



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

Day: Wednesday
Date: September 9, 2020
Time: Beginning at 4:30 pm
Location: Community Center, Sierra Room, 851 East William Street, Carson City, Nevada

AGENDA

NOTICE TO PUBLIC: The State of Nevada and Carson City are currently in a declared State of Emergency in response to the global pandemic caused by the coronavirus (COVID-19) infectious disease outbreak. In accordance with the Governor's Declaration of Emergency Directive 006, which has suspended the provisions of NRS 241.020 requiring the designation of a physical location for meetings of public bodies where members of the public are permitted to attend and participate, public meetings of Carson City will NOT have a physical location open to the public until such time this Directive is removed.

Members of the public who wish only to view the meeting but do NOT plan to make public comment may watch the livestream of the CAMPO meeting at:

<https://www.carson.org/transparency/meeting-agendas-minutes-and-recordings>

The public may provide public comment in advance of a meeting by written submission to the following email address: Comments@CarsonAreaMPO.com. For inclusion or reference in the minutes of the meeting, your public comment must include your full name and be submitted via email by not later than 3:00 p.m. the day before the meeting.

Members of the public who wish to provide live public comment may do so during the designated public comment periods, indicated on the agenda, via telephonic appearance by dialing the numbers listed below. Please do NOT join by phone if you do not wish to make public comment.

To join by telephone, you must dial the following number: +1-408-418-9388 (Meeting ID: 146 024 4596).

To videoconference, you must have access to an Internet connection and a computer equipped with a camera and microphone with which you can join a meeting at the following link:

<https://carsoncity.webex.com/carsoncity/onstage/g.php?MTID=e438fd2e17b19765d93f311857961895b>

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 via video conference or telephonic appearance, or who wish to make written submissions to CAMPO. If special arrangements for the meeting are necessary, please notify CAMPO staff in writing at 3505 Butti Way, Carson City, Nevada, 89701, or Comments@CarsonAreaMPO.com, or call Lucia Maloney at (775) 887-2355 at least 24 hours in advance of the meeting.

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

1. ROLL CALL AND DETERMINATION OF A QUORUM

2. 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.

3. 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 must also be made at such time the specific agenda item is introduced.

4. PUBLIC COMMENT:** The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of this public body. 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.

5. APPROVAL OF MINUTES:

5-A For Possible Action – Discussion and possible approval of the August 12, 2020 draft minutes.

6. PUBLIC MEETING ITEM(S):

6-A For Possible Action – Discussion and possible action, and authorization for the CAMPO Chair to execute, Amendment No. 1 to Cooperative Agreement NM696-16-804 with the Nevada Department of Transportation (NDOT), extending the term of the agreement for two years and correcting CAMPO's address.

Staff Summary: Cooperative Agreement No. NM696-16-804 sets forth general guidelines for the use of a portion of a sub-allocation of the Surface Transportation Program Block Grant (STBG) for areas with a population greater than 5,000 but no more than 200,000, to be made available to CAMPO on an annual basis.

6-B For Discussion Only – Informational presentation regarding Fiscal Year (FY) 2020 CAMPO activities.

Staff Summary: FY 2020 ended on June 30, 2020. Staff will present a summary of FY 2020 CAMPO planning activities and accomplishments.

6-C For Possible Action – Discussion and possible action to authorize use of CAMPO funds for a second Transportation Planner/Analyst for up to four (4) months, in an amount not to exceed \$28,537.60.

Staff Summary: CAMPO’s work program funds a Senior Transportation Planner, a Transportation Planner/Analyst, and partly funds the Transportation Manager. Within Carson City Public Works, a second Transportation Planner/Analyst is funded by the Western Nevada Safe Routes to Schools Program. The agreement for that program expires September 30, 2020, and a new agreement cannot be awarded until a new federal transportation bill is approved by the U.S. Congress. Congress’ timing for approval of a federal bill is unknown. Staff is requesting CAMPO fund this position for up to four months, to allow for a future federal transportation bill.

7. BOARD COMMENTS: For Information Only – Status reports and comments from the members of the CAMPO Board.

8. The Next Meeting is Tentatively Scheduled – 4:30 p.m., Wednesday, October 14, 2020, at the Sierra Room – Carson City Community Center, 851 East William Street.

9. PUBLIC COMMENT:** The public is invited at this time to comment on any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under this item of the agenda. 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.

10. ADJOURNMENT: For Possible Action

****PUBLIC COMMENT LIMITATIONS - Although CAMPO often provides an opportunity for additional public comment during each specific item designated for possible action on the agenda, public comment will be temporarily limited to the beginning of the agenda before any action is taken and again at the end before adjournment. This policy will remain effective during the period of time the State of Nevada is under a State of Emergency as declared by the Governor due to the COVID-19 pandemic, and is intended to achieve the efficient conduct of meetings while facilitating public participation via videoconference and telephonic means.**

NOTICE TO PUBLIC: In accordance with the Governor’s Emergency Declaration Directive 006 suspending state law provisions requiring the posting of public meeting agendas at physical locations, this agenda was posted electronically at the following Internet websites:

This notice has been posted at the following locations:

www.carson.org/agendas
<http://notice.nv.gov>

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A regular meeting of the Carson Area Metropolitan Planning Organization (CAMPO) was scheduled for 4:30 p.m. on Wednesday, August 12, 2020 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 Bob Hastings (via WebEx)
Ex-Officio Member Sondra Rosenberg (via WebEx)

STAFF: Lucia Maloney, Transportation Manager
Dirk Goering, Senior Transportation Planner
Todd Reese, Deputy District Attorney
Chris Martinovich, Transportation/Traffic Engineer
Tamar Warren, Senior Public Meetings 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 Clerk's Office, during regular business hours.

1. ROLL CALL AND DETERMINATION OF A QUORUM

(4:31:03) – Chairperson Kimbrough called the meeting to order at 4:31 p.m. Roll was called, and a quorum was present. Members Erb and Macquarie were absent.

2. AGENDA MANAGEMENT NOTICE

(4:31:36) – Ms. Maloney noted that there were no changes to the agenda.

3. DISCLOSURES

(4:31:40) – There were no disclosures from the members.

4. PUBLIC COMMENT

(4:31:50) – Chairperson Kimbrough read into the record the *Notice to the Public*, incorporated into the agenda, outlining the temporary public comment guidelines established during the Governor's COVID 19 Emergency Directive. He also entertained public comments; however, none were forthcoming.

5. APPROVAL OF MINUTES

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5-A FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE APPROVAL OF THE JULY 8, 2020 DRAFT MINUTES.

(4:32:57) – Chairperson Kimbrough introduced the item and entertained corrections, comments, or a motion.

(4:33:01) – Member Bonkowski moved to approve the minutes of the CAMPO July 8, 2020 meeting as presented. The motion was seconded by Member Bagwell and carried 5-0-0.

6. PUBLIC MEETING ITEM(S):

6-A FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT NO. 19300159, CARSON AREA TRANSPORTATION SYSTEM MANAGEMENT PLAN (CATSMP), WITH KIMLEY-HORN AND ASSOCIATES FOR A NOT TO EXCEED AMOUNT OF \$573,960, THROUGH DECEMBER 31, 2021, TO BE FUNDED FROM AN AGREEMENT WITH THE NEVADA DEPARTMENT OF TRANSPORTATION (NDOT).

(4:33:23) – Chairperson Kimbrough introduced the item. Mr. Martinovich gave background and presented the agenda materials incorporated into the record. He also responded to clarifying questions. Member Bonkowski noted a correction to the contract and received confirmation that the Staff Report amount of \$573,960 was the correct amount. In response to Member Bonkowski’s comments regarding non-compliant ADA ramps, Mr. Martinovich noted that “once a ramp is out of compliance, we identify why we’ve identified it’s out of compliance and then we’ll know we’ll need to do something at that point.” He also informed Member Bonkowski that “Wrong Way Driving Devices” hadn’t been fully installed; however, Kimley-Horn had been working with the Nevada Department of Transportation (NDOT) on that program separately. Mr. Martinovich offered to look into the reason for not having them installed and return with an answer. Ex-Officio Member Rosenberg explained that she did not have specific detail on the CAMPO region, However, “Wrong Way Driving Devices” had presented challenges in the reporting and false identification arena, adding that they were still in the process of finalizing quality control and receiving approvals from the Federal Highway Administration.

(4:43:18) – Member Bagwell inquired about an identification system put into place to track the progress of bringing ADA ramps into compliance. Ms. Maloney clarified that Staff “were striving to get to” the number of barriers to ADA compliance, adding that Kimley-Horn would provide data in a format available to input into the City’s geographic information system (GIS) system. Mr. Martinovich informed Chairperson Kimbrough that Kimley-Horn had contracted the University of Nevada [Reno] to incorporate “the same type of [Signal Optimization Study] program,” presented at an earlier CAMPO meeting. He also clarified that an example of the “optional tasks” could be incorporated into the GIS system certain NV Energy lights for which they billed the City for power. Chairperson Kimbrough entertained a motion.

(4:49:29) – Member Bonkowski moved to approve Contract No. 19300159 with a correction to Paragraph Five, Compensation, correcting the not-to-exceed amount to \$573,960.00. The motion was seconded by Member Bagwell and carried 5-0-0. Motion carried 5-0-0.

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6-B FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING, AND AUTHORIZATION FOR THE CAMPO CHAIR TO SIGN, THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION AND CARSON CITY REGIONAL TRANSPORTATION COMMISSION JOINT TITLE VI PLAN AND CAMPO’S REQUIRED ASSURANCES.

(4:50:09) – Chairperson Kimbrough introduced the item. Mr. Goering presented the Staff Report and agenda report titled *Title VI Plan for Carson City Regional Transportation Commission (RTC) & Carson Area Metropolitan Planning Organization (CAMPO)*. Chairperson Kimbrough entertained comments and when none were forthcoming, a motion.

(4:53:36) – Member Bagwell moved to authorize the Chair to sign the Title VI Plan and CAMPO’s required assurances as presented. The motion was seconded by Member Bonkowski and carried 5-0-0.

6-C FOR DISCUSSION ONLY – PRESENTATION AND DISCUSSION ON ONGOING PUBLIC OUTREACH AND DEVELOPMENT OF CAMPO’S 2050 REGIONAL TRANSPORTATION PLAN (RTP).

(4:54:02) – Chairperson Kimbrough introduced the item. Mr. Goering updated the Board on the CAMPO 30-year regional transportation plan completed work to date and reviewed the upcoming milestones, all of which are incorporated into the record. Ex-Officio Member Rosenberg thanked Staff for their “extensive work” and believed that the asset management and operational plans would be beneficial to future discussions.

7. BOARD COMMENTS: FOR INFORMATION ONLY

(4:57:24) – Chairperson Kimbrough entertained member comments. Ex-Officio Member Rosenberg announced the approval of the NDOT 2021 Annual Program and the acceptance of the 2021-2024 Statewide Transportation Improvement Program at the August 10, 2020 Board meeting.

8. THE NEXT MEETING IS TENTATIVELY SCHEDULED – 4:30 P.M., WEDNESDAY, SEPTEMBER 9, 2020, AT THE SIERRA ROOM – CARSON CITY COMMUNITY CENTER, 851 EAST WILLIAM STREET.

(4:58:36) – Chairperson Kimbrough read the agenda item into the record.

9. PUBLIC COMMENT

(4:58:41) – Chairperson Kimbrough entertained public comments; however, none were forthcoming.

10. ADJOURNMENT: FOR POSSIBLE ACTION

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(4:58:56) – Chairperson Kimbrough adjourned the meeting at 4:58 p.m.

The Minutes of the August 12, 2020 Carson Area Metropolitan Planning Organization meeting are so approved this 9th day of September, 2020.



STAFF REPORT

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

Meeting Date: September 9, 2020

Staff Contact: Dirk Goering, Senior Transportation Planner

Agenda Title: For Possible Action – Discussion and possible action, and authorization for the CAMPO Chair to execute, Amendment No. 1 to Cooperative Agreement NM696-16-804 with the Nevada Department of Transportation (NDOT), extending the term of the agreement for two years and correcting CAMPO’s address.

Staff Summary: Cooperative Agreement No. NM696-16-804 sets forth general guidelines for the use of a portion of a sub-allocation of the Surface Transportation Program Block Grant (STBG) for areas with a population greater than 5,000 but no more than 200,000, to be made available to CAMPO on an annual basis.

Agenda Action: Formal Action/Motion

Time Requested: 10 minutes

Proposed Motion

I move to authorize the CAMPO Chair to execute the amendment as presented.

Background/Issues & Analysis

Cooperative Agreement No. NM696-16-804 was executed on December 16, 2016 and is set to expire on September 30, 2020. The proposed amendment changes the termination date of the agreement to September 30, 2022, and corrects CAMPO’s address. All other provisions of the original agreement remain unchanged.

Applicable Statute, Code, Policy, Rule or Regulation

NRS 277.180, NRS 277.110

Financial Information

Is there a fiscal impact? Yes No

If yes, Fund Name, Account Name / Account Number: N/A

Is it currently budgeted? Yes No

Explanation of Fiscal Impact: Approval of this agreement will enable CAMPO to allocate annual STBG funds to the partner jurisdictions as agreed upon. STBG funding sub-allocated from NDOT pursuant to this agreement does not have a fiscal impact on the CAMPO fund.

Alternatives

Decline to approve the amendment and provide alternative direction to staff.

Supporting Material

-Exhibit-1: Amendment No. 1 to Cooperative Agreement No. NM696-16-804

-Exhibit-2: Cooperative Agreement No. NM696-16-804

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

Amendment No. 1 to
Interlocal Agreement No. NM696-16-804

This Amendment is made and entered into on _____, between the State of Nevada, acting by and through its Department of Transportation, hereinafter referred to as the "DEPARTMENT", and Carson Area Metropolitan Planning Organization, 3503 Butti Way, Carson City, Nevada 89701, hereinafter referred to as the "CAMPO".

WITNESSETH:

WHEREAS, on December 16, 2016, the parties entered into Agreement No. NM696-16-804 to establish general guidelines for the use of a portion of a sub-allocation of the Surface Transportation Program Block Grant (STBG) for areas with a population greater than 5,000 but no more than 200,000, to be made available to CAMPO on an annual basis; and

WHEREAS, CAMPO's address must be updated; and

WHEREAS, the termination date must be amended to ensure sufficient time to continue the program; and

WHEREAS, the parties hereto desire to make certain amendments to Agreement No. NM696-16-804.

NOW, THEREFORE, the parties agree as follows:

1. The first paragraph of Agreement No. NM696-16-804 is amended by deleting it in its entirety and inserting in its place:
"This Agreement, made and entered into on December 16, 2016 by and between the State of Nevada, acting by and through its Department of Transportation, hereinafter called the "DEPARTMENT," and Carson Area Metropolitan Planning Organization, 3505 Butti Way, Carson City, Nevada 89701, hereinafter called "CAMPO."
2. The termination date referenced in Article III, Paragraph 1, shall be changed from September 30, 2020 to September 30, 2022.
3. All of the other provisions of Agreement No. NM696-16-804 dated December 16, 2016 shall remain in full force and effect as if fully set forth herein.

IN WITNESS WHEREOF, the above-named parties have hereunto set their hands and executed this Amendment on the date first written above.

Carson Area Metropolitan Planning Organization

STATE OF NEVADA, acting by and through its DEPARTMENT OF TRANSPORTATION

Mark Kimbrough, Carson Area Metropolitan Planning Organization Chairman

Kristina Swallow, P.E., Director

Approved as to Form:

Approved as to Legality and Form:

Todd Reese, Deputy District Attorney

Shane Chesney, Deputy Attorney General

Agreement Number NM696-16-804

INTERLOCAL AGREEMENT

This Agreement, made and entered into on December 16, 2016, by and between the State of Nevada, acting by and through its Department of Transportation, hereinafter called the "DEPARTMENT," and Carson Area Metropolitan Planning Organization, 3503 Butti Way Carson City, Nevada 89701, hereinafter called "CAMPO."

WITNESSETH:

WHEREAS, an Interlocal Agreement is defined as an agreement by public agencies to "obtain a service" from another public agency, hereinafter called parties; and

WHEREAS, pursuant to the provisions contained in Chapter 408 of the Nevada Revised Statutes, the Director of the DEPARTMENT may enter into agreements necessary to carry out the provisions of the Chapter; and

WHEREAS, NRS 277.180 authorizes any one or more public agencies to contract with any one or more other public agencies to perform any governmental service, activity, or undertaking which any of the public agencies entering into the agreement is authorized by law to perform and refers to such as an Interlocal Contract, hereinafter called an Agreement; and

WHEREAS, the Fixing America's Surface Transportation Act (FAST Act) provides funding for all modes of transportation through the Surface Transportation Program Block Grant (STBG) Funding category, for areas over a population of 5,000 and under a population 200,000; and

WHEREAS, the purpose of this Agreement is to establish general guidelines for the use of a portion of a sub-allocation of the STBG for areas with a population greater than 5,000 but no more than 200,000, to be made available to CAMPO on an annual basis (Hereinafter FUNDS); and

WHEREAS, the DEPARTMENT has agreed to make available Thirty-Three percent (33%) of the total STBG sub-allocation received by the DEPARTMENT for areas with a population greater than 5,000 but no more than 200,000 to CAMPO on an annual basis; and

WHEREAS, CAMPO is willing and able to establish and select projects for inclusion in the Regional Transportation Improvement Program (RTIP) and Statewide Transportation Improvement Program (STIP) using the funds made available by the DEPARTMENT; and

NOW, THEREFORE, in consideration of the premises and of the mutual covenants herein contained, it is agreed as follows:

ARTICLE I -CAMPO AGREES

1. To follow 23 USC 133 Surface transportation block grant program guidelines in the selection of projects within the eligible boundary as displayed within Exhibit "A" and Exhibit "B".
2. To place within CAMPO's (RTIP) the projects selected for funding using the STBG funds made available by the DEPARTMENT.

ARTICLE II - DEPARTMENT AGREES

1. To provide STBG FUNDS to CAMPO that are equal to Thirty-Three percent (33%), rounded to the nearest thousand dollars, of the state's allocated amount of STBG for areas with a population over 5,000 and under 200,000 for projects that meet the FUNDS purpose and eligibility. The FUNDS will only become available when the funding is allocated to the state by the federal government.

2. To establish and maintain oversight of the sub-allocation of FUNDS to ensure proper accountability and status of FUNDS. The responsibility of this oversight will rest with the Program Development Division of the DEPARTMENT.

ARTICLE III - IT IS MUTUALLY AGREED

1. The term of this Agreement shall be from the date first written above through and including the September 30, 2020.

2. This Agreement shall not become effective until and unless approved by appropriate official action of the governing body of each party.

3. The sub-allocation of Thirty-Three percent (33%) of the STBG for areas with a population over 5,000 and under 200,000 is correctly calculated based on the 2010 US Census data used, which is displayed within exhibit "C" and any adjustments to this calculation must be agreed to by both parties.

4. The annual sub-allocation to CAMPO from the DEPARTMENT will be rounded down to the nearest thousand dollars.

5. Unspent FUNDS in projects will be released upon completion of said projects and those released FUNDS will be added to the balances of FUNDS available to CAMPO. Released FUNDS will be rounded down to the nearest thousand dollars prior to being added to the available balance.

6. The DEPARTMENT and CAMPO will have, at a minimum, annual meetings to discuss project progression and fund balances.

7. Unobligated FUNDS that are within one year of lapsing (expiring) will be removed from the balance of available FUNDS for CAMPO and be returned to the DEPARTMENT. There shall be no compensation for the loss of those FUNDS.

8. CAMPO will have a maximum carrying balance of two consecutive years of unobligated funding.

9. This Agreement may be terminated by either party prior to the date set forth above, provided that a termination shall not be effective until thirty (30) calendar days after a party has served written notice upon the other party. This Agreement may be terminated by mutual consent of both parties or unilaterally by either party without cause. The parties expressly agree that this Agreement shall be terminated immediately if for any reason federal and/or State Legislature funding ability to satisfy this Agreement is withdrawn, limited, or impaired.

10. All notices or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally in hand, by facsimile with simultaneous regular mail, or by certified mail, return receipt requested,

postage prepaid on the date posted, and addressed to the other party at the address set forth below:

FOR DEPARTMENT: Rudy Malfabon, P.E., Director
Attn.: Sondra Rosenberg, PTP, Assistant Director, Planning
Nevada Department of Transportation
Division: Program Development
1263 South Stewart Street
Carson City, Nevada 89712
Phone: (775) 888-7440
Fax: (775) 888-7201
E-mail: SRosenberg@dot.state.nv.us

FOR CAMPO: Ray Fierro, Chairperson
Attn: Patrick Pittenger, Transportation Manager
City of Carson City
Carson Area Metropolitan Planning Organization
3505 Butti Way
Carson City, Nevada 89701
Phone: (775) 887-2355
Fax: (775) 887-2164
E-mail: ppittenger@carson.org

11. Each party agrees to keep and maintain under generally accepted accounting principles full, true, and complete records and documents (written, electronic, computer related, or otherwise) pertaining to this Agreement and present, at any reasonable time, such information for inspection, examination, review, audit, and copying at any office where such records and documentation are maintained. Such records and documentation shall be retained for three (3) years after final payment is made.

12. Failure of either party to perform any obligation of this Agreement shall be deemed a breach. Except as otherwise provided for by law or this Agreement, the rights and remedies of the parties shall not be exclusive and are in addition to any other rights and remedies provided by law or equity, including but not limited to the recovery of actual damages, and the prevailing party's reasonable attorney's fees and costs.

13. The parties do not waive and intend to assert available NRS Chapter 41 liability limitations in all cases. Agreement liability of both parties shall not be subject to punitive damages. Actual damages for any DEPARTMENT breach shall never exceed the amount of funds which have been appropriated for payment under this Agreement, but not yet paid, for the fiscal year budget in existence at the time of the breach.

14. Neither party shall be deemed to be in violation of this Agreement if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, act of public enemy, accidents, fires, explosions, or acts of God, including without limitations, earthquakes, floods, winds, or storms. In such an event the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of the Agreement after the intervening cause ceases.

15. To the fullest extent of NRS Chapter 41 liability limitations, each party shall indemnify, hold harmless, and defend, not excluding the other's right to participate, the other from and against all liability, claims, actions, damages, losses, and expenses, including but not limited to reasonable attorney's fees and costs, arising out of any alleged negligent or willful acts or

omissions of the party, its officers, employees, and agents. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity, which would otherwise exist as to any party or person, described herein. This indemnification obligation is conditioned upon service of written notice to the other party within thirty (30) calendar days of the indemnified party's notice of actual or pending claim or cause of action. The indemnifying party shall not be liable for reimbursement of any attorney's fees and costs incurred by the indemnified party due to said party exercising its right to participate with legal counsel.

16. The parties are associated with each other only for the purposes and to the extent set forth in this Agreement. Each party is and shall be a public agency separate and distinct from the other party and shall have the right to supervise, manage, operate, control, and direct performance of the details incident to its duties under this Agreement. Nothing contained in this Agreement shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for one agency whatsoever with respect to the indebtedness, liabilities, and obligations of the other agency or any other party.

17. Failure to declare a breach or the actual waiver of any particular breach of the Agreement or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.

18. The illegality or invalidity of any provision or portion of this Agreement shall not affect the validity of the remainder of the Agreement and this Agreement shall be construed as if such provision did not exist. The unenforceability of such provision or provisions shall not be held to render any other provision or provisions of this Agreement unenforceable.

19. Neither party shall assign, transfer, or delegate any rights, obligations, or duties under this Agreement without the prior written consent of the other party.

20. Except as otherwise provided by this Agreement, all or any property presently owned by either party shall remain in such ownership upon termination of this Agreement, and there shall be no transfer of property between the parties during the course of this Agreement.

21. Pursuant to NRS Chapter 239, information or documents may be open to public inspection and copying. The parties will have the duty to disclose unless a particular record is confidential by law or a common law balancing of interests.

22. Each party shall keep confidential all information, in whatever form, produced, prepared, observed, or received by that party to the extent that such information is confidential by law or otherwise required by this Agreement.

23. The parties hereto represent and warrant that the person executing this Agreement on behalf of each party has full power and authority to enter into this Agreement and that the parties are authorized by law to perform the services set forth herein.

24. This Agreement and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the exclusive jurisdiction of the Nevada state district courts for enforcement of this Agreement.

25. Any recipient or sub recipient of funds under this agreement agrees to comply with the Federal Funding Accountability and Transparency Act and implementing regulations at 2 CFR Part 170, including Appendix A available at <http://edocket.access.gpo.gov/2010/pdf/2010-22705.pdf>.

26. This Agreement shall not become effective until and unless approved by appropriate official action of the governing body of each party.

27. It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of any part of this Agreement to create in the public or any member thereof a third party beneficiary status hereunder, or to authorize anyone not a party to this Agreement to maintain a suit for personal injuries or property damage pursuant to the terms or provisions of this Agreement.

28. This Agreement constitutes the entire agreement of the parties and such is intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Agreement specifically displays a mutual intent to amend a particular part of this Agreement, general conflicts in language between any such attachment and this Agreement shall be construed consistent with the terms of this Agreement. Unless otherwise expressly authorized by the terms of this Agreement, no modification or amendment to this Agreement shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto and approved by the Attorney General.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first above written.

Carson Area Metropolitan Planning Organization

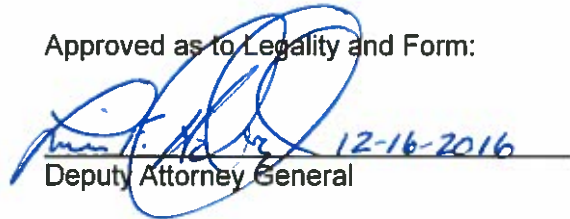
State of Nevada, acting by and through its DEPARTMENT OF TRANSPORTATION



RAYMOND FIERRO - CHAIRMAN
Name and Title (Print)

Director

Approved as to Legality and Form:



12-16-2016
Deputy Attorney General

Approved as to Form:

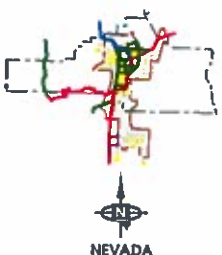
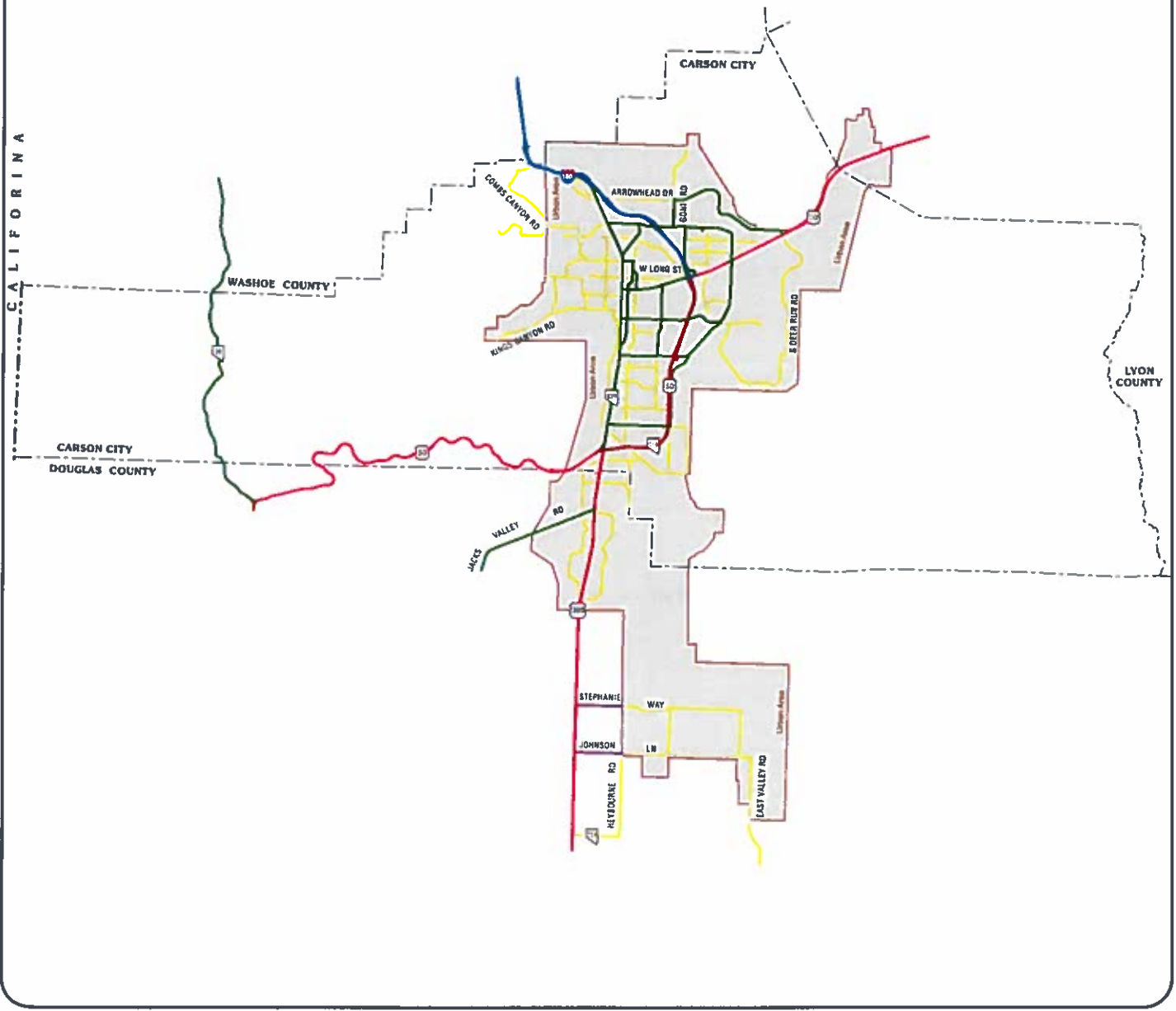


Attorney

**DUPLICATE
ORIGINAL**

EXHIBIT "A"

CALIFORNIA



NEVADA
2014

PREPARED BY THE NEVADA DEPARTMENT OF TRANSPORTATION

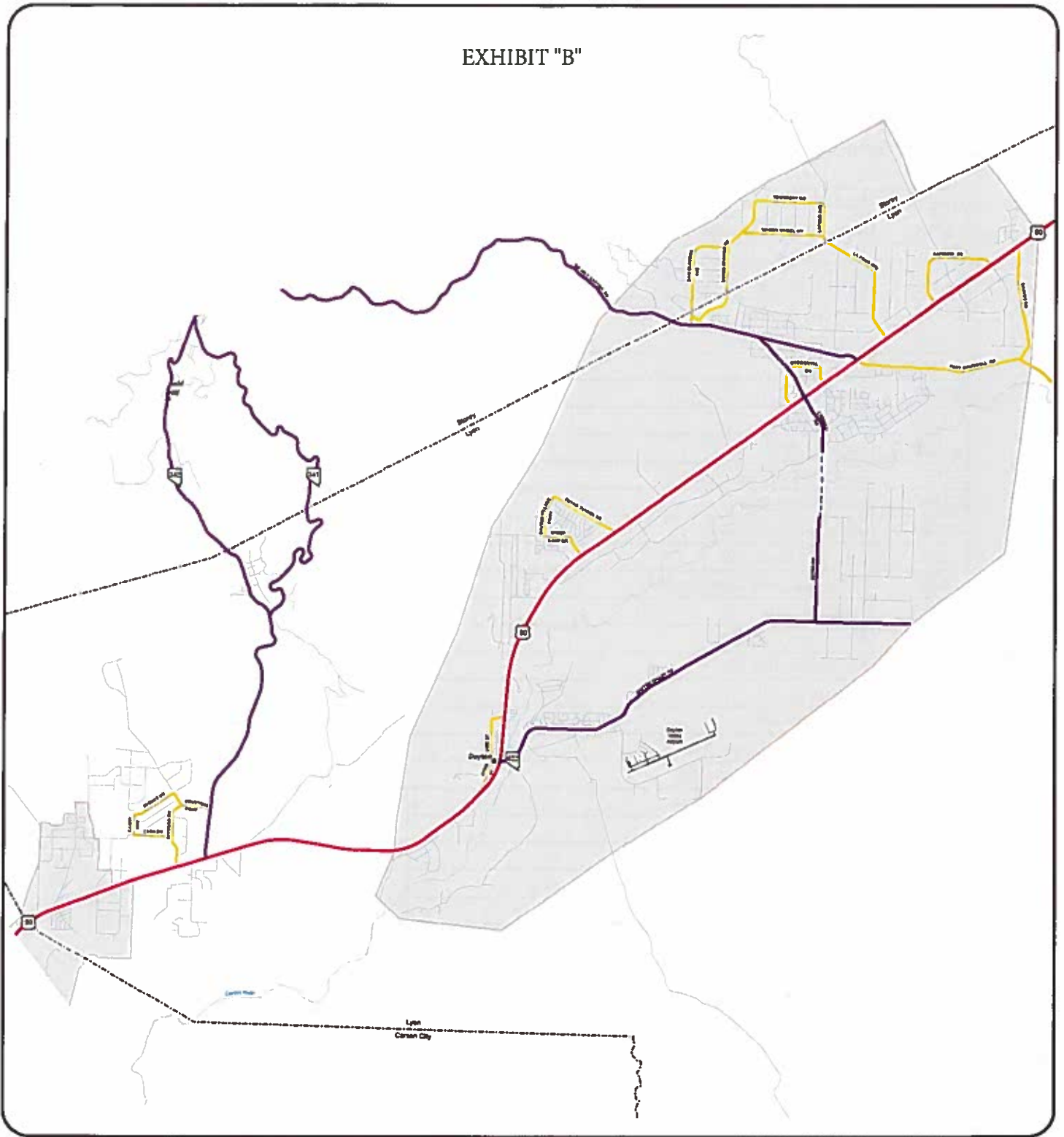
- | Existing | Proposed Unbuilt |
|--------------|----------------------------------|
| | 1 Interstate and Highway |
| | 2 Other Freeways and Expressways |
| | 3 Other Principal Arterial |
| | 4 Minor Arterial |
| | 5 Major Collector |
| | 6 Minor Collector |
| | 7 Local |
| Urban Limits | |
| State Line | |
| County Line | |



ROADWAY FUNCTIONAL CLASSIFICATION

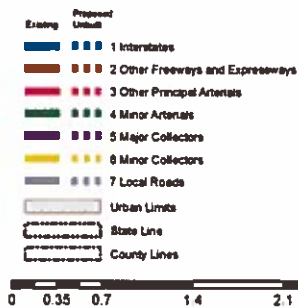
CARSON CITY, NEVADA

EXHIBIT "B"



2010

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ROADWAY FUNCTIONAL CLASSIFICATION

LYON COUNTY

DAYTON - SMALL URBAN

EXHIBIT "C"

Nevada

Source: 2010 List of 2010 Census Urban Areas

UACE	NAME	POP
05761	Battle Mountain, NV	3,520
09325	Boulder City, NV	13,866
11431	Bullhead City, AZ - NV	180
14158	Carson City, NV	58,079
22501	Dayton, NV	11,127
26902	Elko, NV	18,948
27361	Ely, NV	4,681
29035	Fallon, NV	16,241
29656	Fernley, NV	18,979
32572	Gardnerville Ranchos, NV	20,107
37756	Hawthorne, NV	3,249
41100	Incline Village, NV - CA	7,953
43227	Johnson Lane, NV	5,337
47995	Las Vegas - Henderson, NV	1,886,011
48016	Laughlin, NV	5,949
56413	Mesquite, NV--AZ	13,871
57871	Moapa Valley, NV	5,907
66943	Pahrump, NV	28,446
74179	Reno, NV - CA	392,132
83305	South Lake Tahoe, CA - NV	1,998
83851	Spring Creek North, NV	3,286
83859	Spring Creek South, NV	3,862
92445	Washoe Valley, NV	2,645
94591	West Wendover, NV - UT	4,244
96373	Winnemucca, NV	10,268
97669	Yerington, NV	2,911
	Total POPULATION 5k-200k	227,125
	CAMPO Urbanized POPULATION	74,543
	Percentage of STBG 5k-200k	33%

*Strikethrough data was intentionally left within the exhibit to demonstrate the data set used to determine percentage.



STAFF REPORT

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

Meeting Date: September 9, 2020

Staff Contact: Lucia Maloney, Transportation Manager

Agenda Title: For Discussion Only – Informational presentation regarding Fiscal Year (FY) 2020 CAMPO activities.

Staff Summary: FY 2020 ended on June 30, 2020. Staff will present a summary of FY 2020 CAMPO planning activities and accomplishments.

Agenda Action: Other/Presentation

Time Requested: 10 minutes

Proposed Motion

N/A

Background/Issues & Analysis

Long term planning is accomplished through activities identified in CAMPO's Unified Planning Work Program (UPWP). All scheduled milestones were completed successfully during FY 2020 and the budgets for all Major Work Elements were maintained. CAMPO staff successfully accomplished the following tasks during FY 2020:

- Administration and amendments to the two-year FY 2019/2020 UPWP
- Administration and amendments to the Transportation Improvement Program (TIP)
- Administration of the STBG grant program with partner jurisdictions
- Developed and adopted the FY 2021/FY 2022 2-year UPWP
- Developed and received approval of an amended JAC Title VI Program document
- Developed and received approval of an amended JAC Disadvantaged Business Enterprise (DBE) Program document and updated 3-year goal
- Developed and received approval of the JAC Transit Development & Coordinated Human Services Plan
- Developed and received approval of the Americans with Disabilities Act (ADA) Transition Plan for pedestrian facilities in the public right of way for Carson City
- Solicited applications and awarded 5310 and 5339 FTA grant awards
- Established and set MAP-21 PM1, PM2, and PM3 performance targets
- Reviewed and reclassified roadways within CAMPO
- Developed and presented an Annual CAMPO Monitoring Report
- Completed a comprehensive digital sidewalk and bicycle facilities inventory for Carson City and initiated this inventory in Douglas and Lyon counties
- Established Transit Asset Management (TAM) performance targets
- Performed quality control on Travel Demand Model updates
- Implemented the Pavement Management Plan
- Prepared for development of the 2050 Regional Transportation Plan

Staffing and resource challenges were prominent in FY 2019, however, these challenges were overcome and ultimately, all scheduled milestones within the two-year FY 2019/FY 2020 UPWP were accomplished. Recognizing the challenges with managing the large number of individual task budgets alongside the low budget amounts available for each task, staff recommended and has received approval to consolidate budgets into four Work Element budgets for the FY 2021/FY 2022 two-year UPWP. This modified budgeting approach is anticipated to mitigate risk of task budget overruns in the future. Additionally, staff has initiated discussions with both NDOT and FHWA regarding CAMPO's need for an additional fiscal analyst/specialist to better monitor and address fiscal/funding challenges as they arise. Should funding for this position become available, CAMPO staff could better support the partner jurisdictions, more closely monitor budget status and promptly address issues as they arise, and free up existing planner resources to improve public outreach, engagement, and quality of milestone deliverables.

Additional detail is contained within the supporting CAMPO FY 2020 Q4 & Annual UPWP Report, transmitted to the Nevada Department of Transportation on July 30, 2020.

Financial Information

Is there a fiscal impact? Yes No

If yes, account name/number:

Is it currently budgeted? Yes No

Explanation of Fiscal Impact:

Supporting Material

-Exhibit-1: CAMPO FY 2020 Q4 & Annual UPWP Report



Unified Planning Work Program FY 2019 and FY 2020

4th Quarter Progress Report (April 1, 2020 – June 30, 2020)

Fiscal Year Ending: June 30, 2020

Prepared: July 29, 2020

WORK ELEMENTS

1. MPO Administration
2. Regional Coordination and Engagement
3. Regional Multimodal Planning
4. Transportation Performance Management
5. Asset Planning and Management

WORK PROGRAM REVISIONS

FY 2019 1st Quarter Work Program Revisions: No amendments this quarter.

FY 2019 2nd Quarter Work Program Revisions: No amendments this quarter.

FY 2019 3rd Quarter Work Program Revisions: Formal Amendment #1 Approved February 13, 2019. Amendments will be reflected in 4th quarter progress report.

FY 2019 4th Quarter Work Program Revisions: Formal Amendment #2 Approved May 8, 2019.

FY 2020 1st Quarter Work Program Revisions: No amendments this quarter.

FY 2020 2nd Quarter Work Program Revisions: No amendments this quarter.

FY 2020 3rd Quarter Work Program Revisions: Formal Amendment #3 Approved Feb 12, 2020. Amended FY 20 Task Budgets are reflected in 3rd quarter progress report; however, Task Budgets for FY 19 were not adjusted within this progress report.

FY 2020 4th Quarter Work Program Revisions: No amendments this quarter.

Unified Planning Work Program FY 2019 and FY 2020

FY 2020 ANNUAL SUMMARY

As of June 30, 2020, all FY 2020 tasks and milestones were completed successfully. Three task budgets were exceeded as described below.

Budgets: Task 1.2 was 2% over the annual budget, Task 3.1 was 1% over the annual budget, and Task 4.1 was 7% over the annual budget. Carson City transitioned to a new financial accounting software during this fiscal year. As could have been expected, the new software required training of staff and new methods of budget monitoring not previously utilized. This internal transition resulted in the reported overruns on the previously identified tasks at annual close-out. The overruns on these tasks did not result in any individual Major Work Element exceeding its annual budget.

Scheduled Milestones: All scheduled milestones were completed successfully, including milestones that were delayed in FY 2019 due to staff turnover and resource constraints.

Additional comments on FY 2019 and FY 2020 Closeout: Staffing and resource challenges were prominent in FY 2019, however, these challenges were overcome and ultimately, all scheduled milestones were accomplished. Recognizing the challenges with managing the large number of individual task budgets alongside the low budget amounts available for each task, staff recommended and has received approval to consolidate budgets into four Work Element budgets for the FY 2021/FY 2022 two-year UPWP. This modified budgeting approach is anticipated to mitigate risk of task budget overruns in the future. Additionally, staff has initiated discussions with both NDOT and FHWA regarding CAMPO's need for an additional fiscal analyst/specialist to better monitor and address fiscal/funding challenges as they arise. Should funding for this position become available, CAMPO staff could better support the partner jurisdictions, more closely monitor budget status and promptly address issues as they arise, and free up existing planner resources to improve public outreach, engagement, and quality of milestone deliverables.

Unified Planning Work Program FY 2019 and FY 2020

FY 2020 Q4 ACTIVITY/PROGRESS

Work Element 1 MPO Administration:

1.1 General Administration and Work Program Oversight

Budget Summary:

Task Budget (FY 2019):	\$85,000
Budget Expenditures:	Q1: \$22,480.55
	Q2: \$35,386.39
	Q3: \$17,394.04
	Q4: \$ 9,460.78
Total Task Expenditures:	\$84,721.75 (99.7% of Task Budget)
Task Budget Remaining:	\$278.25 (0.3% of Task Budget)
Task Budget (FY 2020 *):	\$73,902
Budget Expenditures:	Q1: \$12,833.65
	Q2: \$20,128.83
	Q3: \$28,361.56
	Q4: \$5,121.23
Total Task Expenditures:	\$66,445.27 (89.9% of Task Budget)
Task Budget Remaining:	\$7,456.73 (10% of Task Budget)

*As approved, Amendment #3, 2/12/2020

Quarterly Progress Toward Benchmarks:

- Supported the CAMPO Board and CAMPO monthly meetings.
- Prepared and reviewed reimbursement requests.
- Administered and monitored UPWP tasks and activities.
- Responded to requests from the CAMPO Board.
- Managed and provided oversight on transportation planning grants for upcoming fiscal year.
- Coordinated and received approval of the FY 2021 monetary agreement and no-cost extension of the non-monetary agreement between CAMPO and NDOT.
- Coordinated and received CAMPO board approval on the amended interlocal cooperative agreement between CAMPO, Carson City Regional Transportation Commission, and the Carson City Board of Supervisors.
- Coordinated the draft amendment of CAMPO's STBG agreement with NDOT.

Estimated Progress Toward Benchmark(s): 100% of FY 2019 / 100% of FY 2020

Unified Planning Work Program FY 2019 and FY 2020

1.2 Unified Planning Work Program (UPWP) Development and Administration Budget Summary:

Task Budget (FY 2019):	\$4,500
Budget Expenditures:	Q1: \$1,254.40
	Q2: \$1,166.86
	Q3: \$1,308.16
	Q4: \$ 503.17
Total Task Expenditures:	\$4,232.58 (94.1% of Task Budget)
Task Budget Remaining:	\$267.42 (5.9% of Task Budget)
Task Budget (FY 2020 *):	\$15,500
Budget Expenditures:	Q1: \$ 1,048.00
	Q2: \$ 0.00
	Q3: \$5,880.86
	Q4: \$8,896.83
Total Task Expenditures:	\$15,825.69 (102.1% of Task Budget)
Task Budget Remaining:	-\$325.69 (-2% of Task Budget)

*As approved, Amendment #3, 2/12/2020

Quarterly Progress Toward Benchmarks:

- Developed and received approval of the FY 2021/FY 2022 two-year UPWP.

Estimated Progress Toward Benchmark(s): 100% of FY 2019 / 100% of FY 2020

Benchmark	Milestone	Progress
Adopted FY 2021/FY 2022 2-year UPWP	March 2020	100% Complete

Unified Planning Work Program FY 2019 and FY 2020

1.3 MPO Representation

Budget Summary:

Task Budget (FY 2019):	\$25,000
Budget Expenditures:	Q1: \$6,622.57
	Q2: \$5,578.88
	Q3: \$7,746.69
	Q4: \$5,017.39
Total Task Expenditures:	\$24,965.53 (99.9% of Task Budget)
Task Budget Remaining:	\$34.47 (0.1% of Task Budget)
Task Budget (FY 2020 *):	\$35,000
Budget Expenditures:	Q1: \$7,140.17
	Q2: \$5,046.84
	Q3: \$2,025.51
	Q4: \$1,278.76
Total Task Expenditures:	\$15,491.28 (44.3% of Task Budget)
Task Budget Remaining:	\$19,508.73 (56% of Task Budget)

*As approved, Amendment #3, 2/12/2020

Quarterly Progress Toward Benchmarks:

- Participated in statewide planning activities, including monthly Planning Executive Group and Operations Managers Group meetings, Transportation Planning Advisory Committee (TPAC) meetings, the Tahoe Transportation District Board meetings, and the State Transportation Board MPO meetings.
- Represented the MPO at regional and statewide gatherings.
- Coordinated with other regional MPOs, NDOT, Carson City, Douglas County, and Lyon County.
- Staff continued to attend capital project meetings and provided expertise on consistency between regional planning documents.

Estimated Progress Toward Benchmark(s): 100% of FY 2019 / 100% of FY 2020

Unified Planning Work Program FY 2019 and FY 2020

1.4 Professional Development

Budget Summary:

Task Budget (FY 2019):	\$27,500
Budget Expenditures:	Q1: \$9,104.43
	Q2: \$9,962.27
	Q3: \$2,450.39
	Q4: \$ 5,586.22
Total Task Expenditures:	\$27,103.31 (98.6% of Task Budget)
Task Budget Remaining:	\$396.70 (1.4% of Task Budget)
Task Budget (FY 2020 *):	\$27,500
Budget Expenditures:	Q1: \$2,851.44
	Q2: \$3,736.06
	Q3: \$ 0.00
	Q4: \$ 629.43
Total Task Expenditures:	\$6,901.33 (25.1% of Task Budget)
Task Budget Remaining:	\$20,598.68 (75% of Task Budget)

*As approved, Amendment #3, 2/12/2020

Quarterly Progress Toward Benchmarks:

- Staff participated in ongoing training and professional development and maintained professional licensure.

Estimated Progress Toward Benchmark(s): 100% of FY 2019 / 100% of FY 2020

Unified Planning Work Program FY 2019 and FY 2020

Work Element 2 Regional Coordination and Engagement:

2.1 Public Participation

Budget Summary:

Task Budget (FY 2019):	\$10,000
Budget Expenditures:	Q1: \$2,858.03
	Q2: \$3,844.36
	Q3: \$3,981.97
	Q4: \$ 0.00
Total Task Expenditures:	\$10,684.36 (106.8% of Task Budget)
Task Budget Remaining:	-\$684.36 (-6.8% of Task Budget)
Task Budget (FY 2020 *):	\$10,000
Budget Expenditures:	Q1: \$1,120.24
	Q2: \$ 951.06
	Q3: \$2,764.21
	Q4: \$4,687.01
Total Task Expenditures:	\$9,522.52 (95.2% of Task Budget)
Task Budget Remaining:	\$477.48 (5% of Task Budget)

*As approved, Amendment #3, 2/12/2020

Quarterly Progress Toward Benchmarks:

- Staff conducted outreach related to ongoing CAMPO activities.
- Staff developed and published a survey to inform development of the 2050 Regional Transportation Plan.

Estimated Progress Toward Benchmark(s): 100% of FY 2019 / 100% of FY 2020

Unified Planning Work Program FY 2019 and FY 2020

2.2 Regional Transit Coordination and Engagement

Budget Summary:

Task Budget (FY 2019):	AA \$9,100
Budget Expenditures:	Q1: \$2,432.74
	Q2: \$1,165.15
	Q3: \$ 487.46
	Q4: \$3,831.96
Total Task Expenditures:	\$7,917.30 (87.0% of Task Budget)
Task Budget Remaining:	\$1,182.70 (13.0% of Task Budget)
Task Budget (FY 2020 *):	\$5,100
Budget Expenditures:	Q1: \$ 628.80
	Q2: \$ 789.19
	Q3: \$ 0.00
	Q4: \$ 0.00
Total Task Expenditures:	\$1,417.99 (27.8% of Task Budget)
Task Budget Remaining:	\$3,682.01 (72% of Task Budget)

*As approved, Amendment #3, 2/12/2020

Quarterly Progress Toward Benchmarks:

- N/A

Estimated Progress Toward Benchmark(s): 100% of FY 2019 / 100% of FY 2020

Benchmark	Milestone	Progress
Draft/Final Transit non-rider survey results	Fall/Winter 2018	100% Complete

Unified Planning Work Program FY 2019 and FY 2020

Work Element 3 Regional Multimodal Planning:

3.1 2040 Regional Transportation Plan (RTP)

Budget Summary:

Task Budget (FY 2019):	\$6,000
Budget Expenditures:	Q1: \$794.52
	Q2: \$286.01
	Q3: \$162.90
	Q4: \$527.15
Total Task Expenditures:	\$1,770.58 (29.5% of Task Budget)
Task Budget Remaining:	\$4,229.42 (70.5% of Task Budget)
Task Budget (FY 2020 *):	\$32,257
Budget Expenditures:	Q1: \$ 287.80
	Q2: \$ 3,468.70
	Q3: \$ 1,679.75
	Q4: \$27,250.91
Total Task Expenditures:	\$32,687.16 (101.3% of Task Budget)
Task Budget Remaining:	-\$430.15 (-1% of Task Budget)

*As approved, Amendment #3, 2/12/2020

Quarterly Progress Toward Benchmarks:

- Interacted with stakeholders and answered questions related to the implementation of the RTP.
- Reviewed projects for consistency with RTP.
- Staff worked on development of the 2050 RTP.

Estimated Progress Toward Benchmark(s): 100% of FY 2019 / 100% of FY 2020

Unified Planning Work Program FY 2019 and FY 2020

3.2 Transit Planning

Budget Summary:

Task Budget (FY 2019):	\$77,000
Budget Expenditures:	Q1: \$ 3,954.45
	Q2: \$ 3,587.06
	Q3: \$ 854.82
	Q4: \$17,562.81
Total Task Expenditures:	\$25,599.14 (33.2% of Task Budget)
Task Budget Remaining:	\$51,400.86 (66.8% of Task Budget)
Task Budget (FY 2020 *):	\$53,000
Budget Expenditures:	Q1: \$33,727.35
	Q2: \$13,898.36
	Q3: \$ 0.00
	Q4: \$ 992.79
Total Task Expenditures:	\$48,618.50 (91.7% of Task Budget)
Task Budget Remaining:	\$4,381.50 (8% of Task Budget)

*As approved, Amendment #3, 2/12/2020

Quarterly Progress Toward Benchmarks

- Advertised the opening of the Jump Around Carson (JAC) Transit contract operator RFP
- Initiated projects within the approved Transit Development and Coordinated Human Services plan.

Estimated Progress Toward Benchmark(s): 70% of FY 2019 / 100% of FY 2020

Benchmark	Milestone	Progress
Draft JAC Transit Development and Coordinated Plan	Summer 2018	100% Complete
Final JAC Transit Development and Coordinated Plan	Winter 2018	100% Complete, RTC Approval in October 2019
Title VI Program document	Summer 2019	100% Complete, January 2020
DBE Program document	Summer 2019	100% Complete, January 2020

Unified Planning Work Program FY 2019 and FY 2020

3.3 Intelligent Transportation Systems (ITS) Planning

Budget Summary:

Task Budget (FY 2019):	\$550
Budget Expenditures:	Q1: \$529.68
	Q2: -\$ 4.20
	Q3: \$210.86
	Q4: \$ 0.00
Total Task Expenditures:	\$736.34 (133.9% of Task Budget)
Task Budget Remaining:	-\$186.34 (-33.9% of Task Budget)
Task Budget (FY20192020*):	
	\$13,500
Budget Expenditures:	Q1: \$ 790.74
	Q2: \$ 182.68
	Q3: \$ 0.00
	Q4: \$ 0.00
Total Task Expenditures:	\$973.42 (7.2% of Task Budget)
Task Budget Remaining:	\$12,526.58 (93% of Task Budget)

*As approved, Amendment #3, 2/12/2020

Quarterly Progress Toward Benchmarks

- N/A

Estimated Progress Toward Benchmark(s): 100% of FY 2019 / 100% of FY 2020

Unified Planning Work Program FY 2019 and FY 2020

3.4 Updates to Supporting Regional Planning Documents and Policies

Budget Summary:

Task Budget (FY 2019):	\$28,000
Budget Expenditures:	Q1: \$703.83
	Q2: \$3,210.12
	Q3: \$2,742.00
	Q4: \$16,577.92
Total Task Expenditures:	\$23,233.87 (83.0% of Task Budget)
Task Budget Remaining:	\$4,766.14 (17.0% of Task Budget)
Task Budget (FY 2020 *):	\$13,000
Budget Expenditures:	Q1: \$2,858.32
	Q2: \$ 0.00
	Q3: \$3,948.89
	Q4: \$3,796.18
Total Task Expenditures:	\$10,603.39 (81.6% of Task Budget)
Task Budget Remaining:	\$2,396.62 (18% of Task Budget)

*As approved, Amendment #3, 2/12/2020

Quarterly Progress Toward Benchmarks

- Staff developed CAMPO's draft Title VI Plan.

Estimated Progress Toward Benchmark(s): 100% of FY 2019 / 100% of FY 2020

Benchmark	Milestone	Progress
Updated Public Participation Plan	September 2018	100% Complete
Updated ADA Transition Plan	July 2019	100% Complete, March 2020

Unified Planning Work Program FY 2019 and FY 2020

3.5 Regional Consistency Review

Budget Summary:

Task Budget (FY 2019):	\$10,000
Budget Expenditures:	Q1: \$2,971.04
	Q2: \$1,833.84
	Q3: \$ 570.15
	Q4: \$3,042.59
Total Task Expenditures:	\$8,417.62 (84.2% of Task Budget)
Task Budget Remaining:	\$1,582.38 (15.8% of Task Budget)
Task Budget (FY 2020 *):	\$16,600.00
Budget Expenditures:	Q1: \$ 2,986.41
	Q2: \$ 1,773.40
	Q3: \$ 1,370.10
	Q4: \$ 0.00
Total Task Expenditures:	\$6,129.91 (36.9% of Task Budget)
Task Budget Remaining:	\$10,470.09 (63% of Task Budget)

*As approved, Amendment #3, 2/12/2020

Quarterly Progress Toward Benchmarks

- N/A

Estimated Progress Toward Benchmark(s): 100% of FY 2019 / 100% of FY 2020

Unified Planning Work Program FY 2019 and FY 2020

Work Element 4 Transportation Performance Management:

4.1 MAP-21/FAST Act Implementation and Performance Measures

Budget Summary:

Task Budget (FY 2019):	\$19,850
Budget Expenditures:	Q1: \$6,884.63
	Q2: \$2,874.25
	Q3: \$1,898.21
	Q4: \$7,287.94
Total Task Expenditures:	\$18,945.02 (95.4% of Task Budget)
Task Budget Remaining:	\$904.98 (4.6% of Task Budget)
Task Budget (FY 2020 *):	\$20,150
Budget Expenditures:	Q1: \$ 6,733.01
	Q2: \$ 3,023.94
	Q3: \$ 1,013.81
	Q4: \$10,800.15
Total Task Expenditures:	\$21,570.91 (107.1% of Task Budget)
Task Budget Remaining:	-\$1,420.91 (-7% of Task Budget)

*As approved, Amendment #3, 2/12/2020

Quarterly Progress Toward Benchmarks

- Coordinated with MPOs and NDOT on performance measurement at monthly PEG Performance Measures Working Group meetings.
- Conducted technical analyses that support the development and implementation of MAP-21/FAST Act performance-based planning.
- Updated performance measures and monitoring data as part of development of the 2050 RTP.

Estimated Progress Toward Benchmark(s): 100% of FY 2019 / 100% of FY 2020

Unified Planning Work Program FY 2019 and FY 2020

4.2 Update and Maintain the Transportation Improvement Program

Budget Summary:

Task Budget (FY 2019):	\$ 10,500
Budget Expenditures:	Q1: \$2,719.81
	Q2: \$2,472.47
	Q3: \$1,164.28
	Q4: \$3,223.65
Total Task Expenditures:	\$9,580.20 (91.2% of Task Budget)
Task Budget Remaining:	\$ 919.80 (8.8% of Task Budget)
Task Budget (FY 2020 *):	\$16,500
Budget Expenditures:	Q1: \$ 2,338.65
	Q2: \$ 851.94
	Q3: \$ 2,009.48
	Q4: \$ 822.06
Total Task Expenditures:	\$6,022.13 (36.5% of Task Budget)
Task Budget Remaining:	\$10,477.87 (64% of Task Budget)

*As approved, Amendment #3, 2/12/2020

Quarterly Progress Toward Benchmarks

- Staff maintained the TIP and coordinated regional updates for the TIP.
- Coordinated with FHWA, NDOT, FTA, Carson City Regional Transportation Commission (RTC), and other partner agencies.

Estimated Progress Toward Benchmark(s): 100% of FY 2019 / 100% of FY 2020

Unified Planning Work Program FY 2019 and FY 2020

4.3 Maintain Travel Demand Model

Budget Summary:

Task Budget (FY 2019):	A \$21,000
Budget Expenditures:	Q1: \$1,265.91
	Q2: \$ 967.28
	Q3: \$3,584.56
	Q4: \$5,881.45
Total Task Expenditures:	\$11,699.20 (55.7% of Task Budget)
Task Budget Remaining:	\$9,300.80 (44.3% of Task Budget)
Task Budget (FY 2020 *):	\$31,000
Budget Expenditures:	Q1: \$2,418.39
	Q2: \$5,121.18
	Q3: \$3,298.18
	Q4: \$6,680.00
Total Task Expenditures:	\$17,517.75 (56.5% of Task Budget)
Task Budget Remaining:	\$13,482.26 (43% of Task Budget)

*As approved, Amendment #3, 2/12/2020

Quarterly Progress Toward Benchmarks

- Coordinated with the consultant to maintain the TDM.
- The consultant incorporated updates to the travel demand model related to the 2050 RTP.
- Worked with consultant to obtain and perform quality assurance on model updates.

Estimated Progress Toward Benchmark(s): 100% of FY 2019 / 100% of FY 2020

Unified Planning Work Program FY 2019 and FY 2020

4.4 Data Management, Collection, and Performance Measurement

Budget Summary:

Task Budget (FY 2019):	AA \$20,000
Budget Expenditures:	Q1: \$7,216.92
	Q2: \$1,782.56
	Q3: \$2,628.28
	Q4: \$6,510.45
Total Task Expenditures:	\$18,138.21 (90.7% of Task Budget)
Task Budget Remaining:	\$1,861.80 (9.3% of Task Budget)
Task Budget (FY 2020 *):	A \$27,900
Budget Expenditures:	Q1: \$ 8,700.63
	Q2: \$ 4,263.38
	Q3: \$ 265.28
	Q4: \$ 274.02
Total Task Expenditures:	\$13,503.31 (48.4% of Task Budget)
Task Budget Remaining:	\$14,396.70 (52% of Task Budget)

*As approved, Amendment #3, 2/12/2020

Quarterly Progress Toward Benchmarks

- Staff continued analyses of collected data.

Estimated Progress Toward Benchmark(s): 100% of FY 2019 / 100% of FY 2020

Benchmark	Milestone	Progress
Draft Updated Monitoring Program Document	January 2019	100% Complete
Final Monitoring Program Document	June 2019	100% Complete
Annual Performance Measure Tracking Report	September 2019	100% Complete

Unified Planning Work Program FY 2019 and FY 2020

Work Element 5 Asset Planning and Management:

5.1 Maintain Pavement Management System

Budget Summary:

Task Budget (FY 2019):	\$29,950
Budget Expenditures:	Q1: \$1,221.47
	Q2: \$ 397.51
	Q3: \$ 407.25
	Q4: \$18,887.57
Total Task Expenditures:	\$20,913.80 (69.8% of Task Budget)
Task Budget Remaining:	\$9,036.20 (30.2% of Task Budget)
Task Budget (FY 2020 *):	\$24,040
Budget Expenditures:	Q1: \$ 0.00
	Q2: \$ 7,439.24
	Q3: \$ 294.75
	Q4: \$ 0.00
Total Task Expenditures:	\$7,733.99 (32.2% of Task Budget)
Task Budget Remaining:	\$16,306.01 (68% of Task Budget)

*As approved, Amendment #3, 2/12/2020

Quarterly Progress Toward Benchmarks

- Staff completed ongoing analyses of CAMPO's pavement data to inform project selection and the 2050 Regional Transportation Plan.

Estimated Progress Toward Benchmark(s): 100% of FY 2019 / 100% of FY 2020

Benchmark	Milestone	Progress
Douglas County pavement survey	Fall 2018	100% Complete

Unified Planning Work Program FY 2019 and FY 2020

5.2 Roadway Asset Management

Budget Summary:

Task Budget (FY 2019):	\$15,000
Budget Expenditures:	Q1: \$3,179.77
	Q2: \$ 893.23
	Q3: \$6,153.16
	Q4: \$4,456.18
Total Task Expenditures:	\$14,682.34 (97.9% of Task Budget)
Task Budget Remaining:	\$317.66 (2.1% of Task Budget)
Task Budget (FY 2020 *):	\$15,500
Budget Expenditures:	Q1: \$ 7,391.68
	Q2: \$ 730.72
	Q3: \$ 6,733.58
	Q4: \$ 0.00
Total Task Expenditures:	\$14,855.98 (95.8% of Task Budget)
Task Budget Remaining:	\$644.02 (4% of Task Budget)

*As approved, Amendment #3, 2/12/2020

Quarterly Progress Toward Benchmarks

- Staff implemented the Pavement Management Plan and prepared for the 2050 Regional Transportation Plan development.

Estimated Progress Toward Benchmark(s): 100% of FY 2019 / 100% of FY 2020

Unified Planning Work Program FY 2019 and FY 2020

5.3 Non-Motorized Asset Management

Budget Summary:

Task Budget (FY 2019):	\$8,100
Budget Expenditures:	Q1: \$4,828.23
	Q2: \$1,374.52
	Q3: \$ 325.80
	Q4: \$1,272.58
Total Task Expenditures:	\$7,801.13 (96.3% of Task Budget)
Task Budget Remaining:	\$298.87 (3.7% of Task Budget)
Task Budget (FY 2020 *):	\$18,900
Budget Expenditures:	Q1: \$ 2,231.50
	Q2: \$ 8,724.78
	Q3: \$ 5,533.95
	Q4: \$ 0.00
Total Task Expenditures:	\$16,490.23 (87.2% of Task Budget)
Task Budget Remaining:	\$2,409.78 (13% of Task Budget)

*As approved, Amendment #3, 2/12/2020

Quarterly Progress Toward Benchmarks

- N/A

Estimated Progress Toward Benchmark(s): 100% of FY 2019 / 100% of FY 2020

Benchmark	Milestone	Progress
Sidewalks and bicycle facilities inventory	Spring 2019	100% Complete, March 2020

Unified Planning Work Program FY 2019 and FY 2020

5.4 Transit Asset Management

Budget Summary:

Task Budget (FY 2019):	\$10,000
Budget Expenditures:	Q1: \$7,047.44
	Q2: \$ 25.43
	Q3: \$ 510.80
	Q4: \$2,108.60
Total Task Expenditures:	\$9,692.27 (96.9% of Task Budget)
Task Budget Remaining:	\$307.73 (3.1% of Task Budget)
Task Budget (FY 2020 *):	À \$2,500
Budget Expenditures:	Q1: \$2,004.28
	Q2: \$ 471.60
	Q3: \$ 0.00
	Q4: \$ 0.00
Total Task Expenditures:	\$2,475.88 (99.0% of Task Budget)
Task Budget Remaining:	\$24.12 (1% of Task Budget)

*As approved, Amendment #3, 2/12/2020

Quarterly Progress Toward Benchmarks

- N/A

Estimated Progress Toward Benchmark(s): 100% of FY 2019 / 100% of FY 2020

Benchmark	Milestone	Progress
Draft and Final TAM Plan	October 2018	100% Complete
TAM performance target update	October 2018/October 2019	100% Complete

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STAFF REPORT

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

Meeting Date: September 9, 2020

Staff Contact: Lucia Maloney, Transportation Manager

Agenda Title: For Possible Action – Discussion and possible action to authorize use of CAMPO funds for a second Transportation Planner/Analyst for up to four (4) months, in an amount not to exceed \$29,964.48.

Staff Summary: CAMPO's work program funds a Senior Transportation Planner, a Transportation Planner/Analyst, and partly funds the Transportation Manager. Within Carson City Public Works, a second Transportation Planner/Analyst is funded by the Western Nevada Safe Routes to Schools Program. The agreement for that program expires September 30, 2020, and a new agreement cannot be awarded until a new federal transportation bill is approved by the U.S. Congress. Congress' timing for approval of a federal bill is unknown. Staff is requesting CAMPO fund this position for up to four months, to allow for a future federal transportation bill.

Agenda Action: Other/Presentation

Time Requested: 10 minutes

Proposed Motion

I move to authorize use of CAMPO funds for a second Transportation Planner/Analyst as presented.

Background/Issues & Analysis

CAMPO's approved FY 2021 Unified Planning Work Program (UPWP) budget is \$440,284. Additionally, CAMPO received \$40,000 in FY 2021 to support development of the 2050 Regional Transportation Plan. Given the current budget, CAMPO is able to fund the second Transportation Planner/Analyst until a new funding agreement for the Western Nevada Safe Routes to Schools program can be executed. The second Transportation Planner/Analyst will be responsible for completing activities within CAMPO's approved UPWP, including supporting development of the 2050 Regional Transportation Plan, transportation performance management activities, and multi-modal transportation planning. If authorized by CAMPO, no formal approvals are required by NDOT.

Financial Information

Is there a fiscal impact? Yes No

If yes, account name/number: CAMPO fund, CAMPO Grants expense account / 2453028-501225

Is it currently budgeted? Yes No

Explanation of Fiscal Impact: If authorized, the CAMPO Grants expense account could be utilized to reimburse the RTC Fund for up to \$29,964.48 to fund the second Transportation Planner/Analyst starting October 1, 2020, up to four months.

Alternatives

Decline to authorize the expenditure as presented and provide alternative direction to staff.

Supporting Material

-Exhibit-1: CAMPO FY 2021/FY 2022 Cost Funding Summary

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

The attached Cost/Funding Summary Table is an excerpt from:

The Carson Area Metropolitan Planning Organization's

2021/2022 Unified Planning Work Program

Full document available here: <https://www.carson.org/home/showdocument?id=71952>

Table 5.1 CAMPO FY 2021 and FY 2022 UPWP Cost/Funding Summary, Adopted May 13, 2020

Work Element	Activity				Funding Breakdown, Overall FY 21 & FY 22		
	#	Description	Milestones (Excludes Ongoing/Recurring Milestones)	Estimated Completion Date	CPG	Local Match	Total Cost
1.0 MPO Administration	1.1	MPO Administration and Work Program Oversight	Adoption of the FY 2023-2024 UPWP	May 2022	\$275,500	\$14,500	\$290,000
			Annual Monetary Agreement	May 2021; May 2022			
	1.2	Transportation Improvement Program (TIP) Administration	Adopted FFY 2020-2023 TIP	September 2020			
			Annual Federal Obligations Report	December 30, 2020; December 30, 2021			
1.3	Professional Development						
2.0 Outreach and Engagement	2.1	MPO Representation			\$104,500	\$5,500	\$110,000
	2.2	Public Participation					
	2.3	Regional Transit Coordination and Engagement	Transit Rider Survey	June 2021			
			Transit Non-Rider Survey	June 2022			
			Establishment of a CAMPO Coordination Coalition	January 2021			
2.4	Regional Consistency Review	Establishment of a Transit Ambassador Pilot Program	September 2021				
3.0 Multimodal Planning	3.1	2040/2050 Regional Transportation Plan (RTP)	Final, Adopted 2050 RTP	September 2020	\$219,040	\$11,528	\$230,568
	3.2	Transit Planning	JAC ADA Paratransit Eligibility Process	March 2021			
			JAC Fixed-Route Policy	July 2021			
	3.3	ITS Planning*	Carson Area Transportation System Management Plan	October 2021			
	3.4	Active Transportation Planning	Review of local ordinances related to e-scooter/e-bicycles	January 2021			
	3.5	Updates to Supporting Regional Planning Documents and Policies*	Local Road Safety Plan for Carson City	August 2021			
US 50 E/William Street Corridor Study			November 2021				
4.0 Transportation Performance Management	4.1	MAP-21/FAST Act Implementation and Performance Measures	Safety Performance Measure Targets	February 2021; February 2022	\$237,500	\$12,500	\$250,000
			Public Transit Agency Safety Targets	February 2021; February 2022			
			Transit Asset Management Targets	October 2020; October 2021			
			Supporting NDOT's CMAQ Targets	October 2020; October 2021			
	4.2	Maintain Travel Demand Model*					
	4.3	Data Management, Collection, and Performance Measurement	Annual CAMPO Monitoring Report	September 2020; September 2021			
			Completed pavement survey for Carson City	June 2021			
	4.4	Maintain Pavement Management System*	Annual performance reporting of pavement condition within the CAMPO planning area	July 2020; July 2021			
			Expanded ADA inventory of narrowness barriers	June 2022			
	4.5	Non-Motorized Asset Management					
4.6	Transit Asset Management						
Total Funding					\$836,540	\$44,028	\$880,568

**Consultant involvement is expected*