CARSON AREA METROPOLITAN PLANNING ORGANIZATION Minutes of the October 12, 2011 Meeting Page 1

A regular meeting of the Carson Area Metropolitan Planning Organization was scheduled for 4:30 p.m. on Wednesday, October 12, 2011 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Paul Esswein

Vice Chairperson Charles Des Jardins

Member Shelly Aldean Member Russell Carpenter

Member Jeff Foltz Member James Mallery

Ex-Officio Member Dennis Taylor

STAFF: Darren Schulz, Deputy Public Works Director

Patrick Pittenger, Transportation Manager

Daniel Doenges, Senior Transportation Planner

Ken Smithson, Transit Coordinator Tina Russom, Deputy District Attorney

Kathleen King, Deputy Clerk / 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** (4:31:22) Chairperson Esswein called the meeting to order at 4:31 p.m. Roll was called; a quorum was present. Member Crowell was absent.
- **B. PUBLIC COMMENT** (4:32:38) Chairperson Esswein entertained public comment; however, none was forthcoming.
- C. POSSIBLE ACTION ON APPROVAL OF MINUTES August 10, 2011 and September 14, 2011 (4:33:24) Following a brief discussion regarding information contained in the August 10, 2011 minutes, Chairperson Esswein advised that the Lyon County Board of Commissioners recently appointed Commissioner Ray Fiero as the Lyon County representative to the CAMPO. Mr. Fiero will begin attending CAMPO meetings in November. Member Aldean moved to approve the August 10, 2011 minutes, as presented. Member Mallery seconded the motion. Motion carried 6-0. Member Aldean moved to approve September 14, 2011 minutes, as presented. Member Mallery seconded the motion. Member Foltz reminded the CAMPO members that he is Douglas County Commissioner Greg Lynn's designee to the CAMPO, and reiterated a willingness to fulfill the CAMPO vice chair's duties. A brief discussion ensued, and Member Aldean suggested that the new CAMPO chair draft a letter to the Douglas County Board of Commissioners suggesting the official appointment of Member Foltz to the CAMPO. Chairperson Esswein entertained additional comments and, when none were forthcoming, called for a vote on the pending motion. Motion carried 6-0.
- **D. AGENDA MANAGEMENT NOTICE** (4:37:03) Chairperson Esswein entertained modifications to the agenda; however, none were forthcoming.

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- **E. DISCLOSURES** (4:37:26) None.
- F. CONSENT AGENDA (4:37:44) Chairperson Esswein introduced this item and read each of the consent agenda titles into the record. He entertained requests to hear items separate from the consent agenda and, when none were forthcoming, entertained a motion to approve the consent agenda. Member Mallery moved to approve items F-1, F-2, F-3, and F-4. Vice Chairperson Des Jardins seconded the motion. Chairperson Esswein entertained requests from the public to hear items separate from the consent agenda. When none were forthcoming, he called for a vote on the pending motion. Motion carried 6-0.
- F-1. POSSIBLE ACTION TO APPROVE AMENDMENT NO. 3 TO GRANTEE AGREEMENT NO. PR256-08-802 WITH THE NEVADA DEPARTMENT OF TRANSPORTATION
- F-2. POSSIBLE ACTION TO APPROVE GRANTEE AGREEMENT NO. PR 369-11-802 WITH THE NEVADA DEPARTMENT OF TRANSPORTATION
- F-3. POSSIBLE ACTION TO APPROVE AMENDMENT NO. 1 TO GRANTEE AGREEMENT NO. PR451-09-802 WITH THE NEVADA DEPARTMENT OF TRANSPORTATION
- F-4. POSSIBLE ACTION TO APPROVE AGREEMENT NO. P363-11-802 WITH THE NEVADA DEPARTMENT OF TRANSPORTATION
- **G. PUBLIC MEETING ITEMS:**
- G-1. INFORMATION AND PRESENTATION OF THE RESULTS OF THE CAMPO TRAFFIC SIGNAL OPTIMIZATION STUDY (4:40:34) Chairperson Esswein introduced this item, and Mr. Pittenger reviewed the agenda materials. Mr. Pittenger introduced Consultant Emily Kubovchik, who presented an update on the Carson City Traffic Signal Optimization Program in conjunction with displayed slides and graphs. She and Mr. Pittenger responded to corresponding questions of clarification. Chairperson Esswein entertained additional questions or comments and, when none were forthcoming the CAMPO members thanked Ms. Kubovchik for her presentation.
- G-2. POSSIBLE ACTION TO APPROVE THE PROPOSED COOPERATIVE AGREEMENT FOR REGIONAL TRANSPORTATION PLANNING BETWEEN CAMPO AND THE NEVADA DEPARTMENT OF TRANSPORTATION (5:06:10) Chairperson Esswein introduced this item. Mr. Pittenger advised that staff is awaiting the agreement from NDOT, and that this item would need to be reagendized for the November meeting. He reviewed the agenda materials.

At Member Aldean's request, Ex-Officio Member Taylor explained NDOT's position regarding obligated project funding, using examples relative to obligation limitation and obligation authority. He advised that the subject agreement is "still tied up in [NDOT's] legal department." A draft agreement was sent to all four MPOs throughout the state with a request for feedback. Ex-Officio Member Taylor commended Mr. Pittenger on utilizing allocated funding. Ex-Officio Member Taylor advised that consideration has been given to annually reviewing remaining balances among the four MPOs "that get the PL funds. Anything that's not encumbered, put it back in the pot and redistribute it back via formula. That ... hopefully encourages those who don't spend the money wisely to spend their money and get it off the table, and then

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it gives an incentive to those who do spend their money an opportunity to get additional funds whereby they can do something else." Ex-Officio Member Taylor further advised that consideration has been given to reviewing the distribution formula. In response to a further question, he explained the term "obligated funds" relative to multi-year construction projects. Member Mallery provided additional clarification of funding allocated to NDOT for distribution to the MPOs. Discussion took place regarding the concept of "diligent pursuit", and Mr. Pittenger reviewed the meeting schedule relative to the subject agreement.

Chairperson Esswein entertained additional comment or discussion and, when none was forthcoming, reiterated that the item would be reagendized for the November meeting.

H. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS

- **H-1. FUTURE AGENDA ITEMS** (5:27:15) Mr. Pittenger reviewed the tentative agenda for the November CAMPO meeting. Chairperson Esswein entertained future agenda items from the CAMPO members; however, none were forthcoming.
- I. PUBLIC COMMENT (5:28:46) Chairperson Esswein entertained public comment. Member Aldean noted this as Chairperson Esswein's last CAMPO meeting, and expressed appreciation for the opportunity to have worked with him. She commended his chairmanship, and expressed the hope that he will continue to stay involved in the public process. Ex-Officio Member Taylor echoed Member Aldean's comments. Vice Chairperson Des Jardins thanked Chairperson Esswein, noting he was the first out-of-county representative to the CAMPO to serve as chair. Chairperson Esswein thanked the CAMPO members for their support, and expressed the hope that Lyon County will continue to be active in the CAMPO. The CAMPO members, City staff, and citizens present applauded. Chairperson Esswein called for additional public comments; however, none were forthcoming.
- **J. ACTION ON ADJOURNMENT** (5:32:24) Member Aldean moved to adjourn the meeting at 5:32 p.m. The motion was seconded and carried 6-0.

The Minutes of the October 12, 2011 Carson Area Metropolitan Planning Organization meeting are so approved this 9th day of November, 2011.

PAUL ESSWEIN, Chair	