

IVCBA ROUNDABOUT BEAUTIFICATION PROJECT
PRE-DESIGN MEETING
TUESDAY MARCH 25, 2:45PM TO 4:30PM
****MINUTES****

1. Parking - 2:45pm

- a. Washoe County Public Works Incline Roads Division, 625B Mt Rose Hwy, Incline Village, NV 89451
- b. Attendance:
 - i. IVCBA Linda, Christine, Dale, Larry, Jason, Mike Y, (Steven P. joined virtually at 3:30)
 - ii. LE: Mike, Sanda, Maria
 - iii. Washoe Co: Eric, Dave
 - iv. NDOT: John L'etoile (Kelly, Alma joined virtually at 3:30)

2. Site walk - 3:00 pm

- a. Brief introductions, project discussion
- b. walked down roadside to Roundabout
- c. discussed existing irrigation sleeves; water options
- d. discussed NDOT mounding, is there a need for signage
 - i. NDOT encourages aesthetic improvements that don't detract from roundabout safety (concern of "too many" signs that may distract drivers)
- e. discussed TRPA permitting process, Design-Review guidelines
 - i. TRPA supports "gateway features" - referenced Environment Improvement Program

3. Reconvene for discussions - 3:30 pm

- a. Meeting room onsite

Sign-In - 3:30pm Virtual alternative began at 3:30pm

4. Introductions - 3:30pm

- a. Incline Village Crystal Bay Community & Business Association (IVCBA)
 - Linda Offerdahl and Committee members; emphasis on goal of public and private partnerships to accomplish this project
- b. Lefrancois Engineering
 - IVCBA Project Manager – Michael Lefrancois
- c. NDOT
 - i. John L'Etoile discussed District II permit process, and input to date; Kelly, Alma from engineering

- ii. John highlighted necessary awareness to plant choices in roundabout – constant sand and brine in surrounding roadways can easily damage the landscape investment
 - iii. John highlighted that a maintenance agreement is absolutely necessary to ensure upkeep to Incline Village community standards (“maintenance like your own home garden”)
- d. Washoe County
 - i. Dave Solaro / County want to be a good steward here, all the while balance various needs in the community. Project will need Planning review for Area Plan conformance
- e. TRPA
 - i. defers to NDOT on safety, appropriate design as landowner
 - ii. Will accept permit from operating entity, signed by NDOT as landowner
- f. IVGID
 - i. Hudson/Bob Harrison - A meter account could be set up for IVCBA as third party
 - ii. Curious about “off-site” features added to design for traffic calming (ex: rumble strips, blinking light)

5. Project Overview – 3:40pm

- a. Brief presentation by IVCBA and Lefrancois Engineering on the project goals, status, and desired outcomes.

6. Agency Updates – 3:50pm

- a. NDOT: Update on internal discussions, roundabout and adjacent state-owned yard, and general support.
 - i. Kelly: NDOT lead project Engineering selection may need to conform to procurement process in conformance with law; Permittee would be whomever “owns” the enhanced landscaping (i.e. IVCBA) as NDOT would not do that level of maintenance
- b. Washoe County: Community support, adjacent land ownership, and potential opportunities.
- c. TRPA: Overview of jurisdictional responsibilities (grading, signage, traffic, scenic) and permitting. ; Could be EIP project, see Design-Review guidelines
- d. IVGID: Water service discussion and potential community support.

7. Primary Issues Discussion – 4:00pm

- a. Safety (NDOT) – Design meets all current standards for safety. Consider mounding but more to protect landscape. NDOT to vet safety further with their engineers. There are lots of accidents, so needs to be considered.
- b. Beautification (IVCBA) – mutual discussions between IVCBA and NDOT that aesthetics could be improved. NDOT does not typically provide maintenance to support such a project and agreements would need to be established for long term maintenance.

- c. Irrigation Water /Power needed (NDOT, Washoe Co, IVGID)
- d. Next steps - Design criteria (NDOT, TRPA, IVCBA)
 - i. NDOT submittal requirements (30% Design); John L'etoile will continue working informally with us for now to prepare for 30% package
 - ii. TRPA submittal requirements / EIP? Discussed earlier with Shannon/Ryan
 - iii. MOU/Inter-local agreements; Discussed earlier with NDOT/IVCBA
- e. Funding (IVCBA, NDOT, Washoe County, IVGID); Linda: Public Private partnership envisioned; They are confident in fundraising. Long-term maintenance costs to also be considered
 - i. IVGID is in support of additional funding added to budget for long-term maintenance plan/resources

8. Design Concept Discussion – 4:15pm

- a. Detailed discussion on the design concepts
 - i. Some Ornamental bronze statues to be retained
 - ii. Raising the landscape mound
 - iii. Planting plan
 - iv. Signage – need to establish the need for a sign, and consistency with agency guidance
 - v. Irrigation (water/power)
 - vi. Offsite improvements (utility connections)

9. Q&A and Open Discussion – 4: 25pm

- a. Discussion
- b. Next Steps and Action Items
- c. Scheduling the next meeting;
 - i. May 6 – Annual Main St. Meeting; present Roundabout Idea
 - ii. May 28, Washoe County CAB meeting; present preliminary Roundabout design for community feedback
- d. Thank you!