



NOTICE OF MEETING OF THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION (CAMPO)

Day: Wednesday
Date: May 11, 2016
Time: Beginning at 4:30 pm
Location: Community Center, Sierra Room, 851 East William Street, Carson City, Nevada

AGENDA

AGENDA NOTES: The Carson Area Metropolitan Planning Organization (CAMPO) is pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements for the meeting are necessary, please notify Carson Area Metropolitan Planning Organization staff in writing at 3505 Butti Way, Carson City, Nevada, 89701, or Comments@CarsonAreaMPO.com, or call Patrick Pittenger at (775) 887-2355 as soon as possible (requests are required prior to 12:00 p.m. on May 9, 2016).

For more information or for copies of the supporting material regarding any of the items listed on the agenda, please contact Patrick Pittenger, Transportation Manager, at (775) 887-2355. Additionally, the agenda with all supporting material is posted on the CAMPO website at www.carson.org/agendas, or is available upon request at 3505 Butti Way, Carson City, Nevada, 89701.

AGENDA MANAGEMENT NOTICE: The Chair may take items on the agenda out of order; combine two or more agenda items for consideration; and/or remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

DISCLOSURES: Any member of the CAMPO Board may inform the Chair of his or her intent to make a disclosure of a conflict of interest on any item appearing on the agenda or on any matter relating to the CAMPO's official business. Such disclosures may also be made at such time the specific agenda item is introduced.

1. ROLL CALL AND DETERMINATION OF A QUORUM

2. PUBLIC COMMENT:

Members of the public who wish to address the CAMPO Board may approach the podium and speak on any matter relevant to or within the authority of CAMPO. Comments are limited to three minutes per person per topic. If your item requires extended discussion, please request the Chair to calendar the matter for a future CAMPO meeting. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an Agenda as an item upon which action may be taken.

3. APPROVAL OF MINUTES: For Possible Action

3.A March 9, 2016 Draft Minutes

3.B April 13, 2016 Draft Minutes

4. PUBLIC MEETING ITEM(S):

4.A (For Possible Action) To approve the FY 2017-2018 Unified Planning Work Program (UPWP).

Staff Summary: Staff has developed a UPWP for fiscal years 2017 and 2018 (July 1, 2016 – June 30, 2018). The UPWP establishes the budget for proposed CAMPO activities and describes how federal Consolidated Planning Grant (CPG) funds will be administered during the 2017 and 2018 fiscal years.

5. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS (Non-Action Items): (Information only)

Future Agenda Items: Discussion and overview of matters which may be included on future agendas.

6. BOARD COMMENTS: (Information only)

Status reports and comments from the members of the CAMPO Board.

7. PUBLIC COMMENT:

Members of the public who wish to address the CAMPO Board may approach the podium and speak on any matter relevant to or within the authority of CAMPO. Comments are limited to three minutes per person per topic. If your item requires extended discussion, please request the Chair to calendar the matter for a future CAMPO meeting. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an Agenda as an item upon which action may be taken.

8. ADJOURNMENT: For Possible Action

The next meeting is tentatively scheduled for 4:30 p.m., Wednesday, June 8, 2016, at the Sierra Room - Community Center, 851 East William Street.

This agenda has been posted at the following locations on Thursday, May 5, 2016, before 5:00 p.m.:

City Hall, 201 North Carson Street

Carson City Library, 900 North Roop Street

Community Center, Sierra Room, 851 East William Street

Carson City Public Works, 3505 Butti Way

Carson City Planning Division, 108 E. Proctor Street

Douglas County Executive Offices, 1594 Esmeralda Avenue, Minden

Lyon County Manager's Office, 27 South Main Street, Yerington

Nevada Department of Transportation, 1263 S. Stewart Street, Carson City

City Website: www.carson.org/agendas

State Website: <https://notice.nv.gov>

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A regular meeting of the Carson Area Metropolitan Planning Organization was scheduled for 4:30 p.m. on Wednesday, March 9, 2016 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Ray Fierro
Vice Chairperson Jon Erb
Member Brad Bonkowski
Member Mark Kimbrough
Member Jim Smolenski
Member Jack Zenteno
Ex-Officio Member Sondra Rosenberg

STAFF: Darren Schulz, Public Works Department Director
Patrick Pittenger, Transportation Manager
Daniel Doenges, Senior Transportation Planner
Dirk Goering, Transportation Planner
Daniel Yu, Deputy District Attorney
Kathleen King, Chief Deputy Clerk

NOTE: A recording of these proceedings, the CAMPO's agenda materials, and any written comments or documentation provided to the Clerk, during the meeting, are part of the public record. These materials are available for review, in the Recording Secretaries Division of the Carson City Clerk's Office, during regular business hours.

1. CALL TO ORDER AND DETERMINATION OF A QUORUM (4:30:17) - Chairperson Fierro called the meeting to order at 4:30 p.m. Ms. King called the roll; a quorum was present. Member Crowell was absent.

2. PUBLIC COMMENT (4:31:51) - Chairperson Fierro entertained public comment; however, none was forthcoming.

3. ACTION ON APPROVAL OF MINUTES - December 9, 2015 (4:32:30) - Chairperson Fierro entertained suggested revisions and, when none were forthcoming, a motion. **Member Bonkowski moved to approve the minutes, as presented. Member Smolenski seconded the motion. Motion carried 6-0.**

4. PUBLIC MEETING ITEMS:

4(A) INFORMATIONAL PRESENTATION ON STAFF'S PROGRESS ON THE 2040 REGIONAL TRANSPORTATION PLAN (4:33:01) - Chairperson Fierro introduced this item. Mr. Pittenger introduced Mr. Yu, and provided background information on the subject item. Mr. Goering reviewed the agenda materials in conjunction with displayed slides. Mr. Pittenger provided additional information at various points throughout the presentation. Mr. Goering, Mr. Doenges, and Mr. Pittenger responded to questions of clarification. Ex-Officio Member Rosenberg thanked the Transportation Division staff for working with the Nevada Department of Transportation and the other metropolitan planning organizations. Chairperson Fierro entertained additional questions or discussion and, when none was forthcoming, thanked the staff for their presentation.

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5. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS (5:05:44) - Chairperson Fierro introduced this item, and Mr. Pittenger reviewed the tentative agenda for the next CAMPO meeting and the next Regional Transportation Commission meeting.

6. CAMPO MEMBER COMMENTS (5:07:20) - Chairperson Fierro introduced this item. Ex-Officio Member Rosenberg thanked Transportation Division staff “for continuing to bring up the issue of a certain funding source that is automatically suballocated to the larger MPOs, the TMAs.” She commended Mr. Goering on “reaching out to other states and seeing how common it is for smaller MPOs to get a suballocation of that funding source. It used to be STP. Now it's STPBG.” Ex-Officio Member Rosenberg reported that “we're working on a memo to Mr. Pittenger to dedicate that money to start suballocating a portion of that funding directly to CAMPO. It's not a huge amount of money but it is something in addition to help out in this area.” Mr. Pittenger expressed appreciation for NDOT's cooperation. Chairperson Fierro entertained additional comments; however, none were forthcoming.

7. PUBLIC COMMENT (5:08:42) - Chairperson Fierro entertained public comment; however, none was forthcoming.

8. ACTION ON ADJOURNMENT (5:08:52) - Member Smolenski moved to adjourn the meeting at 5:08 p.m. The meeting adjourned by mutual consent.

The Minutes of the March 9, 2016 Carson Area Metropolitan Planning Organization meeting are so approved this _____ day of May, 2016.

RAY FIERRO, Chair

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A regular meeting of the Carson Area Metropolitan Planning Organization was scheduled for 4:30 p.m. on Wednesday, April 13, 2016 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Ray Fierro
Vice Chairperson Jon Erb
Member Brad Bonkowski
Member Robert Crowell
Member Mark Kimbrough
Member Jim Smolenski
Member Jack Zenteno
Ex-Officio Member Sondra Rosenberg

STAFF: Darren Schulz, Public Works Department Director
Patrick Pittenger, Transportation Manager
Daniel Doenges, Senior Transportation Planner
Dirk Goering, Transportation Planner
Graham Dollarhide, Transit Coordinator
Daniel Yu, Deputy District Attorney
Kathleen King, Chief Deputy Clerk

NOTE: A recording of these proceedings, the CAMPO's agenda materials, and any written comments or documentation provided to the Clerk, during the meeting, are part of the public record. These materials are available for review, in the Recording Secretaries Division of the Carson City Clerk's Office, during regular business hours.

1. CALL TO ORDER AND DETERMINATION OF A QUORUM (4:30:39) - Chairperson Fierro called the meeting to order at 4:30 p.m. Ms. King called the roll; a quorum was present.

2. PUBLIC COMMENT(4:32:17) - Chairperson Fierro entertained public comment. (4:32:45) Clerk - Recorder Sue Merriwether discussed the need for volunteers to write arguments in support of and arguments in opposition to the Carson City Fuel Revenue Indexing ballot question. She advised of no interested volunteers to date, and requested the CAMPO members' assistance in recruiting volunteers. Chairperson Fierro entertained additional public comment; however, none was forthcoming.

3. APPROVAL OF MINUTES (4:34:23) - Mr. Yu reviewed the requirements of Chapter 241 relative to adoption of minutes, and advised that the March CAMPO minutes will be available for review and approval at the next meeting.

4. PUBLIC MEETING ITEMS:

4(A) POSSIBLE ACTION TO AUTHORIZE THE TRANSPORTATION MANAGER TO SIGN AGREEMENT NO. NM111-16-804 FOR GENERAL PROVISIONS REGARDING THE EXPENDITURE OF PLANNING (“PL”) FUNDS AND FEDERAL TRANSIT ADMINISTRATION (“FTA”) 5303 FUNDS, ALSO KNOWN AS CONSOLIDATED PLANNING GRANT (“CPG”) FUNDS, AND TO AUTHORIZE THE TRANSPORTATION MANAGER TO SIGN FUTURE AMENDMENTS TO THIS AGREEMENT REGARDING TIME EXTENSIONS (4:35:33) -

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Chairperson Fierro introduced this item. Mr. Doenges reviewed the agenda materials, and Ex-Officio Member Rosenberg provided additional detail. Chairperson Fierro entertained additional questions or comments and, when none were forthcoming, a motion. **Member Bonkowski moved to authorize the Transportation Manager to sign Agreement No. NM111-16-804 for general provisions regarding the expenditure of planning funds and Federal Transit Administration 5303 funds, also known as Consolidated Planning Grant funds, and to authorize the Transportation Manager to sign future amendments to this agreement regarding time extensions. Member Smolenski seconded the motion.** Chairperson Fierro entertained public comment and, when none was forthcoming, called for a vote on the pending motion.

RESULT:	Approved [7 - 0]
MOVER:	Member Brad Bonkowski
SECOND:	Member Jim Smolenski
AYES:	Members Bonkowski, Smolenski, Crowell, Kimbrough, Zenteno, Vice Chair Erb, Chair Fierro
NAYS:	None
ABSENT:	None
ABSTAIN:	None

4(B) POSSIBLE ACTION TO AUTHORIZE THE TRANSPORTATION MANAGER TO SIGN AGREEMENT NO. PR107-16-804 FOR COMMITMENT TO COMPLETE THE FISCAL YEAR 2017 UNIFIED PLANNING WORK PROGRAM (“UPWP”), AND TO AUTHORIZE THE TRANSPORTATION MANAGER TO SIGN FUTURE AMENDMENTS TO THIS AGREEMENT REGARDING TIME EXTENSIONS OR A CHANGE IN THE VALUE OF FUNDING OF UP TO 20 PERCENT OF THE INITIAL FUNDING AMOUNT (4:38:59) - Chairperson Fierro introduced this item, and Mr. Doenges reviewed the agenda materials. Mr. Doenges and Ex-Officio Member Rosenberg responded to questions of clarification. Chairperson Fierro entertained additional questions or comments and, when none were forthcoming, a motion. **Member Bonkowski moved to authorize the Transportation Manager to sign Agreement No. PR107-16-804, for commitment to complete the FY 2017 Unified Planning Work Program, and to authorize the Transportation Manager to sign future amendments to this agreement regarding time extensions or a change in the value of funding of up to 20 percent of the initial funding amount. Member Crowell seconded the motion.** Chairperson Fierro entertained public comment and, when none was forthcoming, called for a vote on the pending motion.

RESULT:	Approved [7 - 0]
MOVER:	Member Brad Bonkowski
SECOND:	Member Robert Crowell
AYES:	Members Bonkowski, Crowell, Kimbrough, Smolenski, Zenteno, Vice Chair Erb, Chair Fierro
NAYS:	None
ABSENT:	None
ABSTAIN:	None

4(C) INFORMATION ONLY REGARDING THE DRAFT FY 2017 - 18 UNIFIED PLANNING WORK PROGRAM (“UPWP”) (4:44:55) - Chairperson Fierro introduced this item. Mr. Pittenger reviewed the agenda materials, and responded to questions of clarification. Chairperson Fierro entertained additional questions or comments; however, none were forthcoming.

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5. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS - FUTURE AGENDA ITEMS (4:53:28) - Chairperson Fierro introduced this item, and Mr. Pittenger reviewed the tentative agenda for the next CAMPO meeting.

6. CAMPO MEMBER COMMENTS (4:54:21) - Chairperson Fierro entertained CAMPO member comments. Mr. Pittenger announced that Mr. Doenges, who started with the Transportation Division in November 2007, has accepted a position with the Washoe RTC. He wished Mr. Doenges the best. Ex-Officio Member Rosenberg thanked Mr. Doenges for his participation, and advised that “NDOT, as a whole, has really appreciated working with [Mr. Doenges] as a CAMPO staff member.”

Ms. Rosenberg advised that NDOT is currently negotiating with a consultant for the long-range transportation plan. She described it as “unified, both in the sense of incorporating the metropolitan planning organization regional transportation plans, as well as all our modal plans, our asset management plan. Really, the goal is to have one transportation plan for the State that we all buy into and we all support and that's the document we go to.” She further advised that the negotiations include an “update / upgrade to our State transportation model and some additional extra emphasis on areas like the TRIC area as well as potentially some additional emphasis on the I-11 corridor as well.”

Chairperson Fierro and several of the CAMPO members wished Mr. Doenges well. Mr. Doenges expressed appreciation for the opportunity to have worked with such a professional group.

7. PUBLIC COMMENT (4:58:55) - Chairperson Fierro entertained public comment; however, none was forthcoming.

8. ACTION ON ADJOURNMENT (4:59:05) - A motion was made, seconded, and carried unanimously to adjourn the meeting at 4:59 p.m.

The Minutes of the April 13, 2016 Carson Area Metropolitan Planning Organization meeting are so approved this _____ day of May, 2016.

RAY FIERRO, Chair



STAFF REPORT

Report To: The Carson Area Metropolitan Planning Organization (CAMPO)

Meeting Date: May 11, 2016

Staff Contact: Dirk Goering, Senior Transportation Planner

Agenda Title: **(For Possible Action)** To approve the FY 2017-2018 Unified Planning Work Program (UPWP).

Staff Summary: Staff has developed a UPWP for fiscal years 2017 and 2018 (July 1, 2016 – June 30, 2018). The UPWP establishes the budget for proposed CAMPO activities and describes how federal Consolidated Planning Grant (CPG) funds will be administered during the 2017 and 2018 fiscal years.

Agenda Action: Formal Action/Motion

Time Requested:

Proposed Motion

I move to approve the Fiscal Year 2017 and 2018 Unified Planning Work Program (UPWP).

Background/Issues & Analysis

Prior to the beginning of each fiscal year, CAMPO must submit a UPWP to the Nevada Department of Transportation (NDOT), Federal Highway Administration (FHWA), and Federal Transit Administration (FTA) establishing the budget for proposed activities to be administered throughout the year. These agencies have reviewed and approved the proposed UPWP.

In working with our Federal and State planning partners, it was agreed upon that CAMPO would submit a two-year UPWP going forward. Due to timing issues with funding availability and the potential for significant work tasks to extend beyond the fiscal year prior to completion, a two-year UPWP allows for greater flexibility to complete tasks that might not begin until later in the fiscal year. However, CAMPO would not be allowed to charge for tasks or be reimbursed for any Federal funding beyond what was obligated in a given fiscal year.

A 30-day public comment period for review of the proposed program has been completed. The 30-day public comment period opened on March 27, 2016. Additionally, a public information meeting was held on April 19, 2016. No comments were received.

Applicable Statute, Code, Policy, Rule or Regulation – N/A

Financial Information

The 2017 fiscal year proposed UPWP budget is for \$379,000. This required federal document is reimbursable by Federal Consolidated Planning Grant (CPG) funds at a reimbursable rate of 95%. For fiscal year 2017, the local grant match that is split among the three member counties of Carson City, Douglas County, and Lyon County is \$18,950 in local funds (5%).

Alternatives – N/A

Supporting Material

- FY 2017-2018 UPWP

Board Action Taken:

Motion: _____

- 1) _____
- 2) _____

Aye/Nay

(Vote Recorded By)

CARSON AREA METROPOLITAN PLANNING ORGANIZATION



Fiscal Year 2017-18: July 1, 2016 – June 30, 2018

UNIFIED PLANNING WORK PROGRAM

5/11/16

Contact Information:
Carson Area Metropolitan Planning Organization
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Carson City, NV, 89701
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E-mail: CarsonAreaMPO@carson.com
www.carson.org

This report was funded in part through grants from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation and member agencies, including Carson City, Douglas County, and Lyon County. The views and opinions of the Carson Area Metropolitan Planning Organization expressed herein do not necessarily state or reflect those of the U.S. Department of Transportation.

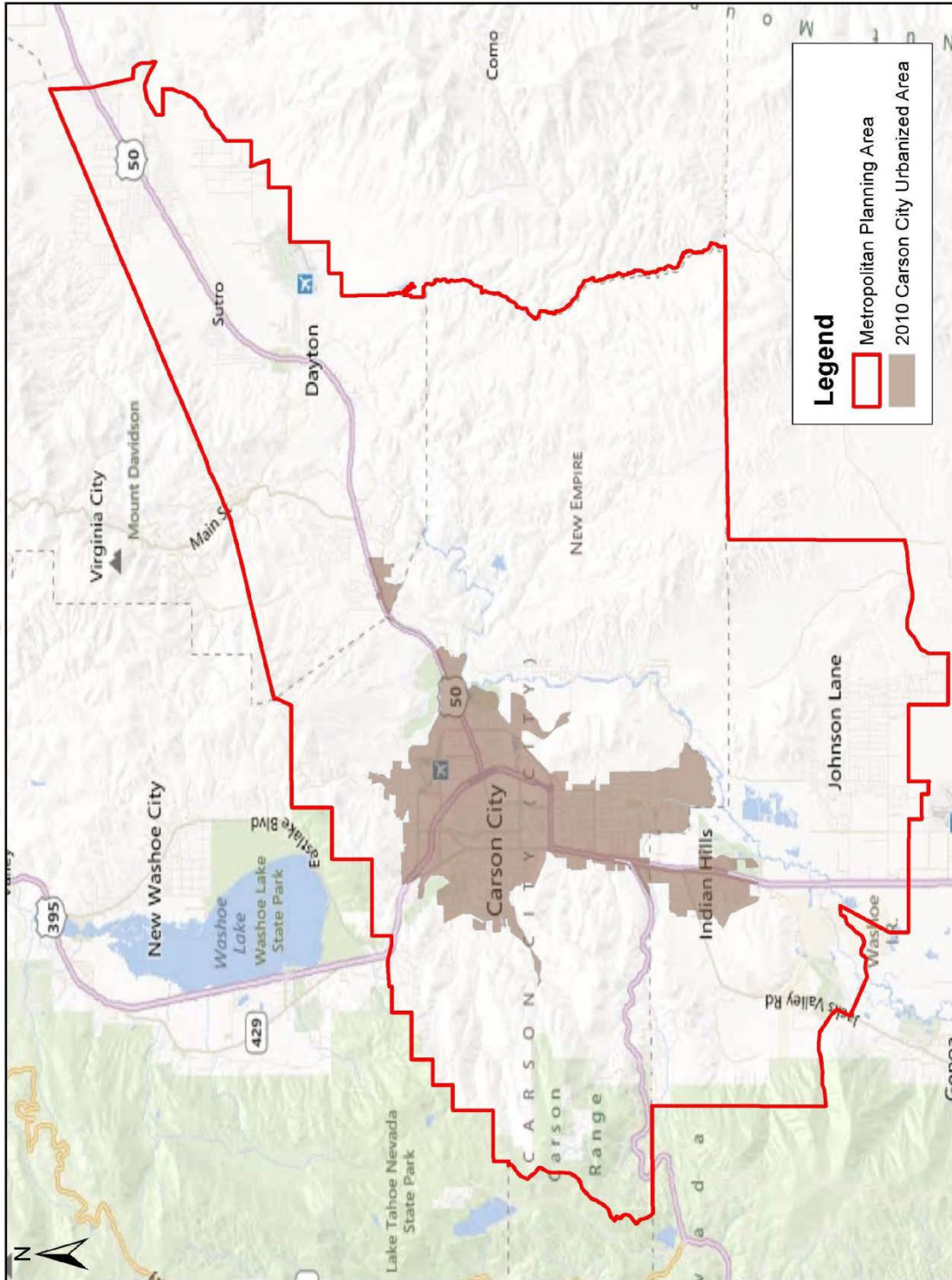
**Carson Area Metropolitan Planning Organization
2017-18 CAMPO Unified Planning Work Program
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1.0 Introduction

1.1 CAMPO Service Area

CAMPO Metropolitan Planning Area - Approved 12/10/12



1.2 CAMPO Policy Board

Carson Area Metropolitan Planning Organization (CAMPO) Policy Board Membership

Member	Governmental Body Represented
Mr. Ray Fierro, Chairperson	Lyon County
Mr. Jon Erb, Vice-Chairperson	Douglas County
Mr. Brad Bonkowski	Carson City
Mr. Bob Crowell	Carson City
Mr. Mark Kimbrough	Carson City
Ms. Sondra Rosenberg*	Nevada Department of Transportation
Mr. Jim Smolenski	Carson City
Mr. Jack Zenteno	Carson City

*Non-Voting ex-officio

1.3 Organization Overview

What is a Metropolitan Planning Organization?

A Metropolitan Planning Organization is an organization of local governments in areas with a collective population of 50,000 or over, termed an Urbanized Area. As a condition for receiving Federal transportation dollars, MPOs must have a *continuing, cooperative, and comprehensive* transportation planning process in cooperation with the State. The MPOs are to cooperate with the State in developing transportation plans and programs for urbanized areas. This transportation planning process results in plans and programs consistent with the area's locally adopted comprehensive plans. On December 4, 2015, the Fixing America's Surface Transportation (FAST) Act was signed into law, reaffirming the role of MPOs. This is a five-year transportation bill which extends most of the provisions in the previous two-year Moving Ahead for Progress in the 21st Century Act (MAP-21).

What is the Carson Area Metropolitan Planning Organization?

In 2002, the US Census Bureau announced the release of the Carson City Urbanized Area geography (according to the 2000 Census), with a population that had surpassed the threshold of 50,000. The urbanized area consists of Carson City, as well as the adjacent, relatively densely inhabited portions of Douglas and Lyon Counties. As a result of surpassing the population criteria of 50,000, the area was required to form a Metropolitan Planning Organization for its transportation planning and programming activities. The Nevada Governor, in accordance with Federal regulations, designated the Carson Area Metropolitan Planning Organization (CAMPO) as a newly formed MPO in the State of Nevada. In 2012, the Census Bureau updated the urbanized area boundaries based on data collected during the 2010 Census, though changes were minor.

CAMPO carries out transportation planning activities within the Metropolitan Planning Area (MPA), shown on the map on page 1. The MPA encompasses the urbanized area and a larger area that is likely to continue to urbanize within the next 20 years. Currently, there are two urban clusters, as defined by the US Census Bureau, within the MPA. They are the Johnson Lane area in Douglas County and Dayton in Lyon County.

CAMPO is governed by a seven-member Policy Board consisting of representatives of Carson City, Douglas County, and Lyon County. A representative of the Nevada Department of Transportation (NDOT) serves as an ex-officio, non-voting member. Carson City operates a transit system within the CAMPO planning area. Additionally, through an agreement with RTC Washoe, Carson City provides partial funding for an intercity transportation service based in Reno that operates within the CAMPO planning area. The representation on the MPO Policy Board from Carson City also represents the interests of the transit system.

Carson City Public Works staff serves as support staff to CAMPO. There are four staff members that carry out the daily operations and they include the Transportation Manager, Senior Transportation Planner, Transportation Planner, and Transit Coordinator. In addition, CAMPO utilizes Geographic Information Systems (GIS) staff on occasion for geographic analyses, the production of various maps, and other related tasks.

What is the Purpose of this Document?

The purpose of this document is to outline the transportation planning and programming activities of the Carson Area Metropolitan Planning Organization for fiscal years 2017 and 2018 (July 1, 2016 to June 30, 2018). Funding for the MPO activities are made possible through the US Department of Transportation – both the Federal Highway Administration and the Federal Transit Administration – and through the three local entities – Carson City, Douglas County, and Lyon County. The work efforts to be undertaken and their associated costs and funding are described in this document. Public outreach is conducted in accordance with CAMPO's Public Participation Plan to encourage participation in the development of the Unified Planning Work Program (UPWP).

1.4 Responsibility and Priorities

The primary responsibility of CAMPO is the continued, cooperative, and comprehensive planning process; to provide for consideration and implementation of projects, strategies, and services that address the following factors:

- Increase the safety of the transportation system for motorized and non-motorized users
- Maintain a sustainable regional transportation system
- Increase the mobility and reliability of the transportation system for all users
- Maintain and develop a transportation system that supports economic vitality
- Provide an integrated transportation system

1.5 Organizational Procedures and Documents

The following list of documents includes organizational policies and procedures, programming documents, transportation planning studies, and other required documents, which are available on CAMPO's website: www.carsonareampo.com

CAMPO Policies & Procedures
CAMPO Public Participation Plan
CAMPO FFY 2016-19 Transportation Improvement Program
CAMPO Unified Planning Work Programs
CAMPO Pedestrian Safety Guidelines
Carson City Freeway Corridor Multi-Use Path Alignment Studies
CAMPO Fare & Service Change Policy
Notice of Protection Under Title VI
CAMPO Disadvantaged Business Enterprise (DBE) Program
CAMPO Disadvantaged Business Enterprise (DBE) FFY 2014-16 Goal
CAMPO Regional Transportation Plan

2.0 Work Efforts

2.1 Federal Planning Emphasis Areas

In 2014, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) issued a statement encouraging MPOs to give priority to certain planning emphasis areas when updating their unified planning work programs. The three planning emphasis areas are FAST Act Implementation (recently updated from MAP-21), Regional Models of Cooperation and Ladders of Opportunity, and are described below:

MAP-21/FAST Act Implementation - Transition to Performance Based Planning and Programming. The development and implementation of a performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes.

Models of Regional Planning Cooperation - Promote cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning. Coordination across MPO and across State boundaries includes the coordination of transportation plans and programs, corridor studies, and projects across adjacent MPO and State boundaries. It includes collaboration among State DOT(s), MPOs, and operators of public transportation on activities such as: data collection, data storage and analysis, analytical tools, and performance based planning.

Ladders of Opportunity - Access to essential services - as part of the transportation planning process identify transportation connectivity gaps in access to essential services. Essential services include housing, employment, health care, schools/education, and recreation. This emphasis area could include MPO and State identification of performance measures and analytical methods to measure the transportation system's connectivity to essential services and the use of this information to identify gaps in transportation system connectivity that preclude access of the public, including traditionally underserved populations, to essential services. It could also involve the identification of solutions to address those gaps.

2.2 Summary of FY 2016 Accomplishments and Work Efforts

The following are the primary tasks that were undertaken during FY 2016:

- Completion of the 2040 Regional Transportation Plan (RTP) that updated the 2035 RTP. The plan incorporates an updated travel demand model (also a work task completed for FY 2016), reflects new capital improvements since the 2035 RTP, includes new financial assumptions, and incorporates performance based planning.
- Carson City successfully updated its Pavement Management System and migrated data from its previous model to MicroPaver, an industry standard in pavement management software. This enabled Carson City to perform analyses allowing for more informed decisions on pavement maintenance and to more efficiently spend available funding.
- Non-motorized network planning continued to be an important part of CAMPO activities as the demand for bicycle and pedestrian facilities and improved connectivity remains strong. This task allowed staff to work with planning partners to continue to grow the bicycle and pedestrian network, including much progress on the planning and development of the Carson City Freeway multi-use path and regional connectivity.
- The Transportation Improvement Program (TIP) was updated for federal fiscal years 2016-2019. Staff worked with State and Federal planning partners, as well as fellow MPOs, to develop an online electronic Statewide Transportation Improvement Program (eSTIP). The FFY 2016 STIP was the first STIP to be developed and approved electronically, providing the public with a current, transparent, and searchable project database.
- Staff responded to new and changing requirements associated with MAP-21, by collaborating with the U.S. Department of Transportation, Nevada Department of Transportation, and other MPOs in reviewing and commenting on Federal Notices of Proposed Rulemaking (NPRMs) regarding performance measures and implementation of performance management in the transportation planning process.
- Staff collected baseline information to evaluate and monitor the performance of Complete Streets measures in the future.
- CAMPO staff, in coordination with NDOT, worked with transit operators in the region to identify projects and distribute FTA funds among eligible operators and projects. Efforts under this task included training, project identification, allocation of funding, and coordination with FTA, NDOT, and transit operators.
- Staff participated in regional transit coordination with the six transit services operating within the CAMPO planning area (Carson Valley Airporter, BlueGo, Jump Around Carson, Douglas Area Rural Transit, RTC Intercity, and Silver State Mainline). CAMPO staff coordinated the services from a regional perspective.

2.3 Overview of FY 2017-2018 Work Efforts

In working with the U.S. DOT and NDOT, it was determined that CAMPO would develop a two-year UPWP for the first time. This allows greater flexibility for CAMPO and its planning partners to complete more significant work tasks within a reasonable timeframe, and to better coordinate work tasks with the funding cycle. A two-year work program does not mean that two years' worth of funds are available in the first year. CAMPO cannot seek reimbursement of funds in advance of obligation, but a two-year work program does provide certain advantages as described.

The following are the primary tasks to be undertaken during FY 2017 and FY 2018:

- A Complete Street Study for South Carson Street. Staff anticipates the involvement of a consultant to help guide the vision for Carson Street from Fairview Drive to the I-580/Spooner Junction intersection. This is one of the primary corridors in the CAMPO area.
- Update to the Carson City ADA Transition Plan. While the initial plan was developed in 2015, only a small portion of the City was inventoried due to budget constraints. It was anticipated that further inventory of the City would be done incrementally in the future. It is also a requirement to update the Transition Plan on a periodic basis. Now that development of the plan has occurred, more funding can go toward further inventory of facilities than previously. Consultant involvement is expected for this task as well.
- Update the travel demand model, with a consultant team, in anticipation of the next RTP update. During the period of this work program several major projects are expected to be completed that will have a significant impact on the CAMPO region, such as: completion of the Carson City Freeway, completion of the Downtown Carson Complete Street project, and further development of the Tahoe Reno Industrial Center (TRIC).
- Inventory Carson City's roadway network, through a consultant, to allow the pavement conditions to be reassessed. This practice is performed every couple of years to build a strong database and establish historical benchmarks to provide a more robust analysis of pavement maintenance needs. This process ensures the most informed and efficient decisions are being made to address pavement health.
- Administer a bus rider survey on the Jump Around Carson (JAC) transit system to identify needs and concerns of the existing ridership base. Feedback received will provide staff direction on what is working well with the system and where improvements can be made to better serve riders.
- Ongoing tasks that include general administration, MPO representation, public participation efforts, regional consistency review, training, and UPWP development.
- On December 4, 2015, the Fixing America's Surface Transportation (FAST) Act was signed into law. Staff will monitor the transportation legislature and respond to any potential requirements of the new bill. In addition, staff will use this task to work with our State and Federal planning partners, as well as fellow MPOs, to continue to develop performance measures, initially mandated by MAP-21.
- Update and maintain the Transportation Improvement Program (TIP) through the new eSTIP platform.
- Collect baseline information to evaluate and monitor the performance of Complete Streets measures. Staff will collect data on the Downtown Carson Complete Streets project to record any changes or trends as a result of the project.

2.4 CAMPO's Work Efforts and the Federal Planning Emphasis Areas

The table below is a summary of how CAMPO's 2017-2018 Work Efforts align with the three Federal prioritized planning emphasis areas as described previously. As illustrated below, all three of the Federal planning emphasis areas are integrated into CAMPO's 2017-2018 Work Efforts.

Summary of CAMPO's 2017-18 Work Efforts and the Federal Planning Emphasis Areas

2017-18 UPWP Work Tasks	MAP-21/FAST Act Implementation	Models of Regional Planning Cooperation	Ladders of Opportunity
1.1 General Administration and Work Program Oversight	x		
1.2 UPWP Development		x	
1.3 MPO Representation		x	x
1.4 Training	x		
1.5 Public Participation			x
1.6 Implementation of MAP-21/FAST Act & Performance Measures	x	x	x
2.1 Update Travel Demand Model	x		x
2.2 Complete and Maintain Transportation Improvement Program		x	
2.3 Regional Consistency Review		x	x
3.1 Model Maintenance and Support Activities	x		
3.2 Maintain Pavement Management System	x		
3.3 South Carson Street Complete Street Study			x
4.1 Non-Motorized Network Planning		x	x
4.2 Complete Streets Performance Monitoring	x		x
4.3 Inventory and Update to Carson City ADA Transition Plan	x		x
4.4 Purchase of Bicycle & Pedestrian Counters	x		x
5.1 Responsibilities as Direct Recipient	x	x	x
5.2 Transit Rider Preference Survey	x		x
5.3 Regional Transit Coordination		x	x

The 2017-18 Work Efforts include multiple tasks pertaining to the MAP-21/FAST Act Implementation planning emphasis area. In line with MAP-21 and the FAST Act, the following tasks will allow CAMPO staff to collect and monitor data, which will improve staff's efforts in Performance Based Planning and Programming. These tasks, among other things, include performance monitoring of complete street projects, inventorying and updating the Carson City ADA Transition Plan, maintenance of CAMPO's pavement management systems, and an update to the travel demand model.

Additionally, CAMPO's work efforts will address the Ladders of Opportunity planning emphasis area in multiple ways. A notable task is the Complete Streets Study for South Carson Street that will evaluate design options to improve network mobility and integration. Other tasks in line with Ladders of Opportunity include a transit survey for Jump Around Carson to identify customer needs and concerns, purchase of bicycle and pedestrian counters to support performance based planning, and non-motorized network planning to reduce gaps in connectivity for pedestrians and bicyclist.

3.0 FY 2017 – FY 2018 Unified Planning Work Program

The following section describes each of the work tasks for the FY 2017 - FY 2018 UPWP, including funding amounts and estimated benchmarks. A summary table that outlines the estimated cost and funding sources for all work elements is attached at the end of this document. Except where noted below for each task, work will be completed by CAMPO staff.

WORK ELEMENT 1.0 – MPO Administration

Tasks

- 1.1 General Administration and Work Program Oversight - This task will be undertaken by staff, and include the following:
- 1.1.1 Preparation of required MPO reports and memoranda supporting the activities of CAMPO.
 - 1.1.2 Budget and task/activity summaries.
 - 1.1.3 Preparation of billings and reimbursement requests and other related activities.
 - 1.1.4 Application and management of CPG funds for CAMPO operations.
 - 1.1.5 Memberships in related professional organizations and subscriptions to related professional periodicals.
 - 1.1.6 Obtaining and maintaining professional certifications.
 - 1.1.7 MPO Board Support – providing special reports, researching MPO issues, preparation of staff agendas, and attendance at MPO regular and special meetings.

Product: Reports, budget, task summaries, funding for CAMPO and local transit operators, and UPWP amendments as needed.

Funding:	CPG	\$152,000
	<u>Local</u>	<u>\$8,000</u>
	Total	\$160,000

Estimated Benchmarks: N/A

Estimated Completion Date: Ongoing

- 1.2 Unified Planning Work Program Development – Staff will prepare for adoption of the FY 2019 – FY 2020 UPWP and coordinate UPWP activities with other local, regional and statewide agencies. This task includes UPWP amendments as needed.

Product: An adopted FY 2019 – FY 2020 UPWP and amendments to the current UPWP as needed.

Funding:	CPG	\$14,250
	<u>Local</u>	<u>\$750</u>
	Total	\$15,000

Estimated Benchmarks: Draft document March 2018

Estimated Completion Date: May 2018

- 1.3 MPO Representation – Staff will represent the MPO at events and meetings not related to specific other UPWP tasks. This task includes coordination with other regional MPOs, NDOT, Carson City, Douglas County, Lyon County, and other agencies and organizations to ensure development of transportation related projects that serve the best interests of the region.

Product: A well-represented MPO and appropriate coordination.

Funding:	CPG	\$66,500
	<u>Local</u>	<u>\$3,500</u>
	Total	\$70,000

Estimated Benchmarks: N/A

Estimated Completion Date: Ongoing

- 1.4 Training – Provide appropriate training to CAMPO staff. This task will focus on training to enhance the capabilities of staff in exercising the responsibilities of the MPO. This task includes the acquisition of materials for in-house training when appropriate.

Product: Enhanced staff capabilities.

Funding:	CPG	\$47,500
	<u>Local</u>	<u>\$2,500</u>
	Total	\$50,000

Estimated Benchmarks: N/A

Estimated Completion Date: Ongoing

- 1.5 Public Participation – Under this activity, continuing public participation efforts will be conducted by staff throughout the program period related to numerous work tasks, including the update of the TIP, development of the S. Carson Street Corridor Study, update of the ADA Transition Plan, development of the UPWP for the next fiscal years, and other activities. This task includes the publication of notices and the maintenance of the CAMPO website, as the website is a useful tool to inform constituents of CAMPO's purpose and current activities.

Product: Public participation activities, including the publication of notices and an operating website for public information.

Funding:	CPG	\$23,750
	<u>Local</u>	<u>\$1,250</u>
	Total	\$25,000

Estimated Benchmarks: N/A

Estimated Completion Date: Ongoing

- 1.6 MAP-21/FAST Act Implementation and Performance Measures – Staff will work to comply with new requirements under MAP-21 and the FAST Act as they continue to be communicated from the U.S. Department of Transportation (DOT), with an emphasis on developing performance measures.

Product: Compliance with MAP-21/FAST Act and the development of documentation as required.

Funding:	CPG	\$33,750
	<u>Local</u>	<u>\$1,750</u>
	Total	\$35,000

Estimated Benchmarks: N/A
 Estimated Completion Date: Ongoing

WORK ELEMENT 2.0 - Regional Transportation Plan

Tasks

- 2.1 Update Travel Demand Model – Staff will work with a consultant to update the travel demand model. The model will be updated with the most recent traffic volume counts available and adjusted intersection counts as well as new land use assumptions. The majority of the cost for this task will be associated with consultant services, with a minority of the cost used to reimburse staff project management.

Product: An extended and validated travel demand model.

Funding:	CPG	\$42,750
	<u>Local</u>	<u>\$2,250</u>
	Total	\$45,000

Estimated Benchmarks: Updated model and validation report – spring 2018
 Estimated Completion Date: May 2018

- 2.2 Complete and Maintain the Transportation Improvement Program (TIP) – The TIP will be revised and extended. The TIP will include a four-year list of projects and be consistent with all Federal planning regulations. The format of the TIP will reflect consistency with the eSTIP. Administrative modifications and/or formal amendments will be made as necessary throughout the period. Staff will perform all activities under this task.

Product: Updated TIP

Funding:	CPG	\$23,750
	<u>Local</u>	<u>\$1,250</u>
	Total	\$25,000

Estimated Benchmarks: Draft document August 2016, August 2017
 Estimated Completion Date: September 2016, September 2017, with potential amendments and administrative modifications throughout the period of the work program as needed.

- 2.3 Regional Consistency – Projects proposed within the CAMPO boundaries will be subjected to a review by staff to determine consistency with the RTP and TIP. Reviews will examine the effectiveness of proposed projects as they relate to the ability to relieve/prevent congestion, consideration of likely impacts of transportation policy on land use and development decisions, preservation and efficient utilization of transportation facilities, and other matters required by federal regulation. This effort will not duplicate routine reviews of proposed developments that are conducted by constituent units of government.

Product: Periodic transportation system review and reports. Input on proposed developments of regional significance with regard to the RTP and TIP. Annual growth management reviews will be conducted.

Funding:	CPG	\$9,500
	<u>Local</u>	<u>\$500</u>
	Total	\$10,000

Estimated Benchmarks: N/A

Estimated Completion Date: Ongoing

WORK ELEMENT 3.0 - Street and Highway Planning

Tasks

- 3.1 Travel Demand Model Maintenance and Support Activities – This task consists of on-demand travel demand modeling services through consultant service. There are periodic needs to provide information to other agencies both within and outside the CAMPO area that is derived from, or is an input to, the modeling process. The majority of the cost of this project will be associated with consultant costs, with a minority of cost used to reimburse staff project management.

Product: Provision of information from the modeling process as requested.

Funding:	CPG	\$28,500
	<u>Local</u>	<u>\$1,500</u>
	Total	\$30,000

Estimated Benchmarks: N/A

Estimated Completion Date: Ongoing as needed

- 3.2 Maintain the Pavement Management System – Staff will update the Pavement Management System following improvements or changes to the street network. A consultant will collect data on the Carson City roadway network. Staff will use this task to provide data to CAMPO to report on performance measures as they relate to pavement maintenance.

Product: Pavement data and up-to-date Pavement Management System.

Funding:	CPG	\$52,250
	<u>Local</u>	<u>\$2,750</u>
	Total	\$55,000

Estimated Benchmarks: N/A

Estimated Completion Date: Ongoing

- 3.3 South Carson Street Complete Street Study – CAMPO will hire a consultant to develop a Complete Street corridor study on S. Carson Street. Recommendations from the study and public outreach will be used for the design process going forward.

Product: Report and preliminary design recommendations for S. Carson Street from Fairview Drive to the I-580/Spooner Junction.

Funding:	CPG	\$71,250
	<u>Local</u>	<u>\$3,750</u>
	Total	\$75,000

Estimated Benchmarks: N/A

Estimated Completion Date: Spring 2017

WORK ELEMENT 4.0 – Non-Motorized Planning

Tasks

- 4.1 Non-Motorized Network Planning – Staff will continue to evaluate the existing bicycle and pedestrian network, work with member agencies and local advocates, and pursue grant opportunities to improve the accessibility and connectivity of the system.

Product: Improved access and connectivity of the bicycle and pedestrian network.

Funding:	CPG	\$23,750
	<u>Local</u>	<u>\$1,250</u>
	Total	\$25,000

Estimated Benchmarks: N/A

Estimated Completion Date: Ongoing

- 4.2 Complete Streets Performance Monitoring – In anticipation of Complete Streets measures along Carson Street and elsewhere in the CAMPO area, staff will collect baseline information to evaluate and monitor the performance of Complete Streets measures in the future. Staff will collect data on the completed Downtown Carson Complete Street project to record any changes or trends as a result of the project.

Product: Baseline information to evaluate the performance of Complete Streets.

Funding:	CPG	\$9,500
	<u>Local</u>	<u>\$500</u>
	Total	\$10,000

Estimated Benchmarks: Collect baseline data on S. Carson Street – July 2016, collect data on Downtown Carson – spring 2017

Estimated Completion Date: Ongoing data collection

- 4.3 Inventory and Update to the Carson City ADA Transition Plan – Staff will work with a consultant to identify new areas of Carson City to be inventoried and added to the ADA Transition Plan as well as to update the existing plan with any new information.

Product: Updated and expanded ADA Transition Plan.

Funding:	CPG	\$57,000
	<u>Local</u>	<u>\$3,000</u>
	Total	\$60,000

Estimated Benchmarks: Collect data – spring 2017

Estimated Completion Date: Update plan – summer 2017

- 4.4 Purchase of Bicycle and Pedestrian Counters – Equipment will be purchased to aide in the collection of data for bicycle and pedestrian traffic. This equipment will support the Complete Streets monitoring task. Additionally, the counters may be loaned to member agencies for transportation planning purposes. As a condition of the loan, member agencies will need to provide CAMPO with the data collected.

Product: Baseline information to evaluate the performance of Complete Streets.

Funding:	CPG	\$23,750
	<u>Local</u>	<u>\$1,250</u>
	Total	\$25,000

Estimated Benchmarks: N/A

Estimated Completion Date: Purchase counters in summer 2016.

WORK ELEMENT 5.0 - Public Transit Planning

Tasks

- 5.1 Responsibilities as Direct Recipient/Transit Project Identification and Allocation of Regional Transit Funds – CAMPO, in coordination with NDOT, works with transit operators in the region to identify projects and distribute FTA funds among eligible operators and projects. Efforts under this task include training, project identification, allocation of funding, and coordination with FTA, NDOT, and transit operators.

Product: Project identification and allocation of funds among regional transit operators to allow for implementation of FTA transit programs.

Funding:	CPG	\$23,750
	<u>Local</u>	<u>\$1,250</u>
	Total	\$25,000

Estimated Benchmarks: N/A

Estimated Completion Date: Ongoing

- 5.2 Transit Rider Preference Survey – CAMPO staff will assist the Jump Around Carson (JAC) transit system in a bus rider preference survey to monitor ridership trends and identify the needs and concerns of the existing ridership base. A portion of the funding will be used to distribute and collect surveys.

Product: Report containing selected information and an analysis of the transit survey.

Funding:	CPG	\$9,500
	<u>Local</u>	<u>\$500</u>
	Total	\$10,000

Estimated Benchmarks: Survey development and distribution.

Estimated Completion Date: Fall of 2017

- 5.3 Regional Transit Coordination – There are six transit services operating within the CAMPO planning area (Carson Valley Airporter, BlueGo, Jump Around Carson, Douglas Area Rural Transit, RTC Intercity, and Silver State Mainline) that are subsidized by member counties. CAMPO staff will coordinate the services from a regional perspective.

Product: Coordination and communication among transit operators.

Funding:	CPG	\$9,500
	<u>Local</u>	<u>\$500</u>
	Total	\$10,000

Estimated Benchmarks: N/A

Estimated Completion Date: Ongoing

4.0 Unified Planning Work Program Budget

Budget Assumptions

CAMPO receives an annual apportionment of Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) funds that may be used for transportation planning activities. The FHWA funds are from the planning (PL) program and the FTA funds are allocated from the Section 5303 program. These two funding sources are combined as Consolidated Planning Grant (CPG) funds and may be used to reimburse up to 95% of eligible expenses. The CPG funds are allocated to CAMPO based on an agreed upon distribution formula between NDOT and Nevada's three other MPOs. See the individual work efforts described earlier in this report and the summary budget table, on the next page, for further budget information.

CAMPO FY 2017 - FY 2018 UPWP Cost/Funding Summary - Final

Major Work Element	Work Task		Funding Breakdown		
	Number	Description	CPG	Local Match	Total Cost
1.0 MPO Administration	1.1	General Administration and Work Program Oversight	\$152,000	\$8,000	\$160,000
	1.2	UPWP Development	\$14,250	\$750	\$15,000
	1.3	MPO Representation	\$66,500	\$3,500	\$70,000
	1.4	Training	\$47,500	\$2,500	\$50,000
	1.5	Public Participation	\$23,750	\$1,250	\$25,000
	1.6	Implementation of MAP-21/FAST Act & Performance Measures	\$33,250	\$1,750	\$35,000
2.0 Regional Transportation Plan	2.1	Update Travel Demand Model*	\$42,750	\$2,250	\$45,000
	2.2	Complete and Maintain Transportation Improvement Program	\$23,750	\$1,250	\$25,000
	2.3	Regional Consistency Review	\$9,500	\$500	\$10,000
3.0 Street and Highway Planning	3.1	Model Maintenance and Support Activities*	\$28,500	\$1,500	\$30,000
	3.2	Maintain Pavement Management System*	\$52,250	\$2,750	\$55,000
	3.3	South Carson Street Complete Street Study*	\$71,250	\$3,750	\$75,000
4.0 Non-Motorized Planning	4.1	Non-Motorized Network Planning	\$23,750	\$1,250	\$25,000
	4.2	Complete Streets Performance Monitoring	\$9,500	\$500	\$10,000
	4.3	Inventory and Update to Carson City ADA Transition Plan*	\$57,000	\$3,000	\$60,000
	4.4	Purchase of Bicycle & Pedestrian Counters	\$23,750	\$1,250	\$25,000
5.0 Public Transit Planning	5.1	Responsibilities as Direct Recipient	\$23,750	\$1,250	\$25,000
	5.2	Transit Rider Preference Survey	\$9,500	\$500	\$10,000
	5.3	Regional Transit Coordination	\$9,500	\$500	\$10,000
		Total Funding	\$722,000	\$38,000	\$760,000

*Consultant involvement is expected

Distribution of Local Share**		
County	Pct.	Cost
Carson City	66.3	\$25,194
Douglas County	15.4	\$5,852
Lyon County	18.3	\$6,954
Total	100.0	\$38,000

** Local shares will be collected in annual portions