

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the October 11, 2006, Meeting

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A regularly scheduled meeting of the Carson Area Metropolitan Planning Organization was held on Wednesday, October 11, 2006, 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, Mitchell Dion, Larry Hastings, and Dennis Taylor

|                |                      |                                 |
|----------------|----------------------|---------------------------------|
| STAFF PRESENT: | Andrew Burnham       | Public Works Director           |
|                | Walt Sullivan        | Community Development Director  |
|                | Larry Werner         | City Engineer                   |
|                | Patrick Pittenger    | Transportation Program Manager  |
|                | Michael Suglia       | Senior Deputy District Attorney |
|                | Harvey Brotzman      | RTC Engineer                    |
|                | Katherine McLaughlin | Recording Secretary             |

(CAMPO 10/11/06 Recording 5:30:05)

NOTE: Unless otherwise indicated, each item was introduced by staff's reading/outlining/clarifying the Request for Board Action Report and/or supporting documentation. Staff members making the presentation are listed after the Item's heading. Any other individuals who spoke are listed immediately following the staff listing. 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. CALL AND DETERMINATION OF A QUORUM** - Chairperson Staub convened the meeting at 5:30 p.m. Roll call was taken. A quorum of the Board was present although Member Zola was absent and had been excused. Chairperson Staub announced for the record Mr. Zola's resignation due to his inability to be at the meetings on a regular basis. Chairperson Staub felt that it was unfortunate that he is unable to continue to participate on the Board. Chairperson Staub indicated that he will be missed and wished him the best in his new endeavors. He also advised that advertisements for his replacement will be published soon.

**B. APPROVAL OF MINUTES - REGULAR MEETING OF SEPTEMBER 13, 2006 (5:31:32)** - Chairperson Staub advised that Page 3 had not been included with the Minutes in the Board's packet. Copies were distributed prior to the meeting. Member Aldean moved to approve the Minutes from September 13, 2006, for the Carson Area Metropolitan Planning Organization as presented. Member Taylor seconded the motion. Motion carried 6-0.

**C. AGENDA MODIFICATIONS (5:32:10)** - None.

**D. STAFF PUBLIC SERVICE ANNOUNCEMENTS (5:32:19)** - None.

**E. PUBLIC COMMENT (5:32:23)** - None.

**F. DISCLOSURES (5:32:50)** - None.

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**G. PUBLIC MEETING ITEMS**

**G-1. DISCUSSION AND POSSIBLE ACTION REGARDING AN INTERLOCAL COOPERATIVE AGREEMENT BETWEEN CARSON CITY BOARD OF SUPERVISORS, THE CARSON CITY REGIONAL TRANSPORTATION COMMISSION (RTC), AND THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION (CAMPO) (5:32:55)** - Public Works Director Andrew Burnham - New copies of the agreement were distributed to the Board. Its red lettering represented deleted items. The green lettering represented additions. (A copy was not given to the Clerk.) Additional duties assigned to RTC were limned. Chairperson Staub advised for the record that, for the purposes of coordination and timing, the Board of Supervisors had approved the agreement last Thursday. CAMPO's refusal to approve the agreement will place the agreement in a "Catch 22" situation due to the Board of Supervisors approval. Comments were solicited but none were given. Member Aldean moved to approve an Amended Interlocal Agreement with the Board of Supervisors, Regional Transportation Commission, and CAMPO to include street maintenance functions, award of bids, execution of contracts, and property acquisitions as a part of the RTC oversight responsibilities, and that they were approving the amended interlocal agreement as revised. Members Hastings and Des Jardins seconded the motion. Mr. Burnham corrected the second paragraph on Page 1 of the revised agreement to be Carson Area Metropolitan Planning Organization rather than Commission. Members Aldean, Hastings and Des Jardins concurred. The motion was voted and carried 6-0.

**G-2. DISCUSSION AND POSSIBLE ACTION ON A CONTRACT WITH DKS ASSOCIATES FOR TRAVEL DEMAND MODELING SERVICE (5:36:28)** - Transportation Program Manager Patrick Pittenger, City Engineer Larry Werner, NDOT Representative Charles Cerocke - Mr. Pittenger highlighted the contract's three tasks. Discussion estimated the life span of the current program at 20 years. The proposed program "revolutionized the GIS system used by the vast majority of MPOs in the country" and has a "lion share of the current market". Comments suggested that the contract's area be broadened to be the area "south of Long Street to north of Fairview Drive". The need to include Roop Street in the modeling was pointed out. Mr. Pittenger indicated that the contract included enough flexibility that it could cover any area desired by the Board. Member Aldean suggested that the contract include Roop Street. Clarification also indicated that data collection for the project had commenced on September 25 under a small contract approved by staff. The data collected by that contract is also needed in this contract. Mr. Pittenger clarified his statement regarding other Counties who will have the same system to indicate that Washoe County will be the only "outlying county in the State not on the system". Washoe County's program was limned. Mr. Pittenger's personal involvement in Phoenix' abandonment of that system was noted. Mr. Pittenger was unaware of NDOT's program, however, believed that they can work with NDOT's program.

Member Taylor advised that a discussion on the modeling program has been going on for 2½ years. The program will be consistent with other entities. It can share data and provides more accuracy in the modeling. Yesterday a discussion was held with Mr. Pittenger regarding the information NDOT can provide to the City. Mr. Pittenger advised that the City will be sharing traffic count information with NDOT. Public comments were solicited.

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Mr. Cerocke advised that they are using the same program. An advantage to the program is that it will allow NDOT and the City to share training programs and their costs. Jurisdictions currently participating in the training costs were listed. Mr. Cerocke was unsure what program Lake Tahoe uses, however, it had recently changed its program(s). He corrected Mr. Pittenger's title for Mike Lawson as a transportation data collector rather than the "modeler". Mr. Lawson purported performs analysis on the data. The models come from Mr. Cerocke's Division. Additional comments were solicited but none were given.

Member Des Jardins moved to approve the contract with DKS Associates to complete an update of Carson City Travel Demand Model and Analysis of Downtown Circulation with a fiscal impact of \$125,600 and a funding source of FHWA Planning Funds and RTC matching monies. Following a request for an amendment, Member Des Jardins amended his motion to include Roop Street in the scope of the study. Members Aldean and Hastings seconded the motion. Motion carried 6-0.

**H. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS (NON-ACTION ITEMS) - FUTURE AGENDA ITEMS (5:47:27)** - City Engineer Larry Werner explained a request to discuss the CAMPO and RTC bylaws. Chairperson Staub explained his personal trip to Fallon on Highway 50. He complimented Member Taylor, who represents NDOT on the CAMPO Board, and NDOT's staff on its project to widen Highway 50 between Dayton and Stagecoach. He felt that the roadway bottleneck normally experienced in that area should "go away" as a result of the improvements. Member Aldean indicated the need to discuss the gateway signage with NDOT. No formal action on these items was required or taken.

**I. ADJOURNMENT – CAMPO (5:48:45)** - Member Aldean moved to adjourn. Member Hastings seconded the motion. Motion carried 6-0. Chairperson Staub adjourned the meeting at 5:49 p.m.

The Minutes of the October 11, 2006, Carson Area Metropolitan Planning Organization meeting

ARE SO APPROVED ON November 8, 2006.

/s/

Richard S. Staub, Chairperson