

**CARSON CITY REGIONAL TRANSPORTATION COMMISSION**

**Minutes of the October 10, 2018 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 meeting on Wednesday, October 10, 2018 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Brad Bonkowski  
Vice Chairperson Lori Bagwell  
Commissioner Mark Kimbrough  
Commissioner Greg Stedfield

**STAFF:** Lucia Maloney, Transportation Manager  
Graham Dollarhide, Transit Coordinator  
Hailey Lang, Transportation Planner  
Karissa Moffett, Bicycle and Pedestrian Coordinator  
Iris Yowell, 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 (5:10:47)** - Chairperson Bonkowski called the meeting to order at 5:10 p.m. Ms. King called the roll; a quorum was present. Commissioner Macquarie was absent.

**2. AGENDA MANAGEMENT NOTICE (5:11:20)** - Chairperson Bonkowski entertained modifications to the agenda; however, none were forthcoming.

**3. DISCLOSURES (5:11:35)** - Chairperson Bonkowski entertained disclosures; however, none were forthcoming.

**4. PUBLIC COMMENT (5:11:41)** - Chairperson Bonkowski entertained public comment; however, none was forthcoming.

**5. ACTION ON APPROVAL OF MINUTES - September 12, 2018 (5:11:59)** - Chairperson Bonkowski introduced this item, and entertained a motion. **Commissioner Kimbrough moved to approve the minutes, as presented. Vice Chairperson Bagwell seconded the motion. Motion carried 4-0.**

**6. PUBLIC MEETING ITEMS:**

**6(A) POSSIBLE ACTION TO ACCEPT DONATIONS FROM THE ROTARY CLUB OF CARSON CITY AND APMFG FABRICATORS, INC. FOR THE PURCHASE OF FIVE BUS SHELTERS FOR THE JUMP AROUND CARSON TRANSIT SYSTEM, AND TO AUTHORIZE THE CHAIR TO SIGN LETTERS OF ACCEPTANCE FOR THE DONATIONS (5:12:18)** - Chairperson Bonkowski introduced this item, and Mr. Dollarhide presented the agenda materials. Chairperson Bonkowski invited Carson City Rotary Club representatives to speak; however, they declined.

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Chairperson Bonkowski thanked the Carson City Rotary Club and APMFG Fabricators, Inc. Mr. Dollarhide responded to questions of clarification. Ms. Maloney commended Mr. Dollarhide on coordinating the partnership with the Rotary Club and APMFG Fabricators, Inc.

Chairperson Bonkowski entertained additional questions or comments of the commissioners and, when none were forthcoming, requested the Rotary Club representatives to convey the commission's appreciation. Chairperson Bonkowski entertained a motion. **Commissioner Kimbrough moved to accept donations from the Rotary Club of Carson City and APMFG Fabricators, Inc. for the purchase of five bus shelters for the Jump Around Carson Transit System, and to authorize the Chair to sign letters of acceptance for the donations. Vice Chairperson 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(B) INFORMATION ON THE JUMP AROUND CARSON FEDERAL FISCAL YEAR 2019 - 2022 TRANSIT ASSET MANAGEMENT PLAN (5:18:14)** - Chairperson Bonkowski introduced this item, and Mr. Dollarhide presented the agenda materials. Chairperson Bonkowski entertained questions or comments of the commissioners and of the public; however, none were forthcoming.

**6(C) INFORMATION ON THE ANNUAL AVERAGE TRAFFIC COUNTS COLLECTED BY THE NEVADA DEPARTMENT OF TRANSPORTATION (5:20:17)** - Chairperson Bonkowski introduced this item, and Ms. Maloney presented the agenda materials. Ms. Maloney introduced NDOT Transportation Planner / Analyst Mark Wooster, who provided additional detail. Mr. Wooster and Ms. Maloney responded to questions of clarification, and discussion followed. Chairperson Bonkowski thanked Mr. Wooster and Ms. Maloney for their presentation.

**6(D) POSSIBLE ACTION TO APPROVE THE SUBMISSION OF A RECREATIONAL TRAILS PROGRAM GRANT APPLICATION BY THE PUBLIC WORKS DEPARTMENT FOR THE LINEAR DITCH MULTI-USE PATH CROSSING PROJECT AT SALIMAN ROAD (5:31:29)** - Chairperson Bonkowski introduced this item, and Ms. Maloney presented the agenda materials. Commissioner Kimbrough advised that he is very familiar with this portion of the multi-use path. "... it goes up to Governor's Field and it dumps you on the roadway. It doesn't go anywhere and it's really dangerous ... So I'm hoping maybe somehow you can work with Carson City to get them into Governor's Field or something that ends that because now we're encouraging more people to use that linear trail which is exciting ... but that's a really bad piece where it just dumps you right on to Roop with no markings or anything. All of a sudden, you're there. So, just something to put on the list. ... I think it's even more important now that we address that somehow with Parks." Ms. Maloney acknowledged the importance and assured Commissioner Kimbrough that the matter "has been on the list ..." Ms. Maloney advised of having had "several discussions, including [that she and Public Works Department Director Darren] Schulz ... have met with NDOT staff regarding a connection across ... the parking lot ... and then how we would get it next to Governor's Field and connect so we have this whole trail system.

The status of the next ... stage of that would be we're looking at it as a separate project but also

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related to the South Carson Street Project and how Stewart Street comes in and how we connect the trail from Stewart Street across over to Governor's Field over to this crossing for this grant application.”

Chairperson Bonkowski entertained public comment and, when none was forthcoming, a motion. **Vice Chairperson Bagwell moved to approve the submission of a Recreational Trails Program Grant application, by the Public Works Department, for the linear ditch multi-use path crossing project at Saliman Road. 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.**

**7. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**

**7(A) TRANSPORTATION MANAGER'S REPORT (5:35:47)** - Chairperson Bonkowski introduced this item, and Ms. Maloney presented her report. Chairperson Bonkowski entertained questions or comments; however, none were forthcoming.

**7(B) STREET OPERATIONS ACTIVITY REPORT (5:37:59)** - Chairperson Bonkowski introduced this item, and Ms. Maloney requested input of the commissioners on the format and contents of the report. Following a brief discussion, Chairperson Bonkowski entertained additional questions or comments; however, none were forthcoming.

**7(C) PROJECT STATUS REPORT (5:41:40)** - Chairperson Bonkowski introduced this item. Ms. Maloney presented the report which was included in the agenda materials, and responded to questions of clarification. Chairperson Bonkowski entertained questions or comments of the commissioners; however, none were forthcoming.

**7(D) FUTURE AGENDA ITEMS (5:47:58)** - Chairperson Bonkowski introduced this item, and Ms. Maloney reviewed the tentative agenda for the November commission meeting.

**8. COMMISSIONER COMMENTS (5:49:10)** - Chairperson Bonkowski entertained commissioner comments; however, none were forthcoming.

**9. AGENDA POSTING INFORMATION**

**10. THE NEXT MEETING IS TENTATIVELY SCHEDULED for Wednesday, November 14, 2018 in the Community Center Sierra Room, 851 East William Street (5:50:21)** - Chairperson Bonkowski read this information into the record.

**11. PUBLIC COMMENT (5:50:31)** - Chairperson Bonkowski entertained public comment; however, none was forthcoming.

**12. ACTION ON ADJOURNMENT (5:50:44)** - Chairperson Bonkowski adjourned the meeting at 5:50 p.m.

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The Minutes of the October 10, 2018 Carson City Regional Transportation Commission meeting are so approved this 14<sup>th</sup> day of November, 2018.

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BRAD BONKOWSKI, Chair