

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the April 13, 2005, Meeting

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A regular meeting of the Carson Area Metropolitan Planning Organization was held on Wednesday, April 13, 2005, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada, beginning at 5:30 p.m.

PRESENT: Chairperson Richard S. Staub, Vice Chairperson Charles Des Jardins, and Members Shelly Aldean, Larry Hastings, Dan Holler, Dennis Taylor, and Michael Zola

STAFF PRESENT: Deputy City Engineer John Flansberg, Deputy District Attorney Michael Suglia, RTC Engineer Harvey Brotzman, Transit/Transportation Planner Michael Dulude, and Recording Secretary Katherine McLaughlin (RTC 4/13/05 Tape 1-0009)

NOTE: Unless otherwise indicated, each item was introduced by staff's reading/outlining/clarifying the Board Action Request and/or supporting documentation. Staff members making the presentation are listed after the Item heading. A tape recording of these proceedings is on file in the Clerk-Recorder's office. This tape is available for review and inspection during normal business hours.

A. ROLL CALL AND DETERMINATION OF A QUORUM - Chairperson Staub convened the meeting at 5:30 p.m. Roll call was taken. A quorum was present although Member Holler had not yet arrived.

B. APPROVAL OF MINUTES - 3/9/05 (1-0018) - Member Taylor indicated that he would abstain from approving the Minutes as he was not present at the meeting. Member Aldean moved to approve the Minutes of the March 5, 2005, meeting of the Carson Area Metropolitan Planning Organization as presented. Member Des Jardins seconded the motion. Motion carried 5-0-1-1 with Member Holler absent and Member Taylor abstaining.

C. AGENDA MODIFICATIONS (1-0029) - Item F-1 was deferred due noticing issues. It will be considered during the May meeting.

D. PUBLIC COMMENT (1-0034) - None.

E. DISCLOSURES (1-0042) - None.

F. PUBLIC MEETING ITEMS

F-1. STATUS REPORT ON US 50 / OLD CLEAR CREEK ROAD DRAINAGE STUDY BY NEVADA DEPT. OF TRANSPORTATION - Deferred.

F-2. ACTION TO APPROVE AND SIGN AMENDMENT 1 TO THE COOPERATIVE AGREEMENT FOR REGIONAL TRANSPORTATION PLANNING BETWEEN CARSON AREA METROPOLITAN PLANNING ORGANIZATION (CAMPO) AND NEVADA DEPARTMENT OF TRANSPORTATION (NDOT), AGREEMENT NUMBER PR700-03-804, DATED JULY 17, 2003 (1-0046) - Transit/Transportation Planner Michael Dulude explained the need to add beginning and ending dates to the agreement. He indicated that other minor revisions had been made. (Member Holler arrived at 5:35

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p.m. The entire Board was present constituting a quorum.) Discussion ensued on the reasons for having the NDOT Director serve as an ex-officio member for planning purposes. The agreement terms allegedly mirror the Washoe County and Las Vegas agreements. It provides NDOT with a clear understanding of its role, and, specifically, when it should and when it should not vote on items. Deputy Engineer John Flansberg volunteered to provide a formal definition of "ex officio" to the Board. He also indicated his awareness of the term in the Las Vegas agreement but was unsure whether it was contained in the Washoe County agreement. Member Hastings explained that NDOT's representative should not vote on planning issues due to NDOT's administrative role over Federal funding for planning. Member Taylor supported his comments and indicated that he would obtain a clarification from his legal counsel for the Board. Member Des Jardins explained that the FHWA member served in an ex officio capacity. It was not in an advisory capacity. He also wished to know the concerns regarding planning matters and felt that FHWA should serve in the same capacity to avoid a conflict or confusion in the future. Mr. Flansberg explained the need to have the agreement signed in order to obtain reimbursement for funds which have already been spent. The agreement can be amended in the future, if necessary. Public comments were solicited but none were given. Member Holler moved to approve and sign Amendment No. 1 to the Cooperative Agreement for Regional Transportation Planning between Carson Area Metropolitan Planning Organization and Nevada Dept. of Transportation, NDOT, Agreement No. PR700-03-804, dated July 17, 2003. Member Zola seconded the motion. Following a request for an amendment, Member Holler amended his motion to include having staff investigate the applicability of the language and provide some clarification. Member Zola concurred. Motion carried 7-0.

F-3. ACTION TO ACCEPT DEVELOPMENT SERVICES RECOMMENDATION ON THE PEDESTRIAN PLAN AND UPDATE TO THE BICYCLE PLAN PROJECT, CONTRACT NO. 2004-099 AND AUTHORIZE DEVELOPMENT SERVICES TO ISSUE PAYMENTS TO ORTH - RODGERS AND ASSOCIATES, INC., 1140 NORTH TOWN CENTER DRIVE, SUITE 190, LAS VEGAS, NEVADA 89144, FOR A NOT TO EXCEED AMOUNT OF \$70,000 (1-0156) - Transit/Transportation Planner Michael Dulude, Deputy City Engineer John Flansberg - Staff explained the bids and listed a local subcontractor who participated. Clarification indicated the funding source will be the RTC Consulting Services line item. The project had been identified in the 2005 unified work program. Federal planning funds will cover 95% of the contract. The plan includes the entire CAMPO planning area and will interface with the trail systems for Douglas and Lyon Counties. The City will administer the contract and is the contracting body. Member Taylor indicated his support for the contract and project. He explained that the unified work plan will have to be increased before work commences on the project and that the regional transportation plan will have to be amended upon completion if the \$79,000 allocation is inadequate. The public participation segment of the project was discussed and will occur at a CAMPO meeting prior to acceptance. A public workshop will be held before the CAMPO hearing occurs. Mr. Flansberg felt that 70% of the contract is for the pedestrian plan. The remaining 30% is for the bicycle plan. Member Zola voiced concerns about having CAMPO act as a controlling factor over who should be notified for public input. Mr. Flansberg indicated that the term "description of the work" or "scope of the project" on Page 1, Item 2, should be the same term throughout the agreement. The contract will be changed for consistency. Public comments were solicited but none were given. Member Aldean moved to accept Development Services recommendation on the Pedestrian Plan and update to the Bicycle Plan project, Contract No. 2004-099, and authorize Development Services to issue payments to Orth-Rodgers and Associates, Inc., 1140 North Town Center Drive, Suite 190, Las Vegas, Nevada 89144, for a not to exceed amount of \$70,000; fiscal impact is \$70,000 and the funding source is the

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Federal Highways Administration Planning Funds in the amount of \$66,500 and from the Carson City Regional Transportation Commission \$3,500. Member Des Jardins seconded the motion. Motion carried 7-0.

F-4. ACTION TO ACCEPT STAFF'S RECOMMENDATION TO CREATE A TECHNICAL ADVISORY COMMITTEE (TAC) FOR THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION (1-0283) - Transit/Transportation Planner Michael Dulude, Deputy City Engineer John Flansberg - Clarification explained that the Committee's composition will include individuals interested in transit, transportation projects, and the technical nature of projects. Its membership will not mirror the Board's composition nor its percentages. Member Aldean suggested that a member of CAMPO serve as a liaison between CAMPO and TAC. Justification for including representatives/members of Washoe and Tahoe TACs on the Carson TAC was explained. This may require amending the CAMPO agreements with their MPOs. Member Aldean suggested that the MPO agreements be amended to make attendance at the Carson TAC meetings compulsory. Member Des Jardins supported having a CAMPO member on TAC. He suggested that Washoe County's RTC and Douglas County also have members on the Carson TAC. Justification for these inclusions was provided. Chairperson Staub pointed out that the model included in the packet had aligned its composition to that of its MPO Board. Member Taylor explained NDOT's position on the formation and composition of the technical advisory committees and complimented the CAMPO Board on its efforts to be inclusive. NDOT has representatives on the other MPO TAC committees. He volunteered to have an NDOT representative serve on Carson's committee. Member Hastings supported his comments and suggested that a representative of the pedestrian and the biking communities be added to the membership roster. Clarification indicated that the committee will be technical in nature and advisory to the Board. The Board will continue to be the policy/decision maker and overseer of the entire program. TAC will assess the connectivity, doability, and workability of the projects between jurisdictions. The managerial duties will remain with City staff. Staff will manage the projects and how the information on them is transferred to the Committee/Board.

Mr. Suglia explained that the Committee will be subject to the Open Meeting Laws including agendas, posting and public participation. He hoped that the Board's appointment of the Committee does not inhibit the various staff members from being able to work together. Member Holler concurred with his comments. He explained that an informal committee would not require this level of oversight. An example illustrating how a technical committee could address transit issues while a second technical committee addresses streets and highways was described. These informal committees are used by TRPA. The committees are staff directed. Member Taylor explained that NDOT serves on several of committees that comply with the Open Meeting Laws and the public meeting process. This process allows for a very open positive situation and allows everyone to know what is happening. The advantages to having such committees were noted.

Discussion then indicated that if Mr. Flansberg is given the latitude he will establish the committee. He asked that adequate latitude be provided that will allow representatives to attend rather than the directors, e.g., the Douglas County Community Development Director or his representative. He also asked that the Board approve the functional areas. Member Aldean recommended that individuals from the following fields be on the committee(s): NDOT, one from the pedestrian and bicycling community, a member of CAMPO, and a person from the Blue Go Bus Service at Lake Tahoe. Mr. Flansberg felt that there would be two committees--one dealing with transit issues and one dealing with transportation issues. Member Aldean expressed concern that without the formal structure, the members will not attend the meetings. Clarification indicated that the

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composition will be similar to the Bend example on Page 2/3. Public comments were solicited but none were given. Member Aldean moved to accept staff's recommendation to create a Technical Advisory Committee, TAC, for the Carson Area Metropolitan Planning Organization with the addition of the following individuals: a representative from the Nevada Department of Transportation, a representative from the pedestrian and bicycling community, a representative from the CAMPO Board, and a representative from Blue Go. Member Hastings seconded the motion. Motion carried 7-0.

F-5. ACTION TO ACCEPT STAFF'S RECOMMENDATION TO AMEND THE UNIFIED PLANNING WORK PROGRAM FOR FISCAL YEAR 2005 TO INCLUDE CAMPO'S PARTICIPATION IN NEVADA DEPARTMENT OF TRANSPORTATION'S US 50 CORRIDOR STUDY (1-0532) - Transit/Transportation Planner Michael Dulude, Deputy City Engineer John Flansberg - Amending the Unified Planning Work Program to include NDOT's US 50 Corridor Study will allow CAMPO to be reimbursed with Federal planning funds at a 95/5 percent ratio. The study will help address congestion along Highway 50 and may indicate a need to expand the eastern CAMPO boundary to Dayton/Silver Springs. CAMPO's participation in the process also provides the ability to understand and create future projects for NDOT's work program. Member Taylor explained NDOT's desire that CAMPO/Carson City work with Lyon County to develop a regional plan for the area from the freeway crossing of Highway 50 to Silver Springs. The study must, therefore, be included in NDOT's Unified Planning Work Program. Discussion referenced a Highway 50 alternate route concept developed by WNDD for Lyon County. The study may develop another alternate or support it. The study will start from scratch. It estimates future growth and develops a needs assessment based on those projections. It will enable NDOT to become proactive in its approach to the area and develop a safe highway. Lyon County is to participate as a shareholder and has been contacted. They purportedly assisted with the development of the scope of work. The participants were listed and need to participate in order to provide the best project possible within the limited funding. Public comments were solicited but none were given. Member Aldean moved to accept staff's recommendation to amend the Unified Planning Work Program for Fiscal Year 2005 to include CAMPO's participation in Nevada Department's of Transportation US 50 Corridor Study; fiscal impact is \$2,500 with the funding source being \$2,375 from the Federal Highways Administration Planning Funds and \$125 from Carson City RTC. Member Zola seconded the motion. Motion carried 7-0.

G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS - FUTURE AGENDA ITEMS - NON-ACTION ITEMS (1-0680) - Discussion indicated that the pedestrian study will include consideration of lighting for major cross walks and along some types of roadways. Member Zola explained his reasons for wanting to see the lighting included in the study.

Deputy City Engineer Flansberg explained NDOT's request that a County MPO tour be agenized. Other agenda items included an adjustment to the CAMPO boundary in Douglas and Lyon Counties and a presentation for approval of the transportation improvement plan and the regional transportation plan as revised to comply with the Federal comments. Member Taylor described the process and purpose of the MPO tour. No formal action was required or taken on any of these items.

H. ADJOURNMENT - CAMPO (1-0730) - Member Aldean moved to adjourn. Members Des Jardins and Zola seconded the motion. Motion carried unanimously. Chairperson Staub adjourned the meeting at 6:19 p.m.

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The Minutes of the April 13, 2005, Carson Area Metropolitan Planning Organization meeting

ARE SO APPROVED ON June 8, 2005.

/s/

Richard S. Staub, Chairperson