

# **CARSON AREA METROPOLITAN PLANNING ORGANIZATION**

## **Minutes of the April 10, 2013 Meeting**

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A regular meeting of the Carson Area Metropolitan Planning Organization was scheduled for 4:30 p.m. on Wednesday, April 10, 2013 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Charles Des Jardins

Vice Chairperson Jeff Foltz

Member Brad Bonkowski

Member Ray Fierro

Member James Mallery

Member John McKenna

Member Jim Smolenski

Ex-Officio Member Jason Van Havel

**STAFF:** Patrick Pittenger, Transportation Manager

Daniel Doenges, Senior Transportation Planner

Ken Smithson, Transit Coordinator

Jeff Sharp, City Engineer

Joe Ward, Senior Deputy District Attorney

Kathleen King, Deputy Clerk / Recording Secretary

**NOTE:** A recording of these proceedings, the CAMPO's agenda materials, and any written comments or documentation provided to the recording secretary, during the meeting, are part of the public record. These materials are available for review, in the Clerk's Office, during regular business hours.

**A. CALL TO ORDER AND DETERMINATION OF A QUORUM** (4:30:31) - Chairperson Des Jardins called the meeting to order at 4:30 p.m. Roll was called; a quorum was present.

**B. PUBLIC COMMENT** (4:32:09) - Chairperson Des Jardins entertained public comment; however, none was forthcoming.

**C. ACTION ON APPROVAL OF MINUTES** (4:33:05) - None.

**D. AGENDA MANAGEMENT NOTICE** (4:33:16) - Chairperson Des Jardins entertained modifications to the agenda; however, none were forthcoming.

**E. DISCLOSURES** (4:33:40) - None.

**F. PUBLIC MEETING ITEMS:**

**F-1. POSSIBLE ACTION TO APPROVE THE PROPOSED AMENDMENT TO THE CAMPO FISCAL YEARS 2013 - 2016 TRANSPORTATION IMPROVEMENT PROGRAM ("TIP")** (4:33:59) - Chairperson Des Jardins introduced this item, and Mr. Doenges reviewed the agenda materials. Chairperson Des Jardins entertained CAMPO member comments or questions, and public comments or questions. When no comments or questions were forthcoming, he entertained a motion. **Member Mallery moved to approve the proposed amendment to the CAMPO FY 2013 - 2016 Transportation Improvement Program; fiscal impact of approximately \$240,000 in FTA Section 5310 funds, requiring a \$58,000 local match; and \$114,000 in FTA Section 5316 funds, requiring a fifty percent, \$114,000, local match. Member Smolenski seconded the motion. Motion carried 7-0.**

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**F-2. INFORMATION ONLY ON THE PROPOSED FISCAL YEAR 2014 UNIFIED PLANNING WORK PROGRAM (“UPWP”)** (4:37:14) - Chairperson Des Jardins introduced this item, and Mr. Pittenger reviewed the agenda materials. In response to a question, Ex-Officio Member Van Havel explained the effect on transportation funding resulting from the federal government’s sequester and continuing resolution.

Discussion took place regarding a suggested revision to the agenda report form for information items. Member Mallory discussed suggested revisions to pages 5 and 6 of the UPWP included in the agenda materials. In response to a question, Mr. Pittenger discussed the proposed approach to the ADA Transition Plan sidewalk inventory. Discussion followed. In response to a further question, Mr. Pittenger provided background information and reviewed figures reflected in the Cost / Funding Summary included in the UPWP. Chairperson Des Jardins entertained additional CAMPO member questions or comments and public comments; however, none were forthcoming. Mr. Pittenger advised that the UPWP public comment period is open, and that a public meeting is scheduled for Wednesday, April 17<sup>th</sup>.

(5:09:30) Ex-Officio Member Van Havel clarified earlier comments relative to statewide transportation funding.

**F-3. POSSIBLE ACTION TO APPROVE AN AMENDED INTERLOCAL COOPERATIVE AGREEMENT, BETWEEN THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION (“CAMPO”), REGIONAL TRANSPORTATION COMMISSION (“RTC”), AND BOARD OF SUPERVISORS (“BOS”), WHICH DEFINES THE ROLES AND RESPONSIBILITIES OF EACH BODY IN TRANSPORTATION-RELATED MATTERS IN CARSON CITY** (4:56:58) - Chairperson Des Jardins introduced this item. Mr. Smithson provided background information and reviewed the agenda materials. Mr. Pittenger provided additional background information on the interlocal cooperative agreement.

Chairperson Des Jardins entertained CAMPO member questions or comments. Vice Chairperson Foltz discussed suggested revisions to the agreement included in the agenda materials. Chairperson Des Jardins entertained public comment and, when none was forthcoming, a motion. **Member Bonkowski moved to approve an amended interlocal cooperative agreement, between the Carson Area Metropolitan Planning Organization, the Regional Transportation Commission, and the Board of Supervisors which defines the roles and responsibilities of each body in transportation-related matters in Carson City. Member Mallory seconded the motion.** At Member Fierro’s suggestion, **Member Bonkowski amended his motion to include the revisions suggested by Vice Chairperson Foltz. Member Mallory continued his second. Motion carried 7-0.** In response to a question, Ms. King suggested that staff make the requested revisions and submit a corresponding errata sheet to the Board of Supervisors.

**F-4. POSSIBLE ACTION TO APPROVE REVISIONS TO THE CAMPO / RTC DISADVANTAGED BUSINESS ENTERPRISE (“DBE”) PROGRAM, FOLLOWING A REVIEW BY THE FEDERAL TRANSIT ADMINISTRATION (“FTA”)** (5:03:32) - Chairperson Des Jardins introduced this item, and expressed dismay relative to the time frame associated with the FTA’s review and comments. Mr. Smithson reviewed the agenda materials. He acknowledged that staff will address the FTA’s requirements, and advised that the FTA has provided nine months to implement the plan once it is approved.

Chairperson Des Jardins entertained CAMPO member questions or comments. Mr. Smithson acknowledged that a link can be established between the CAMPO and NDOT websites. Chairperson Des

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Jardins entertained public comments and, when none were forthcoming, a motion. **Member Fierro moved to approve revisions to the CAMPO / RTC Disadvantaged Business Enterprise Program following a review by the Federal Transit Administration.** Member Smolenski seconded the motion. Motion carried 7-0.

**G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS:**

**G-1. FUTURE AGENDA ITEMS** (5:08:16) - Mr. Pittenger reviewed the tentative agenda for the May CAMPO meeting.

**H. CAMPO MEMBER COMMENTS** (5:09:20) - Chairperson Des Jardins entertained CAMPO member comments; however, none were forthcoming.

**I. PUBLIC COMMENTS** (5:10:07) - Chairperson Des Jardins entertained public comments; however, none were forthcoming.

**J. ACTION TO ADJOURN** (5:10:53) - Member Fierro moved to adjourn the meeting at 5:10 p.m. The motion was seconded and carried unanimously.

The Minutes of the April 10, 2013 Carson Area Metropolitan Planning Organization meeting are so approved this 12<sup>th</sup> day of June, 2013.

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CHARLES DES JARDINS, Chair