CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the June 8, 2005, Meeting Page 1

A regularly scheduled meeting of the Carson Area Metropolitan Planning Organization was held on Wednesday, June 8, 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, Dan Holler, Larry Hastings, Dennis Taylor, and

Michael Zola

STAFF PRESENT: Development Services Director Andrew Burnham, Community Development

Director Walter Sullivan, Deputy City Engineer John Flansberg, RTC Engineer Harvey Brotzman, Transportation/Transit Planner Michael Dulude, Deputy

District Attorney Michael Suglia, and Recording Secretary Katherine

McLaughlin (CAMPO 6/8/05 Tape 1-0007)

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 did not arrive until 5:36 p.m.
- **B.** APPROVAL OF MINUTES (1-0019) Member Aldean moved to approve the Minutes from the meetings of the Carson Area Metropolitan Planning Organization dated April 18, 2005, and the Minutes dated May 11, 2005. Member Zola seconded the motion. Motion carried 6-0.
- C. MODIFICATION OF AGENDA (1-0037) None.
- **D. PUBLIC COMMENT (1-0039) -** Discussion indicated that the equestrian and roundabout issues are agenized for discussion as the Regional Transportation Commission. The Commission meeting follows adjournment of CAMPO. No formal action was taken or required.
- E. **DISCLOSURES (1-0070) None.**
- F. PUBLIC MEETING ITEMS
- **F-1.** APPROVAL OF THE REVISED METROPOLITAN PLANNING ORGANIZATION BOUNDARY PER LYON COUNTY'S REQUEST OF JULY 19, 2004 (1-0077) Transportation/Transit Planner Michael Dulude, Deputy City Engineer John Flansberg (Member Holler arrived during Mr. Dulude's introduction—5:36 p.m. The entire Board was present at that point, constituting a quorum.) The FHWA (Federal Highway Administration) had allegedly requested a minor revision to the Douglas County boundary line. Douglas County has submitted a letter detailing its belief that very little growth will occur in the area FHWA wants revised. Therefore, staff agreed with Douglas County and did not revise its boundary.

CARSON AREA METROPOLITAN PLANNING ORGANIZATION Minutes of the June 8, 2005, Meeting

Page 2

Discussion pointed out that the additional Lyon County area will increase the acreage in CAMPO but create little change in the population ratio. At this time staff did not recommend adding another member to the Board. Mr. Flansberg indicated that the current estimated population for area is approximately 58,000. The next census will establish the funding formula. Until that occurs, no change in the funding will occur. Adding the area will meet the requirement that mandates consideration of the area of growth for contiguous urban areas for the next 20 years. Public comments were solicited but none were given. (Member Taylor stepped from the dias during the discussion.) Member Des Jardins moved to approve the Revised Metropolitan Planning Organization Boundary per Lyon County's request of July 19, 2004. Member Aldean seconded the motion. Motion carried 6-0-1 with Member Taylor absent.

F-2. APPROVAL OF THE 2005 CARSON AREA REGIONAL TRANSPORTATION PLAN IDENTIFYING VARIOUS TRANSPORTATION ISSUES WITHIN THE CAMPO PLANNING BOUNDARY AND PROJECTS TO MITIGATE THESE ISSUES (1-0158) - Deputy City Engineer John

Flansberg, Muscle Power President Sue Newberry, Transportation/Transit Planner Michael Dulude - A revised list was given to the Board. (A copy was given to the Clerk.) (Member Taylor returned to the dias. The entire Board was present, constituting a quorum.) The Brunswick Canyon bridge was removed from the list due to right-of-way and environmental issues. A narrative was added to explain the funding sources and revenue table. The freeway remains the top priority. The key projects will help mitigate the congestion and traffic problems. They also include the bicycle and other enhancement projects. Discussion explained the location of the sidewalk between Basque Way and Northridge Drive. Sidewalk improvements are included in the plan for the area on the east side of Roop between Winnie and 300 feet north of Northridge Drive, which is consistent with the action taken in October. The estimates are consistent across the board. The boundary change was included in the plan.

Member Taylor indicated that removal of the Brunswick Canyon bridge from the plan has not eliminated the project. It is part of a "grouped category project" that will be part of the State document. When the right-of-way issues are resolved, CAMPO may be allowed to go forward with the project.

Discussion indicated that the widening of Roop Street to Fifth Street is considered a "live project" in the 20-year plan. Public comments were then solicited.

Ms. Newberry expressed her surprise that staff had indicated no comments were submitted on the plan. She alleged that Muscle Power and "hundreds" of other individuals have submitted comments on the bicycle plan and believe that they are being overlooked. She alleged that they were not aware of any changes to the plan even though she had been working with staff on other items. Their position paper was purportedly submitted in 2004 on the plan. Staff had allegedly assured them that the bicycle plan will be revised and that there were to be arrows vaguely identifying its corridor and, specifically, the corridor along the freeway. It is now her understanding that these arrows have been removed. She questioned the reasons for the removal and the disregard for the community's expressed interest in having a bicycle system. She was uncertain whether there was anything the Board could do at this stage about her concerns which makes the entire issue even more disheartening. She believed that there were other funding sources which could be used to develop the plan and comply with FHWA requirements. She hoped that the Board amends its public process and provides better public notification in the future.

CARSON AREA METROPOLITAN PLANNING ORGANIZATION Minutes of the June 8, 2005, Meeting Page 3

Mr. Flansberg explained that the changes were made to the table listing the projects. The arrows were removed as a clear delineation of the pathway has not been defined. The updates to the pedestrian and bicycle plans will be commencing soon. The contract has been approved for the consultant to start work on them. The changes that were made in the plan were to comply with Federal requirements. He did not believe that they were substantial in nature as the path had not been specifically identified. The consultant will actually define their locations and add them to the plan. Member Aldean indicated for the record that the fact that the paths are not specifically included in the RTP is not exclusionary. Mr. Flansberg responded by explaining that it does not prohibit them from adding them back into the plan as the process evolves as was promised when the 2004 plan was submitted. The funding for the pathways will be identified through the master plan process.

Mr. Dulude explained that adequate opportunities will be provided for the public to make comments during the open houses. Public comments will be solicited.

Clarification by Mr. Flansberg indicated that the current plan and the comments that have been received by staff to date will be used as the starting point at the work shops. Member Zola indicated that Muscle Power will not have to make the entire presentation over. It can indicate at the open house(s)/work shop(s) that it wants the plans as delineated in their previous comments. Chairperson Staub indicated that staff is cognizant of the public's concerns about the transportation issues including the pedestrian and bicycle issues, and, specifically, whenever decisions are made. The public will be given every opportunity in the future to provide input and the issues will be addressed, including the equestrian issues.

Member Taylor explained his intent to abstain as NDOT will approve the plan before forwarding it to the FWHA. They are continuing to review the minor revisions. He felt comfortable in saying that it will probably be sent forward for final approval within the next couple of weeks. He did not wish to give the impression by approving the plan at this time that it would be automatically sent forward by NDOT.

Member Hastings moved to approve the 2005 Carson Area Regional Transportation Plan identifying various transportation issues within the CAMPO planning boundary and projects to mitigate these issues, keeping in mind that the bicycle plan when amended will become a part of the plan. He then commended the staff on its outreach. He also indicated that during the short period that CAMPO has been in operation, staff has done an excellent job. The number of individuals who are present this evening shows the type of program which CAMPO has going. Members Aldean, Zola, and Des Jardins seconded the motion. Clarification indicated that the motion included the amendments as had been indicated. The motion was voted and carried 6-0-1 with Member Taylor abstaining.

F-3. APPROVAL OF THE 2005 TRANSPORTATION IMPROVEMENT PROGRAM OUTLINING TRANSPORTATION PROJECTS TO BE IMPLEMENTED AND FUNDED FROM FISCAL YEAR 2005 TO FISCAL YEAR 2007 (1-0410) - Deputy City Engineer John Flansberg - The revisions were limned. Public comments were solicited but none were given. Member Taylor indicated his intent to abstain for the same reason as he had abstained on the previous Item. Member Aldean moved to approve the 2005 Transportation Improvement Program outlining transportation projects to be implemented and funded from fiscal year 2005 to fiscal year 2007 as amended. Member Des Jardins seconded the motion. Motion carried 6-0-1 with Member Taylor abstaining.

CARSON AREA METROPOLITAN PLANNING ORGANIZATION Minutes of the June 8, 2005, Meeting Page 4

APPROVAL OF THE TECHNICAL ADVISORY COMMITTEE BY-LAWS AND F-4. MEMBERSHIP APPOINTMENTS FOR INVITATION (1-0487) - Transportation/Transit Planner Michael Dulude, Development Services Director Andrew Burnham, Deputy City Engineer John Flansberg - Mr. Dulude distributed revised by-laws to the Board. (A copy was given to the Clerk.) The revisions were reviewed. Discussion explained the reason for having a City representative from Community Development and Planning in addition to someone from Public Works. Mr. Burnham revised the titles to be Development Services - Planning and Development Services - Engineering. The airport's name was corrected to be Carson City Airport. The name of the Tahoe Regional Planning Agency was also corrected. Regional Transportation Commission Transit/Transportation Planner is to be revised for consistency throughout the document. Page 2, Section 2b. is to be revised to read "Members shall serve until they are replaced by their jurisdictions or agencies." Member Hastings explained his belief that the individuals who are appointed to the Committee must attend the meetings and that they should be replaced if they fail to attend three meetings in a year or two consecutive meetings. Discussion pointed out that three is a small number of meetings and could create a problem. Member Zola suggested that it be three unexcused absences. His reading of the replacement clause indicates it deals with citizens-at-large. He questioned whether there were any on the Committee. Mr. Dulude explained that the Committee is to provide technical advice related to the aspects of a project, its programming, and funding. There will be a citizens advisory committee established later in the process to add comment. He also explained that the technical advisory committee meetings will be open to the public. The public can attend the meetings and provide comments. Discussion indicated that revisions to the By-Laws will be subject to CAMPO's approval. Member Holler indicated that the Douglas County titles for Community Development appointments should be: Community Development - Engineering and Community Development - Planning. Member Aldean pointed out that Page 3, Section 3c infers that all votes should be by a majority vote of those present. This allows them to conduct business even if a quorum is lost. Additional comments were solicited. None were given. Public comments were then solicited. None were given. Member Taylor moved to approve the Technical Advisory Committee By-Laws and Membership Appointments for Invitation with the noted changes as discussed. Member Aldean seconded the motion. Motion carried 7-0.

- F-5. PRESENTATION AND DISCUSSION OF CAMPO'S DISADVANTAGED BUSINESS ENTERPRISE POLICY AND GOAL OF 3.1% (1-0632) Deputy City Engineer John Flansberg, Transportation/Transit Planner Michael Dulude This is the first draft of the policy. It will be brought back in August after the public comment process has been completed and the public input revisions made. Its purpose was limned. Clarification indicated a need to consider ethnicity guidelines within the document. Member Aldean also recommended that on Page 10, Section 9, the contact agency be CAMPO rather than the RTC and that this change also be made in the second paragraph. The spelling of "manager" was corrected on Page 11 in Line 6. Discussion referenced Page 18 which shows how the 3.1% is calculated. Public comments were solicited but none were given. No formal action was required or taken on this Item. The policy will be returned to the Board in 45 days with the corrections having been made as indicated.
- G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS NON-ACTION ITEMS FUTURE AGENDA ITEMS (1-0700) Member Taylor explained NDOT's policy of making presentations on the annual work program, the transportation document, and the short and long range elements before the 17 County Commissions and asked if the Board wished to have a similar presentation. Benefits of having the presentation were noted. A presentation to CAMPO is not required. Chairperson Staub

CARSON AREA METROPOLITAN PLANNING ORGANIZATION Minutes of the June 8, 2005, Meeting Page 5

directed that it be added to the next agenda and noted that NDOT Deputy Director Susan Martinovich had been present earlier. He had apologized to her for failing to agenize the item. Additional comments were solicited but none were given.