

**CARSON AREA METROPOLITAN PLANNING ORGANIZATION**

**Minutes of the March 11, 2009 Meeting**

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A regular meeting of the Carson Area Metropolitan Planning Organization was scheduled for 5:30 p.m. on Wednesday, March 11, 2009 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Charles DesJardins  
Vice Chairperson Paul Esswein  
Shelly Aldean  
Russell Carpenter  
Robert Crowell  
Jeff Foltz  
James Mallery  
Dennis Taylor

**STAFF:** Kim Belt, Capital Projects Manager  
Joel Benton, Senior Deputy District Attorney  
Dan Doenges, Senior Transportation Planner  
Kathleen King, Recording Secretary  
Keith Pearson, Transit Coordinator  
Patrick Pittenger, Transportation Manager  
Darren Schultz, Deputy Public Works Director

**NOTE:** A recording of these proceedings, the CAMPO's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are available for review in the Clerk-Recorder's Office during regular business hours.

**A. CALL TO ORDER AND DETERMINATION OF QUORUM (5:33:22) -** Chairperson DesJardins called the meeting to order at 5:33 p.m. Roll was called; a quorum was present.

**B. ACTION ON APPROVAL OF MINUTES - February 11, 2009 (5:36:00) -** Member Crowell moved to approve the minutes. Member Carpenter seconded the motion. Motion carried 7-0.

**C. MODIFICATION OF AGENDA (5:36:45) -** None.

**D. PUBLIC COMMENT (5:37:09) -** None.

**E. DISCLOSURES (5:38:10) -** None.

**F. PUBLIC MEETING ITEMS:**

**F-1. INFORMATION REGARDING DISTRIBUTION OF THE AMERICAN RECOVERY AND REINVESTMENT ACT FUNDS TO MEMBER COUNTIES (5:38:43) -** Chairperson DesJardins introduced this item. Mr. Pearson reviewed the agenda report, and advised that the figures reflected therein had been actually apportioned. In response to a question, he advised that the stimulus funding cannot be used as a local match. In response to a question, Mr. Pittenger advised that since the funds have been apportioned the "180-day and 365-day clocks have started ticking." Mr. Pearson acknowledged that the RTC's acquisition of a low-floor JAC bus will not cause the City to exceed its spare ratio. Mr. Pittenger

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explained the term “spare ratio.” In response to a question, Member Taylor explained the term “obligate,” as pertinent to the American Recovery and Reinvestment Act (“ARRA”) funds, indicates that a project has been identified through the Federal Management Information System to which said funding will be allocated. Mr. Pittenger provided additional clarification. In response to a further question, he explained that CAMPO staff will submit a single grant application representing the Carson City Regional Transportation Commission and Douglas County. He noted the action associated with the next agenda item.

Chairperson DesJardins called for additional questions or comments and for public comment; however, none was forthcoming. He thanked Mr. Pearson for his presentation. In response to a question, Member Taylor explained the method anticipated for redistributing unobligated ARRA funding. Mr. Pittenger advised that FHWA roadway funds will be distributed first to each state and then suballocated to large urban areas. Transit funds will be allocated directly to the urbanized areas. Chairperson DesJardins called again for public comment; however, none was forthcoming.

**F-2. ACTION TO AUTHORIZE THE OPENING OF A 30-DAY PUBLIC COMMENT PERIOD FOR A PROPOSED AMENDMENT TO THE TRANSPORTATION IMPROVEMENT PROGRAM (“TIP”)** (5:51:32) - Chairperson DesJardins introduced this item. Mr. Doenges reviewed the agenda report and the attached table. He acknowledged that only the projects highlighted on the table attached to the agenda report will be submitted to the public comment process. Mr. Pittenger pointed out that any county entity may request to add a project to the TIP. He advised that the proposed amendment can be revised during the 30-day comment period, and that it will be resubmitted to the CAMPO for final approval. He pointed out the listing of Douglas County projects included in the proposed amendment table. Mr. Doenges advised of having informed Lyon and Douglas County representatives of the proposed amendment.

In response to a question, Mr. Pittenger reviewed the method by which, and the criteria for, Lyon County to add proposed projects to the TIP. In response to a further question, he advised that the 30-day public comment period will begin next Tuesday, March 17<sup>th</sup> with publication of a notice in the local newspaper. In response to a further question, he explained that over half of the \$950,000 is included in the proposed TIP amendment. He noted the \$60,000 assigned to design and determination of a location for a JAC transit center, and explained, “pending the results of that expenditure, ... we’re leaving just under half of the money flexible for the moment ...” Member Crowell expressed concern over the timing and process associated with deciding how to allocate the ARRA funding. Mr. Pittenger noted the periodic difficulty associated with scheduling the CAMPO meeting prior to the Regional Transportation Commission meeting. He explained the need for flexibility in allocating the ARRA funding, and advised of the certainty that the TIP will be further amended in the next few months to ensure “we capture all those dollars.” He noted item G-1, on the Regional Transportation Commission agenda, to discuss how to allocate the ARRA funding. He acknowledged the possibility of further amending the TIP within the 30-day comment period.

Member Aldean noted that, as an urbanized area, funding was allocated for transit-related projects. As the Regional Transportation Commission, however, Carson City is “treated differently than Washoe and Clark [Counties] with respect to receiving funds for roadway projects.” In response to a question, Mr. Pittenger discussed the intent for metropolitan planning organizations to receive a suballocation. A decision was made to allocate the State of Nevada “just over \$200 million;” thirty percent to be suballocated to the MPOs which could, in turn, be used for roads or buses without being subject to the “120-day clock that

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NDOT is subject to.” Mr. Pittenger explained the differences between a MPO with a population density beginning at 50,000 and a transportation management agency (“TMA”) with a population beginning at 200,000. He further explained that, pertinent to ARRA funding criteria, a delineation was made between “the bigger MPOs from the smaller ones.” Carson City was “left out ... at the mercy of NDOT ... because we did not get a direct suballocation.” From the \$201 million, approximately \$50 million was allocated to the Clark and Washoe County MPOs, “a pot of statewide monies ... up to the state to decide how to distribute ...” Member Taylor advised that NDOT representatives are working with the Nevada Association of Counties to “help solicit projects.” He further advised that Mr. Pittenger had provided a list of projects over a month ago. “Currently, those projects from Patrick as well as our rural counties are making their way through NDOT to ensure we have the necessary certifications ...” and a “doable” project. In response to a question, Member Taylor advised that no federal requirements will be relaxed to accommodate ARRA-funded projects.

Chairperson DesJardins called for public comment and, when none was forthcoming, entertained a motion. **Member Carpenter moved to authorize the opening of a 30-day public comment period for a proposed amendment to the Transportation Improvement Program; fiscal impact \$1,092,247 in Federal Transit Administration funds; the amount of Federal Highway Administration funds being unknown at this time. Member Crowell seconded the motion. Motion carried 7-0.**

**F-3. ACTION TO AMEND THE CAMPO POLICY ON PUBLIC COMMENT PROCESS FOR PROPOSED FARE INCREASES AND SERVICE REDUCTIONS (6:10:51)** - Chairperson DesJardins introduced this item. Mr. Pittenger reviewed the staff report and the attached policy amendment. He advised that Douglas County representatives had reviewed the proposed policy amendment. Mr. Benton acknowledged having reviewed the proposed amendment.

In response to a question, Mr. Pittenger explained the reason for terming the policy as “proposed fare increases and service reductions.” Member Mallery suggested terming the policy as “proposed fare and service changes,” so as to “cover the bases;” noting the policy could also serve as a “public relations piece if you can do something better, increase the service or reduce the fare, and have a process to let everybody know ...” Mr. Pittenger agreed that the policy could be edited. Member Aldean agreed with the importance of “emphasizing the positive,” but noted the potential burden on City staff to schedule special meetings. She expressed support for ensuring adequate public notification of the expansion of service areas or other route changes. She reviewed necessary clerical corrections to the policy amendment included in the agenda materials. Member Carpenter expressed support for adequate public notification of such things as “free rides for seniors” and transit service expansion. He suggested sending public service announcements to radio stations and the local newspaper to ensure more liberal notice of any change to the transit service. He noted the importance of public information generating public feedback. Mr. Pittenger referred to a “nice front-page article” which appeared in the *Nevada Appeal* about free rides for senior citizens as a result of his meeting with the *Nevada Appeal* Editorial Board.

Member Foltz confirmed the current process, and advised of having submitted written comments pertinent to the subject item. In response to a question, Mr. Pittenger agreed to further edit the proposed policy to ensure consistency between the terms “governing board” and “governing body.” Pursuant to the provisions of paragraph 2(a) of the proposed policy, he acknowledged the intent to schedule a public meeting during the required 30-day public comment period. In response to a further question, he explained the significance of the public meeting and its timing.

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Chairperson DesJardins opened this item to public comment; however, none was forthcoming. Mr. Pittenger acknowledged the proposed policy could be resubmitted at the April CAMPO meeting following incorporation of the comments and feedback received at this meeting. No formal action was taken.

**F-4. INFORMATION REGARDING A REQUEST BY LYON COUNTY TO EXPAND THE CAMPO BOUNDARIES** (6:25:44) - Chairperson DesJardins introduced this item, and Mr. Pittenger reviewed the agenda report. Vice Chairperson Esswein requested Lyon County Manager Dennis Stark to address this item. Chairperson DesJardins noted previously expressed support for expanding the CAMPO boundaries, and lauded Lyon County's request. (6:36:46) Lyon County Manager Dennis Stark commended Mr. Pittenger's presentation, and reviewed his February 26, 2009 letter, copies of which were included in the agenda materials.

In response to a question, Mr. Pittenger reviewed the criteria necessary for expanding the CAMPO boundaries. Member Taylor reviewed the provisions of the pertinent sections of the United States Code and the Code of Federal Regulations relative to the criteria for expanding CAMPO boundaries. Mr. Pittenger acknowledged that the process will be addressed by CAMPO staff and Lyon County representatives. Vice Chairperson Esswein provided background information on the decision to pursue the request based on the population increase within the Dayton Valley area growth boundaries. He noted that existing urbanized clusters, according to the 2000 census, are included within the proposed boundary.

Chairperson DesJardins advised that he would work with Mr. Pittenger to compose a letter of response. Member Crowell expressed support for the request in consideration of regional cooperation and area growth. Mr. Pittenger acknowledged the subject item would be agendaized for action at the April CAMPO meeting. Mr. Stark thanked the CAMPO members, commended Vice Chairperson Esswein on his representation of Lyon County, and looked forward to continued regional cooperation. Chairperson DesJardins opened this item to public comment; however, none was forthcoming.

## **G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**

**G-1. FUTURE AGENDA ITEMS** (6:47:51) - Mr. Pittenger provided an overview of the tentative April agenda.

**H. ACTION ON ADJOURNMENT** (6:49:05) - Member Aldean moved to adjourn the meeting at 6:49 p.m.

The Minutes of the March 11, 2009 Carson Area Metropolitan Planning Organization meeting are so approved this 8<sup>th</sup> day of April, 2009.

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CHARLES DES JARDINS, Chair