

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the July 29, 2004, Meeting

Page 1

A meeting of the Carson Area Metropolitan Planning Organization was held on Thursday, July 29, 2004, 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 Steve Reynolds, and Members Shelly Aldean, Charles Des Jardins, Dennis Taylor, Bob Nunes, and Michael Zola

STAFF PRESENT: Development Services Director Andrew Burnham, Community Development Director Walter Sullivan, Deputy City Engineer John Flansberg, RTC Engineer Harvey Brotzman, and Recording Secretary Katherine McLaughlin (CAMPO 7/29/04 Tape 1-0043)

A. ROLL CALL AND DETERMINATION OF A QUORUM - Chairperson Staub convened the meeting at 5:30 p.m. Roll call was taken. The entire Board was present, constituting a quorum.

B. APPROVAL OF MINUTES 5/12, 6/9, AND 7/14/04 (1-0055) - Member Reynolds moved to approve the Minutes of the July 14, 2004, meeting. Member Zola seconded the motion. Motion carried 7-0. Member Reynolds moved to approve the Minutes of May 12 and June 9. Member Aldean seconded the motion. Motion carried 5-0.

C. AGENDA MODIFICATIONS (1-0069) - None.

D. PUBLIC COMMENTS (1-0072) - None.

E. DISCLOSURES (1-0079) - None.

F. PUBLIC MEETING ITEMS

F-1. DISCUSSION AND ACTION ON THE METROPOLITAN PLANNING BOUNDARY FOR THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION TO INCLUDE THE URBANIZED AREA OF DOUGLAS COUNTY AND LYON COUNTY PER THE 2000 CENSUS AND ALL OF CARSON CITY WITH THE EXCEPTION OF THE PORTION OF CARSON CITY THAT IS INCLUDED IN THE TAHOE METROPOLITAN PLANNING ORGANIZATION (1-0082) - Mr. Flansberg's introduction briefly described the correspondence and supporting documentation. Reasons staff supported adoption of the original boundary were given. Lyon County Public Works Director Charles "Chuck" Swanson explained the requested amendment to extend the boundary two census blocks east of Highway 341 and to add a Lyon County representative to the Board membership. Member Taylor explained that "Title 23 CFR" requires the boundary to include areas that will be urbanized in the next 20 years. The Federal Highway Administration (FHWA) does not have to approve the plan if it does not meet this CFR. He felt that NDOT would require inclusion of the entire urbanized 20 year boundary. He did not want to see the process start over. Mr. Swanson limned the amount of growth expected in that area by 2010. His or another Lyon County representative's future participation in the process had been indicated by the new County Manager. Discussion indicated that either NDOT Director Fontaine or Governor Guinn would have to ratify the boundary change. Mr. Flansberg felt that the Board could amend the boundary as often as desired. The minimum boundary is that indicated by the census boundary that meets the population criteria. Any area predicted to grow during the 20-year period is considered the planning boundary. Douglas County has indicated that they do not see additional growth occurring which will expand the boundary in the next 20 years. They have asked to stay at the current boundary. Member Des Jardins supported expanding the area to include the suggested Lyon County

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the July 29, 2004, Meeting

Page 2

area as FHWA desires inclusions of large areas for planning purposes. He had been "shocked" by the amount of growth that has been occurring in the Moundhouse/Lyon County area. By joining forces now and planning for the future, better control of growth can occur. Comments pointed out the amount of growth that has occurred and will occur in the Dayton/Mark Twain area. Mr. Swanson felt that the topography will prevent the Moundhouse and Dayton areas from being continuous. He thought that by 2010 Dayton will be its own MPO based on the amount of growth projected for that area. Discussion ensued on the amount of growth found along Highway 50 which supported inclusion of the Moundhouse area as a minimum in the CAMPO boundary. Mr. Swanson limned the building plans for Dayton and Mark Twain and reiterated his belief that the topography will not allow growth to occur east of Highway 341 to allow for continuity with Dayton's MPO. Member Taylor cited "CFR 450.308" requiring the MPO planning area to include as a minimum the urbanized area defined by the US Census and the contiguous geographic area likely to become urbanized within a 20 year forecast period. He reiterated his belief that FHWA will not approve the proposed boundary without including Moundhouse to Highway 341 in view of the growth expected in that area during the next 20 years. He also believed that the Board will not be able to adequately document the area's is unlikely of becoming urbanized in the next 20 years as required by the FHWA in order to leave the area out of the MPO boundary. He urged the Board to amend the boundary at this time rather than move forward with the original boundary and amend it later. Inclusion at this time will provide a better, more complete plan which the FHWA likes to have. He agreed that until the plan is adopted and approved, no funding will be granted for transportation projects. Growth in Douglas County also warrants consideration and inclusion in the plan. Mr. Flansberg explained that staff had used the boundaries provided by Douglas and Lyon Counties for the plan. His discussions with Douglas County indicate its belief that the majority of its growth will occur along the Carson City/Douglas County line. Douglas County requested the boundary not be expanded in its County. His concern about the failure to obtain approval of the plan and obtaining the funding was noted. He was uncertain what effect expanding the boundary in Lyon County may create. He noted that the only major thoroughfare in that area is Highway 341. Area growth in Lyon County could create a need for an expansion of that highway. He also indicated that expanding the boundary would require a 30 day public comment period. If approved in September, it would be forwarded to the Governor for approval. Member Nunes explained the zoning and reasons Douglas County did not believe that additional growth justified expanding the boundary in Douglas County. Member Taylor indicated that if Douglas County and CAMPO can document this belief strongly enough to justify remaining with the current boundary, it may be possible to obtain acceptance and approval of the original boundary. He personally believed, however, that it would not be approved based on the CFR requirements. Discussion ensued on the alternatives and the amount of time taken trying to establish the proposed boundary. It was felt that they should stay with the current boundary and amend the plan after it is approved. The worst thing that could happen is that it is not accepted and they will have to start over. The letter should justify not expanding the Douglas County portion. The request to expand the Lyon County portion was a recent development. Member Aldean suggested that FHWA not be told at this time that the boundary may be amended. Discussion questioned whether it will be possible to submit an amendment before FHWA has time to act on the original boundary. Member Taylor indicated that he would research this possibility and report back. Public comments were solicited but none were given. Member Aldean moved to approve the Metropolitan Planning Boundary for the Carson Area Metropolitan Planning Organization to include the urbanized area of Douglas County and Lyon County per the 2000 Census and all of Carson City with the exception of the portion of Carson City that is included in the Tahoe Metropolitan Planning Organization. Member Reynolds seconded the motion. Motion carried 5-2 with Members Taylor and Des Jardins voting Naye.

F-2. DISCUSSION AND ACTION TO APPROVE THE DRAFT STATEWIDE TRANSPOR-

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the July 29, 2004, Meeting

Page 3

TATION IMPROVEMENT PROGRAM FY 2005-2007 INCLUDING THE 2005 ANNUAL WORK PROGRAM, 2006-2007 SHORT RANGE ELEMENT, AND 2008-2014 LONG RANGE ELEMENT FOR THE STATE OF NEVADA GENERALLY AND THE CARSON AREA METROPOLITAN PLANNING BOUNDARY SPECIFICALLY (1-0492) - The program had been presented to the Board in June but was not agenzed for action at that meeting. Public comments were solicited but none were given. Member Aldean moved to approve the Draft Statewide Transportation Improvement Program FY 2005-2007 including the 2005 Annual Work Program, 2006-2007 Short Range Element, and 2008-2014 Long Range Element for the State of Nevada generally and the Carson Area Metropolitan Planning Boundary specifically. Member Zola seconded the motion. Motion carried 7-0.

F-3. DISCUSSION AND ACTION ON AMENDING THE 2003 INTERIM PROGRAM OF PROJECTS TO CHANGE FUNDING FOR TRANSIT BUSES FROM CARSON AREA MPO DESIGNATED FUNDS (FTA 5307) TO NDOT DISCRETIONARY TRANSIT FUNDING (FTA 5309) (1-0520) - Following Mr. Flansberg's explanation of the request, Member Taylor explained that NDOT's recent discussions with FHWA have indicated that they will accept the amendments. Public comments were solicited but none were given. Member Reynolds moved to amend the 2003 Interim Program of Projects to change funding for transit buses from Carson Area MPO designated funds, FTA 5307, to NDOT discretionary transit funding, FTA 5309, and that there is not additional fiscal impact. Member Taylor seconded the motion. Motion carried 7-0.

F-4. DISCUSSION AND ACTION ON ADOPTING THE CARSON AREA 2004 TRANSPORTATION PLAN WITH DIRECTION TO STAFF TO PROGRAM PLANNING ACTIVITIES AS RECOMMENDED BY THE CARSON CITY BOARD OF SUPERVISORS AND THE CARSON CITY PLANNING COMMISSION TO COMPLETE THE SHORT RANGE TRANSIT PLAN BY JUNE 2005, THE PEDESTRIAN MASTER PLAN BY OCTOBER 2005, AND A BICYCLE ELEMENT UPDATE BY MARCH 2006 (1-0565) - Mr. Flansberg explained the purpose of the Plan and indicated for the record that there were no substantial changes to the plan since the public's review. The only changes were created as a result of NDOT's request for clarification based on public comments. The changes were not sub-stantial. He briefly reviewed the changes. (Copies of the changes were given to the Board and Clerk. A copy is in the file.) The costs do not exceed the stated revenue. Member Reynolds pointed out that the plan can be amended in the future. The plan provides future direction and eliminates development by a haphazard method. Mr. Flansberg agreed and indicated that the plan may be amended in two or three years. Chairperson Staub noted for the record that the North Stewart Street extension was not listed in the high, medium or low list on Page 3. He felt that it should be listed in the high priority list. Public comments were solicited but none were given. Member Des Jardins moved to adopt the Carson Area 2004 Transportation Plan with direction to staff to program planning activities as recommended by the Carson City Board of Supervisors and the Carson City Planning Commission to complete the Short Range Transit Plan by June 2005, the Pedestrian Master Plan by October 2005, and a Bicycle Element Update by March 2006. Member Reynolds seconded the motion. Motion carried 7-0.

F-5. ACTION AND APPROVAL OF THE FISCAL YEAR 2005 TO 2007 INTERIM PROGRAM OF PROJECTS FOR THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION (1-0705) - Mr. Flansberg explained that the Interim Program should be named Transportation Improvement Projects as the Transportation Plan has been adopted. The nature of the program is the same. The program contains the items the Board established a year ago. It shows only those items that are on a State route or highway or where Federal funds will be used. The list was reviewed. Public comments

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the July 29, 2004, Meeting

Page 4

were solicited but none were given. Member Reynolds moved to approve the Fiscal Year 2005 to 2007 Transportation Improvement Program for the Carson Area Metropolitan Planning Organization as listed with the fiscal impact as noted on the Carson City local listing. Member Des Jardins seconded the motion. Motion carried 7-0.

F-6. ACTION TO ACCEPT STAFF'S RECOMMENDATION ON THE SHORT RANGE TRANSIT PLAN (SRTP) FOR CARSON CITY PROJECT, CONTRACT 2003-111, AND AUTHORIZE DEVELOPMENT SERVICES TO REQUEST CONTRACT APPROVAL FROM THE BOARD OF SUPERVISORS ON JULY 15 TO NELSON/NYGAARD, 833 MARKET STREET, SUITE 900, SAN FRANCISCO, CA 94103, FOR A CONTRACT AMOUNT OF \$59,995 (1-0772) - Mr. Flansberg noted the number of applications received and described the selection process. The suggested contractor was unanimously selected by the interview panel. The purpose and advantage of having a short range transit program were explained. The plan should be completed in January or February. Discussion indicated that the closest company to Nevada who bid on the contract was from Tahoe City, California. The \$56,000 Federal funding can only be used for planning purposes and required a five percent match. The match is estimated to be \$3,000. The project manager may provide a report to the Board in January. There will also be another presentation to the Board before that meeting to ensure that the project and the Board's intent are on the same page. Public comments were solicited but none were given. Member Aldean moved to accept staff's recommendation on the Short Range Transit Plan, SRTP, for Carson City project, Contract No. 2003-111, and authorize Development Services to request contract approval from the Board of Supervisors on August 5, 2004, to Nelson/Nygaard, 833 Market Street, Suite 900, San Francisco, CA 94103, for a contract amount of \$59,995; the fiscal impact is \$59,995, and that the funding sources are: General Fund Transit 5% equals \$2,999.75, and FTA 5303 Funds which constitutes 95% of the amount reimbursable at \$56,995.25. Member Des Jardins seconded the motion. Motion carried 7-0.

G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS - NON-ACTION ITEMS

G-1. NEVADA DEPARTMENT OF TRANSPORTATION PRECONSTRUCTION ENGINEERING MANAGEMENT SYSTEM REPORT FOR JULY 6, 2004 (1-0963) - Mr. Flansberg explained the purpose in bringing the report to the Board. Action was not required by the Board. The report listed NDOT projects in Carson City including building improvements. The listing was reviewed. Discussion pointed out that the Carson City and Douglas County signal coordination program totaled approximately \$180,000 or \$89,000 for each entity. No formal action was taken or required.

G-2. FUTURE AGENDA ITEMS (1-0908) - Discussion indicated that a report on Old Clear Creek Road will be agenized for the September CAMPO meeting. No formal action was taken or required.

H. ADJOURNMENT (1-0925) - Member Reynolds moved to adjourn. Members Zola and Des Jardins seconded the motion. Motion carried 7-0. Chairperson Staub adjourned the meeting at 6:26 p.m.

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.

The Minutes of the July 29, 2004, Carson Area Metropolitan Planning Organization meeting

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the July 29, 2004, Meeting

Page 5

ARE SO APPROVED ON December 8, 2004.

/s/

Richard S. Staub, Chairperson