

CARSON CITY REGIONAL TRANSPORTATION COMMISSION
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A regularly scheduled meeting of the Carson City Regional Transportation Commission was held on Wednesday, July 12, 2006, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada, beginning at 5:30 p.m.

PRESENT: Chairperson Richard S. Staub, Vice Chairperson Charles Des Jardins, and Commissioners Shelly Aldean, Larry Hastings, and Michael Zola

STAFF PRESENT: City Manager Linda Ritter, Public Works Director Andy Burnham, Community Development Director Walter Sullivan, City Engineer Larry Werner, Deputy Public Works Manager Mark Jackson, Senior Deputy District Attorney Michael Suglia, Senior Public Works Operations Chief Curtis Horton, RTC Engineer Harvey Brotzman, Street Foreman Rick Beckerdite, Recording Secretary Katherine McLaughlin, and Asphalt Specialist John Platt (RTC 7/12/06 Recording 5:28:30)

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 5:30 p.m. Roll call was taken. The entire Commission was present, constituting a quorum.

B. APPROVAL OF MINUTES 6/14/06 (5:29:30) - Upon hearing no amendments or corrections, Commissioner Des Jardins moved to approve the Minutes. Commissioner Aldean seconded the motion. Motion carried 5-0.

C. MODIFICATION OF AGENDA (5:29:43) - Item G-2, Project Status Report, was deferred.

D. PUBLIC COMMENTS (5:30:00) - RTC Engineer Harvey Brotzman announced that Roop Street from College Parkway to Northridge will be closed on July 18. Signs have been posted advising the motorists of the proposed closure. The construction work planned for the area was described. The Contractor feels that he should be able to complete the work in one day although the sidewalks and "window dressing" will not be completed until the following week. Discussion indicated that the contractor may complete the project ahead of schedule. For formal action was required or taken on this item.

E. DISCLOSURES (5:31:10) - None.

F. PUBLIC MEETING ITEMS:

F-1. DISCUSSION AND ACTION ON AND RECOMMENDATION THAT THE BOARD OF SUPERVISORS APPROVE AN AGREEMENT WITH C & A INVESTMENTS, LLC, TO ACCEPT AN ACCESS EASEMENT ACROSS A PARCEL OF LAND (APN 008-371-47) TO SERVE

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THE BRUNSWICK (EMPIRE) CEMETERY (APN 008-371-31) (5:31:23) - City Engineer Larry Werner - Discussion explained that Ormsby County had at one time had an easement to the cemetery. Sometime in the 1960s, however, Ormsby County gave up the access. The public has been accessing the cemetery through various construction sites since that time. Julius Ballardini has agreed to provide an easement to allow access to the cemetery. The access route was limned. The City will be required to install a parking area and a small amount of fencing. Mr. Ballardini's concerns regarding the access and liability issues have been addressed by the District Attorney's Office. Discussion also indicated that none of the Commissioners had received the agreement in their packets with the exception of Chairperson Staub. Mr. Werner indicated that he had not received the information and apologized for the oversight. Commissioner Aldean pointed out that the Board of Supervisors will approve the agreement and that she and Chairperson Staub will see it at that time. Discussion indicated that the agreement could be delayed, if desired. Commissioner Des Jardins explained his attempt to reach the cemetery. Mr. Werner explained that there are gates that have been closed to prohibit public access. They will remain closed until the agreement is signed. The route that the public has used to reach the cemetery was described. This route mixes construction equipment and traffic at the batch plant with the motoring public. An access from Morgan Mill Road is not possible for unnamed reasons. Mr. Werner indicated that there could be an implied easement as the cemetery has been used for many years. Occasional burials are still occurring there. The County abandoned a portion of Akron which was originally Old Brunswick Road. This was the original access route to the cemetery. People have been trespassing since then to reach the cemetery. The agreement will provide a legal access to the cemetery. Clarification indicated that the City owns the cemetery and City staff has been maintaining it. Commissioner Hastings expressed his comfort with accepting staff's recommendation and recommending approval of the agreement to the Board of Supervisors. He felt that the City could be found negligent if an individual becomes upset about the lack of access. Commissioner Des Jardins wished to see the agreement. Commissioner Zola and Chairperson Staub supported approving the agreement. Public comments were solicited but none were given. Commissioner Hastings moved to recommend that the Board of Supervisors approve an agreement with C and A Investments, LLC, to provide an access easement across a parcel of land, APN 008-371-47, to the Brunswick Cemetery, APN 008-371-31, with no fiscal impact. Commissioner Zola seconded the motion. Motion carried 5-0.

F-2. DISCUSSION ON THE DESIGN WORKSHOP HELD JULY 11, 2006 TO RECEIVE COMMENTS REGARDING MODIFICATIONS TO PARKING ADJACENT TO THE JOHN STREET/NORTH STEWART STREET INTERSECTION (5:40:12) - RTC Engineer Harvey Brotzman - Exhibits illustrated Alternatives A and B. Fourteen individuals attended the workshop. Five individuals submitted written comments. Copies of the comments were given to the Commission and Clerk. (A copy is in the file.) They supported Alternative A. Comments from the public were solicited but none were given. Property owner Nancy Sweetland was in attendance but did not wish to speak. Her written comments are in the file. No formal action was required or taken.

F-3. DISCUSSION AND ACTION TO RECOMMEND THAT THE BOARD OF SUPERVISORS APPROVE AN AGREEMENT BETWEEN CARSON CITY AND SNAP-ON INCORPORATED FOR RIGHT-OF-WAY, EASEMENTS AND PERMISSION TO CONSTRUCT ON PARCEL APN 010-051-38 FOR THE WIDENING OF FAIRVIEW DRIVE (5:41:31) - City Engineer Larry Werner, Senior Deputy District Attorney Michael Suglia - The need for a force majeure clause was discussed. Mr. Suglia acknowledged that he had not considered it. This clause is normally found in

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performance contracts. Commissioner Aldean explained her concern about the failure to remove the parking lot at the end of the three-month time frame. Mr. Werner explained Snap-On's desire to have a parking lot in the proposed location. The longer the parking lot remains, the more beneficial it is for Snap-On. The proposed parking lot will not conform to Planning and Zoning regulations. Therefore, its removal is mandated. If it remains at the site for a longer period, it will have to be brought up to Code. Commissioner Aldean then asked staff to review the description of the easement for landscaping and utilities. They are all approximate locations, however, one course appeared to be missing. Mr. Werner concurred that there should be four courses in the descriptions. He agreed to verify the description(s). Public comments were solicited but none were given. Commissioner Zola moved to recommend that the Board of Supervisors approve an agreement between Carson City and Snap-On Incorporated for right-of-way, easements, and permission to construct on parcel APN 010-051-38 for the widening of Fairview Drive. Commissioners Hastings and Des Jardins seconded the motion. Motion carried 5-0.

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

G-1. FUTURE AGENDA ITEMS (5:48:38) - City Engineer Larry Werner advised that several items were requested at the last meeting. Staff is working on them and will eventually bring them to the Commission. Chairperson Staub advised that the new Traffic Manager will start to work on July 31. City Manager Linda Ritter explained that they are working on a marketing plan for JAC. When it is completed, it will be brought to the Commission. The Public Information Team is working with the marketing consultant on ads to "reintroduce" JAC. Staff is also working on the enclosures and the location of the stops. When they are completed, the service will be "reintroduced". RTC will be asked to approve the changes once they have been finalized. Public Works Director Andrew Burnham also indicated that the agreements regarding the RTC, CAMPO, and Board of Supervisors relationships and responsibilities, including maintenance, are being revamped. Direction on some of the policies regarding these procedures will be requested in the future. Deputy Public Works Manager Mark Jackson is working on the interlocal agreement with Douglas County regarding the DART and CAMPO's relationships. It will be presented to the Douglas County Commissioners later this month and be brought to the RTC next month. Commissioner Aldean explained that she had received some cost figures for running JAC into Douglas County. It appears that it will cost approximately \$85,000, which includes FTA funds. Discussion is allegedly occurring with the Chamber of Commerce about having the JAC service in the industrial area. The concept is to provide JAC service to that area and shorten the route into Douglas County. Mr. Burnham indicated that the concept will be presented to the Chamber later this month. It should be to the RTC in August. Mr. Brotzman advised that he has been attending the NDOT monthly meetings on Highway 50 in response to Commissioner Hastings' request that a copy of the Highway 50 study be provided to the Commission. He felt that NDOT may not meet its original timetable for this study as well as a similar study on Highway 395. Discussion indicated that NDOT is not doing a study on narrowing Stewart Street. State Public Works had thought about it but the idea did not go far. Mr. Burnham indicated that he would discuss the project with Pam Wilcox during their next meeting. Commissioner Aldean explained that the proposal to narrow Carson Street will require providing an offset on another downtown street. Mr. Burnham committed to bringing Redevelopment's concept of Carson Street after the freeway is opened to the Commission when its traffic modeling has been completed. No formal action was required or taken on any of these items.

G-2. PROJECT STATUS REPORT (5:29:43) - Deferred.

G-3. PRESENTATION ON THE CITY STREET MAINTENANCE PROGRAM (5:54:14) - Public Works Director Andrew Burnham, Senior Public Works Operations Chief Curtis Horton, Street Foreman Rick Beckerdite, Asphalt Specialist John Platt - Following Mr. Burnham introduction of the staff, a computerized slide presentation was given highlighting the Street Maintenance program. (A copy is in the file.) He explained the term lane miles and indicated that the freeway is not included in the calculated lane mileage. Justification for rejecting the State's offer to transfer some of its streets to the City was based on the need to have an established program and funding to maintain the streets. Discussion indicated that the State may discontinue maintenance of these streets but may not totally abandon them. It was suggested that the five cent tax currently being given to the State for the freeway be used as an offset for the maintenance of the State roads. Mr. Burnham explained that the maintenance cost per mile to maintain a road. The five-cent tax may provide adequate revenue to justify consideration of using it as an offset for accepting responsibility for the State roadways. Staffing problems for the seasonal programs were noted. Discussion noted the cost to make ADA improvements to the sidewalks and described the current policy of repairing/rehabilitating sidewalks. ADA has revised its handicapped ramps. Grooved surfaces and plates are now required. It is a low priority on the City's list of improvements. The City will not be in trouble with ADA so long as the City continues to work on the list; however, ADA may not consider a 20-year program to be acceptable. Efforts have been undertaken to double the current program. Grant funding for this program was noted. Mr. Burnham also advised the Commission that a pedestrian program will be coming to the Commission in approximately three months. It will include the need to make some policy decisions. Discussion explained that the sidewalk "trip and/or fall" sites have priority for repair or rehabilitation. Subdivisions without sidewalks are not considered a priority. The new Master Plan included priorities which placed Carson Street and Highway 50 as priorities. Justification for using City staff to make the repairs/rehabilitation improvements was based on the higher contractor costs. Discussion indicated that the City policy has been to ask the private property owner to repair the sidewalk if his/her tree buckles the sidewalk. The City's policy of splitting the cost of making sidewalk improvements was considered to be a success; however, during the last legislature the Statutes were changing making the sidewalk the City's responsibility. The policy has since been dropped. The priority listing is not impacted by a property owner's desire to sell his/her property or the property owners willingness to participate. Commissioner Aldean suggested that the priority ranking consider a property owner's willing-ness to participate. Discussion explained: The drainage program proposed for Edmonds Drive to keep runoff out of the "Carson canyon area" of the freeway. The need for RTC to have a serious discussion regarding development of a policy to not accept street dedications from new subdivisions that includes the liability imposed when the City does accept street dedications. The policy requiring property owners to clear snow off sidewalks. Why some ADA handicapped ramps that have grooves. Justification for the ADA mandated plates in handicapped ramps. The policy to use trustees rather than the Alternative Sentencing individuals for painting over graffiti on signs. The JAC service installation of 200 signs by the Department. The slurry seal program which requires repainting of crossing signs. The cooperation and participation from various Departments required by the snow removal program which included the Vehicle Maintenance Division. The annual development of a list of contractors who are used to augment the City staff during heavy snow storms. Updating of the map delineating street priorities for snow removal. Justification for having RTC review the map and for acquiring a third street sweeper. The need to include JAC and school bus routes on snow removal priority maps. Commissioner Zola suggested that a trash removal program for the bicycle paths be established similar to NDOT's highway trash removal program. Mr. Burnham described a current Fire

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Department program that utilizes a Nevada Department of Forestry prison crew on a year-round basis. He suggested consideration of using this crew for trash removal. Discussion explored: The ability to remove graffiti from the JAC shelters. The list of special projects handled by Street Maintenance including creation of parking lots, destruction of the Sheriff's facility, and the former Detox Center. The work performed at Animal Control. Chairperson Staub asked that someone remove a recliner on Fairview near Snap-On. Discussion continued on: The Department's involvement with Waterfall Fire and its aftermath including flood control. Mr. Platt then explained the roadway evaluation program including his personal analysis of all of the City streets. Streets receiving a rating of 70 or less are placed on the priority list for rehab or other maintenance work as deemed appropriate. Discussion detailed: The reasons consistency in the rating is required. The intent to add RTC in the evaluation process and to develop a 4 or 5-year program. The need to analyze the former County roads in the southeast section of the City and determine their status and rating. The present slurry seal program, its life span, funding limitations, and escalating costs. Mr. Burnham's budget review included estimated revenue for 2007 and 2008, the fiscal year 2006-07 budget, and the need to increase the funding for major maintenance, manpower, and ADA improvements. He reiterated the need to carefully analyze any State program transferring control of their roadways to the City. Presentations will be given regarding: the overlay program and its issues/challenges; the streets with grindings in the southeast section of the City; the need to increase the weed abatement program; and the impact of the best management practices and maintenance programs. The Commission and Clerk asked for copies of the slide program as one was not provided in the packet. (A copy was later given to the Clerk and is included in the file.) Commissioner Hastings and Chairperson Staub complimented staff on its efforts to maintain the City streets. Mr. Burnham advised that a revised agreement among RTC, CAMPO and the Board of Supervisors will be brought to them for consideration and to ensure that there is an agreement on the alignment of responsibilities. Justification for considering the broad range of impacts and to develop all encompassing, comprehensive programs was provided. Comments also stressed the importance of ongoing maintenance. The Commission complimented staff on its efforts to maintain good roads in the community and stressed the need for education on the ADA requirements and the legal parameters connected to the various revenue sources. No formal action was taken or required.

H. ADJOURNMENT - RTC (6:56:01) - Commissioner Aldean moved to adjourn. Commissioner Zola seconded the motion. Motion carried 5-0. Chairperson Staub adjourned the meeting at 6:57 p.m.

The Minutes of the July 12, 2006, Carson City Regional Transportation Commission meeting

ARE SO APPROVED ON August 9, 2006.

/s/
Richard S. Staub, Chairperson