

MINUTES
Regular Meeting
Carson City Regional Transportation Commission
Wednesday, August 12, 2015 ● 4:52 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

Patrick Pittenger, Transportation Manager
Daniel Doenges, Senior Transportation Planner
Dirk Goering, Transportation Planner
Graham Dollarhide, Transit Coordinator
Joseph Ward, 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

(4:52:00) – 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	5:43 p.m.
Commissioner Robert Crowell	Present	
Commissioner Mark Kimbrough	Present	
Commissioner Robert McQueary	Present	

B. PUBLIC COMMENT (4:52:49) – None.

C. FOR POSSIBLE ACTION: APPROVAL OF MINUTES

C-1 FOR POSSIBLE ACTION: ACTION TO APPROVE THE MINUTES OF THE JUNE 10, 2015 MEETING.

(4:53:09) – **MOTION: I move to approve the minutes of the June 10, 2015 RTC meeting.**

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

D. AGENDA MANAGEMENT NOTICE

(4:53:32) – Chairperson Bonkowski suggested hearing agenda item F7 immediately after item F3.

E. DISCLOSURES

(4:53:56) – None.

F. PUBLIC HEARING ITEMS

F-1 FOR POSSIBLE ACTION: TO DETERMINE THE SELECTION OF THE ELIGIBLE GOVERNMENTAL AGENCY OR NON-PROFIT ORGANIZATION TO WHICH RETIRED JAC BUS 4228 WILL BE DONATED.

(4:54:12) – Chairperson Bonkowski introduced the item and noted a modification to the action. He stated that the determination of the recipient of the bus would take place in this meeting; however, the approval must be by resolution during the next RTC meeting.

(4:55:00) – Mr. Dollarhide presented the agenda materials and noted that they had received two applications. Chairperson Bonkowski entertained recommendations from the Commissioners and by unanimous opinion, the Commission recommended to donate the bus to the local applicant, the Carson City Boxing Club.

There were no public comments.

(4:57:46) – MOTION: I move to select the Carson City Boxing Club as the eligible governmental agency to receive JAC Bus 4228 and to have the matter be brought back before the next available RTC meeting for donation by resolution.

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

F-2 INFORMATION REGARDING THE FISCAL YEAR (FY) 2015-2016 REGIONAL TRANSPORTATION COMMISSION (RTC) WORK PROGRAM.

(4:58:18) – Chairperson Bonkowski introduced the item.

(4:58:30) – Ismael Garza, Assistant Chief for Traffic Operations, Nevada Department of Transportation (NDOT), presented the NDOT activities in response to SB 144, and noted that he was seeking input from all the

stakeholders throughout the State. Mr. Garza explained the signage for Pedestrian Safety Zones and clarified that the zones “would only be designated at a location or segment of roadway where a pedestrian safety issue or concern has been identified”.

(5:03:39) – Vice Chairperson Smolenski inquired about the guidelines or regulations and penalties in the designated zones. Mr. Garza noted that the enhanced penalties would be determined by the courts. He also noted that the safety issues are brought to NDOT by concerned organizations or individuals, and are reviewed by NDOT. Commissioner McQueary was informed that NDOT would not provide the pedestrian safety signage as they did not have jurisdiction on local streets. Mr. Garza preferred local jurisdictions to apply similar guidelines to maintain consistency and minimize confusion statewide. Mr. Pittenger identified several former State routes that have now been transferred to Carson City and stated that they would work with NDOT to maintain consistency. Commissioner Kimbrough was informed that the courts would impose the enhanced penalties, and Mr. Garza explained that the signs for pedestrian safety were not yet developed. He also outlined the guideline development process and encouraged feedback from Staff and the Commission. Chairperson Bonkowski received confirmation that the guidelines will be developed and approved first, then applied to the State roads followed by local implementation, utilizing similar policies and procedures. Chairperson Bonkowski expressed concern regarding all the funding being utilized by Clark and Washoe Counties, and wished to ensure some funds would be utilized by rural counties.

There were no public comments.

F-3 INFORMATION ON THE STATUS OF THE FEDERAL LANDS ACCESS PROGRAM (FLAP) GRANT APPLICATION SUBMITTED IN MAY, FOR THE RECONSTRUCTION OF 2.5 MILES OF SIERRA VISTA LANE INCLUDING THREE RECREATIONAL IMPROVED PARKING AREAS.

(5:21:27) – Chairperson Bonkowski introduced the item.

(5:21:43) – Mr. Goering gave background and explained that a “tentative approval” had been received in July, 2015 and expected to hear about the approval in October, after the completion of the “scoping process”.

(5:23:17) – Commissioner Kimbrough received further clarification on the scoping process.

There were no public comments.

F-4 INFORMATION ON THE INTRODUCTION OF A STUDENT TAXICAB VOUCHER PROGRAM BETWEEN WESTERN NEVADA COLLEGE (WNC), CAPITAL CAB COMPANY, INC., AND THE JUMP AROUND CARSON (JAC) TRANSIT SYSTEM.

(5:35:58) – Chairperson Bonkowski introduced the item.

(5:36:13) – Mr. Goering presented the agenda materials which are incorporated into the record. Commissioner Kimbrough inquired about the one dollar cost, and was informed that it was the students’ cost, supplemented by the voucher. Chairperson Bonkowski clarified that this cab fare would replace the extended bus service for WNC

students at a more cost-effective rate. Mr. Goering noted that the service destination had to be within the Carson City boundaries, adding that the contract was limited to \$15,000 and that gratuity was prohibited.

There were no public comments.

F-5 FOR POSSIBLE ACTION: TO APPROVE AMENDMENT 1 TO COOPERATIVE (LPA) AGREEMENT NO. PR165-14-063 BETWEEN THE CARSON CITY RTC AND THE NEVADA DEPARTMENT OF TRANSPORTATION (NDOT) FOR THE EAST WILLIAM STREET SHARED USE PATH PROJECT.

(5:40:22) – Chairperson Bonkowski introduced the item.

(5:40:41) – Mr. Doenges gave background and presented the agenda materials, incorporated into the record. Chairperson Bonkowski was informed that the five percent matching funds of \$4,211 would be furnished from the RTC fund.

There were no public comments.

(5:43:05) – MOTION: I move to approve Amendment 1 to Cooperative (LPA) Agreement No. PR165-14-063 between the Carson City RTC and the Nevada Department of Transportation (NDOT) for the East William Street Shared Use Path Project.

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

F-6 FOR POSSIBLE ACTION: TO APPROVE AMENDMENT NO. 5 TO CONTRACT NO. 0910-182 WITH MV TRANSPORTATION TO EXERCISE THE THIRD AND FINAL OF THREE (3) ONE-YEAR OPTIONS FOR THE OPERATION OF JAC FIXED ROUTE AND JAC ASSIST PARATRANSIT SERVICE, FROM OCTOBER 1, 2015 TO SEPTEMBER 30, 2016, FOR A TOTAL COST OF \$701,802.00.

(5:43:12) – Chairperson Bonkowski introduced the item.

(5:43:46) – Mr. Dollarhide presented the agenda materials and highlighted two revisions, both of which are incorporated into the record. In response to a question by Chairperson Bonkowski, Mr. Dollarhide explained that Staff was happy with the service; however, the contract was in its third year and would require a re-bid after that.

There were no public comments.

(5:46:47) – MOTION: I move to approve Amendment No. 5 to Contract No. 0910-182 with MV Transportation to exercise the third and final of three (3) one-year options for the operation of JAC fixed route and JAC Assist paratransit service, from October 1, 2015 to September 30, 2016, for a total cost of \$701,802.00, including the revised materials presented in this meeting.

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

F-7 FOR POSSIBLE ACTION: TO APPROVE CONTRACT NO. 1516-018 PURSUANT TO NRS 332.115(1)(B) AND NRS 625.530 WITH ECOLANE USA, INC., TO PROVIDE TRANSIT SERVICE SOFTWARE AND SUPPORT SOFTWARE FOR THE JUMP AROUND CARSON’S (JAC) BUS SYSTEM THROUGH DECEMBER 17, 2017, FOR A NOT TO EXCEED AMOUNT OF \$69,666.00 WITH TWO (2) ADDITIONAL TWO (2) YEAR MAINTENANCE OPTIONS AT \$6,500 PER YEAR TO BE REIMBURSED BY FEDERAL TRANSIT ADMINISTRATION (FTA) 5307 GRANT FUNDS AT A RATE OF 80%.

(5:24:35) – Chairperson Bonkowski introduced the item.

(5:25:18) – Mr. Goering presented the agenda materials which are incorporated into the record. Chairperson Bonkowski suggested December 31, 2017 as the contract end date and Mr. Pittenger noted that keeping the mid-December date would “not have an impact on what we’re doing”. Commissioner Kimbrough requested further information on the new software. Rex Clark, Vice President of Ecolane USA, introduced himself and explained the functionality of the software for the paratransit and regular routes. He also anticipated that the Android application Mobile Data Terminals going online in November to interact with JAC Operations for data collection. Mr. Goering added that the Software meets the federal requirements. Mr. Pittenger clarified that the change was to stay ahead by utilizing new technology in order to increase productivity and decrease cost.

There were no public comments.

(5:35:05) – MOTION: I move to approve Contract No. 1516-018 Pursuant to NRS 332.115(1)(b) and NRS 625.530 with Ecolane USA, Inc., to provide Transit Service Software and Software Support for the Jump Around Carson’s (JAC) bus system through December 17, 2017, for a not to exceed amount of \$69,666.00 with two (2) additional two (2) year maintenance options at \$6,500 per year.

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

G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS

G-1: STREET OPERATIONS REPORT – JUNE 2015.

(5:47:47) – Mr. Pittenger reviewed the agenda materials, incorporated into the record.

There were no Commissioner or public comments.

G-2: PROJECT STATUS REPORT.

(5:50:11) – Mr. Pittenger presented the Project Status Report, incorporated into the record.

There were no Commissioner or public comments.

G-3: FUTURE AGENDA ITEMS.

(5:53:25) – Mr. Pittenger reviewed the items for the upcoming meetings and noted that the triennial review, and the Regional Transportation Plan update will be agendized for September. He also noted an upcoming update regarding the portion of the sales tax revenue, allocated to the street fund by the Board of Supervisors to be used for customer-driven projects. Mr. Pittenger stated that the Downtown Street Project would be agendized for September as well, in addition to the resolution to donate the JAC bus to the Carson City Boxing Club.

H. COMMISSION COMMENTS

(5:56:10) – Commissioner Crowell encouraged the Commissioners to read an article in the Nevada Business magazine regarding various communities’ enhancements of their core downtown areas, including Carson City. He also noted that Mr. Pittenger was featured in a transportation funding discussion. Chairperson Bonkowski mentioned that Senator Dean Heller had been successful in obtaining funding the Interstate 11 project.

I. PUBLIC COMMENT (5:57:29) – None.

J. FOR POSSIBLE ACTION: ADJOURNMENT

(5:57:43) – MOTION: Commissioner Crowell moved to adjourn the meeting. The meeting adjourned at 5:58 p.m.

The Minutes of the August 12, 2015 Carson City Regional Transportation Commission meeting are so approved this 14th day of October, 2015.

BRAD BONKOWSKI, Chair