



## NOTICE OF MEETING OF THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION (CAMPO)

**Day:** Wednesday  
**Date:** January 11, 2017  
**Time:** Beginning at 4:30 pm  
**Location:** Community Center, Sierra Room, 851 East William Street, Carson City, Nevada

### AGENDA

**AGENDA NOTES:** The Carson Area Metropolitan Planning Organization (CAMPO) is pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements for the meeting are necessary, please notify Carson Area Metropolitan Planning Organization staff in writing at 3505 Butti Way, Carson City, Nevada, 89701, or [Comments@CarsonAreaMPO.com](mailto:Comments@CarsonAreaMPO.com), or call Patrick Pittenger at (775) 887-2355 as soon as possible (requests are required prior to 12:00 p.m. on January 9, 2017).

For more information or for copies of the supporting material regarding any of the items listed on the agenda, please contact Patrick Pittenger, Transportation Manager, at (775) 887-2355. Additionally, the agenda with all supporting material is posted on the CAMPO website at [www.carson.org/agendas](http://www.carson.org/agendas), or is available upon request at 3505 Butti Way, Carson City, Nevada, 89701.

**AGENDA MANAGEMENT NOTICE:** The Chair may take items on the agenda out of order; combine two or more agenda items for consideration; and/or remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

**DISCLOSURES:** Any member of the CAMPO Board may inform the Chair of his or her intent to make a disclosure of a conflict of interest on any item appearing on the agenda or on any matter relating to the CAMPO's official business. Such disclosures may also be made at such time the specific agenda item is introduced.

#### 1. ROLL CALL AND DETERMINATION OF A QUORUM

#### 2. PUBLIC COMMENT:

Members of the public who wish to address the CAMPO Board may approach the podium and speak on any matter relevant to or within the authority of CAMPO. Comments are limited to three minutes per person per topic. If your item requires extended discussion, please request the Chair to calendar the matter for a future CAMPO meeting. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an Agenda as an item upon which action may be taken.

### **3. APPROVAL OF MINUTES:**

**3.A (For Possible Action)** December 14, 2016 Draft Minutes

### **4. PUBLIC MEETING ITEM(S):**

**4.A (For Possible Action)** To nominate and elect a Chairperson and Vice-Chairperson for the CAMPO Board.

**Staff Summary:** CAMPO members will be asked to elect a Chairperson and Vice-Chairperson to serve for 2017. The CAMPO Policies and Procedures allow for any member of CAMPO to hold either of these positions. Terms of the newly elected Chairperson and Vice-Chairperson will commence immediately.

**4.B (For Possible Action)** To approve an amendment to CAMPO's Federal Fiscal Years 2016 – 2019 Transportation Improvement Program (TIP).

**Staff Summary:** The amendment adds two improvement projects that Carson City plans to program with Surface Transportation Block Grant (STBG) funding. One project is located on Silver Sage Drive between Clearview Drive and Roland Street, and the second project amends an existing project along Airport Road between Fifth Street to Butti Way.

**4.C (For Possible Action)** To approve a set of performance targets as it relates to the Transit Asset Management plan under the requirements of the Federal Transit Administration's Transit Asset Management Final Rule.

**Staff Summary:** The proposed set of performance targets is the first phase of requirements under the Federal Transit Administration's (FTA) Transit Asset Management (TAM) Final Rule. These targets must be established on an annual basis for all capital assets used in the provision of transit service, with an acquisition value of over \$50,000. CAMPO's proposed performance targets include Rolling Stock and Facilities, as defined by the Final Rule.

### **5. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS (Non-Action Items):**

**5.A** Future Agenda Items

### **6. BOARD COMMENTS (Information only):**

**6.A** Status reports and comments from the members of the CAMPO Board.

### **7. PUBLIC COMMENT:**

Members of the public who wish to address the CAMPO Board may approach the podium and speak on any matter relevant to or within the authority of CAMPO. Comments are limited to three minutes per person per topic. If your item requires extended discussion, please request the Chair to calendar the matter for a future CAMPO meeting. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an Agenda as an item upon which action may be taken.

## **8. ADJOURNMENT: For Possible Action**

**The next meeting is tentatively scheduled for 4:30 p.m., Wednesday, February 8, 2017, at the Sierra Room - Community Center, 851 East William Street.**

This agenda has been posted at the following locations on Thursday, January 5, 2017, before 5:00 p.m.:

City Hall, 201 North Carson Street

Carson City Library, 900 North Roop Street

Community Center, Sierra Room, 851 East William Street

Carson City Public Works, 3505 Butti Way

Carson City Planning Division, 108 E. Proctor Street

Douglas County Executive Offices, 1594 Esmeralda Avenue, Minden

Lyon County Manager's Office, 27 South Main Street, Yerington

Nevada Department of Transportation, 1263 S. Stewart Street, Carson City

City Website: [www.carson.org/agendas](http://www.carson.org/agendas)

State Website: <https://notice.nv.gov>

**CARSON AREA METROPOLITAN PLANNING ORGANIZATION**

**Minutes of the December 14, 2016 Meeting**

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**DRAFT**

A regular meeting of the Carson Area Metropolitan Planning Organization was scheduled for 4:30 p.m. on Wednesday, December 14, 2016 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Ray Fierro  
Vice Chairperson Jon Erb  
Member Brad Bonkowski  
Member Robert Crowell  
Member Mark Kimbrough  
Member Jack Zenteno  
Ex-Officio Member Sondra Rosenberg

**STAFF:** Darren Schulz, Public Works Department Director  
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 CAMPO'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 (4:30:56)** - Chairperson Fierro called the meeting to order at 4:30 p.m. Ms. King called the roll; a quorum was present. Member Smolenski was absent.

**2. PUBLIC COMMENT (4:33:02)** - Chairperson Fierro entertained public comment; however, none was forthcoming.

**3. POSSIBLE ACTION ON APPROVAL OF MINUTES - November 9, 2016 (4:33:44)** - Chairperson Fierro entertained suggested revisions and, when none were forthcoming, a motion. **Member Bonkowski moved to approve the minutes, as presented. Member Crowell seconded the motion. Motion carried 6-0.**

**4. PUBLIC MEETING ITEMS:**

**4(A) POSSIBLE ACTION TO APPROVE INTERLOCAL AGREEMENT NM696-16-804 FOR SURFACE TRANSPORTATION PROGRAM BLOCK GRANT FUNDS, BETWEEN THE NEVADA DEPARTMENT OF TRANSPORTATION AND THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION (4:34:07)** - Chairperson Fierro introduced this item. Mr. Goering provided background information and reviewed the agenda materials. Mr. Pittenger provided additional information. Mr. Goering, Mr. Pittenger, and Ex-Officio Member Rosenberg responded to questions of clarification. Ex-Officio Member Rosenberg thanked NDOT and Carson City staff for working through the negotiation process, and assured the CAMPO that NDOT representatives will continue to work with Carson City staff to ensure success.

**CARSON ARE METROPOLITAN PLANNING ORGANIZATION**

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Chairperson Fierro entertained a motion. **Member Bonkowski moved to approve interlocal agreement NM696-16-804 for Surface Transportation Program Block Grant funds, between the Nevada Department of Transportation and the Carson Area Metropolitan Planning Organization. Member Crowell seconded the motion.** Chairperson Fierro entertained public comment and, when none was forthcoming, called for a vote on the pending motion.

<b>RESULT:</b>	Approved [6 - 0 - 1]
<b>MOVER:</b>	Member Brad Bonkowski
<b>SECOND:</b>	Member Robert Crowell
<b>AYES:</b>	Members Bonkowski, Crowell, Kimbrough, Zenteno, Vice Chair Erb, Chair Fierro
<b>NAYS:</b>	None
<b>ABSENT:</b>	Member Jim Smolenski
<b>ABSTAIN:</b>	None

**4(B) POSSIBLE ACTION TO FORMALLY AGREE ON THE DISTRIBUTION AND SCHEDULE OF SURFACE TRANSPORTATION BLOCK GRANT FUNDS, BETWEEN THE THREE MEMBER AGENCIES OF THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION (4:44:15)** - Chairperson Fierro introduced this item, and Mr. Pittenger reviewed the agenda materials. Mr. Pittenger responded to questions of clarification. Chairperson Fierro entertained additional questions or comments and, when none were forthcoming, a motion. **Member Kimbrough moved to formally agree on the distribution and schedule of Surface Transportation Program Block Grant funds, between the three member agencies of the Carson Area Metropolitan Planning Organization, as recommended by staff. Member Bonkowski seconded the motion.** Chairperson Fierro entertained public comment and, when none was forthcoming, called for a vote on the pending motion.

<b>RESULT:</b>	Approved [6 - 0 - 1]
<b>MOVER:</b>	Member Mark Kimbrough
<b>SECOND:</b>	Member Brad Bonkowski
<b>AYES:</b>	Members Kimbrough, Bonkowski, Crowell, Zenteno, Vice Chair Erb, Chair Fierro
<b>NAYS:</b>	None
<b>ABSENT:</b>	Member Jim Smolenski
<b>ABSTAIN:</b>	None

**5. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS; FUTURE AGENDA ITEMS (4:51:09)** - Chairperson Fierro introduced this item, and Mr. Pittenger reviewed the tentative agenda for the January CAMPO meeting. He responded to questions of clarification.

**6. CAMPO MEMBER COMMENTS (4:53:04)** - Chairperson Fierro entertained CAMPO member comments. Member Crowell wished everyone Merry Christmas. Member Kimbrough wished everyone Happy New Year. Chairperson Fierro advised that this would be his last meeting, and thanked the members and staff. Member Crowell thanked Chairperson Fierro, and commended his service to the CAMPO.

**7. PUBLIC COMMENT (4:54:19)** - Chairperson Fierro entertained public comment; however, none was forthcoming.

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**DRAFT**

**8. ACTION ON ADJOURNMENT (4:54:28)** - Chairperson Fierro adjourned the meeting at 4:54 p.m.

The Minutes of the December 14, 2016 Carson Area Metropolitan Planning Organization are so approved this \_\_\_\_\_ day of January, 2017.

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RAY FIERRO, Chair



## STAFF REPORT

**Report To:** The Carson Area Metropolitan Planning Organization (CAMPO)

**Meeting Date:** January 11, 2017

**Staff Contact:** Patrick Pittenger, Transportation Manager

**Agenda Title: (For Possible Action)** To nominate and elect a Chairperson and Vice-Chairperson for the CAMPO Board.

**Staff Summary:** CAMPO members will be asked to elect a Chairperson and Vice-Chairperson to serve for 2017. The CAMPO Policies and Procedures allow for any member of CAMPO to hold either of these positions. Terms of the newly elected Chairperson and Vice-Chairperson will commence immediately.

**Agenda Action:** Formal Action/Motion

**Time Requested:** 5 minutes

**Proposed Motion**

I move to nominate and elect a Chairperson and Vice-Chairperson for the CAMPO Board.

**Background/Issues & Analysis** – N/A

**Applicable Statute, Code, Policy, Rule or Regulation** – A goal within the City’s Policies and Procedures encourages leadership to rotate regularly among members and that a chair should serve for two years. Additionally, nomination of a previous chairperson should be considered only after two years has passed since he/she last served.

**Financial Information** – N/A

**Alternatives** – N/A

**Supporting Material** – N/A

**Board Action Taken:**

Motion: _____	1) _____	Aye/Nay
	2) _____	_____
		_____
		_____
		_____
		_____

\_\_\_\_\_  
(Vote Recorded By)



## STAFF REPORT

**Report To:** The Carson Area Metropolitan Planning Organization (CAMPO)

**Meeting Date:** January 11, 2017

**Staff Contact:** Dirk Goering, Senior Transportation Planner

**Agenda Title: (For Possible Action)** To approve an amendment to CAMPO’s Federal Fiscal Years 2016 – 2019 Transportation Improvement Program (TIP).

**Staff Summary:** The amendment adds two improvement projects that Carson City plans to program with Surface Transportation Block Grant (STBG) funding. One project is located on Silver Sage Drive between Clearview Drive and Roland Street, and the second project amends an existing project along Airport Road between Fifth Street to Butti Way.

**Agenda Action:** Formal Action/Motion

**Time Requested:** 10 minutes

**Proposed Motion**

I move to approve an amendment to the CAMPO Federal Fiscal Years 2016 – 2019 Transportation Improvement Program (TIP).

**Background/Issues & Analysis**

Transportation projects programmed with federal funds are required to be listed in CAMPO’s TIP. The Silver Sage Drive improvement project, between Clearview Drive and Roland Street, will reconstruct a section of roadway in poor condition and will include a multi-modal element. The second project will amend the existing Freeway Multi-Use Path Project between Northridge Drive and Fifth Street by including a mill and overlay pavement treatment to a section of Airport Road between Butti Way and Fifth Street. This project will adjust the roadway cross section to accommodate new sidewalks and drainage improvements.

**Applicable Statute, Code, Policy, Rule or Regulation** – N/A

**Financial Information** – N/A

**Alternatives** – N/A

**Supporting Material** – Project descriptions for the two projects from the State’s online TIP interface (eSTIP).

**Board Action Taken:**

Motion: \_\_\_\_\_

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_

Aye/Nay

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

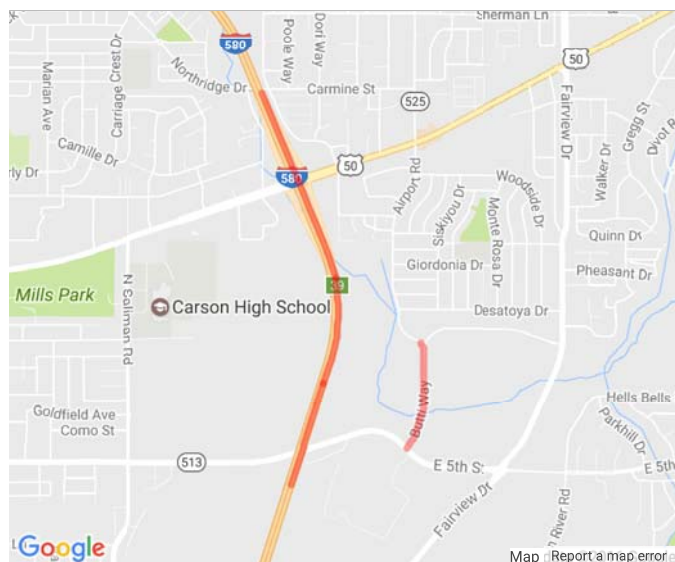
(Vote Recorded By)

**ALL Transportation Improvement Program, 16-09 Amendment 2016-2020**

**1 Projects Listed**

<b>State TIP ID</b>	CC20140019	<b>MPO/TIP</b>	CAMPO 16-09	<b>Local ID</b>	CC035	<b>Total Cost</b>	\$948,211
<b>Lead Agency</b>	Carson City	<b>Contact</b>	Dirk Goering (775) 283-7431	<b>NDOT</b>	District 2	<b>County</b>	CARSON CITY
<b>Project Type</b>	Bicycle & Pedestrian	<b>Air Quality</b>	Exempt	<b>TCM</b>		<b>Construction</b>	2017 start
<b>Project Name</b>	Carson City Freeway Multi-Use Path						
<b>Project Limits</b>	At Carson City Freeway Multi-Use Path From Northridge Drive To Linear Park Path of Distance (mile) 1.5						
<b>Description</b>	Construct paved 10-ft off-street path with 2-ft shoulders along east side of Carson City Freeway corridor between Northridge Drive to Fifth Street. Amendment adds improvements to Airport Road from Fifth Street to Butti Way to improve pavement condition, add sidewalk, and address drainage.						

Phase	Fund Source	Prior	FY2016	FY2017	FY2018	FY2019	FY2020	Future	Total
PE	Local Fund	-	-	\$6,744	-	-	-	-	\$6,744
PE	STBG 5K-200K	-	-	\$13,812	-	-	-	-	\$13,812
<i>Total Preliminary Engineering</i>									
ROW	Local Fund	-	-	\$125	-	-	-	-	\$125
ROW	TAP FLEX STBG	-	-	\$2,375	-	-	-	-	\$2,375
<i>Total Right of Way</i>									
CON	Local Fund	-	-	\$57,605	-	-	-	-	\$57,605
CON	STBG 5K-200K	-	-	\$277,875	-	-	-	-	\$277,875
CON	TAP FLEX STBG	-	-	\$589,675	-	-	-	-	\$589,675
<i>Total Construction</i>									
<b>Total Programmed</b>			-	-	<b>\$948,211</b>	-	-	-	<b>\$948,211</b>



**Version History**

TIP Document	MPO Approval	State Approval	FHWA Approval	FTA Approval
15-00 Adoption 2015-2019	08/13/2014	08/13/2014	08/13/2014	08/13/2014
15-01 Amendment 2015-2019	08/13/2014	12/15/2014	01/14/2015	N/A
16-00 Adoption 2016-2020	08/12/2015	08/12/2015	08/12/2015	08/12/2015
16-01 Amendment 2016-2020	12/15/2015	12/15/2015	12/15/2015	12/15/2015
16-05 Amendment 2016-2020	09/13/2016	09/13/2016	09/13/2016	09/13/2016
16-09 Amendment 2016-2020	Pending	Pending	Pending	N/A

**Current Change Reason**

SCHEDULE / FUNDING / SCOPE - Significant change in the design or scope of any project identified in the STIP/RTIP.

**Funding Change(s):**

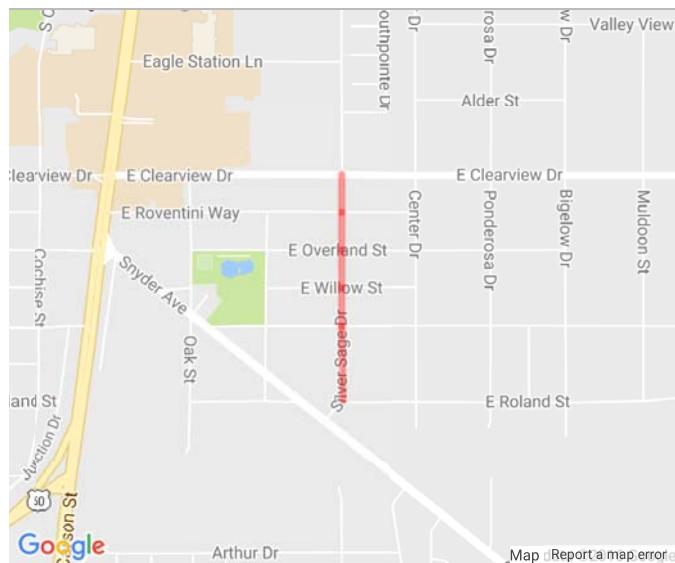
Total project cost increased from \$623,211 to \$948,211

**ALL Transportation Improvement Program, 16-09 Amendment 2016-2020**

**1 Projects Listed**

<b>State TIP ID</b>	CC20160018	<b>MPO/TIP</b>	CAMPO 16-09	<b>Local ID</b>		<b>Total Cost</b>	\$748,000
<b>Lead Agency</b>	Carson City	<b>Contact</b>	Dirk Goering (775) 283-7431	<b>NDOT</b>	District 2	<b>County</b>	CARSON CITY
<b>Project Type</b>	Rd Recons/Rehab/Resurf	<b>Air Quality</b>		<b>TCM</b>		<b>Construction</b>	2018 start
<b>Project Name</b>	Silver Sage Drive Reconstruction 2017						
<b>Project Limits</b>	At Silver Sage Drive From Roland Street To Clearview Drive of Distance (mile) .38						
<b>Description</b>	Reconstruct Silver Sage Drive, from Roland Street to Clearview Drive						

Phase	Fund Source	Prior	FY2016	FY2017	FY2018	FY2019	FY2020	Future	Total
PE	Local Fund	-	-	\$4,650	-	-	-	-	\$4,650
PE	STBG 5K-200K	-	-	\$88,350	-	-	-	-	\$88,350
	<i>Total Preliminary Engineering</i>	-	-	\$93,000	-	-	-	-	\$93,000
CON	Local Fund	-	-	-	\$32,750	-	-	-	\$32,750
CON	STBG 5K-200K	-	-	-	\$622,250	-	-	-	\$622,250
	<i>Total Construction</i>	-	-	-	\$655,000	-	-	-	\$655,000
	<b>Total Programmed</b>	-	-	<b>\$93,000</b>	<b>\$655,000</b>	-	-	-	<b>\$748,000</b>



**Version History**

TIP Document	MPO Approval	State Approval	FHWA Approval	FTA Approval
16-09 Amendment 2016-2020	Pending	Pending	Pending	N/A

**Current Change Reason**

SCHEDULE / FUNDING / SCOPE - New Project



## STAFF REPORT

**Report To:** The Carson Area Metropolitan Planning Organization

**Meeting Date:** January 11, 2017

**Staff Contact:** Graham Dollarhide, Transit Coordinator

**Agenda Title: (For Possible Action)** To approve a set of performance targets as it relates to the Transit Asset Management plan under the requirements of the Federal Transit Administration's Transit Asset Management Final Rule.

**Staff Summary:** The proposed set of performance targets is the first phase of requirements under the Federal Transit Administration's (FTA) Transit Asset Management (TAM) Final Rule. These targets must be established on an annual basis for all capital assets used in the provision of transit service, with an acquisition value of over \$50,000. CAMPO's proposed performance targets include Rolling Stock and Facilities, as defined by the Final Rule.

**Agenda Action:** Formal Action/Motion

**Time Requested:** 10 minutes

### **Proposed Motion**

I move to approve a set of performance targets as it relates to the Transit Asset Management plan under the requirements of the Federal Transit Administration's Transit Asset Management Final Rule.

### **Background/Issues & Analysis**

The Moving Ahead for Progress in the 21st Century Act (MAP-21) required the Secretary of Transportation to establish a system to monitor and manage public transportation assets to improve safety, increase reliability and performance, and to establish performance measures. The Fixing America's Surface Transportation (FAST) Act reaffirmed this requirement.

Under the Final Rule, there are two tiers of transit providers, each with its own set of TAM plan requirements. CAMPO falls under the Tier II designation since it operates (through the RTC) less than 100 vehicles. The TAM plan document, in its entirety, must be completed by October 1, 2018, and updated at least every four years. Beginning in 2017, performance targets must be established in anticipation of 2018 annual reporting to FTA's National Transit Database (NTD).

The following performance targets are proposed:

- 0% - Percentage of revenue vehicles that have met or exceeded its Useful Life Benchmark
- 0% - Percentage of facilities with a condition rating below 3 (Adequate)

Presently, JAC complies with the proposed performance targets.

**Applicable Statute, Code, Policy, Rule or Regulation**

49 U.S.C. 5326; 49 C.F.R. 625; 49 C.F.R. 630

**Financial Information**

Is there a fiscal impact?  Yes  No

If yes, account name/number:

Is it currently budgeted?  Yes  No,

Explanation of Fiscal Impact: N/A

**Alternatives** - N/A

**Supporting Material** - N/A

**Board Action Taken:**

Motion: \_\_\_\_\_

1) \_\_\_\_\_

2) \_\_\_\_\_

Aye/Nay

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)