Mr. Pittenger presented the agenda materials which are incorporated into the record. He also introduced two audience members: Jeff Lerud, Project Manager, Nevada Department of Transportation (NDOT), and Vern Krahn, Carson City Senior Park Planner, who would consult on landscaping. In response to a question by Chairperson Bonkowski, Mr. Pittenger noted that the project would start in June. Mr. Pittenger also noted that the five-day change order response period was adequate, and that the “before” documentation via video would be done in a timely manner. Mr. Krahn explained that the Parks and Recreation Department was very comfortable with the landscape plan review as they had worked with NDOT when building the earlier phase of the freeway. He also highlighted the areas that would be maintained by the Parks and Recreation Department.

There were no public comments.

(5:24:00) – MOTION: I move to recommend approval by the Carson City Board of Supervisors of Interlocal Agreement Number NM199-15-015 with the Nevada Department of Transportation (NDOT) that will result in the construction of Phase 2B-3 of the Carson City Freeway.

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

F-4 FOR 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 \$15,757.67 FOR CONTRACT 1415-028 TITLED 5TH STREET PEDESTRIAN IMPROVEMENTS PROJECT TO HORIZON CONSTRUCTION, INC.

(5:24:31) – Chairperson Bonkowski introduced the item.

(5:24:57) – Mr. Pittenger presented the agenda materials which are incorporated into the record, adding that the project was 100 percent funded.

There were no commissioner or public comments.

(5:26:15) – MOTION: I move 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 \$15,757.67 for Contract 1415-028 titled 5th Street Pedestrian Improvements Project to Horizon Construction, Inc.

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

F-5 FOR POSSIBLE ACTION: TO APPROVE AND AUTHORIZE THE CHAIR TO SIGN AN AGREEMENT BY AND BETWEEN THE STATE OF NEVADA, DEPARTMENT OF TRANSPORTATION AND CARSON CITY WHEREBY THE DEPARTMENT OF TRANSPORTATION AGREES TO RELINQUISH A PORTION OF I-580 RIGHT-OF-WAY LYING WITHIN CARSON CITY, EXTENDING A DISTANCE OF APPROXIMATELY 0.015 OF A MILE AND IDENTIFIED AS PARCEL U-050-CC-012.050 XS1 FOR THE PURPOSE OF A MULTI-USE PATHWAY.

(5:26:55) – Chairperson Bonkowski introduced the item.

(5:27:31) – Mr. Doenges gave background and presented the agenda items, incorporated into the record.

There were no commissioner or public comments.

(5:28:55) – MOTION: I move to approve and authorize the Chair to sign an agreement by and between the State of Nevada, Department of Transportation and Carson City whereby the Department of Transportation agrees to relinquish a portion of I-580 right-of-way lying within Carson City, extending a distance of approximately 0.015 of a mile and identified as Parcel U-050-CC-012.050 XS1 for the purpose of a multi-use pathway.

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

G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS

G-1: STREET OPERATIONS REPORT – MARCH 2015.

(5:29:54) – Mr. Pittenger presented the Street Operations Report which is incorporated into the record, and highlighted the “signs and markings” activities. In response to a question by Commissioner Crowell, Mr. Pittenger clarified that the repair on Robinson Street consisted of filling cracks and that “a micropave” would also be done the following week.

G-2: PROJECT STATUS REPORT.

(5:32:00) – Mr. Pittenger presented the Project Status Report, also incorporated into the record.

G-3: FUTURE AGENDA ITEMS.

(5:34:57) – Mr. Pittenger explained that an agreement from NDOT for the Freeway Multi-use Path will be agendized for the June meeting, in addition to an NDOT “micropaving” project on Old Hot Springs Road. He also indicated that the usage of the excess sales tax funds for streets projects will be heard by the Commission in the fall.

H. COMMISSION COMMENTS

(5:26:23) – Commissioner Smolenski thanked Mr. Schulz for his staff’s cooperation with his office regarding work being done on Walker Road.

I. PUBLIC COMMENT

(5:37:48) – None.

J. FOR POSSIBLE ACTION: ADJOURNMENT

(5:38:04) – MOTION: Commissioner Crowell moved to adjourn the meeting. The meeting adjourned at 5:38 p.m.

The Minutes of the May 13, 2015 Carson City Regional Transportation Commission meeting are so approved this 8th day of July, 2015.

BRAD BONKOWSKI, Chair