

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the April 9, 2008, Meeting

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A regularly scheduled meeting of the Carson Area Metropolitan Planning Organization was held on Wednesday, April 9, 2008, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada, beginning at 5:30 p.m.

PRESENT: Chair Shelly Aldean, Vice Chair Russell Carpenter, and Members Charles Des Jardins, Paul Esswein, Larry Hastings, and Richard S. Staub and Ex-Officio Member Taylor

STAFF PRESENT: Public Works Director Andrew Burnham, Transportation Manager Patrick Pittenger, Deputy District Attorney Joel Benton, RTC Engineer Harvey Brotzman, Transportation Planner Dan Doenges, Transportation Planning Technician Keith Pearson, and Recording Secretary Katherine McLaughlin (MPO 4/9/08 Recording 5:33:00)

NOTE: Unless otherwise indicated, each item was introduced by staff's reading/outlining/clarifying the Request for Board Action Report and/or supporting documentation. Staff members making the presentation are listed after the Item's heading. Any other individuals who spoke are listed immediately following the staff listing. A recording of these proceedings is on file in the Clerk-Recorder's office. The recording is available for review and inspection during normal business hours.

A. ROLL CALL AND DETERMINATION OF A QUORUM - Chair Aldean convened the meeting at 5:30 p.m. Roll call was taken. Douglas County Senior Civil Engineer Jeff Foltz advised that he had not been officially appointed as Douglas County's Representative. He was attending "for the County". He believed that he would be appointed before the next meeting. A quorum was present although Douglas County's Representative was not present.

B. APPROVAL OF MINUTES - MARCH 12, 2008 MEETING (5:33:50) - Chair Aldean advised that she had a few clerical changes she will discuss with the Recording Secretary after the meeting. Member Hastings moved to approve the Minutes. Member Des Jardins seconded the motion. Motion carried 5-0-1 with Member Staub abstaining as he was not present at the meeting.

C. MODIFICATION OF AGENDA (5:35:00) - None.

D. PUBLIC COMMENT (5:35:05) - None.

E. DISCLOSURES (5:35:10) - None.

F. PUBLIC MEETING ITEMS:

F-1. INFORMATIONAL UPDATE ON THE PROGRESS OF BECOMING THE DESIGNATED RECIPIENT AND GRANTEE OF FEDERAL TRANSIT ADMINISTRATION FUNDS (5:35:20) - Transportation Manager Patrick Pittenger introduced Transportation Planning Technician Keith Pearson. Mr. Pittenger advised that unless CAMPO becomes the designated recipient for Federal funding

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before July, it could forfeit \$775,000 which is the majority of the funding for the CAMPO and Douglas County transit budgets. Mr. Pearson advised the Board that a letter will soon be sent to the Grantee. He hoped to complete Title 6 next week. The Board does not have to approve the certification and assurance letter. The letter will be presented to the Board at its next meeting so that the Members are aware of the duties and responsibilities. After the FTA accepts the letter, an electronic application will be established that will allow CAMPO staff to submit reimbursement applications direct to the FTA. Deputy District Attorney Joel Benton advised that he had submitted the letter stating we are eligible and can take on the task. Discussion indicated that, if CAMPO is designated as the recipient, NDOT will no longer be the conduit for the funds. CAMPO has already adopted a policy on how to distribute the 5307 funds. At the present time Carson City and Douglas County are the only transit operators within the CAMPO area. When Lyon County commences a transit service, it will become eligible for funding. Currently staff is "spending" 2006 and 2007 funds. These funds must be spent before the 2008 funds can be allocated. The matches required for operations and capital were limned. Additional comments were solicited but none were given. No formal action was required or taken.

F-2. ACTION TO APPROVE A DRAFT FY 2009 CAMPO UNIFIED PLANNING

WORK PROGRAM (UPWP) AND BUDGET (5:40:55) - Transportation Manager Patrick Pittenger - The work program must be submitted annually and approved by CAMPO, Federal Transportation Authorities, and Federal Highways Administration before June 30. If it is not, all expenses incurred by CAMPO will be forever ineligible for reimbursement. A brief summary of the program, the budget, and their federally mandated requirements was provided. Discussion justified the detailed evolution of Task 1.4 for training. Staff will continue to work with NDOT Representative Taylor to ensure that all of the rules are followed. Discussion also explained that CAMPO staff can review major project construction plans to determine its impact on roadways. Carson City has been providing the matching funds for projects that have used federal grants. Guidelines are needed for reimbursement by the community where the project is constructed. Clarification indicated that the grant reimbursement requests are being analyzed on a case-by-case basis. Staff is showing how each project meets the criteria for funding. Examples of planning items the funds can be used for were provided. Discussion noted that the Highway 50 study is being carried forward in Task 3.1. Mr. Pittenger advised that it is a scaled back study with quarterly meetings. If desired, CAMPO's involvement could be reduced to representation only which would be similar to CAMPO's participation as an ex-officio member in Washoe's RTC update of its regional transportation plan. CAMPO's participation in the Highway 50 study could also be "rolled into Washoe's RTC regional transportation planning effort". Ex Officio Member Taylor supported rolling the two together under Task 1.3. He explained NDOT's efforts to keep the Highway 50 study viable in the hope that some projects can be constructed. If the advisory committee effort is successful, more committees may be established in the future. The committee will be used to determine what options/alternatives should be implemented as funding becomes available. He disclosed that NDOT is still looking at the 395 corridor study. It has been approached about the need for the Heybourne Road alignment. CAMPO may become involved in that study due to the impact it could have on 395 and the need for modeling. Mr. Pittenger then explained the effort to involve other individuals in the public participation process, e.g., Carson City's Economic Development Manager Joe McCarthy. If the Board approves the draft program, copies will be distributed to all the individuals on CAMPO's agenda mailing list. The 30-day public

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comment period will be initiated. There will be a public meeting on it on April 22 in the Community Center Bonanza Room. Anyone wishing to add any special studies should contact staff so that the program can be amended. Additional comments were solicited but none were given. Member Des Jardins moved to approve a draft FY 2009 CAMPO Unified Planning Work Program and budget with the change of molding 3.1, the continued involvement in US 50, into 1.3 MPO Representation. Member Staub seconded the motion. Motion carried 6-0.

G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS (NON-ACTION ITEMS) - FUTURE AGENDA ITEMS (6:03:22) - Transportation Manager Patrick Pittenger reminded the Board that the certification assurances will be agendized for the next meeting. More information will also be provided on the Regional Transportation Plan's short and long range programs. The Transportation Improvement Program will include the short range items. Additional items were requested but none were provided. No formal action was required or taken on these topics.

I. ADJOURNMENT (6:04:50) - Member Esswein moved to adjourn. Member Carpenter seconded the motion. Motion carried 6-0. Chair Aldean adjourned the meeting at 6:05 p.m.

The Minutes of the April 9, 2009, Carson Area Metropolitan Planning Organization meeting

ARE SO APPROVED ON May 14, 2008.

/s/
Shelly Aldean, Chair