

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the July 10, 2019 Meeting

Page 1

A regular meeting of the Carson Area Metropolitan Planning Organization was scheduled for 4:30 p.m. on Wednesday, July 10, 2019 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Mark Kimbrough
Vice Chairperson Greg Stedfield
Member Lori Bagwell
Member Brad Bonkowski
Member Chas Macquarie
Ex-Officio Member Sondra Rosenberg

STAFF: Lucia Maloney, Transportation Manager
Dirk Goering, Senior Transportation Planner
Daniel Anderson, Transportation Planner / Analyst
Michael Reynolds, Transit Coordinator
Todd Reese, Deputy District Attorney
Tamar Warren, Council and Commission Reporter

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 Clerk's Office, during regular business hours.

1. CALL TO ORDER AND DETERMINATION OF A QUORUM - Chairperson Kimbrough called the meeting to order at 4:30 p.m. Ms. Warren called the roll; a quorum was present. Members Erb and Keller were absent.

2. AGENDA MANAGEMENT NOTICE - Chairperson Kimbrough entertained modifications to the agenda; however, none were forthcoming.

3. DISCLOSURES - Chairperson Kimbrough entertained disclosures; however, none were forthcoming.

4. PUBLIC COMMENT - Chairperson Kimbrough entertained public comment; however, none was forthcoming.

5. ACTION ON APPROVAL OF MINUTES - June 12, 2019 - Chairperson Kimbrough introduced this item, and entertained a motion. **Member Bonkowski moved to approve the minutes, as presented. Member Bagwell seconded the motion.** Chairperson Kimbrough entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 5-0.**

6. PUBLIC MEETING ITEMS:

6(A) PRESENTATION AND DISCUSSION ON TASK 3.2, TRANSIT PLANNING, OF CAMPO'S 2019 / 2020 UNIFIED PLANNING WORK PROGRAM - Chairperson Kimbrough introduced this item, and Ms. Maloney provided an overview of the agenda materials. Gordon Shaw, of LSC Transportation Consultants, introduced Justine Rembac, also of LSC Transportation Consultants. Mr. Shaw narrated a SlideShow presentation of the JAC Transit Development and Coordinated Plan, copies of which were distributed to the CAMPO members and made available to the public prior to the start of the meeting.

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the July 10, 2019 Meeting

Page 2

In response to a question, Ms. Maloney assured the CAMPO members that funding mechanisms for all of the projects in the plan have been discussed. Ms. Maloney and Mr. Shaw responded to questions of clarification, and extensive discussion followed.

Chairperson Kimbrough entertained public comment. (5:33:34) Rebecca Williams, of Lyon County Human Services, advised that transportation “is a big need” in Lyon County. Chairperson Kimbrough entertained additional public comment and, when none was forthcoming, thanked Mr. Shaw for his presentation.

6(B) DISCUSSION AND POSSIBLE ACTION REGARDING COOPERATIVE AGREEMENT P301-19-804, BETWEEN CAMPO AND THE NEVADA DEPARTMENT OF TRANSPORTATION, FOR \$684,211.00 FOR DEVELOPMENT OF A TRANSPORTATION SYSTEM MANAGEMENT PLAN FOR CARSON CITY, DOUGLAS, LYON, AND STOREY COUNTIES, AND AUTHORIZING THE TRANSPORTATION MANAGER TO EXECUTE THE AGREEMENT AND FUTURE AMENDMENTS REGARDING TERM EXTENSIONS OR A CHANGE IN AMOUNT UP TO TEN PERCENT (5:34:53) - Chairperson Kimbrough introduced this item, and Ms. Maloney presented the agenda materials. In response to a question, Kevin Berry, of NDOT, expressed the understanding that the interlocal agreement establishes the funding such that the City can publish a request for proposals. “... we’ve granted you authority to use that money to then go out with an RFP. ... once you do go through the RFP process and start the negotiation of that scope, I think you would protect yourselves in terms of right scoping the job so that you could get through all three of the phases and ... right size it for the amount of money that’s available.”

In response to a further question, Mr. Berry expressed the belief that “because you went through the RFP process, negotiated with a contractor or a consultant, you would establish how you were going to pay that work out. So that wouldn’t be a part of NDOT and CAMPO. That would be CAMPO and the consultant. So that would be a contract that you would build and then negotiate with them. So I think you would protect yourselves from not getting what we expect out of it. Again, in that contract, we also state that we’ll have oversight ... We’ll be involved with the RFP process so, during that scope negotiation, we can set up an approval process that NDOT would be approving or agreeing upon that scope that was developed during negotiation with the consultant.

“The other question I think you had was our costs. We’re not putting any costs towards this job so typically what we do would be that we would set up maybe a project internally and bill towards that. We’re not ... billing that ... amount for our staff time in terms of being involved with the study, helping with any scope negotiations, things like that.” Mr. Reese and Ms. Maloney responded to questions of clarification, and discussion followed.

Chairperson Kimbrough entertained public comment and, when none was forthcoming, thanked Mr. Berry for his attendance and participation. Chairperson Kimbrough entertained additional discussion of the CAMPO members and, when none was forthcoming, a motion. **Member Bagwell moved to approve the cooperative agreement with the authorization for the District Attorney’s Office and Transportation Division staff to amend paragraph 11 to include project phasing for repayment and to negotiate dispute resolution provisions; if paragraph 11 cannot be amended, staff will return the agreement to the CAMPO for additional discussion. Member Bonkowski seconded the motion.** Chairperson Kimbrough entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 5-0.**

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the July 10, 2019 Meeting

Page 3

6(C) DISCUSSION AND POSSIBLE ACTION REGARDING SUBMITTING THE CAMPO DISADVANTAGED BUSINESS ENTERPRISE 3-YEAR GOAL FOR FEDERAL FISCAL YEARS 2020 - 2022 TO THE UNITED STATES DEPARTMENT OF TRANSPORTATION (6:02:16) - Chairperson Kimbrough introduced this item, and Mr. Reynolds presented the agenda materials. Mr. Reynolds suggested a revision to the proposed motion. He responded to questions of clarification. Chairperson Kimbrough entertained additional questions or comments of the CAMPO members and of the public and, when none were forthcoming, a motion. **Member Bonkowski moved to authorize CAMPO staff to submit the report, as presented.** **Member Macquarie seconded the motion.** Chairperson Kimbrough entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 5-0.**

6(D) PRESENTATION AND DISCUSSION REGARDING THE SUBMITTAL OF A REQUEST TO THE NEVADA DEPARTMENT OF TRANSPORTATION TO CLASSIFY SANTA BARBARA DRIVE, BETWEEN STEPHANIE LANE AND VICKY LANE, AND TO CLASSIFY VICKY LANE, BETWEEN SANTA BARBARA DRIVE AND STEPHANIE LANE, AS MINOR COLLECTOR ROADWAYS (6:06:18) - Chairperson Kimbrough introduced this item, and Mr. Goering presented the agenda materials. Mr. Goering and Josh Nordlow, of Douglas County Public Works, responded to questions of clarification. Chairperson Kimbrough entertained additional questions or comments and, when none were forthcoming, thanked Mr. Nordlow for his attendance and participation. Chairperson Kimbrough entertained public comment and, when none was forthcoming, a motion. **Member Macquarie moved to approve submittal of the request, as presented.** **Member Bagwell seconded the motion.** Chairperson Kimbrough entertained discussion on the motion and, when none was forthcoming, called for a vote. **Motion carried 5-0.**

7. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS; FUTURE AGENDA ITEMS (6:11:27) - Chairperson Kimbrough introduced this item, and Ms. Maloney reviewed the tentative agenda for the August CAMPO meeting.

8. CAMPO MEMBER COMMENTS (6:12:07) - Chairperson Kimbrough entertained CAMPO member comments; however, none were forthcoming.

9. THE NEXT MEETING IS TENTATIVELY SCHEDULED FOR 4:30 P.M. ON WEDNESDAY, AUGUST 14, 2019, IN THE COMMUNITY CENTER SIERRA ROOM, 851 EAST WILLIAM STREET (6:12:15) - Chairperson Kimbrough read this information into the record.

10. PUBLIC COMMENT (6:12:20) - Chairperson Kimbrough entertained public comment; however, none was forthcoming.

11. ACTION ON ADJOURNMENT (6:12:30) - Upon motion by Member Bonkowski, Chairperson Kimbrough adjourned the meeting at 6:12 p.m.

The Minutes of the July 10, 2019 Carson Area Metropolitan Planning Area meeting are so approved this 14th day of August, 2019.

MARK KIMBROUGH, Chair