

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the December 13, 2017 Meeting

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A regular meeting of the Carson City Regional Transportation Commission was scheduled to begin following adjournment of the Carson Area Metropolitan Planning Organization on Wednesday, December 13, 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

STAFF: Lucia Maloney, Transportation Manager
Dirk Goering, Senior Transportation Planner
Graham Dollarhide, Transit Coordinator
Hailey Lang, Transportation Planner
Cortney Bloomer, Bicycle and Pedestrian Coordinator
Jason Link, Chief Financial Officer
Dan 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 Clerk's Office, during regular business hours.

1. CALL TO ORDER AND DETERMINATION OF A QUORUM (4:46:48) - Chairperson Bonkowski called the meeting to order at 4:46 p.m. Ms. King called the roll; a quorum was present. Commissioner Zenteno was absent.

2. AGENDA MANAGEMENT NOTICE (4:47:15) - Chairperson Bonkowski entertained modifications to the agenda; however, none were forthcoming.

3. DISCLOSURES (4:47:19) - Chairperson Bonkowski entertained disclosures; however, none were forthcoming.

4. PUBLIC COMMENT (4:47:27) - Chairperson Bonkowski entertained public comment; however, none was forthcoming.

5. POSSIBLE ACTION ON APPROVAL OF MINUTES - November 27, 2017 (4:47:45) - Chairperson Bonkowski introduced this item, and entertained a motion. **Vice Chairperson Smolenski moved to approve the minutes, as presented. Commissioner Bagwell seconded the motion. Motion carried 4-0.**

6. PUBLIC MEETING ITEMS:

6(A) POSSIBLE ACTION TO APPROVE THE SUBMISSION OF A COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION BY THE PUBLIC WORKS DEPARTMENT FOR ADA IMPROVEMENTS ALONG COLLEGE PARKWAY, BETWEEN NORTH CARSON STREET AND NORTHGATE LANE (4:48:07) - Chairperson Bonkowski introduced this item, and Mr. Goering reviewed the agenda materials. Commissioner Kimbrough commented on the importance of the

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ADA improvements. Mr. Goering and Ms. Maloney responded to questions of clarification. Chairperson Bonkowski entertained additional commissioner questions or comments and public comments and, when none were forthcoming, a motion. **Commissioner Bagwell moved to approve the submission of a Community Development Block Grant application by the Public Works Department for ADA improvements to College Parkway, between North Carson Street and Northgate Lane. Commissioner Kimbrough seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 4-0.**

6(B) POSSIBLE ACTION TO ACCEPT A BUREAU OF LAND MANAGEMENT RIGHT-OF-WAY OFFER PRESENTED TO CARSON CITY FOR THE ROADWAY AND ASSOCIATED IMPROVEMENTS NEEDED FOR THE CONSTRUCTION AND MAINTENANCE OF SIERRA VISTA LANE, AS PART OF THE FEDERAL LANDS ACCESS PROGRAM GRANT PROJECT ACROSS APN 010-261-05 (4:51:42) - Chairperson Bonkowski introduced this item. Mr. Goering reviewed the agenda materials, and responded to questions of clarification. Chairperson Bonkowski entertained public comment and, when none was forthcoming, a motion. **Vice Chairperson Smolenski moved to accept the Bureau of Land Management Right-of-Way offer, presented to Carson City for the roadway and associated improvements needed for the construction and maintenance of Sierra Vista Land, as part of the Federal Lands Access Program Grant project, across APN 010-261-05. Commissioner Bagwell seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 4-0.**

6(C) POSSIBLE ACTION TO APPROVE AMENDMENT NO. 1 TO CONTRACT NO. 1516-129 WITH MV TRANSPORTATION, INC. TO ADD \$24,985.84 FOR THE REMAINDER OF YEAR TWO (JANUARY 1, 2018 TO SEPTEMBER 30, 2018), AND \$33,315.45 FOR YEAR THREE (OCTOBER 1, 2018 TO SEPTEMBER 30, 2019), TO THE CONTRACT FOR THE OPERATION OF JAC FIXED ROUTE AND JAC ASSIST PARATRANSIT SERVICE (4:55:32) - Chairperson Bonkowski introduced this item. Mr. Dollarhide introduced MV Transportation Senior Vice President Mark Elias and General Manager Farrell Bonnar, and reviewed the agenda materials. Mr. Bonnar and Mr. Dollarhide responded to questions of clarification, and discussion ensued. Chairperson Bonkowski entertained additional commissioner questions or comments and public comments and, when none were forthcoming, a motion. **Commissioner Kimbrough moved to approve Amendment No. 1 to Contract No. 1516-129 with MV Transportation, Inc. to add \$24,985.84 for the remainder of year two (January 1, 2018 to September 30, 2018), and \$33,314.45 for year three (October 1, 2018, to September 30, 2019), to the contract for the operation of JAC fixed-route and JAC Assist paratransit service. Commissioner Bagwell seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 4-0.**

6(D) POSSIBLE ACTION TO APPROVE THE PURCHASE OF 24 BATTERY BACKUP SYSTEMS AND 239 BACKPLATE KITS, FROM SIERRA TRANSPORTATION AND TECHNOLOGIES, FOR A NOT-TO-EXCEED AMOUNT OF \$113,455.00, TO BE FUNDED FROM THE STREET SIGNAL REPAIR AND MAINTENANCE ACCOUNT (5:04:41) - Chairperson Bonkowski introduced this item. Ms. Maloney reviewed the agenda materials, and responded to questions of clarification. Chairperson Bonkowski entertained additional commissioner questions or comments and public comments and, when none were forthcoming, a motion. **Commissioner Kimbrough moved to approve the purchase of 24 battery backup systems and 239 backplate kits, from Sierra Transportation and Technologies, for a not-to-exceed amount of \$113,455.00, to be funded from the**

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Street Signal Repair and Maintenance Account. Vice Chair Smolenski seconded the motion. Chairperson Bonkowski entertained discussion on the motion and Ms. Maloney responded to additional questions of clarification. Chairperson Bonkowski called for a vote on the pending motion. **Motion carried 4-0.**

7. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS

7(A) TRANSPORTATION MANAGER'S REPORT (5:12:40) - Chairperson Bonkowski introduced this item, and Ms. Maloney presented her report.

7(B) STREET OPERATIONS ACTIVITY REPORT (5:14:07) - Chairperson Bonkowski introduced this item, and Ms. Maloney presented the report which was included in the agenda materials. Chairperson Bonkowski entertained questions or comments; however, none were forthcoming.

7(C) PROJECT STATUS REPORT (5:14:27) - Chairperson Bonkowski introduced this item, and Ms. Maloney presented the report which was included in the agenda materials. Chairperson Bonkowski entertained questions or comments; however, none were forthcoming.

7(D) FUTURE AGENDA ITEMS (5:16:30) - Chairperson Bonkowski introduced this item, and Ms. Maloney reviewed the tentative agenda for the January commission meeting.

8. COMMISSIONER COMMENTS (5:18:34) - Chairperson Bonkowski entertained commissioner comments and, when none were forthcoming, wished everyone a Merry Christmas and a happy holiday season.

9. PUBLIC COMMENTS (5:18:58) - Chairperson Bonkowski entertained public comment; however, none was forthcoming.

10. THE NEXT MEETING IS TENTATIVELY SCHEDULED FOR 4:30 P.M. ON WEDNESDAY, JANUARY 10, 2018, IN THE COMMUNITY CENTER SIERRA ROOM, 851 EAST WILLIAM STREET (5:19:05) - Chairperson Bonkowski read this information into the record.

11. ACTION TO ADJOURN (5:19:15) - Chairperson Bonkowski thanked everyone for their attendance and participation, and adjourned the meeting at 5:19 p.m.

The Minutes of the December 13, 2017 Carson City Regional Transportation Commission meeting are so approved this _____ day of January, 2018.

BRAD BONKOWSKI, Chair