

**CARSON AREA METROPOLITAN PLANNING ORGANIZATION**  
**Minutes of the December 8, 2021 Meeting**  
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A regular meeting of the Carson Area Metropolitan Planning Organization (CAMPO) was scheduled for 4:30 p.m. on Wednesday, December 8, 2021 in the Community Center, Robert “Bob” Crowell Boardroom, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Greg Stedfield  
Vice Chairperson Lori Bagwell  
Member Robert “Jim” Dodson  
Members Wes Henderson (via WebEx)  
Member Chas Macquarie  
Member Lisa Schuette  
Ex-Officio Member Sondra Rosenberg

**STAFF:** Darren Schulz, Public Works Director  
Dan Stucky, Deputy Public Works Director  
Chris Martinovich, Transportation Manager  
Adam Tully, Deputy District Attorney  
Kelly Norman, Transportation Planner/Analyst  
Marquis Williams, Transportation Planner/Analyst  
Rebecca Bustos, Grant Analyst  
Alex Cruz, Transit Coordinator  
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. CALL TO ORDER – CARSON AREA METROPOLITAN PLANNING ORGANIZATION (CAMPO)**

(4:30:12) – Chairperson Stedfield called the meeting to order at 4:30 p.m.

**2. ROLL CALL**

(4:30:20) – Roll was called, and a quorum was present. Member Nowasad was absent.

**3. PUBLIC COMMENT**

(4:30:49) – Chairperson Stedfield entertained public comments; however, none were forthcoming.

**4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – OCTOBER 13, 2021**

(4:31:08) – Chairperson Stedfield introduced the item and entertained corrections, comments, or a motion.

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**(4:31:18) – Vice Chair Bagwell moved to approve the minutes of the CAMPO October 13, 2021 meeting as presented. The motion was seconded by Member Schuette and carried 6-0-0.**

**5. PUBLIC MEETING ITEM(S):**

**5-A FOR DISCUSSION ONLY – PRESENTATION AND DISCUSSION ON THE NEVADA DEPARTMENT OF TRANSPORTATION’S (“NDOT”) FEDERAL FISCAL YEAR (“FFY”) 2022-2025 STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM (“STIP”) AND ONE NEVADA PROCESS.**

(4:31:12) – Chairperson Stedfield introduced the item. Mr. Martinovich introduced Kevin Verre, Assistant Chief, Program Development with the Nevada Department of Transportation (NDOT). Mr. Verre reviewed a PowerPoint presentation, incorporated into the record, which explained the Federal Fiscal Year (“FFY”) 2022-2025 Statewide Transportation Improvement Program (“STIP”) and the One Nevada Process for project prioritization and harmonization. He also responded to clarifying questions by the Board members, and explained to Vice Chair Bagwell that prioritization would take place twice-per -year and the needs evaluation annually, who stressed the importance of preventing loss of life as important, and Ex-Officio Member Rosenberg clarified that safety was rated highest and top priority. Member Henderson believed “we need to do something regarding safety on US 50, sooner rather than later.” Mr. Verre explained that portable message signs were being worked on currently. This item was not agendized for action.

**5-B FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING AMENDING THE CAMPO POLICIES AND PROCEDURES (“POLICIES”) ON PROCUREMENT.**

(5:02:44) – Chairperson Stedfield introduced the item. Mr. Cruz presented the proposed changes to the CAMPO Policies and Procedures, incorporated into the record as late material, and responded to clarifying questions by the members.

**(5:06:04) – Vice Chair Bagwell moved to approve CAMPO’s Policies and Procedures, as amended, based on the late material received. Member Dodson seconded the motion which carried 6-0-0.**

**5-C FOR DISCUSSION ONLY – PRESENTATION AND DISCUSSION ON THE FINAL REPORT FOR THE FISCAL YEAR (“FY”) 2021 FEDERAL TRANSIT ADMINISTRATION (“FTA”) TRIENNIAL REVIEW OF THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION.**

(5:06:25) – Chairperson Stedfield introduced the item. Mr. Cruz presented the final report for CAMPO’s FY 2021 compliance with Federal Transit Administration (FTA) regulations, and noted the deficiencies that were identified within the Procurement area. He also stated that resolution of the deficiencies was required by December 22, 2021. Mr. Martinovich explained that they had reached “a good consensus”

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with the FTA, and praised Mr. Cruz's efforts. Mr. Cruz also responded to clarifying questions. This item was not agendized for action.

#### **5-D FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING RECERTIFICATION OF THE PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (“PTASP”) AND FEDERAL FISCAL YEAR (“FFY”) 2022 SAFETY PERFORMANCE TARGETS FOR THE JUMP AROUND CARSON (“JAC”) TRANSIT SYSTEM.**

(5:11:47) – Chairperson Stedfield introduced the item. Mr. Cruz reviewed the Staff Report and accompanying documentation titled Federal Fiscal Year 2022 Public Transportation Agency Safety Plan, both of which are incorporated into the record, and responded to member questions. Chairperson Stedfield entertained a motion.

**(5:17:08) – Member Macquarie moved to approve certification of the Public Transit Agency Safety Plan, including the Federal Fiscal Year 2022 Safety Performance Targets for the JAC Transit System from page 5 of the Plan, as presented. The motion was seconded by Vice Chair Bagwell and carried 6-0-0.**

#### **5-E FOR DISCUSSION ONLY – PRESENTATION AND DISCUSSION ON THE 2021 TRANSPORTATION NETWORK MONITORING REPORT (“REPORT”).**

(5:14:44) – Chairperson Stedfield introduced the item. Mr. Williams gave background and, along with Ms. Norman, reviewed the 2021 Transportation Network Monitoring Report, which is incorporated into the record. Mr. Martinovich, Mr. Williams, and Ms. Norman also responded to clarifying Board questions. This item was not agendized for action.

#### **5-F For Discussion Only – Presentation and discussion regarding CAMPO's Annual Federal Obligation Report (“Report”) for Federal Fiscal Year (“FFY”) 2021.**

(5:47:46) – Chairperson Stedfield introduced the item. Mr. Williams reviewed the background information incorporated into the Staff Report. He also noted that during the public comment period of November 20, 2021 until December 4, 2021, no public comment has been received. Mr. Williams presented a report, incorporated into the record, identifying the projects listed in CAMPO's Transportation Improvement Program (TIP), which had received federal funds from the Federal Highway Administration (FHWA) or the FTA. This item was not agendized for action.

### **6. NON-ACTION ITEMS**

#### **6-A TRANSPORTATION MANAGER'S REPORT**

(5:49:51) – Mr. Martinovich informed the members that he had been selected as CAMPO's new Transportation Manager, and that he looked forward to working with all the agencies to grow CAMPO.

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He also introduced Rebecca Bustos as the newly-hired Grant Analyst. Mr. Martinovich announced that Ms. Norman was named Lead Transportation Planner/Analyst and would coordinate many of the planning-level activities and working with the Nevada Department of Transportation, adding that they are working on filling another vacant position. He also noted that the Pavement Survey was in progress and the Carson City results would be presented in January 2022. Mr. Martinovich thanked Chair Stedfield for his service on the CAMPO Board, as this would be his last meeting, and presented him with a plaque thanking him for his leadership as CAMPO chair.

#### **6-B OTHER COMMENTS AND REPORTS, WHICH COULD INCLUDE:**

- **FUTURE AGENDA ITEMS**
- **STATUS REVIEW OF ADDITIONAL PROJECTS**
- **INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**
- **CORRESPONDENCE TO CAMPO**
- **ADDITIONAL STATUS REPORTS AND COMMENTS FROM CAMPO**
- **ADDITIONAL STAFF COMMENTS AND STATUS REPORTS**

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

(5:52:45) – Chairperson Stedfield entertained final public comments; however, none were forthcoming. He also called his service on the CAMPO Board an honor and thanked the members and Staff.

#### **8. ADJOURNMENT: FOR POSSIBLE ACTION**

**(5:54:37) – Chairperson Stedfield adjourned the meeting at 5:54 p.m.**

The Minutes of the December 8, 2021 Carson Area Metropolitan Planning Organization meeting are so approved this 12<sup>th</sup> day of January, 2022.