

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

**Day:** Wednesday  
**Date:** January 11, 2023  
**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](http://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](mailto: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 – December 14, 2022**

**5. Public Meeting Item(s):**

5-A For Possible Action – Discussion and possible action regarding nomination and election of a Chairperson and Vice-Chairperson for calendar year 2023 for the Carson City RTC.

Staff Summary: The RTC will consider the nomination and election of a Chairperson and Vice-Chairperson to serve for a one-year term, calendar year 2023, commencing immediately. Under

NRS 277A.180(3) and CCMC 11.20.030, the Chairperson must be one of the two Board of Supervisors members appointed to RTC.

5-B For Possible Action – Discussion and possible action regarding Contract 23300195 (“Contract”) for Parametrix, Inc. (“Parametrix”) to assist in the development of a Douglas County Safe Routes to School Master Plan (“Douglas County Plan”) as part of the Western Nevada Safe Routes to School (“WNSRTS”) grant program, with a not to exceed amount of \$365,088.

Staff Summary: The Contract is for the development of the Douglas County Plan, with input from RTC staff, the WNSRTS program, the Douglas County School District, the Douglas County Transportation Department, and the Douglas County Sheriff’s Office. Parametrix will complete the Douglas County Plan which includes data collection, analysis, community engagement, research and development resulting in a data-driven safety action plan. The Douglas County Plan will enhance the Safe Routes to School (“SRTS”) planning process for Douglas County with an emphasis on safety issues for students when walking, biking and rolling to school. The Douglas County Plan will identify and prioritize recommendations for projects as well as program improvements within a 2-mile radius of each of the 11 schools in Douglas County. The Project is anticipated to take approximately 9 months to complete.

5-C For Possible Action – Discussion and possible action regarding a determination that ARMAC Construction, LLC (“ARMAC”) is the lowest responsive and responsible bidder pursuant to Nevada Revised Statutes (“NRS”) Chapter 338 for the Roop Street Road and Sewer Reconstruction Project (“Project”) to make improvements to Roop Street between 5<sup>th</sup> Street and Musser Street and to award Contract No. 23300249 for the Project to ARMAC for a total not to exceed amount of \$1,404,836.68.

Staff Summary: This contract is for all labor, materials, tools, and equipment necessary for Project improvements which include concrete sidewalk and curb ramp upgrades, utility improvements, and pavement reconstruction. The not to exceed amount of \$1,404,836.68 includes the base bid amount of \$1,277,124.25, plus a 10% contingency amount of \$127,712.43. The engineer’s estimate was \$1,413,000.00.

5-D For Possible Action – Discussion and possible action regarding (1) Highway Agreement No. PR699-22-063 (“Agreement”) between the Carson City Regional Transportation Commission (“RTC”) and the Nevada Department of Transportation (“NDOT”) to partially fund pedestrian, bicycle, and roadway improvements near Carson Middle School and Bordewich Bray Elementary School (“Project”) for a total of \$1,052,632.00, with \$1,000,000 from Federal earmark funding known as Congressionally Designated Spending (“CDS”) and a 5% local match of \$52,632; and (2) authorization for the Transportation Manager to execute the Agreement as well as any future amendments to the Agreement regarding extensions of time or changes in funding amounts not exceeding 10% of the present amount.

Staff Summary: The Project, referred to in the Agreement as the West Carson Vulnerable User Pedestrian Safety Improvement Project, has a total estimated cost of \$1,250,000. The Project was identified and prioritized using the Carson City Safe Routes to School Master Plan. Carson City was awarded \$1,000,000 in CDS funds for the Project in Federal Fiscal Year (“FFY”) 2022. This Agreement allows NDOT to disperse CDS funds to RTC for use on the Project.

**6. Non-Action Items:**

6-A Transportation Manager’s Report

6-B 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**

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**\*\*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](mailto: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](mailto:cmartinovich@carson.org), or by calling Christopher Martinovich at (775) 887-2355 at least 24 hours in advance of the meeting.

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 Carson City Public Works, 3505 Butti Way  
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