

**MINUTES**  
**Regular Meeting**  
**Carson City Regional Transportation Commission**  
**Wednesday, October 8, 2014 ● 3:30 PM**  
**Community Center Sierra Room, 851 East William Street, Carson City, Nevada**

**Board Members**

<b>Chair – John McKenna</b>	<b>Vice Chair – Jim Smolenski</b>
<b>Commissioner – Brad Bonkowski</b>	<b>Commissioner – Mark Kimbrough</b>
<b>Commissioner – Robert McQueary</b>	

**Staff**

Darren Schulz, Public Works Department Director  
Lee Plemel, Community Development Director  
Patrick Pittenger, Transportation Manager  
Joseph Ward, Senior Deputy District Attorney  
Graham Dollarhide, Transit Coordinator  
Tamar Warren, Deputy Clerk/Recording Secretary

**NOTE:** A recording of these proceedings, the Board’s agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder’s Office, and available for review during regular business hours.

The televised Regional Transportation Commission (RTC) meeting recordings are available on: <http://www.breweryarts.org/carson-tv-public-access/rtccampo/>.

**A. CALL TO ORDER AND DETERMINATION OF QUORUM (3:31:02) – A quorum was present.**

Attendee Name	Status	Left
Chairperson John McKenna	Present	4:40:30
Vice Chairperson Jim Smolenski	Present	
Commissioner Brad Bonkowski	Absent	
Commissioner Mark Kimbrough	Present	
Commissioner Robert McQueary	Present	

**B. PUBLIC COMMENT (3:31:51) – None.**

**C. For Possible Action: APPROVAL OF MINUTES**

**C-1 For Possible Action: ACTION TO APPROVE THE MINUTES OF THE August 13, 2014 MEETING.**

**(3:32:02) – MOTION: I move to approve the minutes of the RTC meeting of August 13, 2014 as presented.**

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Smolenski
<b>SECONDER:</b>	Kimbrough
<b>AYES:</b>	McKenna, Smolenski, Kimbrough McQueary
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Bonkowski

E. **DISCLOSURES** (3:32:39) – None.

F. **PUBLIC HEARING ITEMS**

**F1 FOR POSSIBLE ACTION: TO RECOMMEND TO THE BOARD OF SUPERVISORS ACCEPTANCE OF THE CONCEPTUAL DESIGN OF THE REFRESH CARSON DOWNTOWN PLAN FOR CARSON STREET BETWEEN WILLIAM AND FIFTH STREETS TO ALLOW STAFF TO CONTINUE TO DEVELOP MORE DETAILED DESIGN ELEMENTS OF THE PLAN.**

(3:33:08) – Mr. Pittenger gave background and introduced the item. He also introduced co-presenter Lee Plemel, Community Development Director.

(3:34:01) – Mr. Plemel and Mr. Pittenger delivered a PowerPoint presentation, incorporated into the record, and noted that this information had been presented in public open houses and other public forums as well. Mr. Plemel also referred the public to the [www.completestreets.com](http://www.completestreets.com) website for additional information and encouraged them to click on the “contact us” tab to provide feedback.

(4:04:08) – In response to a question by Chairperson McKenna, Mr. Plemel explained that the current feedback was on the design concept, adding that the RTC and the public would have further opportunities for input, in the form of checkpoints on the project, as plans were developed. He also stated that further clarification on the RTC role would be requested from the Board of Supervisors (BOS).

(4:07:50) – Mr. Schulz stated that a formal recommendation from the RTC was the desired outcome from this meeting, adding that the “streets portion” would still fall under the RTC’s responsibility.

(4:08:46) – Vice Chairperson Smolenski received confirmation that some of the deeper asphalt may remain on Carson Street, because it was a “highway”, while the top portion would be removed. However, Mr. Schulz was not certain to what extent until the actual removal of the existing asphalt. Mr. Plemel clarified that Curry Street would serve as a means for “connecting the pedestrian environment we are creating”. Mr. Pittenger added that the side streets would serve as an “important parking resource for downtown in general”.

(4:12:40) – Commissioner McQueary was informed that additional maintenance costs had been identified for the Business Improvement District; however, Mr. Pittenger was not certain snow removal was included. Mr. Schulz clarified that the snow removal is currently being done by the businesses and the plan would not change. He also noted that they would address several options with the businesses relating to snow removal.

(4:15:30) – Commissioner Kimbrough inquired about parking meters and was informed that the issue had not yet been addressed, and that input from businesses would be sought first. He also suggested accumulating the ploughed snow in the middle instead of on the sides of Carson Street. Discussion ensued regarding the use of the Nugget Casino parking properties.

#### **PUBLIC COMMENTS**

(4:23:50) – Donna Inversin, President, Muscle Powered, noted her group’s support of the downtown corridor design. She also indicated that they would engage in conversations with the City regarding bicycle racks.

(4:25:10) – Chairperson McKenna received confirmation that the Public Works Department was aware of the location of utilities under Carson Street.

**(4:26:10) – MOTION: I move to recommend to the Board of Supervisors acceptance of the conceptual design of the Refresh Carson City downtown plan along Carson Street between William and Fifth Streets to allow Staff to continue to develop more detailed design elements of the plan.**

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Kimbrough
<b>SECONDER:</b>	Smolenski
<b>AYES:</b>	McKenna, Smolenski, Kimbrough McQueary
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Bonkowski

**PUBLIC COMMENTS**

(4:26:38) – None.

**F2 INFORMATION ON CHANGES TO A PEDESTRIAN CROSSING AT CARSON STREET AND SPEAR STREET.**

(4:26:43) – Mr. Pittenger gave background and presented the agenda materials, which are incorporated into the record. He also recommended hiring a contractor to remove the crosswalk in question and install barriers to prevent pedestrians from crossing the street as soon as possible.

(4:29:25) – Vice Chairperson Smolenski was informed that the barriers would prohibit crossing the street and they would be accompanied by a sign.

**PUBLIC COMMENTS**

(4:30:05) – Christine Auman stated that her father was the one injured in that specific crosswalk and expressed her approval of the plan presented by Mr. Pittenger. Commissioner Kimbrough noted that the use of chains had been ineffective in the past.

**F-3 FOR POSSIBLE ACTION: TO DETERMINE THAT V & C CONSTRUCTION, INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PURSUANT TO N.R.S. CHAPTER 338 AND TO AWARD CONTRACT NO. 1415-065, “NYE LANE PEDESTRIAN IMPROVEMENTS” FOR A BID AMOUNT OF \$92,086.15, PLUS A CONTINGENCY AMOUNT OF \$9,208.00, FOR A TOTAL NOT TO EXCEED PRICE OF \$101,294.15 TO BE FUNDED FROM THE GRANT FUND, CAPITAL PROJECTS/CONSTRUCTION ACCOUNT AS PROVIDED IN FY 2014/2015 BUDGET.**

(4:31:37) – Mr. Pittenger presented the agenda materials which are incorporated into the record.

(4:32:50) – Vice Chair Smolenski was informed that grant requirements were enforced very strictly.

**PUBLIC COMMENTS** – None.

**(4:49:38) – MOTION: I move to determine that V&C Construction, Inc. is the lowest responsive and responsible bidder pursuant to N.R.S. Chapter 338 and to award Contract Number 1415-065, “Nye Lane Pedestrian Improvements” for a bid amount of \$92,086.15, plus a contingency amount of \$9,208.00, for a total not-to-exceed price of \$101,294.15 to be funded from the Grant Fund, Capital Projects/Construction account as provided in the FY 2014/2015 budget.**

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Smolenski
<b>SECONDER:</b>	McQueary
<b>AYES:</b>	McKenna, Smolenski, Kimbrough, McQueary
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Bonkowski

**F-4 FOR POSSIBLE ACTION: TO APPROVE PROPOSED REVISIONS TO THE SNOW REMOVAL MAP.**

(4:35:16) – Mr. Pittenger presented the agenda materials, incorporated into the record, and highlighted the changes to the current snow removal map.

(4:37:40) – In response to a question by Vice Chairperson Smolenski, Mr. Pittenger confirmed that the updated map was available to the public. He also noted that if the map were not on the Public Works Department website, it would be. Discussion ensued regarding non-ploughed routes and Mr. Pittenger clarified that should the snow last long, streets not highlighted on the map may also get ploughed. Chairperson McKenna was informed that the public could contact the Department of Public Works to inquire about a specific need.

**(4:40:00) – MOTION: I move to approve the proposed revisions to the snow removal map.**

**PUBLIC COMMENTS** – None.

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	McQueary
<b>SECONDER:</b>	Smolenski
<b>AYES:</b>	McKenna, Smolenski, Kimbrough, McQueary
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Bonkowski

(4:40:31) – Chairperson McKenna left the meeting at 4:40 p.m. Vice Chairperson Smolenski chaired the remainder of the meeting. A quorum was still present.

**G-1: STREET OPERATIONS REPORT – AUGUST 2014./G-2: PROJECT STATUS REPORT. / G-3: FUTURE AGENDA ITEMS.**

(4:40:49) – Mr. Pittenger presented the Public Works Department monthly status report and explained that the Hells Bells Road sidewalk improvements were coming to an end and cleanup was underway. He also noted that the East Fifth Street pedestrian improvements were underway. Mr. Pittenger stated that the William Street path improvements and the Western Nevada College sidewalk improvements were in design phases, adding that the latter project would begin in winter 2015. He noted that the slurry seal project was still ongoing. In response to a question, Mr. Pittenger clarified that the Long Street project would take place on one side of the street only.

(4:42:10) – Mr. Pittenger reported that several projects were “in the hopper” and would be included in future agendas.

**H. COMMISSION COMMENTS** – None.

**I. PUBLIC COMMENT** – None.

**J. FOR POSSIBLE ACTION: ADJOURNMENT**

**(4:43:24) – MOTION: Commissioner Kimbrough moved to adjourn. The meeting was adjourned at 4:43 p.m.**

The Minutes of the October 8, 2014 Carson City Regional Transportation Commission meeting are so approved this 10<sup>th</sup> day of December, 2014.

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JOHN MCKENNA, Chair