

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the September 13, 2023 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, September 13, 2023, in the Community Center, Robert “Bob” Crowell Boardroom, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Lori Bagwell
Vice Chairperson Gregory Novak
Member Robert “Jim” Dodson
Member Jon Erb
Member Wes Henderson (via WebEx)
Member Lucia Maloney
Member Lisa Schuette
Kevin Verre representing Ex-Officio Member Sondra Rosenberg

STAFF: Darren Schulz, Public Works Director
Chris Martinovich, Transportation Manager
Adam Tully, Deputy District Attorney
Bryan Byrne, Transportation Engineer
Scott Bohemier, Transportation Planner/Analyst
Rebecca Bustos, Grant Analyst
Tamar Warren, Senior 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 Clerk’s Office during regular business hours. All approved minutes are posted on <https://www.carson.org/minutes>.

1. CALL TO ORDER – CARSON AREA METROPOLITAN PLANNING ORGANIZATION (CAMPO)

(4:32:37) – Chairperson Bagwell called the meeting to order at 4:32 p.m.

2. ROLL CALL

(4:32:47) – Roll was called, and a quorum was present.

3. PUBLIC COMMENT

(4:33:29) – Chairperson Bagwell entertained public comments; however, none were forthcoming.

4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – JULY 12, 2023

(4:33:39) – Chairperson Bagwell introduced the item and entertained corrections, comments, or a motion.

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(4:33:51) – Member Maloney moved to approve the minutes of the CAMPO July 12, 2023 meeting as presented. The motion was seconded by Member Dodson and carried 7-0-0.

5. PUBLIC MEETING ITEM(S):

5-A FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT NO. 23300352 (“CONTRACT”) FOR PARAMETRIX, INC. (“PARAMETRIX”) TO PERFORM THE U.S. 50 EAST CARSON COMPLETE STREETS STUDY (“STUDY”) FOR A TOTAL NOT TO EXCEED AMOUNT OF \$148,216.81 TO COMPLETE PHASE 1 OF THE STUDY, PLUS AN OPTION FOR THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION (“CAMPO”) TO AUTHORIZE PARAMETRIX TO PERFORM PHASE 2 OF THE STUDY FOR AN ADDITIONAL \$177,422.21, WHICH, IF EXERCISED, WOULD RESULT IN A TOTAL CONTRACT NOT TO EXCEED AMOUNT OF \$325,639.02.

(4:34:08) – Chairperson Bagwell introduced the item. Member Schuette read into the record a prepared disclosure statement, advised of no disqualifying conflict of interest, and stated that she would participate in discussion and action. Mr. Martinovich explained that the proposed Contract with Parametrix is “for the US 50 East Carson Complete Streets study in the amount of \$148,216.81 as shown in the Staff Report.” He also noted that the study would be completed in two phases with Phase 1 focusing on traffic operations, safety, and access management components, whereas Phase 2 would focus on “elements such as multimodal transit, freight, alternative roadway connections” to name some. Mr. Martinovich explained that the Nevada Department of Transportation (NDOT) had agreed to contribute \$100,000 toward the study’s completion with the balance (of \$50,000) being funded by CAMPO’s Unified Planning Work Programs (UPWP). He believed that “Phase 2 of the study would potentially be funded through [a] Transportation Alternatives grant application or other sources in the future.” Mr. Martinovich introduced Jeff Hale of Parametrix and offered to respond to the members’ questions.

(4:39:04) – In response to a question by Chair Bagwell, Mr. Hale noted that the Highway 50 corridor had moved all the way to Mound House. He explained that they would be conducting studies to recommend future plans of activities and would be doing traffic counts to ensure safety and provide solutions such as median island modification and the introduction of traffic calming devices. Chair Bagwell inquired whether the study could help with the Nye Lane, Centennial Park, and the golf course left turns, and wished to know whether the stakeholders in those areas could participate in the study. Mr. Martinovich noted that the important issues in Phase 1 were safety-related but believed that some of the latter issues such as “broader, regional planning” would be addressed during Phase 2 of the study.

(4:42:37) – Vice Chair Novak called it “a good study” and recommended getting “a good handle on vehicle classification” such as the number of trucks. He also wished to see additional speed

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data on vehicles traveling to Mound House. Chairperson Bagwell entertained public comments and when none were forthcoming, a motion.

(4:43:56) – Vice Chair Novak moved to approve the contract as presented. The motion was seconded by Member Schuette. Discussion ensued regarding Phase 2 of the contract and Mr. Tully clarified that the way the contract had been written, was that “before Phase 2 can proceed under this contract, it must come back to this Board for approval.” **The motion carried 7-0-0.**

5-B FOR DISCUSSION ONLY – DISCUSSION AND PRESENTATION REGARDING THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION’S (“CAMPO”) ACTIVITIES DURING FISCAL YEAR (“FY”) 2023.

(4:45:09) – Chairperson Bagwell introduced the item. Mr. Martinovich referenced the Staff Report and reviewed a summary of CAMPO planning activities and accomplishments during FY 2023 which closed on June 30, 2023, all of which are incorporated into the record. He highlighted three major milestones: the CAMPO Public Participation Plan, the Transit Rider Survey, and the Transit Non-Rider Survey. Mr. Martinovich also thanked NDOT for their partnership. There were no member or public comments. This item was not agendized for action.

6. NON-ACTION ITEMS

6-A TRANSPORTATION MANAGER’S REPORT

(4:49:10) – Mr. Martinovich noted that he had already covered the Travel Demand Model and the Local Road Safety Plan workshop that were part of the item 5-B agenda materials. He also explained that the Network Monitoring Report would be presented at the following meeting, in addition to new performance measurements and the changes seen in the demographics. Mr. Martinovich expected to have a report from the Safety Summit by Senior Transportation Planner Kelly Norman in the October meeting. He also anticipated a workshop to be scheduled on the Southern Sierra Corridor study in early November. Mr. Martinovich announced the hiring of a new Transit Coordinator as well.

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**

(4:50:50) – Member Erb complimented Mr. Bohemier on his work on the Safe Routes to School Master Plan for Douglas County. Chair Bagwell also thanked Mr. Bohemier “and team,” Muscle Powered, and the Parks Foundation for organizing a bicycle race.

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• ADDITIONAL STAFF COMMENTS AND STATUS REPORTS

7. PUBLIC COMMENT

(4:52:43) – Chairperson Bagwell entertained final public comments; however, none were forthcoming.

8. FOR POSSIBLE ACTION: TO ADJOURN

(4:52:51) – Chairperson Bagwell adjourned the meeting at 4:52 p.m.

The Minutes of the September 13, 2023, Carson Area Metropolitan Planning Organization meeting are so approved on this 11th day of October, 2023.