

# CARSON AREA METROPOLITAN PLANNING ORGANIZATION

## Minutes of the April 14, 2010 Meeting

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A regular meeting of the Carson Area Metropolitan Planning Organization was scheduled for 5:30 p.m. on Wednesday, April 14, 2010 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson James Mallery  
Vice Chairperson Paul Esswein  
Member Shelly Aldean  
Member Russell Carpenter  
Member Robert Crowell  
Ex-Officio Member Dennis Taylor

**STAFF:** Darren Schulz, Deputy Public Works Director  
Patrick Pittenger, Transportation Manager  
Dan Doenges, Senior Transportation Planner  
Ken Smithson, Transit Coordinator  
Jeff Sharp, City Engineer  
Kim Belt, Capital Projects Manager  
Melanie Bruketta, Chief Deputy District Attorney  
Kathleen King, Recording Secretary

**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 part of the public record. These materials are available for review, in the Clerk's Office, during regular business hours.

**A. CALL TO ORDER AND DETERMINATION OF A QUORUM (5:30:01)** - Chairperson Mallery called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Members Des Jardins and Foltz were absent.

**B. ACTION ON APPROVAL OF MINUTES - February 10, 2010 (5:31:15)** - Member Aldean moved to approve the minutes, as presented. Member Crowell seconded the motion. Motion carried 5-0.

**C. MODIFICATION OF AGENDA (5:31:47)** - None.

**D. PUBLIC COMMENT (5:31:53)** - Ex-Officio Member Taylor introduced Transportation Planner / Analyst Jason VanHavel, provided background information on his position at NDOT, and advised that NDOT Director Susan Martinovich will be notifying the CAMPO, in the near future, of Mr. VanHavel's assignment as Ex-Officio Member Taylor's alternate. Chairperson Mallery welcomed Mr. VanHavel.

**E. DISCLOSURES (5:33:16)** - None.

**F. PUBLIC MEETING ITEMS:**

**F-1. INFORMATION REGARDING A PROPOSED AMENDMENT TO THE CAMPO PUBLIC PARTICIPATION PLAN (5:33:22)** - Chairperson Mallery introduced this item, and Mr. Doenges reviewed the agenda materials. Mr. Doenges noted the public meeting scheduled for Tuesday, April 20, 2010 from 4:00 to 6:00 p.m. Member Aldean requested to add the words "at the next meeting of the CAMPO Board following the modification" to the end of the proposed amendment to the paragraph

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entitled "Regional Transportation Plan," at page 8 of the Public Participation Plan which was included in the agenda materials. She requested to add the same modification to the end of the paragraph entitled "Unified Planning Work Program," also on page 8.

Mr. Doenges acknowledged that the proposed amendments are pertinent to the method by which projects are programmed. Ex-Officio Member Taylor provided background information on the method by which NDOT addresses administrative modifications to its Transportation Improvement Program and State Transportation Improvement Plan. He responded to questions of clarification. Chairperson Mallery entertained public comment; however, none was forthcoming.

**F-2. ACTION TO APPROVE A PROPOSED ADMINISTRATIVE MODIFICATION TO THE CAMPO TRANSPORTATION IMPROVEMENT PROGRAM ("TIP") (5:38:44)** - Chairperson Mallery introduced this item. Mr. Doenges reviewed the agenda materials, and responded to a question of clarification. In response to a further question, he agreed to include information from the staff summary portion of the agenda report to provide further clarification of meeting items as part of the public agenda. Chairperson Mallery acknowledged he was satisfied that the language of the agenda item provided sufficient notice to the public.

Chairperson Mallery entertained a motion. **Member Aldean moved to approve the proposed administrative modification to the CAMPO Transportation Improvement Program, as presented. Vice Chairperson Esswein seconded the motion. Motion carried 5-0.**

**F-3. INFORMATION REGARDING A PROPOSED AMENDMENT TO THE CAMPO TRANSPORTATION IMPROVEMENT PROGRAM ("TIP") (5:41:44)** - Chairperson Mallery introduced this item, and Mr. Doenges reviewed the agenda materials. Mr. Doenges noted the public meeting scheduled for Tuesday, April 20<sup>th</sup> from 4:00 to 6:00 p.m. Chairperson Mallery entertained CAMPO member and public comments; however, none were forthcoming.

**F-4. PRESENTATION OF THE CAMPO PEDESTRIAN SAFETY GUIDELINES (5:43:33)** - Chairperson Mallery introduced this item, and Mr. Doenges reviewed the agenda materials. Member Aldean reviewed suggested revisions to the Pedestrian Safety Guidelines included in the agenda materials. With regard to paragraph VIII(a), Evaluation / Accountability, she discussed the importance of specificity with regard to circumstances surrounding the "number of crashes involving pedestrians."

Mr. Pittenger expressed staff's appreciation to the other member counties, NDOT Associate Engineer Jim Ceragioli, the Office of Traffic Safety, the Federal Highway Administration, the Carson City School District, the Carson City Sheriff's Department, and Safe Routes to School Coordinator Dan Allison for assistance in developing the Pedestrian Safety Guidelines. Chairperson Mallery entertained public comment; however, none was forthcoming.

**F-5. INFORMATION REGARDING THE DRAFT CAMPO FISCAL YEAR 2011 UNIFIED PLANNING WORK PROGRAM ("UPWP") (5:47:59)** - Chairperson Mallery introduced this item, and Mr. Pittenger reviewed the agenda materials. In reference to paragraph 3.3 of the Unified Planning Work Program included in the agenda materials, Mr. Pittenger acknowledged the existence of a contract between Carson City, Douglas County, and NDOT to coordinate traffic signals on Highway 395 between Carson City and Douglas County. In response to a question, Vice Chairperson Esswein advised of having recently

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heard from the Lyon County GIS Coordinator that she has completed the transit analysis zones and compiled population figures for each. This information will be submitted to Mr. Pittenger next week. Mr. Pittenger anticipates sending a letter to the Federal Highway Administration and the Nevada Department of Transportation requesting a change in the metropolitan planning area boundary once all the necessary information is received from Lyon County. In response to a question, Vice Chairperson Esswein advised of the understanding that “census data at the block level group is not going to be available at least until 2012.” Chairperson Mallery entertained public comment; however, none was forthcoming.

**G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**

**G-1. FUTURE AGENDA ITEMS (5:56:25)** - Chairperson Mallery advised that one of the new buses was on site in the east parking lot. He further advised of having been provided a tour prior to the start of the meeting, and Mr. Pittenger acknowledged the bus was available for tours following the meeting. Ex-Officio Member Taylor advised that, due to a recent reconfiguration of divisions at NDOT, he is now responsible for aviation, rail, bicycle, and transit, as well as the TIP and STIP. He provided background information on Mr. VanHavel’s expertise; and reviewed and discussed current activities and projects about which he requested to provide presentations and updates at future CAMPO meetings, as appropriate.

Chairperson Mallery entertained additional requests for future agenda items; however, none were forthcoming. Mr. Pittenger reviewed the tentative agenda for the May CAMPO meeting. Chairperson Mallery entertained additional requests; however, none were forthcoming.

**H. ACTION ON ADJOURNMENT (5:58:48)** - Chairperson Mallery adjourned the meeting at 5:58 p.m.

The Minutes of the April 14, 2010 Carson Area Metropolitan Planning Organization meeting are so approved this 12<sup>th</sup> day of May, 2010.

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JAMES MALLERY, Chair