

# CARSON CITY REGIONAL TRANSPORTATION COMMISSION

## Minutes of the June 14, 2017 Meeting

### Page 1

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 14, 2017 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Brad Bonkowski  
Vice Chairperson Jim Smolenski  
Commissioner Lori Bagwell  
Commissioner Mark Kimbrough  
Commissioner Jack Zenteno

**STAFF:** Darren Schulz, Public Works Department Director  
Patrick Pittenger, Transportation Manager  
Dirk Goering, Senior Transportation Planner  
Cortney Bloomer, Health Educator / Western Nevada Safe Routes to School Coordinator  
J. Daniel Yu, Deputy District Attorney  
Kathleen King, Chief Deputy Clerk

**NOTE:** A recording of these proceedings, the commission's agenda materials, and any written comments or documentation provided to the Clerk, during the meeting, are part of the public record. These materials are available for review, in the Recording Secretaries Division of the Carson City Clerk's Office, during regular business hours.

**1. CALL TO ORDER AND DETERMINATION OF A QUORUM (5:14:25)** - Chairperson Bonkowski called the meeting to order at 5:14 p.m. Ms. King called the roll; a quorum was present.

**2. AGENDA MANAGEMENT NOTICE (5:14:54)** - Chairperson Bonkowski introduced this item, and entertained modifications to the agenda. At Mr. Pittenger's request, Chairperson Bonkowski modified the agenda to address items 6(B) and (C) prior to item 6(A). Chairperson Bonkowski entertained additional requests to modify the agenda and, when none were forthcoming, deemed the agenda adopted as amended.

**3. DISCLOSURES (5:15:44)** - Chairperson Bonkowski entertained disclosures; however, none were forthcoming.

**4. PUBLIC COMMENT (5:15:54)** - Chairperson Bonkowski advised that he would make a presentation, and invited Mr. Pittenger and Mr. Goering to join him at the podium. Chairperson Bonkowski advised that Mr. Pittenger would be resigning his position to go to work in Merced, California. Chairperson Bonkowski expressed appreciation for the opportunity to have worked with Mr. Pittenger, and commended the staff in the Transportation Division. Mr. Goering read into the record the language of a commemorative plaque which was presented to Mr. Pittenger. Chairperson Bonkowski also presented Mr. Pittenger with a gift certificate to Café at Adele's.

Chairperson Bonkowski entertained public comment. (5:17:51) NDOT Assistant Director of Planning Sondra Rosenberg expressed appreciation for the opportunity to have worked with Mr. Pittenger. Mr. Pittenger commended Ms. Rosenberg's leadership of the NDOT Planning Division.

(5:18:57) Ms. Bloomer expressed appreciation for Mr. Pittenger's assistance and support.

## CARSON CITY REGIONAL TRANSPORTATION COMMISSION

### Minutes of the June 14, 2017 Meeting

#### Page 2

(5:19:38) City Manager Nick Marano stated that Mr. Pittenger will be very difficult to replace. “You’re one in a handful of people who actually makes everything that people see here in Carson City ... all work. When I look back ... at the projects that ... you’ve had a hand in, every one of them has a common trend and the common trend is the execution and the planning of them was superb. Everything from infrastructure projects; the routine maintenance projects; if you look at the JAC System, ... not just in the infrastructure, in the technology, in the customer-centric phasing of the JAC System, ... you’ve done a lot and a lot of it’s cutting edge. ... you’re going to be hard to replace. A year and a half ago, if you remember, as we’re gearing up right now for the Carson City Offroad, a year and a half ago, at the City level it was not looking so good. I didn’t have anyone who was actually in charge of herding all the cats. I put you in charge of it. It was actually the best decision that I’ve made in three years here because ... the Carson City Offroad, from the City perspective, from the planning and execution phase, went off without a hitch. It has become ... and will become our signature event. It’s put Carson City on the map with a really important demographic. We’re going to see that this coming week so that event really is going to have your fingerprints on it for a long time. You’re going to leave behind here quite a legacy and I think you should be proud of it. You’re going to a great job. Talk about herding cats. You’re going to be herding some cats there with all those local governments but you’re ready for it and I think you’re going to be a great boss, you’re going to be a great chief executive. You’ve done a superb job here. The only thing that we could have done is get that fuel revenue indexing passed, but it wasn’t for lack of trying.” Mr. Marano wished Mr. Pittenger good luck.

The commissioners, City staff, and the citizens present applauded. Mr. Pittenger discussed the leadership experience he gained from working with Mr. Marano, Mr. Schulz, and the commissioners. He expressed appreciation for the opportunity to have worked in Carson City and for the wide variety of experiences and education.

(5:24:58) Commissioner Bagwell congratulated Mr. Pittenger. Commissioner Kimbrough commended Mr. Pittenger for his involvement in promoting Carson City as a bicycle community, for his willingness to involve the public at every level, for his “can do” attitude, and for ensuring Carson City “gets its fair share” of every possible funding opportunity. Chairperson Bonkowski echoed Commissioner Kimbrough’s comments, and commended Mr. Pittenger on the “exceptional job of bringing money into Carson City for road projects.”

Chairperson Bonkowski entertained additional public comment. (5:27:15) Doreen Mack, of Lofty Expressions and President of the Downtown 20 / 20 Group, commended Mr. Pittenger on his assistance in getting “the downtown parking.” Ms. Mack introduced Sam Flakus, and distributed to the commissioners and staff a conceptual rendering of a downtown arch, proposed for the corners of Fifth and Carson Streets and William and Carson Streets. Ms. Mack advised that Mr. Flakus designed the arch, that grant funding and a structural engineer are being sought, and that a presentation will be agendaized for a future commission meeting. (5:28:58) Mr. Flakus thanked Mr. Pittenger for his service and for all he helped to accomplish in Carson City. Chairperson Bonkowski entertained additional public comment; however, none was forthcoming.

**5. ACTION ON APPROVAL OF MINUTES - May 10, 2017 (5:29:55) - Chairperson Bonkowski introduced this item, and entertained a motion. Commissioner Bagwell moved to approve the minutes, as presented. Vice Chairperson Smolenski seconded the motion. Motion carried 5-0.**

**CARSON CITY REGIONAL TRANSPORTATION COMMISSION**

**Minutes of the June 14, 2017 Meeting**

**Page 3**

**6. PUBLIC MEETING ITEMS:**

**6(A) POSSIBLE ACTION TO APPROVE THE SOUTH CARSON STREET COMPLETE STREETS STUDY (5:43:06)** - Chairperson Bonkowski introduced this item. Mr. Goering introduced Devin Moore, of Kimley-Horn and Associates, Inc., and provided an overview of this item. Mr. Goering and Mr. Moore narrated a PowerPoint presentation which was displayed in the meeting room and copies of which were included in the agenda materials. Mr. Moore and Mr. Goering responded to questions of clarification, and discussion followed. In response to a comment, Mr. Pittenger reviewed available funding. Mr. Moore responded to additional questions of clarification.

Chairperson Bonkowski entertained public comment. (6:03:57) Randy Gaa expressed concern over “other alternatives for bicycle lane protection; namely ... the section from Fifth Street down to Fairview, if the solution is a buffer bike lane, possibly considering some type of physical barriers along the buffered bike lane. They have plastic bollards that seem to be relatively inexpensive in comparison to other solutions. The turtle shell-type bumps that they’ve used in some cities. And the other item that I wanted to be considered is I hadn’t heard anything about the reduction of the speed limit along that corridor.” Chairperson Bonkowski advised that the speed limit would be reduced to 35.

Chairperson Bonkowski entertained additional public comment; however, none was forthcoming. In response to a question, Mr. Yu advised that accepting the study rather than approving it would be appropriate. Chairperson Bonkowski entertained a motion. **Commissioner Bagwell moved to accept the South Carson Complete Streets Corridor Study. Vice Chairperson Smolenski seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote.

<b>RESULT:</b>	<b>Approved [5 - 0]</b>
<b>MOVER:</b>	<b>Commissioner Lori Bagwell</b>
<b>SECOND:</b>	<b>Vice Chairperson Jim Smolenski</b>
<b>AYES:</b>	<b>Commissioner Bagwell, Vice Chair Smolenski, Commsrs. Kimbrough, Zenteno, Chair Bonkowski</b>
<b>NAYS:</b>	<b>None</b>
<b>ABSENT:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>

**6(B) POSSIBLE ACTION TO APPROVE COOPERATIVE AGREEMENT P207-17-016, BETWEEN THE CARSON CITY RTC AND THE NEVADA DEPARTMENT OF TRANSPORTATION, FOR 12 BATTERY BACKUP SYSTEMS AND 239 RETRO-REFLECTIVE BACK PLATES, AND TO AUTHORIZE THE TRANSPORTATION MANAGER TO SIGN FUTURE AMENDMENTS TO THIS AGREEMENT REGARDING TIME EXTENSIONS OR CHANGE IN THE VALUE OF FUNDING, UP TO 20% OF THE INITIAL FUNDING AMOUNT (5:30:23)** - Chairperson Bonkowski introduced this item, and Mr. Pittenger reviewed the agenda materials. In response to a question, Public Works Operations Manager James Jacklett explained that the new Spooner Junction will have a battery backup system as part of the new project. “We also have a couple other signals, including the Research Way signal, that have a battery backup. We’ve been putting them in. We have another 13 that we’re ... in the process of installing right now. We have a ranking of priority matrix for those and, as capital funding allows, we’ll continue to do that this next year and on into the future until we get all of these with battery backup power.” Mr. Jacklett thanked NDOT Engineering Division staff

**CARSON CITY REGIONAL TRANSPORTATION COMMISSION**

**Minutes of the June 14, 2017 Meeting**

**Page 4**

for their assistance. In response to a further question, Mr. Jacklett advised that Highway 50 East and I-580 intersection signal is included in the subject project.

Chairperson Bonkowski entertained additional commissioner questions or comments and public comments. When no further questions or comments were forthcoming, Chairperson Bonkowski entertained a motion. **Commissioner Bagwell moved to approve Cooperative Agreement P207-17-06, between the Carson City RTC and the Nevada Department of Transportation, for 12 battery backup systems and 239 retro-reflective back plates, and to authorize the Transportation Manager to sign future amendments to this agreement regarding time extensions or a change in the value of funding up to 10 percent of the initial funding amount. Commissioner Kimbrough seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote.

<b>RESULT:</b>	Approved [5 - 0]
<b>MOVER:</b>	Commissioner Lori Bagwell
<b>SECOND:</b>	Commissioner Mark Kimbrough
<b>AYES:</b>	Commissioners Bagwell, Kimbrough, Zenteno, Vice Chair Smolenski, Chair Bonkowski
<b>NAYS:</b>	None
<b>ABSENT:</b>	None
<b>ABSTAIN:</b>	None

**6(C) POSSIBLE ACTION TO APPROVE COOPERATIVE AGREEMENT NM274-17-816, BETWEEN THE CARSON CITY RTC AND THE NEVADA DEPARTMENT OF TRANSPORTATION, FOR A RECTANGULAR RAPID FLASHING BEACON PROJECT ON U.S. 50 AT SILVER STATE STREET, AND TO AUTHORIZE THE TRANSPORTATION MANAGER TO SIGN FUTURE AMENDMENTS TO THIS AGREEMENT REGARDING TIME EXTENSIONS (5:36:54)** - Chairperson Bonkowski introduced this item, and Mr. Pittenger reviewed the agenda materials. NDOT Assistant Director of Planning Sondra Rosenberg responded to questions of clarification, and discussion ensued. In reference to NDOT Transportation Planner Kevin Verre's presentation during the CAMPO meeting, Mr. Pittenger advised that NDOT is designing additional rectangular rapid flashing beacons for Stewart Street. "... they're ... looking to put federal money towards those and we're only being asked to provide the 5 percent match ..."

Chairperson Bonkowski entertained additional commissioner questions or comments and public comments. When no additional questions or comments were forthcoming, he entertained a motion. **Commissioner Kimbrough moved to approve Cooperative Agreement NM274-17-816, between the Carson City RTC and the Nevada Department of Transportation, for a Rectangular Rapid Flashing Beacon project on U.S. 50 at Silver State Street, and to authorize the Transportation Manager to sign future amendments to this agreement regarding time extensions. Commissioner Bagwell seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote.

**CARSON CITY REGIONAL TRANSPORTATION COMMISSION**

**Minutes of the June 14, 2017 Meeting**

**Page 5**

<b>RESULT:</b>	Approved [5 - 0]
<b>MOVER:</b>	Commissioner Mark Kimbrough
<b>SECOND:</b>	Commissioner Lori Bagwell
<b>AYES:</b>	Commissioners Kimbrough, Bagwell, Zenteno, Vice Chair Smolenski, Chair Bonkowski
<b>NAYS:</b>	None
<b>ABSENT:</b>	None
<b>ABSTAIN:</b>	None

**6(D) POSSIBLE ACTION TO APPROVE THE COMPLETE STREETS PERFORMANCE MONITORING PROGRAM (6:05:57)** - Chairperson Bonkowski introduced this item, and Mr. Goering reviewed the agenda materials. Chairperson Bonkowski entertained public comment and, when none was forthcoming, a motion. **Commissioner Bagwell moved to approve the Complete Streets Performance Monitoring Program. Commissioner Kimbrough seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote.

<b>RESULT:</b>	Approved [5 - 0]
<b>MOVER:</b>	Commissioner Lori Bagwell
<b>SECOND:</b>	Commissioner Mark Kimbrough
<b>AYES:</b>	Commissioners Bagwell, Kimbrough, Zenteno, Vice Chair Smolenski, Chair Bonkowski
<b>NAYS:</b>	None
<b>ABSENT:</b>	None
<b>ABSTAIN:</b>	None

**6(E) POSSIBLE ACTION TO DETERMINE THAT NEVADA BARRICADE & SIGN COMPANY, INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NRS CHAPTER 338, AND TO AWARD CONTRACT NO. 1617-148, "2017 LONG LINE PROGRAM," FOR A BASE BID OF \$158,525.30, PLUS A 10% CONTINGENCY AMOUNT OF UP TO \$15,852.53, FOR A NOT-TO-EXCEED AMOUNT OF \$174,377.83, TO BE FUNDED FROM THE PROPERTY SERVICES / LONG LINE STRIPING ACCOUNT, AS PROVIDED IN THE FY 18 BUDGET (6:09:49)** - Chairperson Bonkowski introduced this item. Mr. Pittenger reviewed the agenda materials, and responded to questions of clarification. Chairperson Bonkowski entertained commissioner questions or comments and public comments. When no questions or comments were forthcoming, Chairperson Bonkowski entertained a motion. **Commissioner Bagwell moved to determine that Nevada Barricade and Sign Company, Inc. is the lowest responsive and responsible bidder, pursuant to NRS Chapter 338, and to award Contract No. 1617-148, "2017 Long Line Program," for a base bid of \$158,525.30, plus a ten percent contingency amount of up to \$15,852.53, for a total not-to-exceed amount of \$174,377.83, to be funded from the Property Services / Long Line Striping Account, as provided in the FY 18 budget. Vice Chairperson Smolenski seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote.

**CARSON CITY REGIONAL TRANSPORTATION COMMISSION**

**Minutes of the June 14, 2017 Meeting**

**Page 6**

<b>RESULT:</b>	Approved [5 - 0]
<b>MOVER:</b>	Commissioner Lori Bagwell
<b>SECOND:</b>	Vice Chairperson Jim Smolenski
<b>AYES:</b>	Commissioner Bagwell, Vice Chair Smolenski, Commsrs. Kimbrough, Zenteno, Chair Bonkowski
<b>NAYS:</b>	None
<b>ABSENT:</b>	None
<b>ABSTAIN:</b>	None

**7. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**

**7(A) STREET OPERATIONS ACTIVITY REPORT (6:13:46)** - Chairperson Bonkowski introduced this item, and Mr. Pittenger reviewed the report which was included in the agenda materials.

**7(B) PROJECT STATUS REPORT (6:15:00)** - Chairperson Bonkowski introduced this item, and Mr. Pittenger reviewed the report which was included in the agenda materials.

**7(C) FUTURE AGENDA ITEMS (6:19:33)** - Commissioner Bagwell left the meeting at 6:20 p.m. A quorum of the commission was still present. Mr. Pittenger reviewed the tentative agenda for the July commission meeting.

**8. COMMISSIONER COMMENTS (6:20:59)** - Chairperson Bonkowski entertained commissioner comments; however, none were forthcoming.

**9. PUBLIC COMMENT (6:21:05)** - Chairperson Bonkowski entertained public comment; however, none was forthcoming.

**10. INFORMATION ONLY - THE NEXT MEETING IS TENTATIVELY SCHEDULED FOR 4:30 P.M. ON WEDNESDAY, JULY 12, 2017 IN THE COMMUNITY CENTER SIERRA ROOM, 851 EAST WILLIAM STREET (6:21:10)** - Chairperson Bonkowski reviewed the meeting information.

**11. ACTION ON ADJOURNMENT (6:21:21)** - A motion was made to adjourn the meeting at 6:21 p.m.

The Minutes of the June 14, 2017 Carson City Regional Transportation Commission meeting are so approved this 12<sup>th</sup> day of July, 2017.

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BRAD BONKOWSKI, Chair