

**NOTICE OF MEETING OF THE
CARSON CITY REGIONAL TRANSPORTATION
COMMISSION (RTC)**

Day: Wednesday
Date: October 12, 2022
Time: Begins immediately after the adjournment of the Carson Area Metropolitan Planning Organization meeting that begins at 4:30 p.m.
Location: Community Center, Robert “Bob” Crowell Board Room
851 East William Street
Carson City, Nevada

AGENDA

NOTICE TO PUBLIC:

Members of the public who wish to view the meeting may watch the livestream of the RTC meeting at www.carson.org/granicus and by clicking on “In progress” next to the meeting date, or by tuning in to cable channel 191. Livestream of the meeting is provided solely as a courtesy and convenience to the public. Carson City does not give any assurance or guarantee that the livestream or cable channel access will be reliable. Although all reasonable efforts will be made to provide livestream, unanticipated technical difficulties beyond the control of City staff may delay, interrupt, or render unavailable continuous livestream capability.

The public may provide public comment in advance of a meeting by written submission to the following email address: cmartinovich@carson.org. For inclusion or reference in the minutes of the meeting, your public comment must include your full name and be submitted via email by not later than 3:00 p.m. the day before the meeting. Public comment during a meeting is limited to three minutes for each speaker.

1. Call to Order – Regional Transportation Commission

2. Roll Call

3. Public Comment:**

The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of this public body.

4. For Possible Action: Approval of Minutes – September 14, 2022

5. Public Meeting Item(s):

5-A For Discussion Only – Discussion and presentation regarding 30% design concepts for the East William Street Complete Streets Project (“Project”).

Staff Summary: This Project includes complete street improvements along East William Street between North Carson Street and the I-580/U.S. Highway 50 interchange, including pavement reconstruction and preservation, utility replacement, safety enhancements, and multi-modal transportation infrastructure. Staff will present the 30% level of design concepts that have been

developed for the corridor based on the previous input and direction from the public and the Regional Transportation Commission (“RTC”). Staff will also discuss the overall status of the design improvements planned for the corridor.

5-B For Possible Action – Discussion and possible action regarding (1) an Interlocal Agreement (“Agreement”) with Douglas County for the development of a Douglas County Safe Routes to School Master Plan (“Douglas County Plan”) through the Western Nevada Safe Routes to Schools Program (“WN-SRTS Program”) with Douglas County responsible for providing \$20,000 to serve as local matching funds; and (2) authority for the Transportation Manager to sign the Agreement as well as future amendments to the Agreement.

Staff Summary: The WN-SRTS Program was established in 2017 and serves Kindergarten through 8th grade students within Carson City and Douglas, Lyon, and Storey Counties. The Carson City Regional Transportation Commission (“RTC”) administers the WN-SRTS Program through a cooperative agreement with the Nevada Department of Transportation (“NDOT”) and that agreement with NDOT requires the RTC to provide local matching funds. If the Agreement is approved, RTC will develop the Douglas County Plan in cooperation with Douglas County, and Douglas County will reimburse the RTC for a portion of the local match associated with the Douglas County Plan in an amount not to exceed \$20,000.

5-C For Possible Action – Discussion and possible action regarding the Regional Transportation Commission’s (“RTC”) option under Contract 21300284 (“Contract”) to direct HDR Engineering, Inc. (“HDR”) to perform the second phase of the Appion Way Intersection and Traffic Signal Design Project (“Project”), which covers 90% and final design services (“Phase 2 Services”), with a not to exceed amount of \$69,136 and a total Contract amount not to exceed \$223,120.

Staff Summary: The Project is an intersection improvement project in Performance District 4 and includes roadway and traffic signal design at the intersection of South Carson Street and Appion Way. HDR is assisting Carson City staff by performing project management, traffic signal design, and civil engineering plans for the Project. The Contract, with a not to exceed amount of \$223,120 is intended to cover two phases of work. Upon approval of the Contract, HDR commenced phase one to reach 50% Project design (“Phase 1 Services”), with a not to exceed amount of \$153,984. If RTC exercises the Contract’s option for Phase 2 Services, HDR will complete the 90% and final design plans, as well as provide support for construction bid documents, for an amount not to exceed \$69,136. Therefore, the Contract’s not to exceed amount of \$223,120 comprises \$153,984 for Phase 1 Services and, if approved by the RTC, \$69,136 for Phase 2 Services. Both phases of the Project are anticipated to be completed by June 30, 2023.

5-D For Discussion Only – Discussion and presentation regarding the Jump Around Carson (“JAC”) Federal Fiscal Year (“FFY”) 2023–2026 Transit Asset Management (“TAM”) Plan.

Staff Summary: A TAM Plan is a federally required document that provides a system to monitor and manage public transportation capital assets to enhance safety, reduce maintenance costs, increase reliability, and improve performance. The federal regulations require transit operators to develop a TAM Plan for capital assets used to provide public transit services, including vehicles, facilities, equipment, and other infrastructure. A full update of the TAM Plan is required every four years. Staff have developed a TAM Plan for FFY 2023 through FFY 2026 that meets the federal requirements.

6. Non-Action Items:

6-A Transportation Manager’s Report

6-B Street operations activity report for August 2022

6-C Other comments and reports, which could include:

- Future agenda items
- Status review of additional projects
- Internal communications and administrative matters
- Correspondence to the RTC
- Additional status reports and comments from the RTC
- Additional staff comments and status reports

7. Public Comment:**

The public is invited at this time to comment on any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under this item of the agenda.

8. For Possible Action: To Adjourn

****PUBLIC COMMENT LIMITATIONS** – The RTC will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken. **Public comment will be limited to three minutes per speaker to facilitate the efficient conduct of a meeting and to provide reasonable opportunity for comment from all members of the public who wish to speak.** Testimony from a person who is directly involved with an item, such as City staff, an applicant or a party to an administrative hearing or appeal, is not considered public comment and would not be subject to a three-minute time limitation.

Agenda Management Notice - Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Titles of agenda items are intended to identify specific matters. If you desire detailed information concerning any subject matter itemized within this agenda, including copies of the supporting material regarding any of the items listed on the agenda, please contact Christopher Martinovich, Transportation Manager, in writing at 3505 Butti Way, Carson City, Nevada, 89701 or at cmartinovich@carson.org, or by phone at (775) 887-2355 at least 24 hours in advance.

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify RTC staff in writing at 3505 Butti Way, Carson City, Nevada, 89701 or at cmartinovich@carson.org, or by calling Christopher Martinovich at (775) 887-2355 at least 24 hours in advance of the meeting.

This agenda and backup information are available on the City’s website at www.carson.org/agendas and at the office for Carson City Public Works - 3505 Butti Way, Carson City, Nevada, 89701 (775) 887-2355.

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