

# CARSON CITY REGIONAL TRANSPORTATION COMMISSION

## Minutes of the April 11, 2018 Meeting

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A meeting of the Carson City Regional Transportation Commission was scheduled to begin following adjournment of the Carson Area Metropolitan Planning Organization meeting on Wednesday, April 11, 2018 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Vice Chairperson Lori Bagwell  
Commissioner Mark Kimbrough  
Commissioner Chas Macquarie  
Commissioner Greg Stedfield

**STAFF:** Darren Schulz, Public Works Department Director  
Lucia Maloney, Transportation Manager  
Dirk Goering, Senior Transportation Planner  
Graham Dollarhide, Transit Coordinator  
Hailey Lang, Transportation Planner  
Jason Link, Chief Financial Officer  
Dan Yu, Deputy District Attorney  
Tamar Warren, 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 (5:30:55) -** Vice Chairperson Bagwell called the meeting to order at 5:30 p.m. Ms. Warren called the roll; a quorum was present. Chairperson Bonkowski was absent.

**2. AGENDA MANAGEMENT NOTICE (5:31:18) -** Vice Chairperson Bagwell entertained modifications to the agenda; however, none were forthcoming.

**3. DISCLOSURES (5:31:23) -** Vice Chairperson Bagwell entertained disclosures; however, none were forthcoming.

**4. PUBLIC COMMENT (5:31:33) -** Vice Chairperson Bagwell entertained public comment; however, none was forthcoming.

**5. ACTION ON APPROVAL OF MINUTES - March 14, 2018 (5:31:45) -** Vice Chairperson Bagwell introduced this item. **Commissioner Kimbrough moved to approve the minutes. Commissioner Stedfield seconded the motion. Motion carried 4-0.**

**6. PUBLIC MEETING ITEMS:**

**6(A) PRESENTATION OF A PROGRESS REPORT ON THE PEDESTRIAN CROSSING IMPROVEMENTS TO BE LOCATED ON STEWART STREET, BETWEEN LITTLE LANE AND WRIGHT WAY; IMPROVEMENTS INCLUDE TWO RECTANGULAR RAPID FLASHING BEACONS, LIGHTING, AND ASSOCIATED ADA IMPROVEMENTS (5:32:10) -** Vice Chairperson Bagwell introduced this item. Mr. Goering provided background information, reviewed the agenda materials, and introduced NDOT Traffic Safety Engineer / Program

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Manager Lori Campbell. Ms. Campbell presented the project in conjunction with displayed slides, and responded to questions of clarification. Discussion followed. Vice Chairperson Bagwell entertained public comment and, when none was forthcoming, thanked Ms. Campbell for her presentation.

**6(B) POSSIBLE ACTION TO AUTHORIZE THE CARSON CITY REGIONAL TRANSPORTATION COMMISSION TO REIMBURSE THE FEDERAL HIGHWAY ADMINISTRATION, CENTRAL FEDERAL LANDS HIGHWAY DIVISION, FOR SCOPING WORK ASSOCIATED WITH THE FEDERAL LANDS ACCESS PROGRAM GRANT FOR KINGS CANYON ROAD AND TRAILHEAD PROJECT (5:54:29)** - Vice Chairperson Bagwell introduced this item, and Mr. Goering reviewed the agenda materials. Ms. Maloney commended Mr. Goering on management of the second FLAP grant. Vice Chairperson Bagwell entertained commissioner and public comments and, when none were forthcoming, a motion. **Commissioner Kimbrough moved to authorize the Carson City Regional Transportation Commission to reimburse the Federal Highway Administration Central Federal Lands Highway Division for scoping work associated with the Federal Lands Access Program grant for Kings Canyon Road and trailhead project. Commissioner Macquarie seconded the motion.** Vice Chairperson Bagwell entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 4-0.**

**6(C) POSSIBLE ACTION TO APPROVE CARSON CITY'S FISCAL YEAR 2019 - 2023 PAVEMENT MANAGEMENT PLAN (5:58:39)** - Vice Chairperson Bagwell introduced this item, and Ms. Maloney provided background information. Mr. Goering reviewed the agenda materials, noting the revised plan which had been distributed to the commissioners, the Clerk, and made available to the public prior to the start of the meeting. Mr. Goering and Ms. Maloney responded to questions of clarification. Vice Chairperson Bagwell entertained public comment and, when none was forthcoming, a motion. **Commissioner Macquarie moved to approve Carson City's Fiscal Year 2019 - 2023 Pavement Management Plan. Commissioner Stedfield seconded the motion.** Vice Chairperson Bagwell entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 4-0.**

**6(D) INFORMATIONAL OVERVIEW ON BUDGETS OF THE TRANSIT, CARSON CITY REGIONAL TRANSPORTATION COMMISSION, AND STREET MAINTENANCE (6:15:20)** - Vice Chairperson Bagwell introduced this item, and Ms. Maloney provided an overview. Ms. Maloney noted that the commission had recently approved approximately \$230,000 toward the Curry Street Project. She advised that the funding is reserved in the Transportation Infrastructure Account for 2019.

Mr. Link reviewed the agenda materials in conjunction with displayed slides. Mr. Link, Ms. Maloney, and Mr. Goering responded to questions of clarification. Mr. Schulz provided additional detail. Vice Chairperson Bagwell entertained public comment; however, none was forthcoming.

**6(E) POSSIBLE ACTION TO DETERMINE THAT INTERMOUNTAIN SLURRY SEAL IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NRS CHAPTER 338, AND TO AWARD CONTRACT NO. 1718-170, "FAIRVIEW PAVEMENT PRESERVATION PROJECT," FOR A BASE BID OF \$344,344.00, PLUS A TEN PERCENT CONTINGENCY AMOUNT OF UP TO \$34,434.40, FOR A TOTAL NOT-TO-EXCEED**

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**AMOUNT OF \$378,778.40, TO BE FUNDED FROM THE RTC ACCOUNT, AS PROVIDED IN THE FY 18 BUDGET (6:25:51)** - Vice Chairperson Bagwell introduced this item, and Mr. Goering reviewed the agenda materials. Vice Chairperson Bagwell entertained commissioner and public comments and, when none were forthcoming, a motion. **Commissioner Kimbrough moved to determine that Intermountain Slurry Seal is the lowest responsive and responsible bidder, pursuant to NRS Chapter 338, and to award Contract No. 1718-170, "Fairview Pavement Preservation Project," for a base bid of \$344,344.00, plus a ten percent contingency amount of up to \$34,434.40, for a total not-to-exceed amount of \$378,778.40, to be funded from the RTC Account, as provided in the FY 18 budget. Commissioner Macquarie seconded the motion. Motion carried 4-0.** Ms. Maloney advised that the bid was submitted approximately \$300,000 under the engineer's estimate. "This is a really good example of the types of cost savings that we talked about earlier with the Pavement Management Plan. We had extra money in the budget this year for the reasons [Mr. Goering] mentioned and we set ourselves up to get into that early bid schedule ... and it's also a long distance on a single facility so we're getting those cost savings for a single mobilization, single testing contract and those types of things. So we did see the costs come down in this contract. ... those are the types of things we're hoping to gain from that Pavement Management Plan."

**7. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**

**7(A) TRANSPORTATION MANAGER'S REPORT (6:29:18)** - Vice Chairperson Bagwell introduced this item, and Ms. Maloney presented her report.

**7(B) STREET OPERATIONS ACTIVITY REPORT (6:33:24)** - Vice Chairperson Bagwell introduced this item, and Ms. Maloney reviewed the report which was included in the agenda materials.

**7(C) PROJECT STATUS REPORT (6:33:56)** - Vice Chairperson Bagwell introduced this item, and Ms. Maloney reviewed the report which was included in the agenda materials.

**7(D) FUTURE AGENDA ITEMS (6:34:18)** - Vice Chairperson Bagwell introduced this item, and Ms. Maloney reviewed the tentative agenda for the May commission meeting.

**8. COMMISSIONER COMMENTS (6:35:05)** - Vice Chairperson Bagwell entertained commissioner comments; however, none were forthcoming.

**9. PUBLIC COMMENT (6:35:31)** - Vice Chairperson Bagwell entertained public comment; however, none was forthcoming.

**10. THE NEXT MEETING IS TENTATIVELY SCHEDULED FOR WEDNESDAY, MAY 9, 2018, IN THE COMMUNITY CENTER SIERRA ROOM, 851 EAST WILLIAM STREET, CARSON CITY, NEVADA (6:35:37)** - Vice Chairperson Bagwell read this information into the record.

**11. ACTION ON ADJOURNMENT (6:35:47)** - Vice Chairperson Bagwell adjourned the meeting at 6:35 p.m.

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The Minutes of the April 11, 2018 Carson City Regional Transportation Commission meeting are so approved this 9<sup>th</sup> day of May, 2018.

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LORI BAGWELL, Vice Chair