

CARSON CITY REGIONAL TRANSPORTATION COMMISSION

Minutes of the March 8, 2017 Meeting

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A regular meeting of the Carson City Regional Transportation Commission was scheduled for 4:30 p.m. on Wednesday, March 8, 2017 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Brad Bonkowski
Vice Chairperson Jim Smolenski
Commissioner Lori Bagwell
Commissioner Mark Kimbrough

STAFF: Patrick Pittenger, Transportation Manager
Dirk Goering, Senior Transportation Planner
Graham Dollarhide, Transit Coordinator
Hailey Lang, Transportation Planner
Dan Yu, 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 Recording Secretaries Division of the Carson City Clerk's Office, during regular business hours.

1. CALL TO ORDER AND DETERMINATION OF A QUORUM (4:29:15) - Chairperson Bonkowski called the meeting to order at 4:29 p.m. Ms. King called the roll; a quorum was present. Commissioner Zenteno was absent.

2. PUBLIC COMMENT (4:31:07) - Chairperson Bonkowski entertained public comment; however, none was forthcoming.

3. ACTION ON APPROVAL OF MINUTES - February 8, 2017 (4:31:17) - Chairperson Bonkowski entertained suggested revisions to the minutes and, when none were forthcoming, a motion. **Commissioner Bagwell moved to approve the minutes, as submitted. Vice Chairperson Smolenski seconded the motion. Motion carried 4-0.**

4. PUBLIC MEETING ITEMS:

4(A) POSSIBLE ACTION TO AUTHORIZE THE PUBLIC WORKS DEPARTMENT TO EXERCISE A PURCHASE OPTION FOR A FIXED-ROUTE BUS OFF OF EXISTING CONTRACT NO. 1516-099, WITH CREATIVE BUS SALES (ARBOC), FOR A BID AMOUNT OF \$316,399.00, TO BE FUNDED FROM THE TRANSIT FUND, MACHINERY & EQUIPMENT / VEHICLE PURCHASE ACCOUNT, AS PROVIDED IN THE FY 2017 / 18 BUDGET (4:31:51) - Chairperson Bonkowski introduced this item, and Mr. Dollarhide reviewed the agenda materials. In response to a question, Mr. Dollarhide advised that the buses are "all 20 tons and, as stated by the FTA, the useful life is seven years or 200,000 miles. And the ones being sought for replacement have met the useful life in terms of years and in miles." In response to a further question, Mr. Dollarhide advised that two of the buses replaced last summer will be auctioned in April. "We'll probably do the same with this other bus ... as well. ... in the past, we've donated to ... the Senior Center, the Boys and Girls Clubs, ..." Mr. Dollarhide acknowledged that any auction proceeds would be allocated to "fund 225."

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In response to a question, Mr. Pittenger explained “these are formula funds. It’s not a grant that you apply for competitively. So ... the funds are awarded on an annual basis. They’re typically good for ... three years after the award but ... they’ve never actually expired. They just don’t let you make changes after three years for the availability of funds.” In response to a further question, Mr. Pittenger advised that “there has never been a question of viability of the transit system. The transit system runs extremely efficiently and at much lower cost on the per hour basis than any of the peers we’ve ever looked at. It’s run very inexpensively and it’s a very minimal system. Nobody could accuse us of having an exorbitant system, for example. It is so minimal that we truly serve primarily transit-dependent persons that are primarily elderly, disabled, don’t have a car ... And, frankly, the \$400,000 has been flat for a couple years and we expect it to be so and it represents a much smaller investment in the community than in other comparable communities in our opinion.”

In response to a question, Mr. Dollarhide advised there are seven fixed-route and seven paratransit buses, fourteen total. In response to a further question, he reviewed the “minor changes” which he advised would decrease the cost.

Chairperson Bonkowski entertained additional questions or comments of the commissioners and of the public and, when none were forthcoming, a motion. **Commissioner Kimbrough moved to authorize the Public Works Department to exercise a purchase option for a fixed-route bus off of existing Contract No. 1516-099, with Creative Bus Sales, for a bid amount of \$316,399.00, to be funded from the Transit Fund, Machinery & Equipment / Vehicle Purchase Account, as provided in FY 2017 / 18. Vice Chair Smolenski seconded the motion.** Chairperson Bonkowski entertained discussion on the motion. Commissioner Bagwell requested Commissioner Kimbrough to amend his motion to indicate FY 2017. **Commissioner Kimbrough so amended his motion. Vice Chairperson Smolenski continued his second.** Chairperson Bonkowski entertained additional discussion and, when none was forthcoming, called for a vote.

RESULT:	Approved [4 - 0]
MOVER:	Commissioner Mark Kimbrough
SECOND:	Vice Chair Jim Smolenski
AYES:	Commissioner Kimbrough, Vice Chair Smolenski, Commissioner Bagwell, Chair Bonkowski
NAYS:	None
ABSENT:	Commissioner Jack Zenteno
ABSTAIN:	None

4(B) INFORMATION ONLY TO PROVIDE NOTICE OF EXECUTION BY TRANSPORTATION MANAGER OF LONG-TERM CONTRACT WITH THE STATE OF NEVADA, ACTING BY AND THROUGH ITS DEPARTMENT OF HEALTH CARE FINANCING AND POLICY (“DHCFP”), PERTAINING TO PARTIAL REIMBURSEMENT FOR TRANSPORTATION FOR ELIGIBLE MEDICAID RECIPIENTS (4:42:47) - Chairperson Bonkowski introduced this item, and Mr. Dollarhide reviewed the agenda materials. In response to a question, Mr. Dollarhide advised that not entering into the contract would result in no reimbursement for the Medicaid-eligible trips “outside of just the standard \$2 fare per trip. And typically we get ... around \$6 per trip ... from DHCFP. So it is to our advantage to enter into the agreement with them.” In response to a further question, Mr. Dollarhide explained that ridership “has varied widely over the contract term which is part of the reason we were looking into it but the most recent reimbursement we received was \$6,400.

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So, per quarter, that's fairly significant." Mr. Dollarhide and Mr. Pittenger responded to additional questions of clarification, and discussion followed. Chairperson Bonkowski entertained additional questions or comments of the commissioners and of the public; none were forthcoming.

4(C) POSSIBLE ACTION TO AUTHORIZE THE TRANSPORTATION MANAGER TO EXECUTE AN AMENDMENT TO COOPERATIVE AGREEMENT P402-15-063, BETWEEN THE CARSON CITY RTC AND THE NEVADA DEPARTMENT OF TRANSPORTATION, FOR THE AIRPORT ROAD PROJECT, AND TO AUTHORIZE THE TRANSPORTATION MANAGER TO SIGN FUTURE AMENDMENTS TO THIS AGREEMENT REGARDING TIME EXTENSIONS OR A CHANGE IN THE VALUE OF FUNDING UP TO 20 PERCENT OF THE INITIAL FUNDING AMOUNT; AS THE AGREEMENT IS BEING PRESENTED TO THE RTC IN DRAFT FORM, THE TRANSPORTATION MANAGER WILL REVIEW ANY SUBSEQUENT SUBSTANTIVE MODIFICATIONS WITH THE RTC CHAIR PRIOR TO EXECUTION (4:50:27) -

Chairperson Bonkowski introduced this item, and Mr. Goering reviewed the agenda materials. Mr. Pittenger advised of no anticipated changes to the draft agreement. In response to a question, Mr. Pittenger explained the urgency associated with the amendment. In response to a further question, he provided background information on the commission's action to grant the Transportation Manager authority to execute amendments in certain situations. Chairperson Bonkowski provided additional clarification. Mr. Pittenger responded to additional questions of clarification, and discussion ensued.

Chairperson Bonkowski entertained additional questions or comments of the commissioners and, when none were forthcoming, of the public. When no public comment was forthcoming, Chairperson Bonkowski entertained a motion. **Vice Chairperson Smolenski moved to authorize the Transportation Manager to execute an Amendment to Cooperative Agreement P402-15-063, between the Carson City RTC and the Nevada Department of Transportation, for the Airport Road Project, and to authorize the Transportation Manager to sign future amendments to this Agreement regarding time extensions or a change in the value of funding up to 20 percent of the initial funding amount; as the Agreement is being presented to the RTC in draft form, the Transportation Manager will review any subsequent substantive modifications with the RTC Chair prior to the execution. Commissioner Kimbrough seconded the motion.** Chairperson Bonkowski entertained discussion on the motion. Chairperson Bonkowski acknowledged that any substantive changes would be presented to the entire commission. Chairperson Bonkowski called for a vote on the pending motion.

RESULT:	Approved [4 - 0]
MOVER:	Vice Chair Jim Smolenski
SECOND:	Commissioner Mark Kimbrough
AYES:	Vice Chair Smolenski, Commissioners Kimbrough, Bagwell, Chair Bonkowski
NAYS:	None
ABSENT:	Commissioner Jack Zenteno
ABSTAIN:	None

4(D) INFORMATION ONLY TO PROVIDE RTC WITH INFORMATION REGARDING TWO TRANSPORTATION ALTERNATIVES PROGRAM ("TAP") GRANT APPLICATIONS (5:02:55) - Chairperson Bonkowski introduced this item, and Ms. Lang reviewed the agenda materials. At Chairperson Bonkowski's request, Mr. Pittenger reviewed the process associated with allocating the funding. Mr. Pittenger and Mr. Goering responded to additional questions of clarification. Chairperson

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Bonkowski entertained additional questions or comments of the commissioners and of the public; none were forthcoming.

4(E) POSSIBLE ACTION TO DETERMINE THAT COLBRE GRADING & PAVING OF NV, INC. IS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, PURSUANT TO NRS CHAPTER 338, AND TO AWARD CONTRACT NO. 1617-101, "SONOMA STREET RECONSTRUCTION PROJECT," FOR A BASE BID OF \$146,290.85, PLUS A 10 PERCENT CONTINGENCY AMOUNT OF UP TO \$14,629.00, FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$160,919.85, TO BE FUNDED FROM THE REGIONAL TRANSPORTATION FUND, AS PROVIDED IN THE FY 2017 BUDGET (5:10:02) - Chairperson Bonkowski introduced this item, and Mr. Pittenger reviewed the agenda materials. In response to a question, Mr. Pittenger advised that Project Manager Darren Anderson had "looked into Colbre and is satisfied with them." Mr. Pittenger was uncertain as to whether the City had done business with Colbre in the past. He responded to additional questions of clarification, and discussion ensued.

Chairperson Bonkowski entertained public comment and, when none was forthcoming, entertained a motion. **Commissioner Kimbrough moved to determine that Colbre Grading & Paving of NV, Inc. is the lowest responsive and responsible bidder, pursuant to NRS Chapter 338, and to award Contract No. 1617-101, "Sonoma Street Reconstruction Project," for a base bid of \$146,290.85, plus a 10 percent contingency amount of up to \$14,629.00, for a total not-to-exceed amount of \$160,919.85, to be funded from the Regional Transportation Fund, as provided in the FY 2017 budget. Commissioner Bagwell seconded the motion.** Chairperson Bonkowski entertained discussion on the motion and, when none was forthcoming, called for a vote.

RESULT:	Approved [4 - 0]
MOVER:	Commissioner Mark Kimbrough
SECOND:	Commissioner Lori Bagwell
AYES:	Commissioners Bagwell, Kimbrough, Vice Chair Smolenski, Chair Bonkowski
NAYS:	None
ABSENT:	Commissioner Jack Zenteno
ABSTAIN:	None

5. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS

5(A) PROJECT STATUS REPORTS (5:18:08) - Chairperson Bonkowski introduced this item. Mr. Pittenger reviewed the agenda materials, and responded to questions of clarification.

5(B) FUTURE AGENDA ITEMS (5:22:23) - Chairperson Bonkowski introduced this item, and Mr. Pittenger reviewed the tentative agenda for the April commission meeting. Commissioner Bagwell requested Mr. Pittenger to develop a fact sheet on the JAC Transit System, and to make a presentation at the next meeting.

6. COMMISSIONER COMMENTS (5:24:35) - Chairperson Bonkowski entertained commissioner comments; however, none were forthcoming.

7. PUBLIC COMMENTS (5:24:48) - Chairperson Bonkowski entertained public comment; however, none was forthcoming.

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8. ACTION ON ADJOURNMENT (5:24:54) - A motion was made, seconded, and carried unanimously to adjourn the meeting at 5:24 p.m.

The Minutes of the March 8, 2017 Carson City Regional Transportation Commission meeting are so approved this 12th day of April, 2017.

BRAD BONKOWSKI, Chair