

**CHARLIE MYERS, CHAIR
JOHN PATRICK RICE
JEFF WILLIAMS**

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ELKO COUNTY REGIONAL TRANSPORTATION COMMISSION

**ELKO COUNTY REGIONAL TRANSPORTATION COMMISSION,
COUNTY OF ELKO, STATE OF NEVADA, REGULAR MEETING TO BE HELD IN
THE NANNINI ADMINISTRATIVE BUILDING, SUITE 102, 540 COURT STREET,
ELKO, NEVADA, BEGINNING AT 10:00 A.M., PACIFIC TIME.**

REGIONAL TRANSPORTATION COMMISSION

The Regional Transportation Commission, County of Elko, State of Nevada, met in a regular session on Wednesday, April 3, 2013, in Suite 102 of the Nannini Building at 540 Court Street, Elko, Nevada beginning at 10:00 A.M.

Commissioner Members Present: CHARLIE MYERS
 JOHN PATRICK RICE
 JEFF WILLIAMS

Others Present:	CASH MINOR	CFO/Asst. Manager
	RANDY BROWN	Asst. Mgr.
	MARILYN TIPTON	Deputy County Clerk
	CARLOS ESPARZA	Carlin City Public Works Dir.
	OTIS TIPTON	County Road Supervisor
	JOE RAMIREZ	NDOT Traffic Eng.
	DELMO ANDREOZZI	Asst. City Manager
	MARY WINTER	Spring Creek Assoc. Pres.
	BRYCE KIMBER	W. Wendover Public Works
	ABIGAIL WHEELER	EATS Coordinator
JAMES PITTS	Elko County Sheriff	

Chairman Myers called the meeting to order at 10:02 a.m., and led the meeting participants in the Pledge of Allegiance.

[10:02:41 AM](#)

I. PUBLIC COMMENT PERIOD:

No public comments were submitted.

[10:03:13 AM](#)

II. APPROVAL OF PRECEDING MINUTES:

January 9, 2013 - Regular Meeting

MOTION: Commissioner Williams moved to approve the January 9, 2013 meeting minutes. Commissioner Rice seconded the motion. The motion passed unanimously.

[10:03:32 AM](#)

III. ELKO COUNTY REGIONAL STREET AND HIGHWAY FUND:

Review of Quarterly Financial Reports relating to Regional Street and Highway fund.

Cash Minor reported they had collected seven months for a total collection of approximately 1.16 million dollars. He estimated the total collections for this year at 2 million dollars. Cash Minor gave an overview of the entity apportionments for 2013 and their balances after appropriating their apportionments.

Commissioner Myers inquired if there were any outstanding projects that may be over budget.

Cash Minor stated those were addressed at the last meeting.

MOTION: Commissioner Williams moved for approval of the quarterly financial reports. Commissioner Rice seconded.

Commissioner Rice requested clarification that the two and one-half cent additional gas tax was not included in report.

Cash Minor did not believe that was included in this report. He would research that. He explained revenues were two months in arrears from the collection and there was a time line they follow when they increase taxes.

The motion passed unanimously.

[10:06:34 AM](#)

IV. CALIFORNIA TRAIL INTERPRETIVE CENTER:

California Trail Back Country Byway

Discussion, consideration and presentation regarding the California Trail Back Country Byway signage and identification project.

Randy Brown stated he and Commissioner Myers met a week ago at California Trail Center with the BLM representatives. He stated they were proposing a project upon the California Trail route from the Winecup Ranch Road to the San Jacinto Road. The BLM proposed to install two kiosks, one at the

Winecup Ranch entrance and one at the San Jacinto Ranch entrance. Randy Brown stated they had discussed the kiosk notifying the people not to be upon the road during the wrong times of year. He stated the road was adjacent to the trail and the BLM asked for the County's support and recommendation where to place the kiosks. Randy Brown stated this would not cost the County anything. He noted that Otis Tipton had recommended five to six feet off of the road. Randy Brown stated the BLM had asked that staff help them in coordinating with the property owners for the kiosk location. He stated there would be additional signage along the trail and that would be phased in over the next four years. Randy Brown stated Commissioner Myers had suggested they contact the Convention Center to notify the public of the kiosks.

Otis Tipton stated when they discussed this he did not realize the San Jacinto Road was part of the project. He noted that was a private road and the County Commission had abandoned those rights of way.

Randy Brown stated the BLM was aware of that and they had spoken to the ranch.

Commissioner Myers inquired about the maintenance on that road in the winter.

Otis Tipton stated there was no maintenance in the winter and they blade from the Eccles up only once a year.

Commissioner Myers suggested signage of "no maintenance - travel at your own risk" in the winter.

Commissioner Myers recommended talking to the landowners and Otis. He had a group that wanted to adopt that road for cleanup. He stated there would be placement of more signage and iron rails giving GPS information.

Commissioner Williams stated rail markers have to be off the road.

Otis Tipton stated they have to be a minimum of 5 feet to the bottom of the sign and should be 6 feet to 10 feet off the shoulder of the road. He stated they have to meet the 350 break-away standard steel.

Randy Brown stated the rails would be on the original trail and off the road.

[10:14:59 AM](#)

V. ELKO COUNTY:

RTC Safety Fund Request: Street Signs

Discussion and consideration of a request for RTC Safety Fund funding for street signs in the Humboldt Acres Community.

Randy Brown stated the homeowners had requested this signage.

Otis Tipton stated John Kingwell sent him the information and he gave an estimate three months ago as of \$10,000. He stated it was a community project

in an older subdivision where there was no signage; this was a safety project.

Commissioner Rice inquired if currently the subdivisions were responsible for signage.

Randy Brown replied yes, it was a new development requirement. He stated in the older subdivisions the county surveys and stakes for signage placement then the community would install the signage.

Commissioner Rice inquired how much was in the safety fund.

Cash Minor stated there was \$109,000 remaining in that fund.

Otis Tipton suggested they give them some flexibility on the cost of the signage because that estimate was three months old.

Commissioner Williams noted the population was sparse in some subdivisions and inquired if they would mark every street.

Randy Brown stated at some time that subdivision would grow.

MOTION: Commissioner Rice moved to approve the disbursement of approximately \$10,000 from the RTC Safety Fund for street signs in the Humboldt Acres Community with the understanding that the community had made a commitment to install the signs by the end of this year's construction season. Commissioner Williams seconded the motion. The motion passed unanimously.

[10:20:38 AM](#)

VI. NEVADA DEPARTMENT OF TRANSPORTATION:

A. Functional Classification / Urban Boundary Revision.

Discussion, consideration and presentation regarding Functional Classification Code Conversions and Rural Urban Codes.

Bob Madewell, NDOT Division Chief for the Roadway Systems, stated annually they update each county's classified road system so that they could seek federal aid. He stated they would work with staff on maps and identify any roads that need to be changed.

Gaelen Lamb, NDOT GIS Analyst, Roadway Systems Division, provided a copy of the NDOT processes and procedures together with Federal Highway guidelines that NDOT use to Randy Brown. He stated they were also required to update the census urban boundaries. Gaelen Lamb requested a point of contact person for everyone in the county and they would be updating the boundaries for all the cities. Gaelen Lamb stated for the functional classification road review he had brought existing maps. He stated in 2010 the federal government required a reassessment and all their data was submitted geospatially. He displayed a map depicting the roadway system and census urban boundaries. Gaelen Lamb stated the urban boundary needs to meet the census boundary.

Commissioner Rice inquired if the urban boundary was determined by the incorporation.

Galyen Lamb explained that was established by population and each population was given a specific classification.

Commissioner Myers suggested he contact Randy Brown with a backup of Otis Tipton.

Commissioner Rice stated Delmo Andreozzi would be a good contact for the City of Elko.

Randy Brown stated they have individual points of contact from the cities.

B. SR 225, Mountain City Highway Road Improvement Project:

Discussion and consideration of the upcoming NDOT road improvement project on SR 225, Mountain City Highway in Elko, Nevada including the announcement of a Public Information Meeting on the project on April 10, 2013.

Joe Ramirez, NDOT District III Traffic Engineer, stated there was a \$17 million dollar project proposed for Mountain City Highway, Idaho Street, and the Lamoille Highway. He stated they would advertise in late summer, and begin construction early fall of this year with the remaining work done in 2014. He stated they would remove existing asphalt to be replaced with 3 to 5 inches in depth asphalt, install curb gutter and sidewalks and raised medians. He stated the traffic signals along the Mountain City Highway would be updated and synchronized to progress traffic flow. Joe Ramirez stated there was a cooperative agreement entered into between NDOT and the City for landscape and aesthetics. The theme for the aesthetics would be "passage through time" representing historical events happening in Elko. Joe Ramirez stated the landscaping was planned from the on/off ramps of I-80, to Silver and Idaho Intersection then on Idaho Street from Silver Street to a point west of Third Street. He stated the entire project goes from Mountain City Highway at Sundance down to Silver and Idaho Streets and then from Idaho on Silver down to Fifth Street and then from Lamoille Highway out to Spring Valley Parkway.

Joe Ramirez stated a public meeting would be held on Wednesday, April 10th from 4:00 to 7:00 p.m. in this building, with the actual design presentation starting at 5:30 p.m.

Commissioner Myers inquired if they would advertise that meeting. Joe Ramirez replied the meeting was advertised.

Commissioner Myers noted there was a previous discussion to address most of the issues with the businesses. He commended the NDOT engineer in

resolving some of those issues with a turning tree on the Mountain City Highway.

Joe Ramirez stated options were being considered and they were discussing safety issues with merging traffic.

Commissioner Rice supported the project and was happy to hear the businesses' concerns were being addressed.

C. Update reporting as may be available relating to traffic counts, projects, and other matters of interest.

Joe Ramirez supplied copies of the NDOT traffic counts. He explained the count on Mountain City Highway was taken at Lone Mountain Station so that was why the drop in the traffic count.

Commissioner Myers inquired about the amount of traffic from Idaho to Home Depot.

Joe Ramirez stated the most recent count was in 2011; there were no 2012 in city counts.

Commissioner Myers suggested that the city perform a traffic count in the area near Home Depot.

[10:42:17 AM](#)

VII. ENTITY PROJECTS REPORTS:

Report on status of entity projects financed by Regional Street and Highway Fund apportionments.

A. City of Carlin:

Carlos Esparza stated they would be requesting their appropriation on upcoming projects.

Commissioner Myers suggested they submit their request on the July 10th meeting agenda.

B. City of Elko:

No report was submitted.

C. City of Wells:

No report was submitted.

D. City of West Wendover:

Bryce Kimber reported 95% of their enhancement project on Wendover Boulevard was completed. He stated the project should be completed by mid-June. He stated phase 2 of the relocation of Florence Way may be bid out at the same time as the new school construction so they may get a better bid.

E. Town of Jackpot:

No report was submitted.

F. Spring Creek Association:

Mary Winter, SCA President, submitted a written copy of her 2013 Road

Project List. She stated they planned on chip sealing thirty miles of regional and secondary roads which includes 6.18 miles of the Spring Valley Parkway. She had been budgeting to update their road signs and was concentrating on their 400 tract this year.

Commissioner Myer noted that her estimate was higher than last year for the chip-seal projects.

Mary Winter stated the oil went down but the costs for gravel may have increased. She stated they have always taken the reduced hot mix to reduce their costs but that depended upon the availability of asphalt.

Commissioner Williams noted they had seen a big impact of increased traffic.

Mary Winter stated it had been pretty static. She noted weather and speeding had impacted their road conditions. She had requested the Sheriff's assistance because of the school bus stops and deer.

G. Elko County School District:

No report was submitted.

H. Elko Area Transit System:

Abby Wheeler, EATS Coordinator, stated they have a new RFP for contract and process. She was coordinating with County management to finalize it before it was put out to public notice. She had seen improvements with the current provider in gathering the data through new software and they were running reports. Abby Wheeler reported the pickup performance was at 80% and they were working on that. She was developing policies and procedures inclusive of a drug and alcohol policy and that would be ready for public adoption in the near future. Abby Wheeler stated they were turning five vehicles over to NDOT. She stated under our new contract they would capture a lot of the expenses so that would open up more operating funds to stay within the budget. She was looking at varying the hours of operation they could run. Abby Wheeler explained they were turning over the smaller 8 passenger vehicles to NDOT. She was working on a Memo for no-shows or cancellations. She stated there were 85 no-shows or cancellations in January and 70 in February. She noted Coach USA was improving their coordination with the clients and would be educating the clients during the month of April to reduce the amount of cancellations. She stated they were trying to group their trips together, and improving their time on pickup and deliveries. Abby Wheeler stated the dispatcher had requested the riders to book their trip 24 hours in advance which created hardships for the clients and was against federal regulations. Abby Wheeler held a discussion with the contractor

on the federal regulations and dispatch agreed to schedule out two weeks in advance starting May 1, 2013.

Commissioner Williams commended her upon her report given at the Rural Providers Coalition. He noted she had been involved in budget cuts and was trying to address the present service.

Commissioner Myers inquired what the actual pickup performance standard was.

Abby Wheeler replied 92% to 95% was federal industry standard. She noted the group pickups would extend the pickup/delivery time.

Commissioner Myers inquired about the new software.

Abby Wheeler stated they could capture most of the information in the software. She stated NDOT would cover 95% of the software costs through the grant. This software would connect them to Google maps and automatically calculate pickup/delivery times. She stated the dispatcher would have to calculate the numbers within the group pickups.

Commissioner Myers stated it was important for dispatch to know their clients to increase their performance.

I. Elko County:

Otis Tipton reported they were doing their mag/lig projects and were presently in Pilot Valley. He stated on the 26th of April the Mary's River Bridge project bid would be opened and work should begin this fall.

Commissioner Myers noted they had discussed the Cottonwood Bridge.

Otis Tipton estimated the cost at approximately \$400,000, and with engineering it may be \$500,000.

Commissioner Myers inquired about funding for the Pole Creek Bridge.

Otis Tipton stated they allocated the money for the bridge and if they did not provide the bridge replacement and someone was injured that person may sue for punitive damage. He stated at the Traffic Control Supervisor Class they reviewed punitive damages.

Commissioner Myers stated they would bring that back up on their agenda.

[10:04:38 AM](#)

IX. JULY 2013 RTC MEETING:

The next scheduled RTC Meeting will be July 10, 2013 at 10:00 a.m.

[10:04:53 AM](#)

VIII. General discussion of routine RTC issues for information and/or administrative direction purposes.

Randy Brown stated they have the request for proposals out for the traffic study on Bullion Road and Last Chance Road which was due April 11, 2013. He stated Otis had met with several interested engineers and viewed the areas.

Commissioner Williams inquired about the weed abatement meeting with Mary Winter.

Mary Winter, SCA President, stated they have occupancy permits on their rights of way and one of the stipulations was reclamation of the disturbance. She stated there was no mechanism to administer or enforce the permit. Mary Winter stated their roadways were becoming nursery sites for weeds and the noxious weeds were spreading. She stated it was an increase in fire danger. Mary Winter stated the SCA proposed a pilot project on road reclamations and introduce it later at a larger level within the County with regards to noxious weeds. Mary Winter stated Commissioner Williams' contracting group showed it was possible and this element needs to be addressed.

Commissioner Williams stated it was an important issue and the County should have a mechanism to stop the spread of invasive weeds. He noted noxious weeds were listed upon the US Fish and Wildlife Service's threats to the sage grouse. He noted there would be an expense to the utility companies.

Mary Winter stated the seeding seasons were early spring and mid-October and most of the construction projects were just beginning or have already ended before the key seeding seasons. She did not think the contractors would return to do that reclamation after the project was completed. She stated they were discussing bonding to do that reclamation. She stated spot disbursements were not manageable.

V. ELKO COUNTY:

RTC Safety Fund Request: Street Signs

Discussion and consideration of a request for RTC Safety Fund funding for street signs in the Humboldt Acres Community.

Commissioner Rice asked that they revisit the action upon the safety fund request for signage under Agenda Item V. He inquired if that project could be completed by the end of the construction season.

Otis Tipton stated that verbiage was fine.

Randy Brown stated Otis would order the signs and they would inform the community of their installation requirements.

Otis Tipton suggested Randy or John discuss this project with the community before he orders the signs.

Commissioner Williams stated there was still property for sale in subdivision and suggested the association become involved.

[11:04:53 AM](#)

XI. PUBLIC COMMENT PERIOD:

No public comments were submitted.

[11:04:53 AM](#)

XII. ADJOURNMENT:

MOTION: Commissioner Rice moved to adjourn. Commissioner Williams seconded the motion. The motion passed unanimously.

Chairman Myers adjourned the meeting at 11:04 a.m.

APPROVED,

CHARLIE MYERS, Chairman

ATTEST:

MARILYN TIPTON, Deputy Clerk