



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

Day: Wednesday
Date: May 11, 2022
Time: 4:30 pm
Location: Community Center, Robert “Bob” Crowell Board Room
851 East William Street
Carson City, Nevada

AGENDA

NOTICE TO PUBLIC:

Members of the public who wish to view the meeting may watch the livestream of the CAMPO meeting at www.carson.org/granicus and by clicking on “In progress” next to the meeting date, or by tuning in to cable channel 191. Livestream of the meeting is provided solely as a courtesy and convenience to the public. Carson City does not give any assurance or guarantee that the livestream or cable channel access will be reliable. Although all reasonable efforts will be made to provide livestream, unanticipated technical difficulties beyond the control of City staff may delay, interrupt, or render unavailable continuous livestream capability.

The public may provide public comment in advance of a meeting by written submission to the following email address: cmartinovich@carson.org. For inclusion or reference in the minutes of the meeting, your public comment must include your full name and be submitted via email by not later than 3:00 p.m. the day before the meeting.

1. **Call to Order – Carson Area Metropolitan Planning Organization (CAMPO)**
2. **Roll Call**
3. **Public Comment:****
The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of this public body.
4. **For Possible Action: Approval of Minutes – April 13, 2022**
5. **Public Meeting Item(s):**

5-A For Discussion Only – Presentation and discussion on the Nevada Advisory Committee on Traffic Safety’s (“NVACTS”) recommended priorities on traffic safety in advance of the upcoming 2023 Legislative Session.

Staff Summary: The 2021 Legislature created NVACTS within the Nevada Department of Transportation (“NDOT”) to study, and provide policy recommendations on, improving traffic safety. Staff will provide a summary of recent NVACTS meetings, concentrating on the most recent

meeting, where NVACTS recommended specific policy priorities in advance of the 2023 Legislative Session.

5-B For Possible Action – Discussion and possible action regarding the Unified Planning Work Program (“UPWP”) for proposed CAMPO activities during Fiscal Year (“FY”) 2023 and FY 2024.

Staff Summary: At the April 13, 2022, CAMPO meeting, staff presented a draft UPWP for FY 2023 and FY 2024 for public comment and input from CAMPO members. Staff has since finalized the UPWP for FY 2023 and FY 2024 (July 1, 2022 – June 30, 2024). The UPWP establishes the budget for proposed CAMPO activities and describes how federal Consolidated Planning Grant (“CPG”) funds will be administered.

5-C For Possible Action – Discussion and possible action regarding (1) Cooperative Agreement No. PR180-22-802 (“Agreement”) with the Nevada Department of Transportation (“NDOT”) allowing CAMPO to receive an anticipated \$566,799.66 in Consolidated Planning Grant (“CPG”) funds for Fiscal Year (“FY”) 2023 to be expended in accord with its operative Unified Planning Work Program (“UPWP”) and subject to a 5% local match obligation estimated as \$29,831.56; and (2) authority for the Transportation Manager to sign the Agreement and future amendments that extend the time for performance or change the FY 2023 CPG funding or local match amounts by 10% or less compared to the present amounts listed.

Staff Summary: Each year, CAMPO and NDOT enter into a Cooperative Agreement for the distribution and receipt of CPG funds. The Agreement provides CPG funds for FY 2023 to be used consistent with CAMPO’s operative UPWP and subject to a 5% local match. CAMPO would be required to utilize these funds on Work Elements 1.0 through 5.0 in its UPWP for FY 2023 and meet its 5% local match obligation.

5-D For Possible Action – Discussion and possible action regarding amending the Unified Planning Work Program (“UPWP”) for Fiscal Year (“FY”) 2021 and FY 2022 to (1) update information on CAMPO’s membership and staff, and (2) redistribute \$10,000 in currently budgeted funds between existing UPWP Tasks.

Staff Summary: The UPWP for FY 2022 includes Task 4.5 - Non Motorized Asset Management, which sets certain milestones for CAMPO, including expanding its inventory of barriers under the Americans with Disabilities Act (“ADA”) to include barriers arising from narrow facilities. This amendment redistributes \$10,000 from Task 1.0 - MPO Administration to Task 4.0 - Non-Motorized Asset Management to assist staff in meeting the relevant milestones included in Task 4.5.

6. Non-Action Items:

6-A Transportation Manager’s Report

6-B Other comments and reports, which could include:

- Future agenda items
- Status review of additional projects
- Internal communications and administrative matters
- Correspondence to CAMPO
- Additional status reports and comments from CAMPO
- Additional staff comments and status reports

7. Public Comment:**

The public is invited at this time to comment on any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under this item of the agenda.

8. For Possible Action: To Adjourn

****PUBLIC COMMENT LIMITATIONS** – The CAMPO will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken. **At the discretion of the Chair, public comment may be limited to three minutes per speaker to facilitate the efficient conduct of a meeting and to provide reasonable opportunity for comment from all members of the public who wish to speak.** Testimony from a person who is directly involved with an item, such as City staff, an applicant or a party to an administrative hearing or appeal, is not considered public comment and would not be subject to a three-minute time limitation.

Agenda Management Notice - Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Titles of agenda items are intended to identify specific matters. If you desire detailed information concerning any subject matter itemized within this agenda, including copies of the supporting material regarding any of the items listed on the agenda, please contact Christopher Martinovich, Transportation Manager, in writing at 3505 Butti Way, Carson City, Nevada, 89701 or at cmartinovich@carson.org, or by phone at (775) 887-2355. You are encouraged to attend this meeting and participate by commenting on any agenda item.

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify CAMPO staff in writing at 3505 Butti Way, Carson City, Nevada, 89701 or at cmartinovich@carson.org, or by calling Christopher Martinovich at (775) 887-2355 at least 24 hours in advance of the meeting.

This agenda and backup information are available on the City's website at www.carson.org/agendas and at the office for Carson City Public Works - 3505 Butti Way, Carson City, Nevada, 89701 (775) 887-2355.

This notice has been posted at the following locations:

Carson City Public Works, 3505 Butti Way
Community Center, 851 East William Street
City Hall, 201 North Carson Street
Carson City Library, 900 North Roop Street
Community Development Permit Center, 108 East Proctor Street
Douglas County Executive Offices, 1594 Esmeralda Avenue, Minden
Lyon County Manager's Office, 27 South Main Street, Yerington
Lyon County Utilities, 34 Lakes Blvd, Dayton
Nevada Department of Transportation, 1263 S. Stewart Street, Carson City
www.carson.org/agendas
<http://notice.nv.gov>

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CARSON AREA METROPOLITAN PLANNING ORGANIZATION
Minutes of the April 13, 2022 Meeting
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DRAFT

A regular meeting of the Carson Area Metropolitan Planning Organization (CAMPO) was scheduled for 4:30 p.m. on Wednesday, April 13, 2022 in the Community Center, Robert “Bob” Crowell Boardroom, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Lori Bagwell
Vice Chairperson Lisa Schuette
Member Robert “Jim” Dodson
Member Wes Henderson (via WebEx)
Member Chas Macquarie
Member Gregory Novak
Ex-Officio Member Sondra Rosenberg

STAFF: Dan Stucky, Deputy Public Works Director
Chris Martinovich, Transportation Manager
Adam Tully, Deputy District Attorney
Kelly Norman, Transportation Planner/Analyst
Rebecca Bustos, Grant Analyst
Alex Cruz, Transit Coordinator
Tamar Warren, Senior Public Meetings 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 Clerk’s Office during regular business hours.

1. CALL TO ORDER – CARSON AREA METROPOLITAN PLANNING ORGANIZATION (CAMPO)

(4:30:32) – Chairperson Bagwell called the meeting to order at 4:30 p.m.

2. ROLL CALL

(4:30:34) – Roll was called, and a quorum was present. Member Erb was absent.

3. PUBLIC COMMENT

(4:30:50) – Chairperson Bagwell entertained public comments; however, none were forthcoming.

4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – MARCH 9, 2022

(4:31:05) – Chairperson Bagwell introduced the item and entertained corrections, comments, or a motion.

(4:31:12) – Member Macquarie moved to approve the minutes of the CAMPO March 9, 2022 meeting as presented. The motion was seconded by Member Novak and carried 6-0-0.

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the April 13, 2022 Meeting

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DRAFT

5. PUBLIC MEETING ITEM(S):

5-A FOR DISCUSSION ONLY – PRESENTATION, DISCUSSION AND SOLICITATION OF PUBLIC COMMENT REGARDING A DRAFT UNIFIED PLANNING WORK PROGRAM (“UPWP”) COVERING TWO YEARS, FISCAL YEAR (“FY”) 2023 AND FY 2024.

(4:32:01) – Chairperson Bagwell introduced the item. Ms. Norman presented a draft of the Unified Planning Work Program (“UPWP”) for FY 2023 and FY 2024 (July 1, 2022 – June 30, 2024), incorporated into the record, which established the budget for proposed CAMPO activities, and described how the federal Consolidated Planning Grant (“CPG”) funds would be administered. She also, along with Mr. Martinovich and Ex-Officio Member Rosenberg, responded to clarifying questions. There were no public comments. This item was not agendized for action.

5-B FOR DISCUSSION ONLY – PRESENTATION AND DISCUSSION REGARDING THE CURRENT PAVEMENT CONDITION OF LOCAL AND REGIONAL ROADWAYS IN CARSON CITY.

(5:44:58) – Chairperson Bagwell introduced the item. Mr. Martinovich presented the Staff Report and supporting documentation, incorporated into the record, which included the Pavement Condition Index (“PCI”) survey methodology and results, stored in the MicroPAVER asset management software. He also, along with Parks Project Manager Nick Wentworth, responded to clarifying questions by the members. There were no public comments. This item was agendized for discussion only.

6. NON-ACTION ITEMS

6-A TRANSPORTATION MANAGER’S REPORT

(5:00:38) – Mr. Martinovich updated the Committee on the Nevada Department of Transportation’s (NDOT’s) Statewide Advisory Working Group meeting in Reno. He noted that potential funding mechanisms were discussed, including “some form of a gas tax increase or indexing,” potential vehicle license/registration fee change, a road usage charge, and parcel delivery fee. Ex-Officio Member Rosenberg expected a vote on the mechanisms of the aforementioned items in the June 2022 timeframe.

6-B OTHER COMMENTS AND REPORTS, WHICH COULD INCLUDE:

• FUTURE AGENDA ITEMS

(5:02:17) – Mr. Martinovich expected a formal adoption of the UPWP and the monetary agreements to fund it in the next meeting. He also anticipated amendments to the Transportation Improvement Program (TIP) to include projects such as William Street improvements and other federal appropriations, to be agendized for the next meeting.

• STATUS REVIEW OF ADDITIONAL PROJECTS

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

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DRAFT

- **INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**
- **CORRESPONDENCE TO CAMPO**
- **ADDITIONAL STATUS REPORTS AND COMMENTS FROM CAMPO**

(5:02:01) – Member Macquarie expressed concern that the junction of Highway 395 and Old Clear Creek Road presented a safety issue “at the south end of the multiuse path (on the west side of the road)” and cited a recent bicycle crash. He wished to see the issue addressed by NDOT. Member Novak highlighted the National Work Zone Awareness Week and encouraged everyone to watch out for work zones.

- **ADDITIONAL STAFF COMMENTS AND STATUS REPORTS**

7. PUBLIC COMMENT

(5:04:23) – Chairperson Bagwell entertained final public comments; however, none were forthcoming.

8. FOR POSSIBLE ACTION: TO ADJOURN

(5:04:34) – Chairperson Bagwell adjourned the meeting at 5:04 p.m.

The Minutes of the April 13, 2022 Carson Area Metropolitan Planning Organization meeting are so approved this 11th day of May, 2022.

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STAFF REPORT

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

Meeting Date: May 11, 2022

Staff Contact: Kelly Norman, Transportation Planner

Agenda Title: For Discussion Only – Presentation and discussion on the Nevada Advisory Committee on Traffic Safety’s (“NVACTS”) recommended priorities on traffic safety in advance of the upcoming 2023 Legislative Session.

Staff Summary: The 2021 Legislature created NVACTS within the Nevada Department of Transportation (“NDOT”) to study, and provide policy recommendations on, improving traffic safety. Staff will provide a summary of recent NVACTS meetings, concentrating on the most recent meeting, where NVACTS recommended specific policy priorities in advance of the 2023 Legislative Session.

Agenda Action: Other/Presentation **Time Requested:** 15 minutes

Proposed Motion

N/A

Background/Issues & Analysis

In 2021, NVACTS replaced the Nevada Executive Committee on Traffic Safety, which oversaw NDOT’s Strategic Highway Safety Plan (“SHSP”). The SHSP is a five-year state-wide plan examining causes of, and mitigations for, fatalities and serious injuries on Nevada’s roadways. The document focuses on the six “E’s” of traffic safety: Equity, Engineering, Education, Enforcement, Emergency Medical Services/Emergency Response/Incident Management and Everyone.

NVACTS’ responsibilities are outlined in Assembly Bill 54 from the 2021 Legislative Session (“AB 54”). AB 54 requires NVACTS to review, study and make recommendations regarding data, policies and evidence-based best practices for reducing or preventing deaths and injuries from motor vehicle crashes on roadways in the State.

AB 54 also requires NVACTS to prepare and submit to the Governor and the Legislature an annual report concerning its activities, studies completed and recommendations. NVACTS has made several policy recommendations in advance of the 2023 Legislative Session. Staff will present the NVACTS recommended priorities, which are:

- 1) Road Safety Cameras
- 2) Higher Fines in School Zones
- 3) Primary Seat Belt Law
- 4) Graduated Drivers License Additions
- 5) Roadside Oral Fluid Testing

Applicable Statute, Code, Policy, Rule or Regulation

AB 54 (2021)

Financial Information

Is there a fiscal impact? Yes No

If yes, Fund Name, Account Name / Account Number: N/A

Is it currently budgeted? Yes No

Explanation of Fiscal Impact: N/A

Alternatives

N/A

Supporting Material

-Exhibit-1: NVACTS 2023 Legislative Priorities Summary Presentation

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

1

Assembly Bill No. 54-Committee
on Growth and Infrastructure

CHAPTER.....


AN ACT relating to traffic safety; creating the Advisory Committee on Traffic Safety within the Department of Transportation; requiring the Advisory Committee to review, study and make recommendations regarding certain issues relating to traffic safety in this State and to prepare an annual report of its activities; and providing other matters properly relating thereto.

Legislative Counsel's Digest:
Existing law creates the Department of Transportation and, in part, requires the Director of the Department to: (1) cause a general plan of the highways to be made and kept by the Department; and (2) collect information and compile statistics and maps relating to the mileage, traffic, character and condition of the highways. (NRS 408.106, 408.190) This bill creates the Advisory Committee on Traffic Safety within the Department of Transportation and establishes the membership of the Advisory Committee. This bill requires the Advisory Committee to review, study and make recommendations regarding: (1) evidence-based best practices for reducing or preventing deaths and injuries related to motor vehicle crashes on roadways in this State; (2) data on motor vehicle crashes resulting in death or serious bodily injury in this State; (3) policies intended to reduce or prevent deaths and injuries related to motor vehicle crashes on roadways in this State; and (4) any other submitted matter. This bill also requires the Advisory Committee to prepare and submit to the Governor and the Legislature an annual report concerning its activities. Finally, this bill authorizes the Advisory Committee to establish working groups, task forces and similar entities as necessary to assist in its work.

EXPLANATION - Matter in bold italics is new; matter between brackets [inserted] is material to be inserted.

THE PEOPLE OF THE STATE OF NEVADA, REPRESENTED IN
SENATE AND ASSEMBLY, DO ENACT AS FOLLOWS:

Section 1. Chapter 408 of NRS is hereby amended by adding thereto a new section to read as follows:
1. The Advisory Committee on Traffic Safety is hereby created in the Department. The Advisory Committee consists of the following voting members:
(a) The Director of the Department of Transportation or his or her designee;
(b) The Director of the Department of Health and Human Services or his or her designee;
(c) The Director of the Department of Motor Vehicles or his or her designee;

 81st Session (2021)

Assembly Bill 54

- (1) **evidence-based best practices** for reducing or preventing deaths and injuries related to motor vehicle crashes on roadways in this State;
- (2) **data** on motor vehicle crashes resulting in death or serious bodily injury in this State;
- (3) **policies** intended to reduce or prevent deaths and injuries related to motor vehicle crashes on roadways in this State; and

- This bill also requires the Advisory Committee to prepare and submit to the Governor and the Legislature an annual report concerning its activities.
- Finally, this bill authorizes the Advisory Committee to establish working groups, task forces and similar entities as necessary to assist in its work.

2

2023 NVACTS Legislative Task Force




Road Safety Cameras

Higher Fines in School Zones

Primary Seat Belt Law

Graduated Drivers License Additions

Roadside Oral Fluid Testing



3



Safety Benefits:

Fixed units can reduce crashes on urban principal arterials up to:⁴

54%
for all crashes.

47%
for injury crashes.

Road Safety Cameras/ Automated Traffic Enforcement

- Proven Safety Countermeasure (U.S. DOT & FHWA)
- Motion Passed
- Primarily used in two ways
 - Reduce speeding
 - Reduce instances of red light or stop signal running
- Two-Step Process
 - Eliminate prohibition of cameras in existing law
 - Authorize local communities to determine if/how cameras are used
- Motion Passed



4

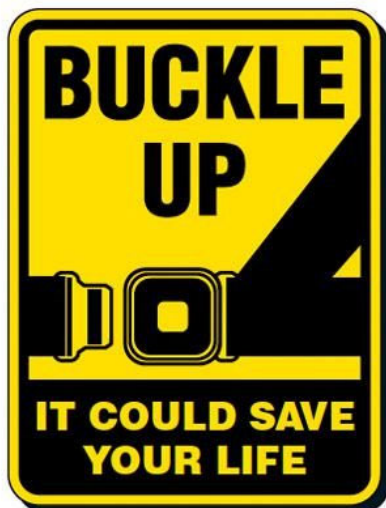
Higher Fines in School Zones



- NRS 484B-363 School Zone or School Crossing Zone does not currently address increased fines
- Most people do not picture crash outcomes, but do see themselves getting a ticket
- Sherriff can issue a basic speeding ticket and choose "school zone" to increase fine
- Motion Passed



5



Occupant Protection/ Primary Seat Belt Law

- NRS 484D.495
- Nevada has a Secondary Seat Belt Law
- Wearing a seat belt can reduce risk of fatal injury by nearly half
- Proven safety benefits
- Allow police to stop a motorist if driver or passengers are not buckled up
- Motion Passed



6

Graduated Drivers License

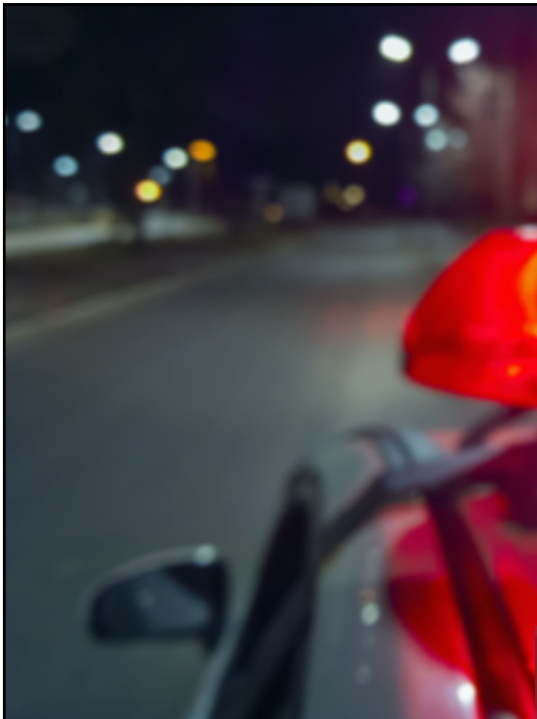
- Crash rate for teen drivers is three times that of drivers 20 years old and older
- Graduated Drivers License programs allow teen drivers to learn in stages
- Have been effective in reducing teen crash deaths
- Mandatory hours driving with a licensed driver vs. defensive driving class
- Motion Passed



7

Roadside Oral Fluid Testing

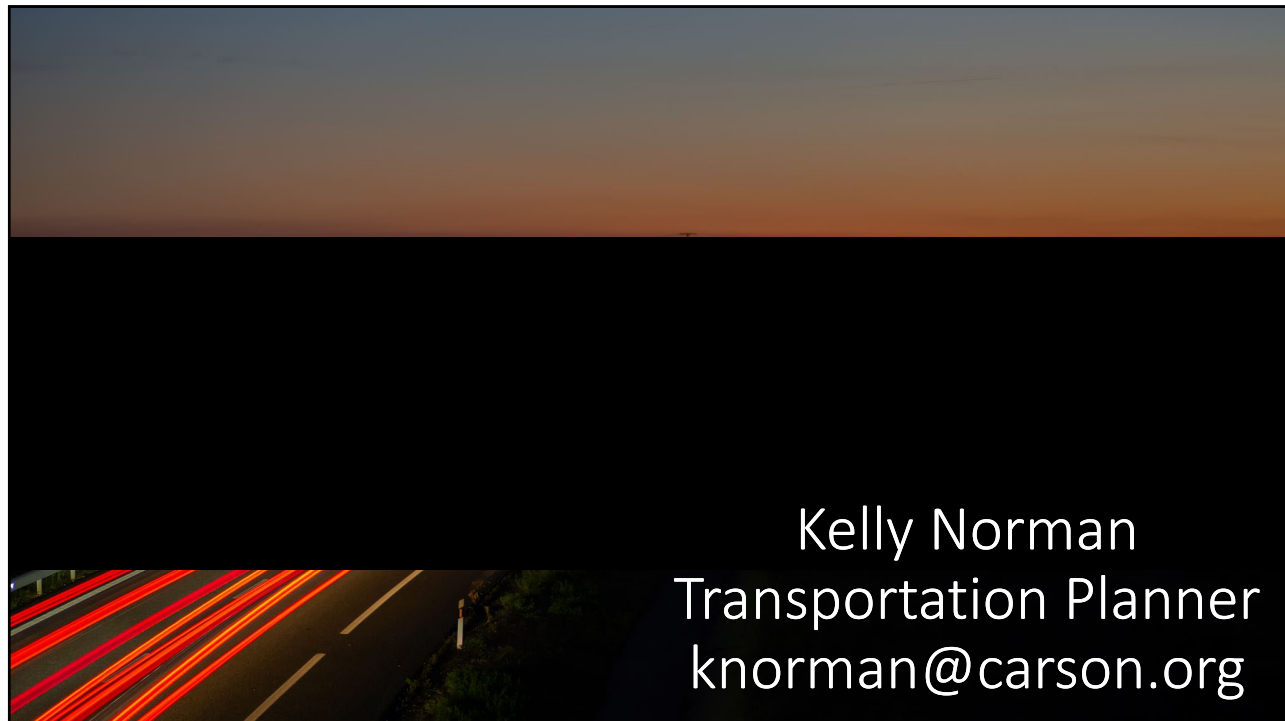
- NRS 484C.150
- Fatal crashes involving drugs alone or in combination with another substance comprise a majority of fatal crashes in Nevada
- Officers currently use field sobriety tests
- Oral fluid testing can help officer determine if a breath or blood test is needed
- Motion Passed



8



9



10

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STAFF REPORT

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

Meeting Date: May 11, 2022

Staff Contact: Kelly Norman, Transportation Planner

Agenda Title: For Possible Action – Discussion and possible action regarding the Unified Planning Work Program (“UPWP”) for proposed CAMPO activities during Fiscal Year (“FY”) 2023 and FY 2024.

Staff Summary: At the April 13, 2022, CAMPO meeting, staff presented a draft UPWP for FY 2023 and FY 2024 for public comment and input from CAMPO members. Staff has since finalized the UPWP for FY 2023 and FY 2024 (July 1, 2022 – June 30, 2024). The UPWP establishes the budget for proposed CAMPO activities and describes how federal Consolidated Planning Grant (“CPG”) funds will be administered.

Agenda Action: Formal Action/Motion

Time Requested: 10 minutes

Proposed Motion

I move to approve the two-year Unified Planning Work Program for FY 2023 and FY 2024, as presented.

Background/Issues & Analysis

CAMPO receives annual funding from the Federal Highway Administration (“FHWA”) and Federal Transit Administration (“FTA”) for regional transportation planning activities. These two funding sources are combined as CPG funds, and CPG funds are used to reimburse CAMPO at a rate of 95% for eligible activities consistent with an approved UPWP. The CPG funds are allocated to CAMPO based on an agreed distribution formula between the Nevada Department of Transportation (“NDOT”), CAMPO and Nevada’s three other Metropolitan Planning Organizations.

Although CAMPO is permitted to approve and submit a UPWP covering two years, CPG funding is generally only available for acceptance and expenditure in one-year increments. However, a two-year UPWP remains advantageous for the purposes of planning and grant competition.

CAMPO’s Public Participation Plan requires a 30-day public comment period before the draft UPWP document may be approved. The 30-day public comment period opened on April 1, 2022 and closed on May 1, 2022. One public comment was received and is included in Exhibit 2.

Prior to the beginning of each fiscal year, CAMPO must submit a UPWP to NDOT, FHWA, and FTA establishing the budget for proposed activities to be administered throughout the year. A copy of the draft UPWP for FY 2023 and FY 2024 has been distributed to each of these organizations for comment. No comments have been received.

Minor updates were made to the draft UPWP after the conclusion of the comment period, including changes based on the public comments and other grammatical and formatting revisions. The sections where updates occurred are summarized in the table below.

Section	Specific Update
Section 1.5; Activities 2.1, 3.4	Replaced Washoe Tribe with Washoe Tribe of Nevada and California
Section 2.0	Added "Transportation" to Carson Area Transportation System Management Plan" and added "Network" to 2021 Network Monitoring Report"
Section 3.2	Update reference from 23 CFR 134(h) to Title 23 USC 134
Section 3.3	Update tenses from past tense to present tense, such as "CAMPO staff will..."
Activity 1.3	Update Federal Land Management Agencies
Activity 3.3	Update to reflect regional aspect of CATSMP and ITS Planning
Work Element 5.0; Activities 5.1, 5.2	Included housing and occupational land use; include stormwater
Table 5.1	Updated dates and column headings to reflect correct dates for Activity 4.1 and column headings from "CPG" to "FY 2023" and "Local Match" to "FY 2024".

Upon approval by CAMPO, the UPWP will be transmitted to NDOT and FHWA for formal approval.

Applicable Statute, Code, Policy, Rule or Regulation

23 C.F.R. § 450.308

Financial Information

Is there a fiscal impact? Yes No

If yes, Fund Name, Account Name / Account Number: CAMPO fund, Unified Planning Work Program account / 2453028-501210. A Grant/Project number will be established once the Monetary Agreement (see Agenda Item 5-C) has been executed.

Is it currently budgeted? Yes No

Explanation of Fiscal Impact: The proposed UPWP budget for FY 2023 is \$585,500, which requires a 5% local match. The local match is \$29,275, distributed across the member agencies based on population within CAMPO's metropolitan planning area, as shown in the table below.

FY 2023 Local Share

County	Pct.	FY 2023 Local Share Draft
Carson City	66.3%	\$19,410
Douglas County	15.4%	\$4,508
Lyon County	18.3%	\$5,357
Total	100%	\$29,275

Alternatives

Do not approve the Unified Planning Work Program for FY 2023 and FY 2024 and provide alternative direction to staff.

Supporting Material

- Exhibit-1: Final FY 2023 & FY 2024 Two-Year Unified Planning Work Program ("UPWP")
- Exhibit-2: UPWP Public Comments

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

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Carson Area Metropolitan Planning Organization



Fiscal Years 2023-2024: July 1, 2022 – June 30, 2024 UNIFIED PLANNING WORK PROGRAM

Approved: TBD

Contact Information:

Carson Area Metropolitan Planning Organization

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Carson City, NV 89701

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2355

Email: Comments@CarsonAreaMPO.com

CarsonAreaMPO.com

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 fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. The Carson Area MPO does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in the provision of services. This document can be made available in alternative formats. For more information please contact the Carson Area MPO at (775) 887-2355 or Comments@CarsonAreaMPO.com.



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**Carson Area Metropolitan Planning Organization
FY 2023 and FY 2024 CAMPO Unified Planning Work Program
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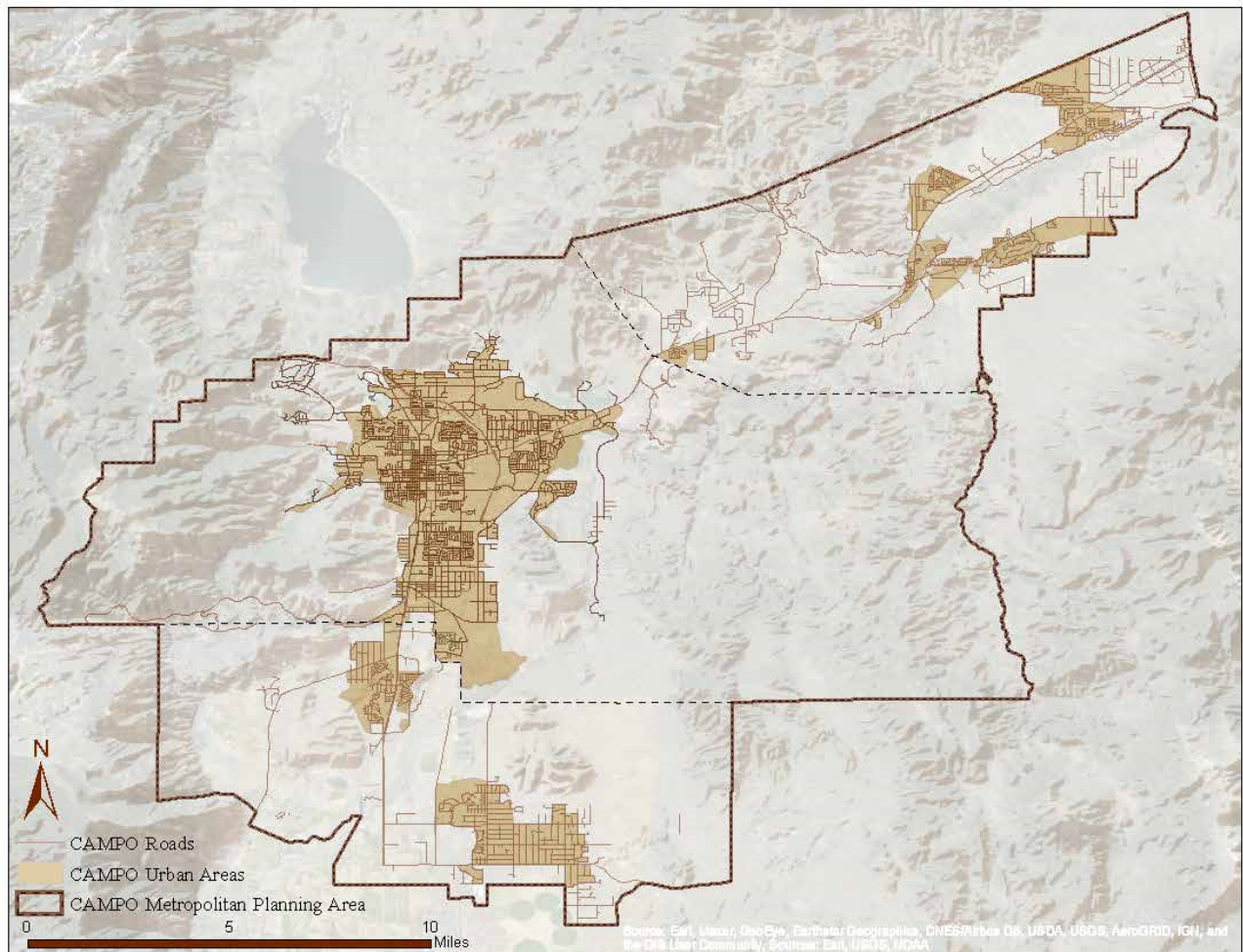
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1.0 Introduction

The Unified Planning Work Program (UPWP) defines the continuing, comprehensive, and cooperative regional transportation planning process for the Carson Area Metropolitan Planning Organization (CAMPO) planning area. It establishes regional planning objectives for Fiscal Years 2023/2024 covering the period of July 1, 2022 through June 30, 2024 and includes a corresponding budget to complete the work. This strategic management tool is organized by Work Elements that identify activities and products to be accomplished during the two-year period. These activities include core metropolitan planning functions, mandated metropolitan planning requirements, and other regional planning activities. As detailed in the Code of Federal Regulations (CFR) 23 CFR 450.308, each activity listed in the UPWP must indicate who will do the work, the schedule for completing the work, the resulting product, the proposed funding, and a summary of total amounts and sources of Federal and matching funds. Funding for metropolitan planning activities is made possible through the U.S. 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. Figure 1.1 depicts the CAMPO Metropolitan Planning Area.

Figure 1.1 CAMPO Metropolitan Planning Area





1.1 Organization Overview

A Metropolitan Planning Organization (MPO) 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 November 15, 2021, the Infrastructure Investment and Jobs Act (IIJA) was signed into law. This is a five-year transportation bill which continues core provisions in the two previous transportation bills (the Fixing America's Surface Transportation (FAST) Act and Moving Ahead for Progress in the 21st Century Act (MAP-21)) with an updated emphasis on safety and research, reconnecting communities, and the link between housing and transportation.

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 Figure 1.1. 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.

Carson City Public Works staff serves as support staff to CAMPO. There are seven staff members that carry out the daily operations and they include the Transportation Manager, Senior Transportation Planner, Transportation/Traffic Engineer, Transit Coordinator, two (2) Transportation Planner/Analysts, and a Grant Analyst. In addition, CAMPO utilizes Geographic Information Systems (GIS) staff on occasion for geographic analyses, the production of various maps, and other related tasks.

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.



1.2 CAMPO Policy Board and Staff

CAMPO's Policy Board is comprised of seven (7) members including the five (5) members of the Regional Transportation Commission of Carson City as appointed by the Carson City Board of Supervisors, one representative from Douglas County appointed by the Douglas County Board of Commissioners, and one representative from Lyon County appointed by the Lyon County Board of Commissioners. A representative from the Nevada Department of Transportation also serves as an ex-officio, non-voting member.

Table 1.1 CAMPO Policy Board

Member	Governmental Body Represented
Ms. Lori Bagwell, Chairperson	Carson City
Ms. Lisa Schuette, Vice Chairperson	Carson City
Mr. Wes Henderson	Lyon County
Mr. Chas Macquarie	Carson City
Mr. Jon Erb	Douglas County
Mr. Gregory Novak	Carson City
Mr. Robert (Jim) Dodson	Carson City
Ms. Sondra Rosenberg*	Nevada Department of Transportation

**Non-Voting ex-officio member*

Additionally, CAMPO staff works closely with the CAMPO Policy Board for development of the UPWP and to carry out related activities. All activities identified in the UPWP are undertaken by staff with periodic updates to the CAMPO Policy Board.

Table 1.2 CAMPO Staff

Staff Member	Title
Mr. Christopher Martinovich, PE	Transportation Manager
Ms. Kelly Norman	Lead Transportation Planner
Mr. Bryan Byrne, PE	Transportation/Traffic Engineer
Mr. Marquis Williams	Transportation Planner/Analyst
Mr. Scott Bohemier	Transportation Planner/Analyst
Mr. Alex Cruz	Transit Coordinator
Ms. Rebecca Bustos	Grant Analyst

1.3 Responsibilities 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



1.4 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 2021-2024 Transportation Improvement Program
- CAMPO Unified Planning Work Programs
- Carson City's 2020 ADA Transition Plan for Pedestrian Facilities in the Public Right-of-Way
- 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 2020-22 Goal
- CAMPO Complete Streets Performance Monitoring Program
- 2021 Transportation Network Monitoring Report
- FFY 2022 Annual Obligation Report
- CAMPO Travel Demand Model Validation Report 2015, 2020
- CAMPO Bicycle Friendly Community Report Card 2014, 2018
- CAMPO 2050 Regional Transportation Plan, amendments and updates
- Western Nevada Safe Routes to School Master Plan

1.5 Public Involvement

Public involvement is a critical component of the MPO transportation planning process and the development of plans, programs, and policy. CAMPO's regional transportation planning program establishes an important forum for discussing and resolving regional transportation issues. Some examples of executing the continuing, comprehensive, and cooperative planning process include board meetings, public workshops, technical advisory committees, project- and issue-specific meetings, public hearings, increasing Virtual Public Involvement (VPI) tools and opportunities, and formal public document review periods. Specific policies and procedures for public involvement have been developed and are contained within CAMPO's *Public Participation Plan (PPP)* available on the www.CarsonAreaMPO.com website. The PPP emphasizes efforts to coordinate with and involve all stakeholders and members of the public in the transportation planning process, including development of this Unified Planning Work Program.

The CAMPO region is also home to the Washoe Tribe of Nevada and California. CAMPO staff conducts government-to-government communication with the Washoe Tribe of Nevada and California to consider tribal needs in the transportation and transit planning and programming process.



2.0 Summary of FY 2021 & FY 2022 Accomplishments and Work Efforts

CAMPO developed a two-year UPWP for the first time for Fiscal Year* FY 2017 and FY 2018 and has continued to update in partnership with the U.S. Department of Transportation (U.S. DOT) and Nevada Department of Transportation (NDOT). A two-year UPWP, updated annually, allows greater flexibility for CAMPO and its planning partners to complete more significant activities within a reasonable timeframe, and to better coordinate activities with the funding cycle. A two-year work program does not mean that two years' worth of funding is available in the first year. CAMPO executes a monetary agreement with the NDOT annually.

The following are the primary accomplishments and activities that were undertaken during FY 2021 and FY 2022:

- *2050 Regional Transportation Plan* – The Regional Transportation Plan (RTP) is a long-range planning document, intended to analyze the regional transportation network and to identify current and future needs to maintain a safe, efficient, and sustainable transportation system. CAMPO approved January 13, 2021.
- *Carson Area Transportation System Management Plan* – Staff are working with Kimley Horn to identify and plan for long-term strategies for planning and implementing Coordinated Traffic Signal Systems in the rural Northern Nevada region including those agencies within the CAMPO planning area. Began in Fall, 2020 and ongoing through 2023.
- *2021 Network Monitoring Report* – Staff collected data, performed analyses, and produced an annual Monitoring Report for multimodal usage indicators, performance measures, and performance targets, as applicable within the CAMPO planning area. CAMPO approved the report December 8, 2021.
- *Carson City ADA Transition Plan* – Carson City ADA Transition Plan was developed in Spring 2020 based on a plan initially developed in 2015. The 2020 Plan included a full inventory of sidewalks and curb ramps, including missing curb ramps. Significant progress has been made in 2022 to expand the ADA barriers inventory including ADA compliance of curb ramps and documentation of narrowness barriers throughout the CAMPO planning area.
- *Pavement Survey* – Roadways within the Carson City portion of the CAMPO area were inventoried, using a consultant, to assess pavement conditions. This practice is performed every couple of years for CAMPO to maintain a strong database and establish historical benchmarks, thereby providing a more robust analysis of pavement maintenance needs. This process ensures the most informed and efficient decisions are being made to address pavement health. Completed March, 2022.
- *Completed the Federal Transit Administration's Triennial Review* – Every three years CAMPO's operations are reviewed for compliance by Federal Transit Administration (FTA) regulations in twenty administrative areas. Since FTA funds are distributed by CAMPO, CAMPO staff provides assistance to JAC transit as part of the Triennial Review process.

*Fiscal Year (FY) refers to a one-year period from July 1 to June 30. Federal Fiscal Year (FFY) refers to the federal government's fiscal year from October 1 to September 30.



- *Disadvantaged Business Enterprise (DBE) Program and 3-year Goal Update* – The CAMPO DBE program was revised to meet current FTA regulations and the 2020-2022 3-year DBE goal was established.
- *Public Transportation Agency Safety Plan (PTASP)* – Staff updated the PTASP annually in FFY 2021 and FFY 2022 for safety performance measures as required by 49 CFR 673.
- *Transportation Improvement Program (TIP) Activities* – The TIP includes a four-year list of projects and is consistent with all Federal planning regulations. All federally funded projects must be included in the TIP. CAMPO adopted the FFY 2021-2024 TIP February 10, 2021. Regular maintenance of the document was required through four (4) formal and three (3) administrative amendments through July 2022.
- *Title VI Program for Jump Around Carson (JAC) 2020-2022* – Staff prepared an update to the Title VI program to ensure CAMPO’s programs, policies, and activities continue to comply with (U.S. DOT) Title VI regulations, affirming that “no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”
- *Data Collection and Digitization of CAMPO’s ADA Inventory & the Comprehensive Sidewalks & Bicycle Facilities Inventory* – This activity was completed to support development of Carson City’s 2020 ADA Transition Plan, the Western Nevada Safe Routes to School’s 2019 Carson City Safe Routes to School Master Plan, and to support CAMPO’s need for a more robust understanding of the Bicycle and Pedestrian network within the Metropolitan Planning Area. Completed May, 2022.
- *Collection, analysis, and reporting of Bicycle and Pedestrian Monitoring Data* – CAMPO continued collection of bicycle and pedestrian monitoring data, used to evaluate, and monitor the performance of Complete Streets measures, such as usage of CAMPO’s bicycle and pedestrian network.
- *Ongoing MPO Activities* – These activities included general administration, MPO representation, public participation efforts, regional consistency review, training, UPWP development, and administration of the Surface Transportation Block Grant (STBG) program with partner jurisdictions.
- *East William Complete Streets Project Feasibility Study* –Project planners and engineers sought community input prior to beginning the design and as a part of the East William Complete Streets Feasibility Study. The scope of the Feasibility Study begins at North Carson Street and continues east to the I-580 interchange, approximately 1.5 miles. The Feasibility Study examined features including safety, beautification, traffic operations, landscaping, incorporation of art, and bicycle and pedestrian infrastructure. This is anticipated to be completed in June 2022.



3.0 Federal Transportation Legislation/ Planning Emphasis Areas/ Planning Factors

In November 2021, the Infrastructure Investment and Jobs Act (IIJA) was signed into law. This legislation carries forward and expands the policies, programs, and initiatives established by preceding legislation (including the FAST Act and MAP-21) by introducing new policies and programs that address new and emerging issues that face the nation’s transportation system. These issues include mitigating impacts to existing infrastructure due to climate change, developing and maintaining system resiliency, ensuring equity, researching and deploying new technologies, connecting housing and transportation, and improving safety for all users.

The metropolitan transportation planning process specified by the IIJA and the implementing regulations contained in 23 CFR 450 requires CAMPO to maintain a cooperative, continuous, and comprehensive framework for making transportation investment decisions in the metropolitan area. Although final guidance has yet to be issued, CAMPO has incorporated IIJA related elements into the UPWP including an Infrastructure Investment and Jobs Act (IIJA) Implementation Program to proactively address rule makings and guidance from the enactment of the IIJA.

3.1 Federal Planning Emphasis Areas

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) jointly develop Planning Emphasis Areas (PEAs) to promote policy, procedural, and technical topics that are to be considered by metropolitan planning organizations in preparation of work plans. The PEAs address a mix of planning issues and priority topics identified as requiring additional focus by MPOs. In addition to PEAs, the IIJA includes housing factors for consideration in the transportation planning process. This section below introduces updated PEAs and discusses how they are addressed across work elements in the UPWP.

In 2014, the three planning emphasis areas included: MAP-21/ FAST Act Implementation, Regional Models of Cooperation, and Ladders of Opportunity. These planning emphasis areas encouraged MPOs to approach transportation planning through Performance Based Planning and Programming, assured a regional approach to MPO coordination, and encouraged MPOs to document transportation connectivity gaps to essential services including housing, employment, health care, schools/education, and recreation. In 2021, eight planning emphasis areas are required for consideration in MPO planning activities.

Tackling the Climate Crisis- Transition to Clean Energy, Resilient Future- FHWA and FTA work with State Department of Transportation (State DOT) and MPO’s to ensure that our transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52% below 2005 levels by 2030, and net-zero emissions by 2050, and increase resilience to extreme weather events and other natural disasters, and plan for sustainable infrastructure systems, adaptable to impacts of climate change.

Equity and Justice⁴⁰ in Transportation Planning- FHWA and FTA work with State DOT and MPOs encourage uses of strategies that: (1) improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities; (2) plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management; (3) reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors; (4) offer reduced public



transportation fares as appropriate; (5) target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services; and (6) consider equitable and sustainable practices while developing transit-oriented development including affordable housing strategies and consideration of environmental justice populations.

Executive Order 13985 (*Advancing Racial Equity and Support for Underserved Communities*) defines the term “equity” as the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.

The term “underserved communities” refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, as exemplified by the list in the preceding definition of “equity.” In addition, Executive Order 14008 and M-21-28 provides a whole-of-government approach to advancing environmental justice by stating that 40 percent of Federal investments flow to disadvantaged communities.

Complete Streets- FHWA Division and FTA regional offices should work with State DOTs, MPOs and providers of public transportation to help Federal aid recipients plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists. To be considered complete, these arterial roads should include safe pedestrian facilities, safe transit stops (if present), and safe crossing opportunities on an interval necessary for accessing destinations.

Public Involvement- FHWA Division and FTA regional offices should encourage MPOs and State DOTs to increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices.

Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination- FHWA Division and FTA regional offices should encourage MPOs and State DOTs to coordinate with representatives from the DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities. The DOD’s facilities include military bases, ports, and depots, considered essential to national security.

Federal Land Management Agency (FLMA) Coordination- FHWA Division and FTA regional offices should encourage MPOs and State DOTs to coordinate with FLMA on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands. MPOs must appropriately involve FLMA in the development of the metropolitan transportation plan and the TIP (23 CFR 450.316(d)).

Planning and Environment Linkages (PEL)- PEL’s consider environmental, community, and economic goals early in the transportation planning process, and uses the information, analysis, and products developed during planning to inform the environmental review process.



Data in Transportation Planning- To encourage data sharing principles and data management to be used for a variety of issues, such as freight, bike and pedestrian planning, equity analyses, managing curb space, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety. Developing and advancing data sharing principles allows for efficient use of resources and improved policy and decision making at the State, MPO, regional, and local levels for all parties.

3.2 Federal Planning Factors

This UPWP includes data collection and analytical activities that will facilitate annual reporting about safety, travel delay, pavement condition, alternative mode share, and other performance metrics. This UPWP includes activities to continue evaluation of the transportation performance measures and performance targets established in the Regional Transportation Plan (RTP). It anticipates that these performance measures will be refined based on statewide MPO/NDOT coordination in the development of future RTPs.

Transportation legislation lists ten factors that must be considered as part of the transportation planning process for all metropolitan areas. The most recent update with the IJA includes housing in the fifth planning factor. The following factors shall be explicitly considered, analyzed as appropriate, and reflected in the planning process products (23 USC 134 (h)):

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- Increase the safety of the transportation system for motorized and non-motorized users;
- Increase the security of the transportation system for motorized and non-motorized users;
- Increase accessibility and mobility of people and freight;
- Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth, housing, and economic development patterns;
- Enhance the integration and connectivity of the transportation system, across and between modes throughout the State, for people and freight;
- Emphasize the preservation of the existing transportation system;
- Promote efficient system management and operation;
- Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- Enhance travel and tourism.

3.3 Overview of FY 2023 and FY 2024 Work Efforts

CAMPO developed its first two-year UPWP in FY 2017. In working with U.S. DOT and NDOT, it was agreed that CAMPO would continue to implement its UPWP in a two-year cycle, which allows greater flexibility for CAMPO and its planning partners to complete more significant work tasks within a reasonable timeframe and to better coordinate work activities with the funding cycle. A two-year work program does not mean that two years' worth of funding is available in the first year. CAMPO



executes a monetary agreement with NDOT annually.

The following are the primary activities to be undertaken during FY 2023 and FY 2024:

- Staff will collect data, perform analyses, and produce an annual Network Monitoring Report for multimodal usage indicators, jobs-housing ratios, performance measures, and performance targets, as applicable within the CAMPO planning area.
- Utilizing consultants, the Carson Area Transportation System Management Plan will be developed to identify and plan for long-term strategies for planning and implementing Coordinated Traffic Signal Systems within the CAMPO planning area. This effort began in 2020 and is expected to be completed in 2023.
- Working with local, regional, and statewide planning partners, staff will continue to regularly meet and consult with the Regional Transportation Stakeholder Coalition to advise staff on inter- and intra-regional transportation and transit challenges/needs. Information about the Regional Transportation Stakeholder Coalition can be found on CAMPO's website.
- The ADA barriers inventory will be systematically expanded to include narrowness barriers throughout the CAMPO planning area. Carson City ADA Transition Plan was developed in Spring 2020. 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. The 2020 Plan included a full inventory of sidewalks and curb ramps, including missing curb ramps.
- Roadways within the Lyon and/or Douglas County portions of the CAMPO area will be inventoried, using a consultant, to reassess pavement conditions. This practice is performed every couple of years for CAMPO, consistent with best industry practices, in order to maintain a strong database and establish historical benchmarks, thereby providing a more robust analysis of pavement maintenance needs. This process ensures the most informed and efficient decisions are being made to address pavement health.
- CAMPO will address Infrastructure Sustainability by conducting pavement analysis and geotechnical evaluations of existing soil conditions to assess sustainable prioritization methodologies that consider efficiency, risk, vulnerabilities, and resiliency.
- CAMPO Staff will Implement a Pavement Management Plan to support ongoing planning and programming activities related to roadway infrastructure in Carson City.
- A Local Road Safety Plan will be developed for Carson City, supporting identification, analyses, and prioritization of safety improvements on Carson City's local and rural roads in partnership with NDOT.
- Resiliency will be incorporated into CAMPO's Asset Management, Multi-modal Planning, ITS, Carson Areas Transportation System Management Plan (CATSMP), and Infrastructure Sustainability. Resiliency is defined as the ability of a City, MPO, or other entity to prepare for and recover quickly from unexpected interruptions, hazards or emergencies.
- Staff will administer a survey of transit riders and non-riders (residents and visitors who do not ride the Jump Around Carson (JAC) transit system) to identify needs and opportunities to improve regional transit planning and operations. Feedback received will provide staff direction on what is working well with the system and where improvements can be made to better serve the community.



- The Transit Asset Management Plan will be updated for 2023-2026 for monitoring and managing public transportation assets in the delivery of service to improve safety and increase reliability and performance, and to establish performance measures as regulated in 49 CFR 625.
- The Complete Streets Policy will be enhanced and updated to begin to include design examples and Complete Street implementation guidance.
- A review and update to CAMPO's Public Participation Plan (PPP) will be completed.



3.4 Federal Planning Emphasis Areas/ Planning Factors and UPWP Activities

Table 3.1 outlines FY 2023 & FY 2024 two-year UPWP Work Elements that address and support each Federal Planning Emphasis Area and IJIA Planning Consideration, as updated with the Infrastructure Investment and Jobs Act of 2021.

Table 3.1 FY 2023 & FY 2024 Two-Year UPWP Work Elements and Federal Planning Emphasis Areas (PEAs)/Planning Considerations

		Work Elements				
		1	2	3	4	5
PEA's	Infrastructure Investment and Jobs Act (IIJA) Implementation Program	X	X	X	X	X
	Tackling the Climate Crisis- Transition to Clean Energy, Resilient Future		X	X	X	X
	Equity and Justice in Transportation Planning	X		X	X	
	Complete Streets			X	X	X
	Public Involvement	X	X	X		X
	Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination				X	
	Federal Land Management Agency (FLMA) Coordination	X	X	X		
	Planning and Environment Linkages (PEL)					X
	Data in Transportation Planning		X	X	X	X
Federal Planning Factors	Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency		X	X	X	X
	Increase the safety of the transportation system for motorized and non-motorized users			X	X	X
	Increase the security of the transportation system for motorized and non-motorized users			X	X	X
	Increase accessibility and mobility of people and freight		X	X	X	X
	Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth, housing, and economic development patterns	X	X	X	X	X
	Enhance the integration and connectivity of the transportation system, across and between modes throughout the State, for people and freight		X	X	X	X
	Promote efficient system management and operation	X	X	X	X	X
	Emphasize the preservation of the existing transportation system			X	X	X
	Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation			X	X	X
	Enhance travel and tourism		X	X		X



4.0 FY 2023 & FY 2024 Unified Planning Work Program

CAMPO planning activities are divided into five work elements. Funding sources for CAMPO planning activities include a combination of federal transit and highway programs, as well as local funding used as the “match” for federal consolidated planning grant (CPG) funding. Table 4.1 lists the five work elements and total estimated cost for each. The following pages contain a detailed description of each of the work elements for the FY 2023 & FY 2024 two-year UPWP, including activities, milestones, estimated completion dates, and estimated costs. A detailed summary table containing estimated cost and funding sources for all work elements combined with all scheduled milestones by fiscal year is attached at the end of this document. Except where noted below for each activity, work will be completed by CAMPO staff.

Table 4.1 Total Budgeted Amount by Work Element and Fiscal Year

Work Element	Description	FY 2023	FY 2024	Total Budgeted Amount
1.0	MPO Administration	\$112,500	\$112,500	\$225,000
2.0	Outreach and Engagement	\$62,000	\$32,000	\$94,000
3.0	Multimodal Planning	\$120,000	\$75,000	\$195,000
4.0	Transportation Performance and Asset Management	\$260,000	\$162,000	\$422,000
5.0	Street and Corridor Planning	\$31,000	\$10,000	\$41,000
Total UPWP CPG/Local		\$585,500	\$391,500	\$977,000
Total Other Federal/Local**		\$0	\$0	\$0
Total 2-Year UPWP		\$585,500	\$391,500	\$977,000

***Other Federal Funding*



WORK ELEMENT 1.0 – MPO Administration

The activities in this work element are related to the overall administration of CAMPO’s transportation regional planning program. All activities are annual or ongoing activities undertaken to maintain compliance with federal/state regulations, organize and manage MPO activities, and improve staff skills.

Work Element and Description		1.0 MPO Administration
FY 2023	CPG	\$106,875
	Local Match	\$5,625
	Total Cost	\$112,500
FY 2024	CPG	\$106,875
	Local Match	\$5,625
	Total Cost	\$112,500
Combined FY 2023 & FY 2024	CPG	\$213,750
	Local Match	\$11,250
	Total Cost	\$225,000



ACTIVITIES

1.1 MPO Administration and Work Program Oversight

Description: This activity includes general administrative functions concerning the regional transportation planning program including preparation of administrative reports, analyses, budgets, goals and objectives, correspondence, documents, memos, etc.

Elements:

- Preparation of required MPO reports and memoranda supporting the activities of CAMPO.
- Management and oversight of transportation and planning grants.
- Preparation of monthly, quarterly and end-of-year summaries and reports.
- Preparation of billings and reimbursement requests and other related grant funding activities.
- Ongoing participation in Nevada’s Planning Executive Group (PEG) initiatives related to MPO coordination and programming.
- MPO Board Support, including providing special reports, researching MPO issues, preparation of board/public meeting materials, and attendance at MPO regular and special meetings.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Agenda and meeting materials for CAMPO board and other public meetings, as needed	Monthly, Ongoing
Miscellaneous reports, analyses, correspondence, task summaries and memoranda, and funding management, as needed	Ongoing
Preparation of monthly, quarterly, and end-of-year summaries and reports	Monthly, Ongoing
Participation in Nevada’s Planning Executive Group (PEG) and initiatives related to MPO coordination and programming	Ongoing



1.2 Unified Planning Work Program Oversight and Development

Description: This activity includes preparation and administration of the Unified Planning Work Program (UPWP), quarterly activity summaries, reporting, and invoicing, UPWP amendments as needed, and annual monetary agreements.

Elements:

- Development, coordination, management, collaboration, and adoption of the FY 2025-2026 UPWP.
- UPWP management and administration of budgets and agreements.
- Preparation of quarterly, and end-of-year action/activity invoices, summaries, and reports.
- Application and management of Consolidated Planning Grant (CPG) funds for CAMPO operations.

Milestones & Benchmarks:

Milestone	Est. Completion Date
FY 2023/2024 UPWP Administration and Amendments, as needed	Ongoing
UPWP Quarterly Reporting and Invoicing	30 th of each month following the close of each Fiscal Year Quarter
FY 2024 Monetary Agreement	May 2023
FY 2025 Monetary Agreement	May 2024
Adoption of the FY 2025-2026 UPWP (Draft/ Final)	May 2024



1.3 Transportation Improvement Program (TIP) Administration

Description: This activity supports the selection, funding, and implementation of transportation projects that meet State and federal regulations. The MAP-21/FAST Act compliant Federal Fiscal Year (FFY) 2021-2024 Transportation Improvement Program (TIP) was adopted by the Regional Transportation Commission (RTC) on February 10, 2021. Activities under this task include administration and maintenance of the current FFY 2021-2024 TIP, including processing of modifications and amendments as needed, and development of the FFY 2023-2026 TIP in cooperation with other local, regional, and statewide agencies. The TIP includes a current four-year listing of projects and will be consistent with all Federal planning regulations, including supporting access and transportation needs of Federal Land Management Agencies (FLMA's) before projects are programmed in the TIP. The format of the TIP will reflect consistency with NDOT's eSTIP platform. This activity includes project tracking and financial tracking that is performance-based and consistent with the goals and objectives of the IJJA, MAP-21 and the FAST Act.

Elements:

- Determine those sufficient federal, State, and local revenue sources are available to fund projects programmed in the TIP.
- Coordinate administration and maintenance of the TIP within the Statewide TIP (STIP).
- Provide reasonable opportunity for public comment in accordance with the Public Participation Plan and federal regulations.
- Incorporate Equity, Environmental Justice and ADA considerations, as appropriate.
- Consider best available performance information, including performance measures and targets, in prioritization of transportation improvement projects that are expected to support achievement of adopted targets and the IJJA/MAP-21/FAST Act performance measures.
- Prepare modifications and amendments to the TIP, as needed.
- Coordinate modifications and amendments of the TIP program with the STIP to ensure changes are incorporated into the STIP.
- Develop and prepare the FFY 2023-2026 TIP for adoption.
- Coordination with FHWA NV Division office, FTA, NDOT, and CAMPO partner agencies on project development and funding.
- Maintain annual list of obligated projects.
- Perform and document continuing, coordinated, and comprehensive processes that include traditionally underrepresented and underserved populations and their community leaders (e.g., elderly, disabled, low income, and minorities).



Milestones & Benchmarks:

Milestone	Est. Completion Date
FFY 2021-2024 TIP that is updated appropriately to include administrative modifications and formal amendments, as needed	Ongoing through September 2023
Consider best available performance information, including performance measures and targets, in prioritization of transportation improvement projects that are expected to support achievement of adopted targets and the IIJA, MAP-21 and FAST Act performance measures	Ongoing
Adopted FFY 2023-2026 TIP	January 2023
Annual Federal Obligations Report	December 29, 2022; December 29, 2023



1.4 Professional Development

Description: This activity focuses on professional development that enhances the capabilities of staff in exercising the responsibilities of the MPO, including training time and materials. This activity includes memberships in related professional organizations, subscriptions to related professional periodicals, and dues/fees required for obtaining and maintaining professional certifications.

Elements:

- Facilitation and/or attendance at conferences, training courses, and seminars directly related to transportation planning as appropriate, including, but not limited to: professional committees, TransCAD, PAVER, GIS, planning best practices, State/federal grants administration, performance-based planning, asset management, professional services procurement, etc.
- Internal cross-training that promotes diverse staffing capabilities in regional transportation planning.
- Memberships in related professional organizations and subscriptions to related professional periodicals.
- Dues/fees required for obtaining and maintaining professional memberships/certifications.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Enhanced staff capabilities	Ongoing



WORK ELEMENT 2.0 – Outreach and Engagement

Activities within this work element include MPO representation, early, effective, and continuous public participation, regional coordination, and engagement activities necessary to carry out a continuing, comprehensive, and cooperative regional transportation planning activities. Activities are ongoing or recurring meaningful activities designed to continue public participation and engagement efforts, including incorporating Virtual Public Involvement (VPI) opportunities to reach greater numbers of people. Activities include planning for all modes with all stakeholders, and to meet the requirements set forth in CAMPO’s Public Participation Plan.

Work Element and Description		2.0 Outreach and Engagement
FY 2023	CPG	\$58,900
	Local Match	\$3,100
	Total Cost	\$62,000
FY 2024	CPG	\$30,400
	Local Match	\$1,600
	Total Cost	\$32,000
Combined FY 2023 & FY 2024	CPG	\$89,300
	Local Match	\$4,700
	Total Cost	\$94,000



ACTIVITIES

2.1 MPO Representation

Description: Staff will represent the MPO at events, conferences and meetings not related to specific other UPWP activities. This activity 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. CAMPO staff regularly communicate with the Washoe Tribe of Nevada and California to consider tribal needs in the transportation and transit planning and programming process. This task includes participation in the statewide planning process, including attendance and participation in the Transportation Planning Advisory Committee (TPAC), the development and coordination of the Statewide Transportation Improvement Program (STIP), project selection, and participation in other advisory committees, as appropriate.

Elements:

- Preparation and attendance at events, conferences and meetings not related to specific other UPWP activities.
- Ongoing coordination with other regional MPOs, NDOT, Carson City, Douglas County, Lyon County, and/or other agencies/organizations, as needed.
- Participation in statewide planning activities, as needed.

Milestones & Benchmarks:

Milestone	Est. Completion Date
A well-represented MPO with ongoing inter- and intra-regional coordination	Ongoing
Coordinate CAMPO documents with State planning processes and documents	Ongoing



2.2 Public Participation

Description: Early, effective and continuous public participation efforts will be conducted throughout the program period related to numerous work study activities including: necessary TIP or RTP amendments; development of corridor/specific studies; preparation of updates to regional planning documents and policies; development of the UPWP for the next fiscal years; public information campaigns to promote planning initiatives and programs; coordination with Tahoe MPO (TMPO) and Washoe County Regional Transportation Commission (Washoe RTC); and other related activities. This task includes integrating Virtual Public Involvement (VPI) to increase access and meaningful participation in transportation planning activities. This task also includes publication of notices and maintenance of the CAMPO website, as the website is a useful tool for informing constituents of CAMPO’s purpose and activities.

Elements:

- Public noticing and stakeholder engagement for necessary TIP or RTP amendments.
- Activities necessary to host/coordinate public participation activities, including VPI.
- Outreach resulting from development of corridor/specific studies or local development projects.
- Review and update of CAMPO’s Public Participation Plan (PPP)
- Public outreach and noticing needed for development of the next UPWP and the next TIP.
- Development of public information campaigns that promote planning initiatives and programs.
- Continuous maintenance of the CAMPO website.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Hosted/coordinated public participation activities, including VPI	Ongoing
Published Notices	Ongoing
Operational website for distribution of current, accurate, and transparent public information	Ongoing
Update CAMPO’s Public Participation Plan (PPP)	December 2022



2.3 Regional Transit Coordination and Engagement

Description: There are five transit services operating within the CAMPO planning area (Eastern Sierra Transit Authority, Tahoe Transportation District (TTD), Jump Around Carson (JAC), Douglas Area Rural Transit (DART), and RTC Intercity that are subsidized by member counties. This activity includes regional coordination of transit services by CAMPO staff, development and implementation of transit rider and non-rider surveys, ongoing stakeholder engagement related to availability and support of transit services especially for underserved and disadvantaged communities in accordance with the JAC Transit Development and Coordinated Human Services Plan.

Elements:

- Development, preparation and outreach of transit rider and non-rider survey materials including outreach to underserved and disadvantaged communities.
- Coordinated community, stakeholder, and public outreach regarding transit route planning and study implementation.
- Participation in local and regional planning processes for public transportation projects in which the Carson area has a vested interest.
- Continuing participation in The Regional Transportation Stakeholder Coalition (RTSC).

Milestones & Benchmarks:

Milestone	Est. Completion Date
Coordination and communication among transit operators	Ongoing
Transit Rider Survey	June 2023
Transit Non-Rider Survey	June 2024
Ongoing Meetings with the Regional Transportation Stakeholder Coalition	Ongoing



2.4 Regional Consistency Review

Description: Development or capital improvement projects proposed within the CAMPO boundaries will be reviewed 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 housing, land use and development decisions, support access and transportation needs of Federal Land Management Agencies (FLMA's), preservation and efficient utilization of transportation facilities, and other matters as required by federal or State regulation. These activities do not duplicate routine reviews of proposed developments that are conducted by constituent units of government.

Elements:

- Provide input on proposed developments of regional significance regarding the RTP and TIP.
- Annual growth management reviews.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Periodic transportation system review and reports*	Ongoing

**Consultant involvement is expected*



WORK ELEMENT 3.0 – Multimodal Planning

The activities in this work element carry out and support the integration of federal, state, and local transportation planning processes; complete activities and products to satisfy core planning functions and State and federal metropolitan planning requirements; consider all modes of transportation in implementing regional transportation goals; support transportation policy development and analyses; support the incorporation of various modal and corridor/specific plans into the Regional Transportation Plan and Transportation Improvement Program; and support ongoing and strengthened partnerships with government partners, organizations and agencies, and the public to further our regional transportation goals and consider the safety of all road users.

Work Element and Description		3.0 Multimodal Planning
FY 2023	CPG	\$114,000
	Local Match	\$6,000
	Total Cost	\$120,000
FY 2024	CPG	\$71,250
	Local Match	\$3,750
	Total Cost	\$75,000
Combined FY 2023 & FY 2024	CPG	\$185,250
	Local Match	\$9,750
	Total Cost	\$195,000



ACTIVITIES

3.1 2050 Regional Transportation Plan (RTP)

Description: The 2050 RTP was adopted on January 13, 2021. This activity includes maintenance and amendments to the 2050 RTP. Early, effective, and continuous outreach on the document will continue, as well as coordination with partner agencies and local governments.

Elements:

- Administration of the 2050 RTP, including ongoing coordination with federal, State, and local partners to explore funding opportunities to implement the plan.
- Participation in public and interagency meetings as a transportation technical resource.
- Continued Public outreach for RTP on goals and concepts that promote equity and environmental sustainability and ensure access to public facilities for all users across all modes.
- Process RTP administrative modifications and/or amendments, as necessary.
- Public Outreach and stakeholder coordination for administrative modifications and/or amendments to the RTP, including VPI, as necessary.
- Incorporation of federally required performance measures and/or targets with included consideration of data sharing principals and data management as appropriate.
- Coordination with partner agencies and participation in interagency meetings.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Continued community outreach and education on the 2050 RTP	Ongoing



3.2 Transit Planning

Description: This activity incorporates responsibilities required of CAMPO as the direct recipient of FTA Section 5307 funds. CAMPO must apply for and manage these funds, including compliance activities and participation in regular federal reviews and audits. This activity also includes development, maintenance, and administration of transit policies and procedures that support implementation of regional transit planning documents, including maintenance of a JAC Fixed-Route Policy and a JAC ADA Paratransit Eligibility process. The task also includes coordination with local Native American tribal communities to seek ways to broaden accessibility to underserved areas. The public outreach and coordination activities within this task specifically relate to transit planning and do not duplicate public outreach and coordination that is conducted under other activities within this UPWP.

Elements:

- Early, effective and continuous public outreach and promotion of JAC accessibility and transit routes.
- Implementation of the JAC Transit Development and Coordinated Human Services Plan, transit center feasibility study, and route operational adjustments that increase access to public transportation.
- CAMPO/JAC Title VI Program update for FFY 2023-2025
- Title VI Program implementation, monitoring and updates, as required.
- CAMPO Disadvantaged Business Enterprise (DBE) Program and 3-year Goal for Federal Transit Administration Funds update.
- Participation in public and interagency meetings.
- Maintenance of a JAC ADA Paratransit Eligibility Process and the JAC Fixed-Route policy.
- Collection and analysis of transit ridership data and development of the JAC Annual Monitoring Report.
- Transit responsibilities as a direct recipient – 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 subtask include training, project identification, allocation of funding, and coordination with FTA, NDOT, and transit operators.



Milestones & Benchmarks:

Milestone	Est. Completion Date
Project identification and allocation of funds among regional transit operators to allow for implementation of FTA transit programs	Ongoing
Maintain JAC ADA Paratransit Eligibility Process and JAC Fixed-Route policy	June 2024
Outreach and promotion of JAC accessibility and transit routes	June 2024
JAC Title VI Program update	September 2022
CAMPO DBE Program Goal Update	September 2022
Early, effective, and continuous public outreach and promotion of JAC accessibility and transit routes	Ongoing
Annual JAC Monitoring Report	Feb 2023; Feb 2024



3.3 Intelligent Transportation Systems (ITS) Planning

Description: This activity involves identifying and planning for long-term strategies for planning and implementing Coordinated Traffic Signal Systems within the CAMPO planning area through development of a Carson Area Transportation System Management Plan. The Plan will be funded primarily through Federal infrastructure funding. It is anticipated that development of the Plan will span multiple years; consequently, no benchmarks are anticipated until FY 2023. Consultants will be used as needed to complete the Transportation System Management Plan. This task also includes planning for long-term strategies and coordination with partner agencies related to connected and autonomous vehicles and electrification of the vehicle fleet.

Elements:

- Staff time to manage the Carson Area Transportation System Management Plan.
- Management of the Carson Area Transportation System Management Plan grant agreement and reports.
- Coordination with NDOT and other CAMPO agencies related to implementation of ITS concepts and programs.
- Public and stakeholder outreach for ITS plan implementation, shared goals, inclusion of data sharing principals for system reliability and resilience.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Staff coordination with partner jurisdictions and NDOT	Ongoing
Public and stakeholder outreach for Regional ITS plan implementation.	Ongoing
Carson Area Transportation System Management Plan (Draft/ Final)*	June 2023

**Consultant involvement is expected*



3.4 Active Transportation Planning

Description: This activity involves coordination with the Western Nevada Safe Routes to Schools program and regional bicycle and pedestrian non-profit organizations (e.g. Muscle Powered) to identify and plan for active transportation infrastructure challenges and needs throughout the Metropolitan Planning Area. This activity also includes a review of local ordinances and development of guidelines related to e- scooters/e-bicycles for consistency with Nevada Revised Statutes (NRS).

Elements:

- Consideration and development of local plans and/or ordinances related to deployment of e- scooters/e-bicycles and other related micromobility devices.
- Community outreach and coordination with partner agencies, Western Nevada Safe Routes to Schools program, and regional non-profit organizations.
- Participation in local planning processes for active transportation projects in which the Metropolitan Planning Area has a vested interest.
- Enhancement and update to Complete Streets policies and guidance through the creation of a Complete Street Design Guide and Design Guide Toolbox to help guide consistent implementation of Complete Streets Policies in Carson City.
- Update CAMPO bicycle route map including an evaluation of bicycle stress, or how stressful the ride is to the bicyclist.
- Interagency coordination with state, FLMA, and local agency partners (NDOT, FHWA, CFL, BLM, Carson City, Douglas County, Lyon County, Washoe Tribe of Nevada and California), regarding multi-modal access to public lands.
- Periodic updates to existing supporting planning documents.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Community outreach and agency coordination	Ongoing
Planning considerations and a review of local ordinances related to the deployment of electrical e- scooters/e- bicycles share programs and associated access and electrical infrastructure needs.	January 2023
Complete Streets Design Guide and Toolbox	October 2023
Updated CAMPO Bicycle Route Map	June 2023



3.5 Updates to Supporting Regional Planning Documents

Description: This activity includes any necessary updates to the existing planning documents, as required, as well as development, maintenance, and administration of transportation policies that support implementation of regional transportation planning documents.

Elements:

- Coordination of data collection across CAMPO partner jurisdictions, transit operators, NDOT and FHWA in response to established performance measure target-setting requirements.
- Development, maintenance, and administration of transportation policies, as required.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Periodic review/reports on planning documents and policies	Ongoing



WORK ELEMENT 4.0 – Transportation Performance and Asset Management

The activities in this work element support and implement federal and State requirements for performance-based planning to inform decision-making, including: transportation data collection, management, needs identification and data sharing; travel demand modeling and forecasting; development of performance measures and targets; and various other information gathering, analyses, monitoring and reporting, as needed. This work element also supports multi-modal asset management throughout the CAMPO planning area using ongoing data collection, analyses, sharing and reporting to inform decision-making that promotes: efficient system management and operation; improves the resiliency and reliability of the transportation system; and emphasizes preservation of the existing transportation system. Resiliency is defined as the ability of a City, MPO, or other entity to recover quickly from unexpected interruptions, hazards or emergencies.

Work Element and Description		4.0 Transportation Performance and Asset Management
FY 2023	CPG	\$247,000
	Local Match	\$13,000
	Total Cost	\$260,000
FY 2024	CPG	\$153,900
	Local Match	\$8,100
	Total Cost	\$162,000
Combined FY 2023 & FY 2024	CPG	\$400,900
	Local Match	\$21,100
	Total Cost	\$422,000



ACTIVITIES

4.1 Performance Measure Implementation and Management

Description: Under this activity, staff will work to comply with IIJA, MAP-21 and the FAST Act requirements as they continue to be communicated from the U.S. Department of Transportation (U.S. DOT), with an emphasis on developing performance measures and establishing performance targets.

Elements:

- Coordination and advancement of data collection and sharing across CAMPO partner jurisdictions, transit operators, NDOT and FHWA in response to established performance measure target-setting requirements.
- Technical analyses and model outputs that support development and implementation of IIJA/MAP-21/Fast Act performance-based planning requirements.
- Preparation and development of documentation as required.
- Adopted performance measures targets, including: Safety Performance Measure Targets; Public Transit Agency Safety Targets; Transit Asset Management Targets; and, Monitoring and Supporting NDOT’s Congestion Management Air Quality (CMAQ) Targets for the CAMPO Metropolitan Planning Area, as applicable.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Safety Performance Measure Targets	February 2023; February 2024
Public Transit Agency Safety Targets	December 2022; December 2023
FTA Transit Asset Management Targets	October 2022; October 2023
Supporting NDOT’s CMAQ Targets	October 2022; October 2023
Documentation as required	Ongoing
Ongoing participation in Nevada’s Performance Measures Working Group	Ongoing



4.2 Maintain Travel Demand Model

Description: Staff will work with a consultant to maintain the travel demand model to meet ongoing forecasting needs. Staff will coordinate as needed on network planning and connectivity to ensure strategic connections to the national highway system for defense department facilities are preserved. The model will be maintained with the most recent traffic volume counts available (segments/intersections) as well as population and land use assumptions. There are periodic needs to provide information to other agencies both within and outside the CAMPO planning area that is derived from, or is an input to, the modeling process. Staff will continue to monitor inter- and intra-regional growth, updating the model as needed.

Elements:

- Ongoing travel demand modeling services through consultant service, including model maintenance activities to incorporate most current population and transportation network data.
- Using a consultant, produce requested model outputs for alternatives analysis, planning studies, or other regional activities as needed/requested.
- Using a consultant, update travel demand model and associated forecasting software and tools as necessary, which may include updated demographics data (i.e., 2020 Census), and/or acquisition/incorporation of passively-derived Origin-Destination data.
- Provision of information from the modeling process as needed/requested.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Update to CAMPO Travel Demand Model based on latest Census and other household survey data and incorporation of county partner agency model information*	June 2023
Requested model outputs for alternatives analysis, planning studies, or other regional activities as needed/requested*	Ongoing

**Consultant involvement is expected*



4.3 Data Management, Collection, and Performance Measurement

Description: This activity builds from prior UPWP tasks and supports monitoring of transportation performance measures included in the 2050 RTP. Staff will continue to collect multimodal performance data within CAMPO’s planning area, recording any changes or trends, and providing recommendations that may be used to inform future transportation improvement projects or policies. This task includes development of annual Monitoring Reports and incorporation into the 2050 RTP and associated regional planning documents, as appropriate.

Elements:

- Ongoing data collection and installation of devices related to safety, regional bicycle and pedestrian counts, vehicular movements, and other transportation infrastructure data as needed.
- Analyses of collected data on auto, transit, bicycle, and pedestrian use.
- Annual preparation and dissemination of CAMPO’s Monitoring Report.
- Coordinate the dissemination and consideration of transportation-related performance data.
- Maintain and continue to refine GIS network files related to transportation assets within the CAMPO region such as socioeconomic data, housing data, safety data, land use changes, and environmental data as well as ITS infrastructure, traffic analysis zones, and other GIS files necessary to support a variety of CAMPO planning needs.
- Periodic recommendations and/or reports.
- Coordinate the dissemination and consideration of transportation-related performance data.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Annual CAMPO Monitoring Report	September 2022; September 2023
Ongoing performance monitoring and multimodal data collection	Ongoing
Bicycle, Pedestrian, automobile counts	Ongoing



4.4 Maintain Pavement Management System

Description: This activity involves regular updates and maintenance of the Pavement Management System following improvements or changes to the street network or land uses. A consultant will be hired to collect data on the CAMPO roadway network, building upon the previous 2021-2022 Pavement Survey. Staff will report on performance measures annually as they relate to pavement maintenance needs and project identification. Staff will continue to implement Carson City’s pavement management plan, expanding the plan to cover CAMPO’s Metropolitan Planning Area if/as requested by partner agencies.

Elements:

- Conduct regular updates and maintenance of the Pavement Management System.
- Using a contractor, collect pavement survey data for Lyon County/Douglas County roadways, funding permitting.
- Annual performance reporting of pavement condition within the CAMPO planning area.
- Update and enhancement of Carson City's Pavement Management Plan to incorporate planning methodologies related to project identification and prioritization

Milestones & Benchmarks:

Milestone	Est. Completion Date
Up-to-date pavement management system*	Ongoing
Completed pavement survey for Lyon County/Douglas County *	September 2023
Annual performance reporting of pavement condition within the CAMPO planning area to support development of pavement maintenance projects by partner agencies	October 2022; October 2023
Implementation and Maintenance of Carson City’s Pavement Management Plan	Ongoing

**Consultant involvement is expected*



4.5 Non-Motorized Asset Management

Description: Staff will continue to monitor and 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 to ensure safety and connectedness for all road users. This will include incremental improvements to the ADA Transition Plan through collection and analysis of bicycle and pedestrian asset data, including ADA access barriers by zones; school zones, the Redevelopment Authority Citizens Committee (RACC) Redevelopment Areas, Bus Routes, and “Last quarter mile” of bus stop analysis.

Elements:

- Funding permitting, conduct an inventory of narrow access barriers throughout the CAMPO planning area.
- Incorporate expanded ADA inventory of narrowness barriers through an amendment of the ADA Transition Plan for Carson City.
- Conduct mapping activities that support integration of inventory data with CAMPO’s web-based mapping platform.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Expanded ADA inventory of narrowness barriers and ADA Transition Plan Amendment	June 2024
Improved access and connectivity of the bicycle and pedestrian network	Ongoing
Continuous updates to non-motorized assets, including sidewalks, ramps, and bicycle facilities, integrated into CAMPO’s web-based mapping platform, including map production	Ongoing



4.6 Transit Asset Management

Description: These activities include ongoing maintenance of the Federal Fiscal Year (FFY) 2019-2022 JAC Transit Asset Management (TAM) Plan, including monitoring of performance targets, and development of an updated FFY 2023-2026 JAC Transit Asset Management Plan.

Elements:

- Maintain the inventory and projection of transit assets, life expectancies, replacement costs, and maintenance activities and costs.
- Ongoing monitoring of TAM performance targets.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Current and maintained JAC Transit Asset Management Plan, including modifications and amendments, as needed	Ongoing
Ongoing monitoring of TAM performance targets	Ongoing
Federal Fiscal Year (FFY) 2023- 2026 JAC Transit Asset Management (TAM) Plan	October 2022



WORK ELEMENT 5.0 – Street and Corridor Planning

The activities in this work element focus on studying transportation corridors and ensuring infrastructure sustainability. The Corridor Studies activity consists of short- and long-range transportation planning activities within the CAMPO Metropolitan Planning Area that may be conducted by Staff and/or Consultants to understand travel behavior, land use including housing and occupational locations, multi-modal needs, necessary safety and operational improvements, preliminary environmental linkages including transportation-stormwater effects, and alternatives analyses for various corridors within the planning area. The Infrastructure Sustainability activity includes assessing transportation infrastructure sustainability through agency coordination and related planning and outreach activities for alternative fuel vehicles (including electric vehicles), additional geotechnical assessment, and planning for Transportation hazards and resiliency.

Work Element and Description		5.0 Street and Corridor Planning
FY 2023	CPG	\$29,450
	Local Match	\$1,550
	Total Cost	\$31,000
FY 2024	CPG	\$9,500
	Local Match	\$500
	Total Cost	\$10,000
Combined FY 2023 & FY 2024	CPG	\$38,950
	Local Match	\$2,050
	Total Cost	\$41,000



ACTIVITIES

5.1 Corridor Studies

Description: This task includes short- and long-range transportation planning activities within the CAMPO Metropolitan Planning Area that may be conducted by Staff and/or Consultants to understand travel behavior, land use including housing and occupational locations, multi-modal needs, necessary safety and operational improvements, preliminary environmental linkages including transportation-stormwater effects, and alternatives analyses for various corridors within the planning area. Periodic reports related to analyses and findings will be produced. The goal of Complete Streets planning is to provide a safe and equitable transportation network for travelers of all ages and abilities, including those from marginalized communities facing historic disinvestment. Corridor projects identified in CAMPO’s 2050 Regional Transportation Plan will be considered for study within this task in coordination with local partners and the NDOT.

Elements:

- Participation and support for NDOT corridor planning documents.
- Coordination and development of a Carson City Local Road Safety Plan in partnership with NDOT subject to NDOT guidance and Support and funding availability.
- Consider Planning and Environmental Linkage (PEL) concepts and practices in corridor study planning reviews where appropriate.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Participation and support for NDOT corridor planning documents	Ongoing
Local Road Safety Plan*	March 2023

**Consultant involvement is expected*



5.2 Infrastructure Sustainability

Description: This activity includes assessing transportation infrastructure sustainability through agency coordination and related planning and outreach activities for alternative fuel vehicles (including electric vehicles), additional geotechnical assessment, and planning for Transportation hazards and resiliency. This activity also includes reviewing Planning and Environmental Linkages (PEL) including transportation-stormwater effects; a collaborative approach to transportation planning using information and analysis to consider environmental, community and economic goals that inform the environmental review process.

Elements:

- Agency coordination with partner jurisdictions and other related planning and outreach for alternative fuel vehicles and deployment of associated infrastructure.
- Conduct pavement analysis and geotechnical investigations to assess sustainable project prioritization methodologies considering elements such as efficiency, risk, vulnerabilities, and resiliency.
- Incorporate Transportation Hazard and Resiliency Planning in identifying assets, needs and vulnerabilities within the transportation network, including assessing resilience in project development and design through enhancement of Carson City’s Hazard Mitigation Plan.
- Include PEL concepts and practices in environmental and planning review.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Assessment of development of and maps showing soil conditions within CAMPO region*	June 2023
Agency coordination with partner jurisdictions and other related planning and outreach activities for alternative fuel vehicles and deployment of associated infrastructure	Ongoing

**Consultant involvement is expected*



5.0 FY 2023 & FY 2024 UPWP Budget & Combined Scheduled Milestones

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 elements and activities described earlier in this UPWP and the budget table, below, for additional budget and schedule information.

Table 5.1 CAMPO FY 2023 and FY 2024 UPWP Cost/Funding Summary

Work Element	Activity				Funding Breakdown, Overall FY 23 & FY 24		
	#	Description	Milestones (Excludes Ongoing/Recurring Milestones)	Estimated Completion Date	FY 2023	FY 2024	Total Cost
1.0 MPO Administration	1.1	MPO Administration and Work Program Oversight			\$112,5000	\$112,500	\$225,000
	1.2	Unified Planning Work Program Oversight and Development	FY 2024/ FY 2025 Monetary Agreements	May 2023; May 2024			
			FY 2025-2026 UPWP (Draft/ Final)	May 2024			
	1.3	Transportation Improvement Program (TIP) Administration	FFY 2023-2026 TIP	January 2023			
Annual Federal Obligations Report			December 2022; December 2023				
1.4	Professional Development						
2.0 Outreach and Engagement	2.1	MPO Representation			\$62,000	\$32,000	\$94,000
	2.2	Public Participation	CAMPO's Public Participation Plan (PPP) Update	December 2022			
	2.3	Regional Transit Coordination and Engagement	Transit Rider Survey	June 2023			
			Transit Non-Rider Survey	June 2024			
2.4	Regional Consistency Review*						
3.0 Multimodal Planning	3.1	2050 Regional Transportation Plan (RTP)			\$120,000	\$75,000	\$195,000
	3.2	Transit Planning	JAC ADA Paratransit Eligibility Process	June 2024			
			JAC Fixed-Route Policy	June 2024			
			JAC Title VI Program Update	September 2022			
			CAMPO DBE Program Update	September 2022			
			Annual JAC Monitoring Report	March 2023; March 2024			
	3.3	ITS Planning*	Carson Area Transportation System Management Plan	June 2023			
	3.4	Active Transportation Planning	Review of local ordinances related to e-scooter/e-bicycles	January 2023			
Complete Streets Design Guide and Toolbox			October 2023				
Updated CAMPO Bicycle Route Map			June 2023				
3.5	Updates to Supporting Regional Planning Documents						
4.0 Transportation Performance and Asset Management	4.1	Performance Measure Implementation and Management	Safety Performance Measure Targets	February 2023; February 2024			
			Public Transit Agency Safety Targets	December 2022; December 2023			
			Transit Asset Management Targets	October 2022; October 2023			
			Supporting NDOT's CMAQ Targets	October 2022; October 2023			
	4.2	Maintain Travel Demand Model*	2023 TDM Update	June 2023			
	4.3	Data Management, Collection, and Performance Measurement	Annual CAMPO Monitoring Report	September 2022; September 2023			
	4.4	Maintain Pavement Management System	Completed pavement survey for Lyon/Douglas County	June 2023			
			Annual performance reporting of pavement condition	July 2022; July 2023			
4.5	Non-Motorized Asset Management	Expanded ADA inventory of narrowness barriers and ADA Transition Plan Amendment	June 2024				
4.6	Transit Asset Management	FFY 2023-2026 JAC Transit Asset Management Plan	October 2022				
5.0 Street and Corridor Planning**	5.1	Corridor Studies	Participation and support for NDOT corridor planning documents	June 2023	\$31,000	\$10,000	\$41,000
	5.2	Infrastructure Sustainability	Assessment of and maps showing soil conditions within CAMPO region	June 2023			
Total UPWP CPG/Local					\$585,500	\$391,5000	\$977,000
Total Other Federal/Local**					\$0	\$0	\$0
Total 2-Year UPWP					\$585,500	\$391,500	\$977,000

*Consultant involvement is expected

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Exhibit 2: FY 2023-2024 UPWP Public Comment from Mr. Greg Novak

1. Is the Unified Pathways Master Plan one of the reference documents in 1.4, or is it part of the Regional Transportation Plan

CAMPO Staff: Section 1.4 refers to specifically to CAMPO documents. The UPMP is led by the Parks, Recreation and Open Space Department.

2. Use "Washoe Tribe of Nevada and California", not just Nevada in 1.5 and elsewhere.

CAMPO Staff: Agreed. Updated in document.

3. I did not see any mention of the latest FHWA/FTA Certification Review - any findings or recommendations to follow-up on? NDOT could become a voting member.

CAMPO Staff: No changes to the document have been made. Additional discussion with Mr. Novak will occur.

4. Note that Kimley-Horn and other helpers are consultants.

CAMPO Staff: Particular consultants are not called out in the document as they may change depending on the task or phase of work. Consultant support is referenced generally for specific tasks.

5. The TIP includes more than all Federally funded projects - regionally significant ones regardless of funding source are supposed to be there. The CFL projects are not always there, but NDOT is working on it.

CAMPO Staff: Agreed. Regionally significant projects are included in the TIP as funding is identified. CAMPO Staff coordinate regularly with NDOT for TIP amendments.

6. The Federal Planning factors in 3.2 are from the law, Title 23 USC 134, and not 23 CFR 134 (h) - and I did not see anything about stormwater within the CAMPO area - a critical item.

CAMPO Staff: Updated in document.

7. NDOT should have a Local Road Safety Plan example by now - probably Pahrump/Nye County.

CAMPO Staff: Thank you. CAMPO Staff will continue to work with NDOT on a Local Road Safety Plan and have initiated discussion with NDOT's Safety Division.

8. The Complete Streets Policy will be an item of work, but any chance the Access Management Standards will be too in the UPWP? Do we add a placeholder now and discuss at a future meeting?

CAMPO Staff: Access Management will be specific to Carson City and led by the Carson City Regional Transportation Commission, not CAMPO.

9. The budget shows a big drop in FY 2024 in Table 4.1. Probably the best data available now. Spending PL funds among the 4 MPOs, and keeping track of expenditures, makes the targets at best just estimates.

CAMPO Staff: Correct. CAMPO Staff will revisit UPWP FY 2024 funding in the spring of 2023.

10. Section 1.3 - typo for FLMA - not ..."Management Planning". CAMPO could be a leader in FLMA integration with MPO work, as well as following through on PEL with my EPL idea. Both are workable in this size MPO, with NDOT, and FHWA help. Ask Enos and Del.

CAMPO Staff: The correction is updated. CAMPO Staff will continue to work with NDOT and other federal agencies on access to federal lands.

11. Section 2.2 - I saw the William Street May 3 announcement today - good public participation. Still waiting to see some CC PIO news about taking JAC buses for free.

CAMPO Staff: No changes made to the UPWP. With proposed and upcoming JAC route and fare updates, CAMPO will seek public participation and involvement.

12. Section 2.3 – Regional Transit should include the NDOT Park and Ride/Carpool lot status, and perhaps the Tesla/Panasonic buses and vanpools - CAMPO residents use them.

CAMPO Staff: Expansion of Transit to the Park and Ride lot as well as other connections to Tahoe are concepts that may be further explored in the future. There are no plans in the near term to expand transit service to that area. Thank you for your comment.

13. Section 2.4 - I suggest meeting with the CC Planning Division to discuss land use and housing links to transportation. Maybe as an RTC item before bringing it to full CAMPO. It could include the EPL noise issue along the freeway.

CAMPO Staff: CAMPO is currently engaging in conversation with Carson City Planning on land-use and transportation issues including updates to the Travel Demand Model and other mitigations such as noise and traffic. Additional presentations to the CAMPO Board are anticipated during the update to the Travel Demand Model.

14. Section 3.2 - looking forward to the transit center feasibility study. With the Governor's emphasis on affordable housing, with \$500M available - buy the OH (Ormsby House), convert to low income housing, and move the transit center to the property. Keeping one hour transit route schedules is probably the big item if it is moved from the current location, but this is not that far south.

CAMPO Staff: Thank you. The Transit Center Feasibility Study will be presented to the RTC Board in the coming months. CAMPO staff have no comment on the Ormsby House.

15. Section 3.3 - be sure to include NDOT and the regional ITS architecture. Lots of opportunities to work together and save money.

CAMPO Staff: Agreed. Please refer to section 3.3.

16, Section 3.4 - good to see that interagency coordination is being done. Finding out what State lands will do with excess property, like the National Guard site on S. Carson Street is worth a check (it may not be State Lands call). Similar to the USFS office at the Carson/Stewart roundabout.

CAMPO Staff: Thank you for your comment.

17. Section 4.3 - get the NDOT pavement and bridge data to see how the CAMPO network is doing, and what needs to be done.

CAMPO Staff: CAMPO Staff will coordinate with NDOT for possible inclusion in the next CAMPO Annual Monitoring Report.

18. Section 4.3 - be sure to include as much truck data as you can find - including any truck parking issues. It could help with the diesel tax discussion. How much gasoline and diesel is sold in the CAMPO region, by county? This ties to the Freight program NDOT has.

CAMPO Staff: Thank you for your comment. In 2021, 42,500,000 gallons of gasoline and 11,400,000 gallons of diesel were sold in Carson City. We do not have data for the other counties.

19. Section 5.2 - the NDOT Bridge data is key to infrastructure sustainability - if the 580/ Eastlake bridge fails, CC is isolated. It happened when the helicopter hit the power line on Duck Hill during the VP Pence visit a few years ago. Same for the VC siphon water line under the freeway.

CAMPO Staff: CAMPO coordinates with regional agencies on transportation infrastructure including bridges. The Eastlake bridge is outside of the CAMPO boundary, and the Virginia City Siphon is not owned or operated by Carson City. Our understanding is the siphon piping was replaced under US 395 during recent highway projects.

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STAFF REPORT

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

Meeting Date: May 11, 2022

Staff Contact: Chris Martinovich, Transportation Manager

Agenda Title: For Possible Action – Discussion and possible action regarding (1) Cooperative Agreement No. PR180-22-802 (“Agreement”) with the Nevada Department of Transportation (“NDOT”) allowing CAMPO to receive an anticipated \$566,799.66 in Consolidated Planning Grant (“CPG”) funds for Fiscal Year (“FY”) 2023 to be expended in accord with its operative Unified Planning Work Program (“UPWP”) and subject to a 5% local match obligation estimated as \$29,831.56; and (2) authority for the Transportation Manager to sign the Agreement and future amendments that extend the time for performance or change the FY 2023 CPG funding or local match amounts by 10% or less compared to the present amounts listed.

Staff Summary: Each year, CAMPO and NDOT enter into a Cooperative Agreement for the distribution and receipt of CPG funds. The Agreement provides CPG funds for FY 2023 to be used consistent with CAMPO’s operative UPWP and subject to a 5% local match. CAMPO would be required to utilize these funds on Work Elements 1.0 through 5.0 in its UPWP for FY 2023 and meet its 5% local match obligation.

Agenda Action: Formal Action/Motion

Time Requested: 10 minutes

Proposed Motion

I move to approve the Cooperative Agreement, as presented, and to authorize the Transportation Manager to sign the Agreement as well as future amendments that extend the time for performance or modify CPG funding or local match amounts by 10% or less.

Background/Issues & Analysis

The Agreement sets forth general provisions for the duties and responsibilities of CAMPO and NDOT required by the Federal Highway Administration for metropolitan planning agencies. The proposed agreement commits CAMPO to perform work tasks in the UPWP for the time period of July 1, 2022 through June 30, 2023 and to comply with the matching requirements for the expenditure of federal CPG funds allocated to the UPWP. Because the Agreement requires CPG funds to be allocated in accord with CAMPO’s operative UPWP, this is related to the previous item regarding the UPWP for FY 2023 and FY 2024.

The Agreement also includes terms substantially similar to Non-Monetary Cooperative Agreement No. NM111-16-804 (“Non-Monetary Agreement”) between CAMPO and NDOT which was executed October 1, 2016 and expires on September 30, 2022. Thus, the Agreement, which expires June 30, 2023, will also serve as a stop-gap to keep the Non-Monetary Agreement’s terms in place through June 30, 2023. NDOT and CAMPO staff anticipate a longer-term replacement for the Non-Monetary Agreement before June 30, 2023, and staff will coordinate with NDOT and the other metropolitan planning organizations in Nevada to develop that replacement over the next year.

Applicable Statute, Code, Policy, Rule or Regulation

NRS 277.110, 277.180

Financial Information

Is there a fiscal impact? Yes No

If yes, Fund Name, Account Name / Account Number: CAMPO fund, Unified Planning Work Program account / 2453028-501210. A Grant/Project number will be established once the Agreement has been executed.

Is it currently budgeted? Yes No

Explanation of Fiscal Impact: \$566,799.66 in Federal CPG funding is available to perform work tasks in the UPWP for the time period of July 1, 2022 through June 30, 2023. The FY 2023 UPWP original budget is for \$585,500, and will be augmented to \$596,075, which includes the available Federal CPG funding, plus a required 5% local match. The local match needed to complete the UPWP Work Elements is \$29,275, distributed across the member agencies based on population within CAMPO’s metropolitan planning area, as shown in the table below. Any unused CPG funding will carry forward to the next fiscal year.

FY 2023 Local Share for UPWP Tasks

County	Pct.	FY 2023 Local Share Draft
Carson City	66.3%	\$19,410
Douglas County	15.4%	\$4,508
Lyon County	18.3%	\$5,357
Total	100%	\$29,275

Alternatives

Do not approve the Agreement and provide alternative direction to staff.

Supporting Material

-Exhibit-1: Cooperative Agreement No. PR180-22-802

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

Agreement Number PR180-22-802

COOPERATIVE AGREEMENT

This Agreement is made and entered into on _____, by and between the State of Nevada, acting by and through its Department of Transportation, hereinafter called the "DEPARTMENT", and Carson Area Metropolitan Planning Organization, 3505 Butti Way, Carson City, NV 89701, hereinafter called the "MPO".

WITNESSETH:

WHEREAS, a Cooperative Agreement is defined pursuant to Nevada Revised Statutes (NRS) 277.110 as an agreement between two or more public agencies for the joint exercise of powers, privileges, and authority; and

WHEREAS, pursuant to the provisions contained in Chapter 408 of the Nevada Revised Statutes, the Director of the DEPARTMENT may enter into those agreements necessary to carry out the provisions of the Chapter; and

WHEREAS, NRS 277.110 authorizes any two or more public agencies to enter into agreements for joint or cooperative action; and

WHEREAS, the parties to this Agreement are public agencies and authorized to enter into agreements in accordance with NRS 277.080 to 277.110, inclusive; and

WHEREAS, the purpose of this Agreement is to set forth general provisions for the duties of the parties for the expenditure of the Federal Metropolitan Planning (PL) funds set forth hereinafter called the "PROJECT;" and

WHEREAS, the current Transportation Act provides funding for all modes of transportation under which this PROJECT is eligible for ninety-five percent (95%) federal funds and five percent (5%) matching funds; and

WHEREAS, the PROJECT has been approved for Federal Planning funds, Catalog of Federal Domestic Assistance (CFDA) Number CFDA 20.205; and

WHEREAS, the transportation planning services to be provided by the MPO shall be of benefit to the DEPARTMENT, the MPO and to the people of the State of Nevada; and

WHEREAS, the parties hereto are willing and able to perform the services described herein.

NOW, THEREFORE, in consideration of the premises and of the mutual covenants herein contained, it is agreed as follows:

ARTICLE I - MPO AGREES

1. The undersigned signatory MPO hereby commits to complete during State Fiscal Year (FY) 2023 starting July 1, 2022, and ending June 30, 2023, the Unified Planning Work Program (UPWP) as approved and is incorporated herein by this reference and made an express part of this Agreement.

2. To be responsible for the maintenance of a comprehensive, continuing, and cooperative transportation planning process, and as such, shall be responsible for all

transportation planning funds for the study area whose boundaries shall include the limits of the MPO Planning Area Boundary.

3. To be responsible, in cooperation with the DEPARTMENT, for designating the project priorities on the System of Streets and Highways within the MPO's boundaries, consistent with the guidelines governing the Regional Transportation Improvement Program.

5. To be responsible, in cooperation with the DEPARTMENT, for compiling, reviewing the planning consistency of, and adopting a fiscally constrained Transportation Plan and Transportation Improvement Program for the Metropolitan Planning Area.

6. To develop and implement a public participation program to assist the MPO in identifying community transportation needs and desires. Various methods of providing for public involvement and input may be used as deemed necessary or appropriate. These methods may include but are not limited to meetings, hearings, workshops, citizen committees, and newsletters.

7. To be responsible, in cooperation with the DEPARTMENT, for the annual development, maintenance, adoption, and administration of the MPO UPWP as required by Title 23 Code of Federal Regulations 450.314 and Title 23 Part 420, herein incorporated by reference. The UPWP is a program budget document within which the comprehensive metropolitan planning process is defined so that Federal and DEPARTMENT planning requirements can be met.

8. To provide funds, from sources other than the DEPARTMENT or Federal funds, to cover the balance of the work defined in the UPWP. Any funding provided by the DEPARTMENT as indicated in the UPWP must be expended in the program year indicated. The DEPARTMENT's obligation to provide DEPARTMENT funds lapses at the end of each program year as indicated in the approved UPWP. Eligible costs as well as methods for documenting those costs attributable to the project contracting requirements shall be governed by the current provision of:

a. Office of Management and Budget (OMB) Title 2 Subtitle A Chapter II Part 200.

9. To invoice the DEPARTMENT quarterly for actual eligible costs (with supporting auditable documentation) of completing planning activities as contained in the approved UPWP. Monthly billings will be allowed, at the DEPARTMENT's discretion, on a case by case basis. Reimbursement shall not exceed the approved federal funds for the fiscal year that is programmed. This Agreement does not cover fund sources other than the PL funds and the 5303 Federal Transit Administration (FTA) funds transferred to FHWA to become PL funds. The MPO is responsible for the non-federal match as required.

10. To invoice the DEPARTMENT for final quarter eligible costs within forty-five (45) calendar days of the program completion.

11. To submit for review a year-end report accounting for the expenditure of all funds and services included as part of the transportation section of the UPWP, with optional quarterly reports accounting on expenditures and services.

12. To permit the DEPARTMENT and the FHWA to audit the books, records, and accounts of the MPO pertaining to the MPO's UPWP. In addition, the MPO will present to the DEPARTMENT the results of any independent audit, review, and/or inspection of the MPO's UPWP prepared by or for the MPO.

13. To provide and maintain all books, documents, papers, accounting records, and other evidence pertaining to costs incurred and to make such materials available at the administrative offices of the MPO at all reasonable times during the tenure of this Agreement and for three (3) years from federal acceptance of the project for work accomplished by the MPO under the UPWP. Such materials will be made available for inspection by authorized representatives of the DEPARTMENT or the FHWA, and copies thereof shall be furnished if requested.

14. To establish a separate fund to provide funding for the transportation planning process and to match Federal transportation planning funds.

15. The Director of the DEPARTMENT shall be an ex-officio member for participation in matters pertaining to planning. The Nevada Division Administrator of the FHWA shall act in an advisory capacity.

ARTICLE II - DEPARTMENT AGREES

1. Subject to availability of funds this FY, UPWP funds encumbered by the DEPARTMENT include, but may not exceed, the following: the estimated amount of federal funds for FY 2023 is Five Hundred Sixty-Six Thousand Seven Hundred Ninety-Nine and 66/100 Dollars (\$566,799.66).

2. Reimbursement of these funds will begin when the funds are made available to the DEPARTMENT. The estimated amount of local match to be paid by the MPO is Twenty-Nine Thousand Eight Hundred Thirty-One and 56/100 Dollars (\$29,831.56).

3. Should MPO expend funds in excess of those federal funds actually encumbered for FY 2023 against this UPWP, those costs shall be borne solely by the MPO.

4. To participate in the ongoing transportation planning program and to provide funds for eligible activities in the federally approved Unified Planning Work Program. Any State funds used shall come from monies authorized by NRS Chapter 408, and shall be utilized for funding only by agreement in writing approved by the DEPARTMENT.

5. To program the approved Federal funds each year allocable to the MPO. The DEPARTMENT agrees to reimburse the MPO ninety-five percent (95%), of the amount approved by FHWA of the program costs upon receipt of quarterly billings with supporting documentation. Total reimbursement shall not exceed the total amount appropriated for each federal fiscal year. Reimbursement shall not exceed the amount shown for each of the tasks in the approved MPO Unified Planning Work Program.

6. To reimburse the MPO PL funds no later than fifteen (15) calendar days (FAST Act) after the date of receipt as authorized in Title 23 United States Code (USC). The invoice must contain all appropriate documentation and backup material. If the required documentation contains errors or is not included with the Invoice as required, the invoice will be returned to the respective MPO for correction. After corrections are made, the invoice will be returned to the DEPARTMENT and the 15 calendar day period will begin affective upon stamped receipt of the corrected invoice

7. To notify the MPO within thirty (30) calendar days of the publication of a FHWA Notice as authorized by Congress of the Rescission of Federal Metropolitan Planning funds of the amounts to rescinded from each of the various Metropolitan Planning areas of the State of Nevada under said Notice together with any amounts withheld by the DEPARTMENT and the basis for this allocation.

8. The DEPARTMENT shall inform the MPO and the FHWA Division Office of the amounts allocated (per the mutually agreed upon allocation formula) to the MPO as soon as possible, but no later than thirty (30) calendar days, after PL and 5303 FTA funds have been apportioned by the United States Department of Transportation (USDOT) to the DEPARTMENT.

ARTICLE III - IT IS MUTUALLY AGREED

1. The term of this Agreement shall be from the date first written above through and including June 30, 2023.

2. This Agreement shall not become effective until and unless approved by appropriate official action of the governing body of each party.

3. In the event that MPO performs or causes to be performed any work after: (a) the Agreement's expiration date as set forth within this Agreement, as it may be amended from time to time through written amendment signed by the parties hereto and approved by appropriate official action of the DEPARTMENT's governing body, prior to such expiration date; or (b) termination of this Agreement prior to the expiration date set forth within this Agreement; then the DEPARTMENT shall make no payment for work performed following the expiration or termination dates, and MPO shall forfeit any and all right to payment for such work.

4. MPO, on behalf of itself, its spouses, heirs, executors, administrators, successors, subrogees, servants, insurers, attorneys, independent representatives, personal representatives, agents, and assigns, does hereby waive, release, and forever discharge the State of Nevada, the DEPARTMENT, and each and every of their departments, divisions, agencies, officers, directors, agents, contractors, and employees, from any and all claims, demands, liens, liability, actions, causes of action, and suits for damages, at law and in equity, in any way connected with or arising from the MPO's provision of services and work performed following termination of this Agreement and/or following the expiration date of this Agreement, as it may be amended from time to time through written amendment signed by the parties hereto and approved by appropriate official action of the DEPARTMENT's governing body, prior to such expiration date.

5. Neither the State of Nevada, the DEPARTMENT, nor any of their departments, divisions, agencies, officers, directors, agents, contractors, and employees, shall have authority to extend this Agreement beyond the expiration date set forth within this Agreement, unless such extension is set forth within a written amendment signed by the parties hereto and approved by appropriate official action of the DEPARTMENT's governing body prior to such expiration date. MPO shall not rely upon any oral or written representations expressed extrinsic to a written amendment signed by the parties hereto and approved by appropriate official action of the DEPARTMENT's governing body prior to such expiration date, purporting to alter or amend this Agreement, including, but not limited to, representations relating to the extension of the Agreement's expiration date.

6. Paragraphs 1 through 6 of this Article III - It is Mutually Agreed, shall survive the termination and expiration of this Agreement.

7. MPO shall not proceed with said work until a copy of this fully executed Agreement is received. If MPO does commence said work prior to receiving a copy of this fully executed Agreement, MPO shall forfeit any and all right to reimbursement for that portion of the work performed prior to said dates. Furthermore, MPO shall not rely on the terms of this Agreement in any way, including, but not limited to, any written or oral representations and warranties made by the DEPARTMENT or any of its agents, employees, or affiliates, or on any dates of performance,

deadlines, indemnities, or any other term contained in this Agreement or otherwise prior to the receipt of the fully executed Agreement. In the event MPO violates the provisions of this Section, it waives any and all claims and damages against the DEPARTMENT, its employees, agents and/or affiliates, including, but not limited to, monetary damages and/or any other available remedy at law or in equity.

8. This Agreement may be terminated by either party prior to the date set forth above, provided that a termination shall not be effective until thirty (30) calendar days after a party has served written notice upon the other party. This Agreement may be terminated by mutual consent of both parties or unilaterally by either party without cause. The parties expressly agree that this Agreement shall be terminated immediately if for any reason Federal and/or State Legislature funding ability to satisfy this Agreement is withdrawn, limited, or impaired.

9. All notices or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally in hand, by telephonic facsimile or electronic mail with simultaneous regular mail, or mailed certified mail, return receipt requested, postage prepaid on the date posted, and addressed to the other party at the address set forth below:

FOR DEPARTMENT:

Kristina L. Swallow, P.E., Director
Attn.: Sondra Rosenberg, Assistant Director, Planning
Nevada Department of Transportation
1263 South Stewart Street
Carson City, Nevada 89712
Phone: (775) 888-7440
Fax: (775) 888-7201
E-mail: SRosenberg@dot.state.nv.us

FOR MPO:

Christopher Martinovich, Transportation Manager
3505 Butti Way
Carson City, Nevada 89701
Phone: (775) 283-7367
Fax: (775) 887-2164
E-mail: CMartinovich@carson.org

10. MPO shall ensure that any reports, materials, studies, photographs, negatives, drawings or other documents prepared in the performance obligations under this Agreement shall be the exclusive, joint property of MPO and the DEPARTMENT. MPO shall ensure any subconsultant shall not use, willingly allow or cause to have such documents used for any purpose other than performance of obligations under this Agreement without the written consent of both MPO and the DEPARTMENT.

11. Neither party shall be deemed to be in violation of this Agreement if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, act of public enemy, accidents, fires, explosions, or acts of God, including, without limitations, earthquakes, floods, winds or storms. In such an event, the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of the Agreement after the intervening cause ceases.

12. To the fullest extent of NRS Chapter 41 liability limitations, each party shall indemnify, hold harmless, and defend, not excluding the other's right to participate, the other from

and against all liability, claims, actions, damages, losses, and expenses, including, but not limited to, reasonable attorneys' fees and costs, caused by the negligence, errors, omissions, recklessness, or intentional misconduct of its own officers, employees, and agents. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described herein. This indemnification obligation is conditioned upon the performance of the duty of the party seeking indemnification (indemnified party) to serve the other party (indemnifying party) with written notice of an actual or pending claim, within thirty (30) calendar days of the indemnified party's notice of such actual or pending claim or cause of action. The indemnifying party shall not be liable for reimbursement of any attorney's fees and costs incurred by the indemnified party due to said party exercising its right to participate with legal counsel.

13. The parties do not waive and intend to assert available NRS Chapter 41 liability limitations in all cases. Agreement liability of both parties shall not be subject to punitive damages. Actual damages for any DEPARTMENT breach shall never exceed the amount of funds which have been appropriated for payment under this Agreement, but not yet paid, for the fiscal year budget in existence at the time of the breach.

14. Failure to declare a breach or the actual waiver of any particular breach of this Agreement or any of its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach, including a breach of the same term.

15. An alteration ordered by the DEPARTMENT, which substantially changes the services provided for by the expressed intent of this Agreement shall be considered extra work and shall be specified in a written amendment which shall set forth the nature and scope thereof. The method of payment for extra work shall be specified at the time the amendment is written.

16. This Agreement and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the exclusive jurisdiction of the Nevada state district courts for enforcement of this Agreement.

17. The illegality or invalidity of any provision or portion of this Agreement shall not affect the validity of the remainder of the Agreement, and this Agreement shall be construed as if such provision did not exist. The unenforceability of such provision shall not be held to render any other provision or provisions of this Agreement unenforceable.

18. Except as otherwise expressly provided within this Agreement, all or any property presently owned by either party shall remain in such ownership upon termination of this Agreement, and there shall be no transfer of property between the parties during the course of this Agreement.

19. It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of any part of this Agreement to create in the public or any member thereof a third party beneficiary status hereunder or to authorize anyone not a party to this Agreement to maintain a suit for personal injuries or property damage pursuant to the terms or provisions of this Agreement.

20. Each party agrees to keep and maintain under generally accepted accounting principles full, true, and complete records and documents pertaining to this Agreement and present, at any reasonable time, such information for inspection, examination, review, audit, and copying at any office where such records and documentation are maintained. Such records and documentation shall be maintained for three (3) years after final payment is made.

21. The parties are associated with each other only for the purposes and to the extent set forth in this Agreement. Each party is, and shall be, a public agency separate and distinct from the other party and shall have the right to supervise, manage, operate, control, and direct performance of the details incident to its duties under this Agreement. Nothing contained in this Agreement shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for one agency whatsoever with respect to the indebtedness, liabilities, and obligations of the other agency or any other party.

22. Neither party shall assign, transfer or delegate any rights, obligations, or duties under this Agreement without the prior written consent of the other party.

23. The parties hereto represent and warrant that the person executing this Agreement on behalf of each party has full power and authority to enter into this Agreement and that the parties are authorized by law to engage in the cooperative action set forth herein.

24. Pursuant to NRS 239 information or documents may be open to public inspection and copying. The parties shall have the duty to disclose unless a particular record is confidential by law or a common law balancing of interests.

25. Each party shall keep confidential all information, in whatever form, produced, prepared, observed, or received by that party to the extent that such information is confidential by law or otherwise required to be kept confidential by this Agreement.

26. This Agreement constitutes the entire agreement of the parties and such is intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Agreement specifically displays a mutual intent to amend a particular part of this Agreement, general conflicts in language between any such attachment and this Agreement shall be construed consistent with the terms of this Agreement. Unless otherwise expressly authorized by the terms of this Agreement, no modification or amendment to this Agreement shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto and approved by the Attorney General.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first above written.

Carson Area Metropolitan
Planning Organization

State of Nevada, acting by and through its
DEPARTMENT OF TRANSPORTATION

Christopher Martinovich
Transportation Manager

Director
Approved as to Legality and Form:

Approved as to Form:

Deputy Attorney General

Attorney

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STAFF REPORT

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

Meeting Date: May 11, 2022

Staff Contact: Chris Martinovich, Transportation Manager

Agenda Title: For Possible Action – Discussion and possible action regarding amending the Unified Planning Work Program (“UPWP”) for Fiscal Year (“FY”) 2021 and FY 2022 to (1) update information on CAMPO’s membership and staff, and (2) redistribute \$10,000 in currently budgeted funds between existing UPWP Tasks.

Staff Summary: The UPWP for FY 2022 includes Task 4.5 - Non Motorized Asset Management, which sets certain milestones for CAMPO, including expanding its inventory of barriers under the Americans with Disabilities Act (“ADA”) to include barriers arising from narrow facilities. This amendment redistributes \$10,000 from Task 1.0 – MPO Administration to Task 4.0 - Non-Motorized Asset Management to assist staff in meeting the relevant milestones included in Task 4.5.

Agenda Action: Formal Action/Motion

Time Requested: 5 minutes

Proposed Motion

I move to approve Amendment 2 to CAMPO’s current Unified Planning Work Program for Fiscal Years 2021 and 2022, as presented.

Previous Action

May 13, 2020 - CAMPO approved the UPWP for FY 2021 and FY 2022.

April 14, 2021 - CAMPO approved Amendment 1 of the UPWP.

Background/Issues & Analysis

CAMPO’s UPWP for FY 2021 and FY 2022 establishes budgets for various tasks as show in Table 5.1 of Exhibit 1. When reviewing and estimating the remaining tasks associated with that UPWP, staff determined that additional funding is required to be able to complete Task 4.5 – Non-Motorized Asset Management, specifically in regard to expanding CAMPO’s ADA inventory to include barriers related to narrow facilities.

The proposed UPWP amendment would make the following budget revisions:

- **Task 1.0 – MPO Administration:** The budget for this item will be reduced by \$10,000. Due in large part to staff vacancies during FY 2022, adequate funds are available to perform all activities described in Task 1.0 of the UPWP after this proposed reduction. The remaining budget in Task 1.0 is \$119,990 as of March 31, 2022.
- **Task 4.0 – Non-Motorized Asset Management (Task 4.5 – Non-Motorized Asset Management):** \$10,000 will be added to Task 4.0 – Non-Motorized Asset Management to address Task 4.5. The activities planned under this task are to complete an expansion of CAMPO’s inventory of ADA barriers to include barriers arising from facility narrowness. This milestone includes continued documentation

of ADA access barriers related to narrowness throughout the CAMPO region by conducting mapping activities and integrating data into CAMPO's asset management database. ADA access narrowness barriers include items such as poles, signs, and other obstructions located in the sidewalk that narrow the sidewalk to a width less than is required as part of the ADA.

The UPWP amendment also updates information regarding CAMPO's membership and staff.

The requested amendment will not alter the total amount authorized to CAMPO by NDOT for FY 2022, nor would it alter any local match obligation. The UPWP remains at a reimbursable rate of 95%.

Applicable Statute, Code, Policy, Rule or Regulation

23 C.F.R. §§ 420.117, 450.308

Financial Information

Is there a fiscal impact? Yes No

If yes, Fund Name, Account Name / Account Number: CAMPO fund, Unified Planning Work Program account / 2453028-501210.

Is it currently budgeted? Yes No

Explanation of Fiscal Impact: If approved, the UPWP budget will be amended as shown in Table 5.1 of Exhibit-1. The total work program budget will remain unchanged at \$933,649.

Alternatives

Decline to adopt the UPWP amendment and provide alternative direction to staff.

Supporting Material

- Exhibit-1: Selected Pages from the Unified Planning Work Program Amendment 2 with Tracked Changes
- Exhibit-2: Unified Planning Work Program Amendment 2 – Final Version

Board Action Taken:

Motion: _____	1) _____	Aye/Nay
	2) _____	_____

(Vote Recorded By)

Carson Area Metropolitan Planning Organization



Fiscal Years 2021-2022: July 1, 2020 – June 30, 2022

UNIFIED PLANNING WORK PROGRAM

Approved: May 13, 2020

Amended: ~~April 14, 2021~~ May 11, 2022

Contact Information:

Carson Area Metropolitan Planning Organization

3505 Butti Way

Carson City, NV 89701

Office: (775) 887-2355

Email: 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 fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. The Carson Area MPO does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in the provision of services. This document can be made available in alternative formats. For more information please contact the Carson Area MPO at (775) 887-2355 or CarsonAreaMPO@Carson.com.

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**Carson Area Metropolitan Planning Organization
 FY 2021 and FY 2022 CAMPO Unified Planning Work Program
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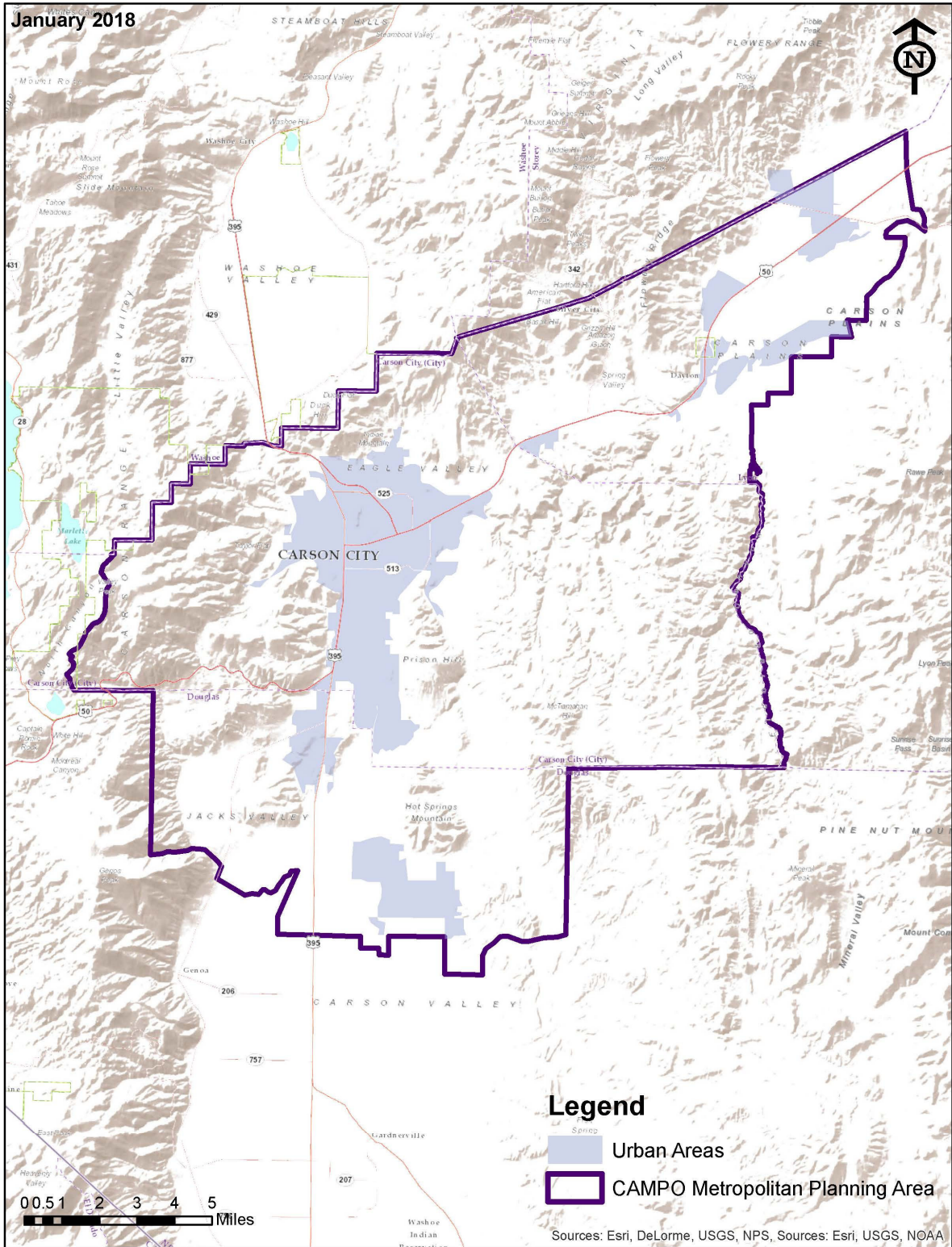
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1.0 Introduction

The Unified Planning Work Program defines the continuing, comprehensive, and cooperative regional transportation planning process for the Carson Area Metropolitan Planning Organization (CAMPO) planning area. It establishes regional planning objectives for Fiscal Years 2021/2022 covering the period of July 1, 2020 through June 30, 2022 and includes a corresponding budget to complete the work. This strategic management tool is organized by Work Elements that identify activities and products to be accomplished during the two-year period. These activities include core metropolitan planning functions, mandated metropolitan planning requirements, and other regional planning activities. As detailed in 23 CFR 450.308, each activity listed in the UPWP must indicate who will do the work, the schedule for completing the work, the resulting product, the proposed funding, and a summary of total amounts and sources of Federal and matching funds. Funding for metropolitan planning activities is made possible through the U.S. 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. Figure 1.1 depicts the CAMPO Metropolitan Planning Area.

Figure 1.1 CAMPO Metropolitan Planning Area



1.1 Organization Overview

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 bill, 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 Figure 1.1. 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.

Carson City Public Works staff serves as support staff to CAMPO. There are six staff members that carry out the daily operations and they include the Transportation Manager, Senior Transportation Planner, Transportation/Traffic Engineer, Transit Coordinator, and two (2) Transportation Planner/Analysts. In addition, CAMPO utilizes Geographic Information Systems (GIS) staff on occasion for geographic analyses, the production of various maps, and other related tasks.

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.

1.2 CAMPO Policy Board and Staff

CAMPO's Policy Board is comprised of seven (7) members including the five (5) members of the Regional Transportation Commission of Carson City as appointed by the Carson City Board of Supervisors, one representative from Douglas County appointed by the Douglas County Board of Commissioners, and one representative from Lyon County appointed by the Lyon County Board of Commissioners. A representative from the Nevada Department of Transportation also serves as an ex-officio, non-voting member.

Table 1.1 CAMPO Policy Board

Member	Governmental Body Represented
Mr. Greg Stedfield, Chairperson	Carson City
Ms. Lori Bagwell, Vice-Chairperson	Carson City
Ms. Lisa Schuette, Vice-Chairperson	Carson City
Mr. Wes Henderson	Lyon County
Mr. Chas Macquarie	Carson City
Mr. Walt Nowosad Jon Erb	Douglas County
Ms. Lisa Schuette Mr. Greg Novak	Carson City
Mr. John Terry Jim Dodson	Carson City
Ms. Sondra Rosenberg*	Nevada Department of Transportation

*Non-Voting ex-officio member

Additionally, CAMPO staff works closely with the CAMPO Policy Board for development of the UPWP and to carry out related activities. All activities identified in the UPWP are undertaken by staff with periodic updates to the CAMPO Policy Board.

Table 1.2 CAMPO Staff

Staff Member	Title
Ms. Lucia Maloney, PMP Mr. Christopher Martinovich, PE	Transportation Manager
Mr. Dirk Goering, AICP	Senior Transportation Planner
Mr. Bryan Byrne, PE Mr. Christopher Martinovich, PE	Transportation/Traffic Engineer
Mr. Marquis Williams	Transportation Planner/Analyst
Ms. Kelly Norman	Transportation Planner/Analyst
Mr. Alex Cruz	Transit Coordinator
Mr. Scott Bohemier	Transportation Planner/Analyst
Ms. Rebecca Bustos	Grants Analyst

1.3 Responsibilities 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

1.4 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 2018-2021 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 2020-22 Goal
- CAMPO Complete Streets Performance Monitoring Program
- CAMPO 2019 Monitoring Report
- FFY 2019 Annual Obligation Report
- CAMPO Travel Demand Model Validation Report 2015
- CAMPO Bicycle Friendly Community Report Card 2014
- CAMPO 2040 Regional Transportation Plan

1.5 Public Involvement

Public involvement is a critical component of the MPO transportation planning process and the development of plans, programs, and policy. CAMPO's regional transportation planning program establishes an important forum for discussing and resolving regional transportation issues. Some examples of executing the continuing, comprehensive, and cooperative planning process include board meetings, public workshops, technical advisory committees, project- and issue-specific meetings, public hearings, and formal public document review periods. Specific policies and procedures for public involvement have been developed and are contained within CAMPO's [Public Participation Plan \(PPP\)](#) available on the www.CarsonAreaMPO.com website. The PPP emphasizes efforts to coordinate with and involve all stakeholders and members of the public in the transportation planning process, including development of this Unified Planning Work Program.

The CAMPO region is also home to the Washoe Tribe of Nevada. CAMPO staff conducts government-to-government communication with the Washoe Tribe to consider tribal needs in the planning and programming process.

2.0 Summary of FY 2019 & FY 2020 Accomplishments and Work Efforts

In working with the U.S. Department of Transportation (U.S. DOT) and Nevada Department of Transportation (NDOT), it was determined that CAMPO would develop a two-year UPWP for the first time for FY 2017 and FY 2018, and has continued to do so ever since. This allows greater flexibility for CAMPO and its planning partners to complete more significant activities within a reasonable timeframe, and to better coordinate activities with the funding cycle. A two-year work program does not mean that two years' worth of funding is available in the first year. CAMPO executes a monetary agreement with the Nevada Department of Transport (NDOT) annually.

The following are the primary activities that were undertaken during FY 2019 and FY 2020:

- *Jump Around Carson (JAC) Transit Development and Coordinated Human Services Plan* – Staff partnered with LSC Transportation Consultants, Inc. and the Nevada Department of Transportation (NDOT) to develop this Plan, which will serve as a short-range (5 year), long range (20 year), and locally-developed Coordinated Human Services Plan for JAC transit.
- *Douglas County Pavement Survey* – CAMPO staff hired a consultant team to conduct a Pavement Survey of 134 lane miles of Douglas County roadway within CAMPO's Metropolitan Planning Area.
- *2018 Jump Around Carson (JAC) Transit Asset Management Plan* – Staff developed and received CAMPO and Carson City Regional Transportation Commission (RTC) approval of the Transit Asset Management Plan, as required by MAP-21 and the FAST Act. This plan will help achieve and maintain a state of good repair (SGR) for JAC's assets, including vehicles, facilities, equipment, and other infrastructure.
- *Completed the Federal Transit Administration's Triennial Review* – Every three years CAMPO's operations are reviewed for compliance by Federal Transit Administration (FTA) regulations in twenty administrative areas. Since FTA funds are distributed by CAMPO, CAMPO staff provides assistance to JAC transit as part of the Triennial Review process. While no repeat deficiencies from the FY 2015 Triennial Review were found, two deficiencies were identified within the Civil Rights area. Resolution of the deficiencies has been completed by staff.
- *Disadvantaged Business Enterprise (DBE) Program and 3-year Goal Update* – The DBE program was revised to meet current FTA regulations and the 2020-2022 3-year DBE goal was established.
- *2018 Jump Around Carson (JAC) Transit User Survey* – This survey was conducted to identify travel preferences and capture basic demographics of the portion of the public that do not to use JAC transit services. Survey results were compared to the JAC Transit User survey conducted in 2017 to understand opportunities to increase ridership and customer satisfaction.

- *Adoption of Federally-Required Performance Measures and Targets* – On December 4, 2015, the Fixing America's Surface Transportation (FAST) Act was signed into law. In partnership

- with State and Federal planning partners, as well as fellow MPOs, staff continued to develop federally-mandated performance measures and targets, including adoption of Transit Asset Management (TAM) and Safety performance measure targets.
- *Transportation Improvement Program (TIP) Activities* – The TIP includes a four-year list of projects and is consistent with all Federal planning regulations. All federally funded projects must be included in the TIP. CAMPO staff worked to update the TIP, resulting in adoption of the FFY 2018-2021 TIP. Regular maintenance of the document was required through formal and administrative amendments.
 - *Title VI Program for Jump Around Carson (JAC) 2020-2022* – Staff prepared an update to the Title VI program to ensure CAMPO’s programs, policies, and activities continue to comply with U.S. Department of Transportation’s (USDOT) Title VI regulations, affirming that “no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”
 - *Data Collection and Digitization of CAMPO’s ADA Inventory & the Comprehensive Sidewalks & Bicycle Facilities Inventory* – This activity was completed to support development of Carson City’s 2020 ADA Transition Plan, the Western Nevada Safe Routes to School’s 2019 Bicycle and Pedestrian School Review Study, and to support CAMPO’s need for a more robust understanding of the Bicycle and Pedestrian network within the Metropolitan Planning Area.
 - *Collection, analysis, and reporting of Bicycle and Pedestrian Monitoring Data* – CAMPO continued collection of bicycle and pedestrian monitoring data, used to evaluate and monitor the performance of Complete Streets measures, such as usage of CAMPO’s bicycle and pedestrian network.
 - *Ongoing MPO Activities* – These activities included general administration, MPO representation, public participation efforts, regional consistency review, training, UPWP development, and administration of the Surface Transportation Block Grant (STBG) program with partner jurisdictions.

3.0 Federal Planning Emphasis Areas/FAST Act Planning Factors

The Federal Highway Administration (FHWA), in consultation with the Federal Transit Administration (FTA), develops Planning Emphasis Areas (PEAs) to promote policy, procedural, and technical topics that are to be considered by metropolitan planning organizations in preparation of work plans. The PEAs address a mix of planning issues and priority topics identified as requiring additional focus by MPOs. In addition to PEAs, the FAST Act expanded the scope of factors to consider in the transportation planning process. The sections below introduce PEAs and the FAST Act Planning factors and discuss how both are addressed across work elements in the UPWP.

3.1 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 described below are FAST Act Implementation, Regional Models of Cooperation, and Ladders of Opportunity.

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.

3.2 FAST Act Planning Factors

The metropolitan transportation planning process specified by the FAST Act and the implementing regulations contained in Title 23 Part 450 of the Code of Federal Regulations (CFR) requires CAMPO to maintain a cooperative, continuous, and comprehensive framework for making transportation investment decisions in the metropolitan area.

The FAST Act carries forward and expands the performance-based transportation planning framework established under MAP-21. This UPWP includes data collection and analytical activities that will facilitate annual reporting about safety, travel delay, pavement condition, alternative mode share, and other performance metrics. This UPWP includes activities to continue evaluation of the transportation performance measures and performance targets established in the Regional Transportation Plan (RTP). It anticipates that these performance measures will be refined based on statewide MPO/NDOT coordination in the development of future RTPs.

Transportation legislation lists ten factors that must be considered as part of the transportation planning process for all metropolitan areas. The following factors shall be explicitly considered, analyzed as appropriate, and reflected in the planning process products (23 CFR Section 134 (h)):

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- Increase the safety of the transportation system for motorized and non-motorized users;
- Increase the security of the transportation system for motorized and non-motorized users;
- Increase accessibility and mobility of people and freight;
- Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- Enhance the integration and connectivity of the transportation system, across and between modes throughout the State, for people and freight;
- Emphasize the preservation of the existing transportation system;
- Promote efficient system management and operation;
- Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- Enhance travel and tourism.

3.3 Overview of FY 2021 and FY 2022 Work Efforts

CAMPO developed its first two-year UPWP in FY 2017. In working with U.S. DOT and NDOT, it was agreed that CAMPO would continue to implement its UPWP in a two-year cycle, which allows greater flexibility for CAMPO and its planning partners to complete more significant work tasks within a reasonable timeframe and to better coordinate work activities with the funding cycle. A two-year work program does not mean that two years' worth of funding is available in the first year. CAMPO executes a monetary agreement with the Nevada Department of Transport (NDOT) annually.

The following are the primary activities to be undertaken during FY 2021 and FY 2022:

- Staff will develop a Final 2050 RTP for adoption by the CAMPO board in September 2020.
- Utilizing consultants, the Carson Area Transportation System Management Plan will be developed to identify and plan for long-term strategies for planning and implementing Coordinated Traffic Signal Systems within the CAMPO planning area.

- Staff will collect data, perform analyses, and produce an annual Monitoring Report for multimodal usage indicators, performance measures, and performance targets, as applicable within the CAMPO planning area.
- Working with local, regional, and statewide planning partners, staff will establish a CAMPO Coordination Coalition to advise staff on inter- and intra-regional transit challenges/needs.
- Carson City ADA Transition Plan was developed in Spring 2020. 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. The 2020 Plan included a full inventory of sidewalks and curb ramps, including missing curb ramps. The ADA barriers inventory will be expanded to include narrowness barriers throughout the CAMPO planning area.
- Roadways within the Carson City portion of the CAMPO area will be inventoried, using a consultant, to reassess pavement conditions. This practice is performed every couple of years for Carson City and is due to be in order to maintain a strong database and establish historical benchmarks, thereby providing a more robust analysis of pavement maintenance needs. This process ensures the most informed and efficient decisions are being made to address pavement health.
- Implementation of a Pavement Management Plan to support ongoing planning and programming activities related to roadway infrastructure in Carson City.
- A Local Road Safety Plan will be developed for Carson City, supporting identification, analyses, and prioritization of safety improvements on Carson City's local and rural roads.
- CAMPO staff in conjunction with transit operations staff will establish a Transit Ambassador Pilot Program to aid individuals that have questions or are new to riding transit in our communities.
- Ongoing activities that include general administration, MPO representation, public participation efforts, regional consistency review, training, and UPWP development.
- Administer a survey of transit riders and non-riders (residents and visitors who do not ride the Jump Around Carson (JAC) transit system) to identify needs and opportunities to improve regional transit planning and operations. Feedback received will provide staff direction on what is working well with the system and where improvements can be made to better serve the community.
- On December 4, 2015, the Fixing America's Surface Transportation (FAST) Act was signed into law. The FAST Act is scheduled to expire on December 4, 2020. Staff will monitor applicable transportation legislation 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.

3.4 Federal Planning Emphasis Areas/FAST Act Planning Considerations and UPWP Activities

Table 3.1 outlines FY 2021 & FY 2022 two-year UPWP Work Elements that address and support each Federal Planning Emphasis Area and FAST Act Planning Consideration.

Table 3.1 FY 2021 & FY 2022 Two-Year UPWP Work Elements and Federal Planning Emphasis Areas (PEAs)/Planning Considerations

		Work Elements				
		1.0	2.0	3.0	4.0	5.0
PEAs	MAP-21/FAST Act Implementation	X	X	X	X	X
	Models of Regional Planning Cooperation	X	X	X	X	X
	Ladders of Opportunity		X	X	X	X
FAST Act Planning Factors	Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency		X	X	X	X
	Increase the safety of the transportation system for motorized and non-motorized users			X	X	X
	Increase the security of the transportation system for motorized and non-motorized users			X	X	X
	Increase accessibility and mobility of people and freight		X	X	X	X
	Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns	X	X	X	X	X
	Enhance the integration and connectivity of the transportation system, across and between modes throughout the State, for people and freight		X	X	X	X
	Promote efficient system management and operation	X	X	X	X	X
	Emphasize the preservation of the existing transportation system			X	X	X
	Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation			X	X	X
	Enhance travel and tourism		X	X		X

4.0 FY 2021 & FY 2022 Unified Planning Work Program

CAMPO planning activities are divided into four work elements. Funding sources for CAMPO planning activities include a combination of federal transit and highway programs, as well as local funding used as the “match” for federal consolidated planning grant (CPG) funding. Table 4.1 lists the four work elements and total estimated cost for each. The following pages contain a detailed description of each of the work elements for the FY 2021 & FY 2022 two-year UPWP, including activities, milestones, estimated completion dates, and estimated costs. A detailed summary table containing estimated cost and funding sources for all work elements combined with all scheduled milestones by fiscal year is attached at the end of this document. Except where noted below for each activity, work will be completed by CAMPO staff.

Table 4.1 Total Budgeted Amount by Work Element and Fiscal Year

Work Element	Description	FY 2021	FY 2022	Total Budgeted Amount
1.0	MPO Administration	\$45,000	\$2125,000	\$2670,000
2.0	Outreach and Engagement	\$45,000	\$50,000	\$95,000
3.0	Multimodal Planning	\$95,000	\$120,284	\$215,284
4.0	Transportation Performance Management	\$90,000	\$1763,365	\$2653,365
5.0	Multi-modal Corridor Planning**	\$0	\$100,000	\$100,000
Total UPWP CPG/Local		\$275,000	\$558,649	\$833,649
Total Other Federal/Local**		\$0	\$100,000	\$100,000
Total 2-Year UPWP		\$275,000	\$658,649	\$933,649

**Other Federal Funding

WORK ELEMENT 1.0 – MPO Administration

The activities in this work element are related to the overall administration of CAMPO’s transportation regional planning program. All activities are annual or ongoing activities undertaken to maintain compliance with federal/state regulations, organize and manage MPO activities, and improve staff skills.

Work Element and Description		1.0 MPO Administration
FY 2021	CPG	\$42,750
	Local Match	\$2,250
	Total Cost	\$45,000
FY 2022	CPG	\$213,750 204,250
	Local Match	\$11,250 10,750
	Total Cost	\$225,000 215,000
Combined FY 2021 & FY 2022	CPG	\$256,500 247,000
	Local Match	\$13,500 13,000
	Total Cost	\$270,000

ACTIVITIES

1.1 MPO Administration and Work Program Oversight

Description: This activity includes general administrative functions concerning the regional transportation planning program including preparation and administration of the Unified Planning Work Program (UPWP), preparation of administrative reports, analyses, budgets, goals and objectives, correspondence, documents, memos, etc.

Elements:

- Preparation of required MPO reports and memoranda supporting the activities of CAMPO.
- Management and administration of budgets and agreements.
- Preparation of quarterly and end-of-year task/activity summaries and reports.
- Preparation of billings and reimbursement requests and other related activities.
- Grant management and oversight of transportation planning grants.
- Application and management of Consolidated Planning Grant (CPG) funds for CAMPO operations.
- MPO Board Support, including: providing special reports, researching MPO issues, preparation of board/public meeting materials, and attendance at MPO regular and special meetings.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Agenda and meeting materials for CAMPO board and other public meetings, as needed	Monthly, Ongoing
Miscellaneous reports, analyses, correspondence, task summaries and memoranda, and funding management, as needed	Ongoing
FY 2021/2022 UPWP Administration and Amendments, as needed	Ongoing
UPWP Quarterly Reporting and Invoicing	30 th of each month following the close of each Fiscal Year Quarter
Adoption of the FY 2023-2024 UPWP (Draft/Final)	April 2022 / May 2022
FY 2022 Monetary Agreement	May 2021
FY 2023 Monetary Agreement	May 2022

1.2 Transportation Improvement Program (TIP) Administration

Description: This activity supports the selection, funding, and implementation of transportation projects that meet State and federal regulations. The MAP-21/FAST Act compliant Federal Fiscal Year (FFY) 2018-2021 Transportation Improvement Program (TIP) was adopted by the Regional Transportation Commission (RTC) on August 9, 2017. Activities under this task include administration and maintenance of the current FFY 2018-2021 TIP, including processing of modifications and amendments as needed, and development of the FFY 2021-2024 TIP in cooperation with other local, regional, and statewide agencies. The TIP includes a current four-year listing of projects and will be consistent with all Federal planning regulations. The format of the TIP will reflect consistency with NDOT’s eSTIP platform. This activity includes project tracking and financial tracking that is performance-based and consistent with the goals and objectives of MAP-21 and the FAST Act.

Elements:

- Determine that sufficient federal, State, and local revenue sources are available to fund projects programmed in the TIP.
- Coordinate administration and maintenance of the TIP within the Statewide TIP (STIP).
- Provide reasonable opportunity for public comment in accordance with the Public Participation Plan and federal regulations.
- Incorporate Environmental Justice and ADA considerations, as appropriate.
- Consider best available performance information, including performance measures and targets, in prioritization of transportation improvement projects that are expected to support achievement of adopted targets MAP-21/FAST Act performance measures.
- Prepare modifications and amendments to the TIP, as needed.

- Coordinate modifications and amendments of the TIP program with the STIP to ensure changes are incorporated into the STIP.
- Develop and prepare the FFY 2021-2024 TIP for adoption.
- Ongoing participation in Nevada’s Planning Executive Group (PEG) initiatives related to programming.
- Coordination with FHWA NV Division office, FTA, NDOT, and CAMPO partner agencies on project development and funding.
- Maintain annual list of obligated projects.
- Perform and document continuing, coordinated, and comprehensive processes that include traditionally underrepresented and underserved populations and their community leaders (e.g., elderly, disabled, low income, and minorities).

Milestones & Benchmarks:

Milestone	Est. Completion Date
FFY 2018-2021 TIP that is updated appropriately to include administrative modifications and amendments, as needed	Ongoing, through September 2020
Adopted FFY 2021-2024 TIP	February 2021
FFY 2021-2024 TIP that is updated appropriately to include administrative modifications and amendments, as needed	Ongoing
Annual Federal Obligations Report	December 30, 2020; December 30, 2021

1.3 Professional Development

Description: This activity focuses on professional development that enhances the capabilities of staff in exercising the responsibilities of the MPO, including training time and materials. This activity includes memberships in related professional organizations, subscriptions to related professional periodicals, and dues/fees required for obtaining and maintaining professional certifications.

Elements:

- Facilitation and/or attendance at training courses/seminars directly related to transportation planning as appropriate, including, but not limited to: TransCAD, GIS, planning best practices, State/federal grants administration, performance-based planning, asset management, professional services procurement, etc.
- Internal cross-training that promotes diverse staffing capabilities in regional transportation planning.
- Memberships in related professional organizations and subscriptions to related professional periodicals.
- Dues/fees required for obtaining and maintaining professional memberships/certifications.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Enhanced staff capabilities	Ongoing

WORK ELEMENT 2.0 – Outreach and Engagement

Activities within this work element include MPO representation, public participation, regional coordination, and engagement activities necessary to carry out a continuing, comprehensive, and cooperative regional transportation planning activities. Activities are ongoing or recurring activities designed to continue public participation and engagement efforts related to planning for all modes with all stakeholders, and to meet the requirements set forth in CAMPO’s Public Participation Plan.

Work Element and Description		2.0 Outreach and Engagement
FY 2021	CPG	\$42,750
	Local Match	\$2,250
	Total Cost	\$45,000
FY 2022	CPG	\$47,500
	Local Match	\$2,500
	Total Cost	\$50,000
Combined FY 2021 & FY 2022	CPG	\$90,250
	Local Match	\$4,750
	Total Cost	\$95,000

2.1 MPO Representation

Description: Staff will represent the MPO at events and meetings not related to specific other UPWP activities. This activity 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. This task includes participation in the statewide planning process, including attendance and participation in the TPAC, the development and coordination of the Statewide Transportation Improvement Program (STIP), project selection, and participation in other advisory committees, as appropriate.

Elements:

- Preparation and attendance at events and meetings not related to specific other UPWP activities.
- Ongoing coordination with other regional MPOs, NDOT, Carson City, Douglas County, Lyon County, and/or other agencies/organizations, as needed.
- Participation in statewide planning activities, as needed.

Milestones & Benchmarks:

Milestone	Est. Completion Date
A well-represented MPO with ongoing inter- and intra-regional coordination	Ongoing
Coordination with State planning processes and documents	Ongoing

2.2 Public Participation

Description: Ongoing public participation efforts will be conducted throughout the program period related to numerous work study activities including: necessary TIP or RTP amendments; development of corridor/specific studies; preparation of updates to regional planning documents and policies; development of the UPWP for the next fiscal years; public information campaigns to promote planning initiatives and programs; coordination with Tahoe MPO (TMPO) and Washoe County Regional Transportation Commission (Washoe RTC); and other related activities. This task includes publication of notices and maintenance of the CAMPO website, as the website is a useful tool for informing constituents of CAMPO's purpose and activities.

Elements:

- Public noticing and stakeholder engagement for necessary TIP or RTP amendments.
- Activities necessary to host/coordinate public participation activities.
- Outreach resulting from development of corridor/specific studies or local development projects.
- Public outreach and noticing needed for development of the next UPWP, next TIP, and ongoing outreach for the 2050 RTP.
- Development of public information campaigns that promote planning initiatives and programs.
- Continuous maintenance of the CAMPO website.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Hosted/coordinated public participation activities	Ongoing
Published Notices	Ongoing
Operational website for distribution of current, accurate, and transparent public information	Ongoing

2.3 Regional Transit Coordination and Engagement

Description: There are five transit services operating within the CAMPO planning area (Eastern Sierra Transit Authority, BlueGo, Jump Around Carson (JAC), Douglas Area Rural Transit, and RTC Intercity) that are subsidized by member counties. This activity includes regional coordination of transit services by CAMPO staff, development and implementation of transit rider and non-rider surveys, and ongoing stakeholder engagement related to availability of transit services and implementation of the JAC Transit Development and Coordinated Human Services Plan.

Elements:

- Development and preparation of transit rider and non-rider survey materials and workforce, and implementation of distribution channels.
- Hosted/coordinated public participation activities related to transit planning and implementation.
- Participation in local and regional planning processes for public transportation projects in which the Carson area has a vested interest.
- Establishment of a CAMPO Coordination Coalition of individuals, agencies, and organizational partners that are committed to improving services available within the community to staff related to mobility challenges and needs, as contained within the JAC Transit Development and Coordinated Human Services Plan.
- Establishment of a Transit Ambassador Pilot Program to aid individuals that have questions or are new to riding transit in our communities.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Coordination and communication among transit operators	Ongoing
Transit Rider Survey	June 2021
Transit Non-Rider Survey	June 2022
Establishment of CAMPO Coordination Coalition	May 2021
Establishment of a Transit Ambassador Pilot Program	September 2021

2.4 Regional Consistency Review

Description: Development or capital improvement projects proposed within the CAMPO boundaries will be reviewed 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 as required by federal or State regulation. These activities do not duplicate routine reviews of proposed developments that are conducted by constituent units of government.

Elements:

- Provide input on proposed developments of regional significance with regard to the RTP and TIP.
- Annual growth management reviews.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Periodic transportation system review and reports	Ongoing

WORK ELEMENT 3.0 – Multimodal Planning

The activities in this work element carry out and support the integration of federal, state, and local transportation planning processes; complete activities and products to satisfy core planning functions and State and federal metropolitan planning requirements; consider all modes of transportation in implementing regional transportation goals; support transportation policy development and analyses; support the incorporation of various modal and corridor/specific plans into the Regional Transportation Plan and Transportation Improvement Program; and support ongoing and strengthened partnerships with government partners, organizations and agencies, and the public to further our regional transportation goals.

Work Element and Description		3.0 Multimodal Planning
FY 2021	CPG	\$90,250
	Local Match	\$4,750
	Total Cost	\$95,000
FY 2022	CPG	\$114,270
	Local Match	\$6,014
	Total Cost	\$120,284
Combined FY 2021 & FY 2022	CPG	\$204,520
	Local Match	\$10,764
	Total Cost	\$215,284

3.1 2040/2050 Regional Transportation Plan (RTP)

Description: The 2040 RTP was adopted by CAMPO in August 2016. This activity includes maintenance of the 2040 RTP until the 2050 RTP is adopted, including any necessary administrative modifications or amendments. This activity also includes adoption of the 2050 RTP and subsequent maintenance of that Plan. Community outreach on the document will continue, as well as coordination with partner agencies and local governments.

Elements:

- Adopted 2050 RTP
- Administration of the 2040 and 2050 RTPs, including ongoing coordination with federal, State, and local partners to explore funding opportunities to implement the plan.
- Participation in public and interagency meetings as a transportation technical resource.
- Continued public outreach on RTP goals and concepts that promotes vibrant communities and improves public health.
- Processed RTP administrative modifications and/or amendments, as necessary.
- Project review that ensures consistency with established transportation plans and policies.
- Incorporation of federally required performance measures and/or targets as necessary.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Final, Adopted 2050 RTP	January 2021
RTP Modifications and Amendments, as necessary	Ongoing
Continued community outreach and education on the 2050 RTP	Ongoing

3.2 Transit Planning

Description: This activity incorporates responsibilities required of CAMPO as the direct recipient of FTA Section 5307 funds. CAMPO must apply for and manage these funds, including compliance activities and participation in regular federal reviews and audits. This activity also includes development, maintenance, and administration of transit policies and procedures that support implementation of regional transit planning documents, including development of a JAC Fixed-Route Policy and a JAC ADA Paratransit Eligibility process. The public outreach and coordination activities within this task specifically relate to transit planning and do not duplicate public outreach and coordination that is conducted under other activities within this UPWP.

Elements:

- Community outreach.
- Coordination with partner agencies.
- Participation in public and interagency meetings.
- Development of a JAC ADA Paratransit Eligibility Process.
- Development of a JAC Fixed-Route policy.
- Implementation of the JAC Transit Development and Coordinated Human Services Plan.
- Title VI Program implementation, monitoring, and updates, as required.
- DBE Program implementation, monitoring, and updates, as required.
- Transit responsibilities as a direct recipient – 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 subtask include training, project identification, allocation of funding, and coordination with FTA, NDOT, and transit operators.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Project identification and allocation of funds among regional transit operators to allow for implementation of FTA transit programs	Ongoing
JAC ADA Paratransit Eligibility Process	May 2021
JAC Fixed-Route Policy	July 2021

3.3 Intelligent Transportation Systems (ITS) Planning

Description: This activity involves identifying and planning for long-term strategies for planning and implementing Coordinated Traffic Signal Systems within the CAMPO planning area through development of a Carson Area Transportation System Management Plan. The Plan will be funded primarily through Federal infrastructure funding. It is anticipated that development of the Plan will span multiple years; consequently, no benchmarks are anticipated until FY 2021. Consultants will be used as needed to complete the Transportation System Management Plan

Elements:

- Staff time to initiate and manage the Carson Area Transportation System Management Plan.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Staff coordination with partner jurisdictions and NDOT	Ongoing
Carson Area Transportation System Management Plan (Draft/Final)*	June 2022

**Consultant Involvement is Expected*

3.4 Active Transportation Planning

Description: This activity involves coordination with the Western Nevada Safe Routes to Schools program and regional bicycle and pedestrian non-profit organizations (e.g. Muscle Powered) to identify and plan for active transportation infrastructure challenges and needs throughout the Metropolitan Planning Area. This activity includes a review of local ordinances related to e-scooters/e-bicycles for consistency with Nevada Revised Statutes (NRS).

Elements:

- Community outreach.
- Coordination with partner agencies, Western Nevada Safe Routes to Schools program, and regional non-profit organizations.
- Participation in local planning processes for active transportation projects in which the Metropolitan Planning Area has a vested interest.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Community outreach and agency coordination	Ongoing
Review of local ordinances related to e-scooters/e-bicycles	January 2021

3.5 Updates to Supporting Regional Planning Documents

Description: This activity includes any necessary updates to the existing planning documents, as required, as well as development, maintenance, and administration of transportation policies that support implementation of regional transportation planning documents.

Elements:

- Periodic updates to existing supporting planning documents.
- Development, maintenance, and administration of transportation policies, as required.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Periodic review/reports on planning documents and policies	Ongoing

WORK ELEMENT 4.0 – Transportation Performance Management

The activities in this work element support and implement federal and State requirements for performance-based planning to inform decision-making, including: transportation data collection and management; travel demand modeling and forecasting; development of performance measures and targets; and various other information gathering, analyses, monitoring and reporting, as needed. This work element also supports multi-modal asset management throughout the CAMPO planning area using ongoing data collection, analyses, and reporting to inform decision-making that promotes: efficient system management and operation; improves the resiliency and reliability of the transportation system; and emphasizes preservation of the existing transportation system.

Work Element and Description		4.0 Transportation Performance Management
FY 2021	CPG	\$85,500
	Local Match	\$4,500
	Total Cost	\$90,000
FY 2022	CPG	\$155,197 164,697
	Local Match	\$8,168 8,668
	Total Cost	\$163,365 173,365
Combined FY 2021 & FY 2022	CPG	\$240,697 250,197
	Local Match	\$12,668 13,168
	Total Cost	\$253,365 263,365

4.1 MAP-21/FAST Act Implementation and Performance Measures

Description: Under this activity, staff will work to comply with MAP-21 and the FAST Act requirements as they continue to be communicated from the U.S. Department of Transportation (U.S. DOT), with an emphasis on developing performance measures and establishing performance targets.

Elements:

- Coordination of data collection across CAMPO partner jurisdictions, transit operators, NDOT and FHWA in response to established performance measure target-setting requirements.
- Technical analyses and model outputs that support development and implementation of MAP-21/Fast Act performance-based planning requirements.
- Preparation and development of documentation as required.
- Adopted performance measures targets, including: Safety Performance Measure Targets; Public Transit Agency Safety Targets; Transit Asset Management Targets; and, Monitoring and Supporting NDOT’s Congestion Management Air Quality (CMAQ) Targets for the CAMPO Metropolitan Planning Area, as applicable.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Safety Performance Measure Targets	February 2021, February 2022
Public Transit Agency Safety Targets	February 2021, February 2022
Transit Asset Management Targets	October 2020, October 2021
Supporting NDOT’s CMAQ Targets	October 2020, October 2021
Documentation as required	Ongoing
Ongoing participation in Nevada’s Planning Executive Group (PEG) and PEG Performance Measures Working Group	Ongoing

4.2 Maintain Travel Demand Model

Description: Staff will work with a consultant to maintain the travel demand model to meet ongoing forecasting needs. The model will be maintained with the most recent traffic volume counts available (segments/intersections) as well as population and land use assumptions. There are periodic needs to provide information to other agencies both within and outside the CAMPO planning area that is derived from, or is an input to, the modeling process. Staff will continue to monitor inter- and intra-regional growth, updating the model as needed.

Elements:

- Ongoing travel demand modeling services through consultant service, including model maintenance activities to incorporate most current population and transportation network data.
- Using a contractor, produce requested model outputs for alternatives analysis, planning studies, or other regional activities as needed/requested.
- Using a contractor, update travel demand model and associated forecasting software and tools as necessary.
- Provision of information from the modeling process as needed/requested.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Validated and maintained travel demand model*	Ongoing
Requested model outputs for alternatives analysis, planning studies, or other regional activities as needed/requested*	Ongoing

**Consultant involvement is expected*

4.3 Data Management, Collection, and Performance Measurement

Description: This activity builds from prior UPWP tasks and supports monitoring of transportation performance measures included in the 2050 RTP. Staff will continue to collect multimodal performance data within CAMPO’s planning area, recording any changes or trends, and providing recommendations that may be used to inform future transportation improvement projects or policies. This task includes development of annual Monitoring Reports and incorporation into the 2050 RTP and associated regional planning documents, as appropriate.

Elements:

- Ongoing data collection related to safety, regional bicycle and pedestrian counts, vehicular movements, and other transportation infrastructure data as needed.
- Analyses of collected data on auto, transit, bicycle, and pedestrian use.
- Annual preparation and dissemination of CAMPO’s Monitoring Report.
- Coordinate the dissemination and consideration of transportation-related performance data.
- Periodic recommendations and/or reports.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Annual CAMPO Monitoring Report	September 2020, September 2021
Ongoing performance monitoring and multimodal data collection	Ongoing

4.4 Maintain Pavement Management System

Description: This activity involves regular updates and maintenance of the Pavement Management System following improvements or changes to the street network or land uses. A consultant will be hired to collect data on the Carson City roadway network, building upon the previous 2017 Pavement Survey. Staff will report on performance measures annually as they relate to pavement maintenance needs and project identification. Staff will continue to implement Carson City’s pavement management plan, expanding the plan to cover CAMPO’s Metropolitan Planning Area if/as requested by partner agencies.

Elements:

- Conduct regular updates and maintenance of the Pavement Management System.
- Using a contractor, collect pavement survey data for Carson City roadways.
- Annual performance reporting of pavement condition within the CAMPO planning area.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Up-to-date pavement management system*	Ongoing
Completed pavement survey for Carson City *	June 2021
Annual performance reporting of pavement condition within the CAMPO planning area to support development of pavement maintenance projects by partner agencies	July 2020, July 2021
Implementation and Maintenance of Carson City’s Pavement Management Plan	Ongoing

**Consultant involvement is expected*

4.5 Non-Motorized Asset Management

Description: Staff will continue to monitor and 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. This activity includes expanding CAMPO’s inventory of ADA barriers to include narrow access barriers that will be mapped using ArcGIS.

Elements:

- Funding permitting, conduct an inventory of narrow access barriers throughout the CAMPO planning area.
- Expanded ADA inventory of narrowness barriers.
- Conduct mapping activities that support integration of inventory data with CAMPO’s web-based mapping platform.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Expanded ADA inventory of narrowness barriers	June 2022
Improved access and connectivity of the bicycle and pedestrian network	Ongoing
Maps of non-motorized assets, including sidewalks, ramps, and bicycle facilities, integrated into CAMPO’s web-based mapping platform	Ongoing

4.6 Transit Asset Management

Description: These activities include ongoing maintenance of the Federal Fiscal Year (FFY) 2019-2022 JAC Transit Asset Management (TAM) Plan, including monitoring of performance targets.

Elements:

- Maintain the inventory and projection of transit assets, life expectancies, replacement costs, and maintenance activities and costs.
- Ongoing monitoring of TAM performance targets.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Current and maintained JAC Transit Asset Management Plan, including modifications and amendments, as needed	Ongoing
Ongoing monitoring of TAM performance targets	Ongoing

WORK ELEMENT 5.0 – Multi-modal Corridor Planning

The activities in this work element are funded with supplemental federal funding provided by the Nevada Department of Transportation (NDOT) and support multi-modal corridor planning throughout CAMPO’s metropolitan planning area.

Work Element and Description		5.0 Multi-modal Corridor Planning
FY 2021	Other Federal Funding	\$0
	Local Match	\$0
	Total Cost	\$0
FY 2022	Other Federal Funding	\$95,000
	Local Match	\$5,000
	Total Cost	\$100,000
Combined FY 2021 & FY 2022	Other Federal Funding	\$95,000
	Local Match	\$5,000
	Total Cost	\$100,000

5.1 Corridor Studies

Description: This task includes short- and long-range transportation planning activities within the CAMPO Metropolitan Planning Area that may be conducted by Staff and/or Consultants to understand travel behavior, multi-modal needs, necessary safety and operational improvements, and alternatives analyses for various corridors within the planning area. Periodic reports related to analyses and findings will be produced. Corridor projects identified in CAMPO’s 2050 Regional Transportation Plan will be considered for study within this task in coordination with local partners and the Nevada Department of Transportation (NDOT). This activity includes a Feasibility Study for the E. William Street corridor that builds upon Carson City’s 2015 Greening America’s Capitols Corridor Plan. It will include evaluation of alternatives to advance efforts to streamline environmental requirements during project design including identifying potential utility and property constraints. The Feasibility Study will help advance a future operational review to the east, along US 50 E to the Carson City boundary.

Elements:

- E. William Street Feasibility Study

Milestones & Benchmarks:

Milestone	Est. Completion Date
E. William Street Feasibility Study*	June 2022

**Consultant involvement is expected*

5.0 FY 2021 & FY 2022 UPWP Budget & Combined Scheduled Milestones

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 elements and activities described earlier in this UPWP and the budget table, below, for additional budget and schedule information.

Table 5.1 CAMPO FY 2021 and FY 2022 UPWP Cost/Funding Summary, Amended ~~April 14~~ May 11, 2021 2022

Work Element	#	Description	Activity		Funding Breakdown, Overall FY 21 & FY 22		
			Milestones (Excludes Ongoing/Recurring Milestones)	Estimated Completion Date	CPG	Local Match	Total Cost
1.0 MPO Administration	1.1	MPO Administration and Work Program Oversight	Adoption of the FY 2023-2024 UPWP	May 2022	\$ 256,500 <u>247,000</u>	\$13, <u>05</u> 00	\$ 267 <u>0</u> ,000
			Annual Monetary Agreement	May 2021; May 2022			
	1.2	Transportation Improvement Program (TIP) Administration	Adopted FFY 2020-2023 TIP	February 2021			
			Annual Federal Obligations Report	December 30, 2020; December 30, 2021			
1.3	Professional Development						
2.0 Outreach and Engagement	2.1	MPO Representation			\$90,250	\$4,750	\$95,000
	2.2	Public Participation					
	2.3	Regional Transit Coordination and Engagement	Transit Rider Survey	June 2021			
			Transit Non-Rider Survey	June 2022			
			Establishment of a CAMPO Coordination Coalition	May 2021			
			Establishment of a Transit Ambassador Pilot Program	September 2021			
2.4	Regional Consistency Review						
3.0 Multimodal Planning	3.1	2040/2050 Regional Transportation Plan (RTP)	Final, Adopted 2050 RTP	January 2021	\$204,520	\$10,764	\$215,284
	3.2	Transit Planning	JAC ADA Paratransit Eligibility Process	May 2021			
			JAC Fixed-Route Policy	July 2021			
	3.3	ITS Planning*	Carson Area Transportation System Management Plan	June 2022			
	3.4	Active Transportation Planning	Review of local ordinances related to e-scooter/e-bicycles	January 2021			
3.5	Updates to Supporting Regional Planning Documents and Policies						
4.0 Transportation Performance Management	4.1	MAP-21/FAST Act Implementation and Performance Measures	Safety Performance Measure Targets	February 2021; February 2022	\$ 240,697 <u>250,197</u>	\$ 12,668 <u>13,168</u>	\$ 253 <u>3</u> ,365
			Public Transit Agency Safety Targets	February 2021; February 2022			
			Transit Asset Management Targets	October 2020; October 2021			
			Supporting NDOT's CMAQ Targets	October 2020; October 2021			
	4.2	Maintain Travel Demand Model*					
	4.3	Data Management, Collection, and Performance Measurement	Annual CAMPO Monitoring Report	September 2020; September 2021			
	4.4	Maintain Pavement Management System*	Completed pavement survey for Carson City	June 2021			
			Annual performance reporting of pavement condition	July 2020; July 2021			
4.5	Non-Motorized Asset Management	Expanded ADA inventory of narrowness barriers	June 2022				
4.6	Transit Asset Management						
5.0 Multi-modal Corridor Planning**	5.1	Corridor Studies	E. William Street Feasibility Study	April 2022	\$95,000	\$5,000	\$100,000
Total UPWP CPG/Local					\$791,967	\$41,682	\$833,649
Total Other Federal/Local**					\$95,000	\$5,000	\$100,000
Total 2-Year UPWP					\$866,967	\$46,682	\$933,649

*Consultant involvement is expected; ** Other Federal Funding

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Carson Area Metropolitan Planning Organization



Fiscal Years 2021-2022: July 1, 2020 – June 30, 2022
UNIFIED PLANNING WORK PROGRAM

Approved: May 13, 2020

Amended: May 11, 2022

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**Carson Area Metropolitan Planning Organization
 FY 2021 and FY 2022 CAMPO Unified Planning Work Program
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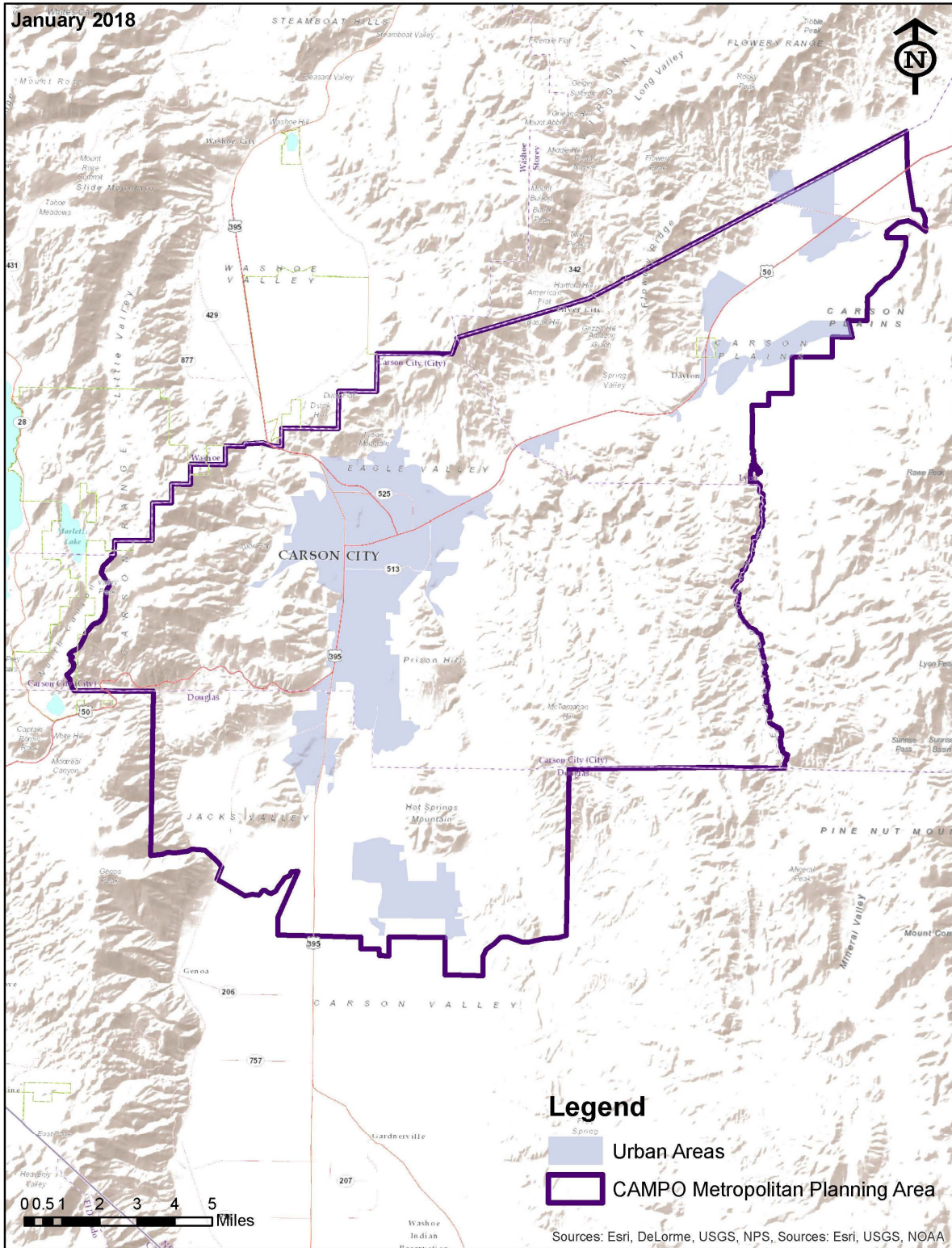
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1.0 Introduction

The Unified Planning Work Program defines the continuing, comprehensive, and cooperative regional transportation planning process for the Carson Area Metropolitan Planning Organization (CAMPO) planning area. It establishes regional planning objectives for Fiscal Years 2021/2022 covering the period of July 1, 2020 through June 30, 2022 and includes a corresponding budget to complete the work. This strategic management tool is organized by Work Elements that identify activities and products to be accomplished during the two-year period. These activities include core metropolitan planning functions, mandated metropolitan planning requirements, and other regional planning activities. As detailed in 23 CFR 450.308, each activity listed in the UPWP must indicate who will do the work, the schedule for completing the work, the resulting product, the proposed funding, and a summary of total amounts and sources of Federal and matching funds. Funding for metropolitan planning activities is made possible through the U.S. 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. Figure 1.1 depicts the CAMPO Metropolitan Planning Area.

Figure 1.1 CAMPO Metropolitan Planning Area



1.1 Organization Overview

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 bill, 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 Figure 1.1. 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.

Carson City Public Works staff serves as support staff to CAMPO. There are six staff members that carry out the daily operations and they include the Transportation Manager, Senior Transportation Planner, Transportation/Traffic Engineer, Transit Coordinator, and two (2) Transportation Planner/Analysts. In addition, CAMPO utilizes Geographic Information Systems (GIS) staff on occasion for geographic analyses, the production of various maps, and other related tasks.

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.

1.2 CAMPO Policy Board and Staff

CAMPO's Policy Board is comprised of seven (7) members including the five (5) members of the Regional Transportation Commission of Carson City as appointed by the Carson City Board of Supervisors, one representative from Douglas County appointed by the Douglas County Board of Commissioners, and one representative from Lyon County appointed by the Lyon County Board of Commissioners. A representative from the Nevada Department of Transportation also serves as an ex-officio, non-voting member.

Table 1.1 CAMPO Policy Board

Member	Governmental Body Represented
Ms. Lori Bagwell, Chairperson	Carson City
Ms. Lisa Schuette, Vice-Chairperson	Carson City
Mr. Wes Henderson	Lyon County
Mr. Chas Macquarie	Carson City
Mr. Walt Nowosad	Douglas County
Mr. Greg Novak	Carson City
Mr. Jim Dodson	Carson City
Ms. Sondra Rosenberg*	Nevada Department of Transportation

*Non-Voting ex-officio member

Additionally, CAMPO staff works closely with the CAMPO Policy Board for development of the UPWP and to carry out related activities. All activities identified in the UPWP are undertaken by staff with periodic updates to the CAMPO Policy Board.

Table 1.2 CAMPO Staff

Staff Member	Title
Mr. Christopher Martinovich, PE	Transportation Manager
Mr. Bryan Byrne, PE	Transportation/Traffic Engineer
Mr. Marquis Williams	Transportation Planner/Analyst
Ms. Kelly Norman	Transportation Planner/Analyst
Mr. Alex Cruz	Transit Coordinator
Mr. Scott Bohemier	Transportation Planner/Analyst
Ms. Rebecca Bustos	Grants Analyst

1.3 Responsibilities 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

1.4 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 2018-2021 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 2020-22 Goal
- CAMPO Complete Streets Performance Monitoring Program
- CAMPO 2019 Monitoring Report
- FFY 2019 Annual Obligation Report
- CAMPO Travel Demand Model Validation Report 2015
- CAMPO Bicycle Friendly Community Report Card 2014
- CAMPO 2040 Regional Transportation Plan

1.5 Public Involvement

Public involvement is a critical component of the MPO transportation planning process and the development of plans, programs, and policy. CAMPO's regional transportation planning program establishes an important forum for discussing and resolving regional transportation issues. Some examples of executing the continuing, comprehensive, and cooperative planning process include board meetings, public workshops, technical advisory committees, project- and issue-specific meetings, public hearings, and formal public document review periods. Specific policies and procedures for public involvement have been developed and are contained within CAMPO's [Public Participation Plan \(PPP\)](#) available on the www.CarsonAreaMPO.com website. The PPP emphasizes efforts to coordinate with and involve all stakeholders and members of the public in the transportation planning process, including development of this Unified Planning Work Program.

The CAMPO region is also home to the Washoe Tribe of Nevada. CAMPO staff conducts government-to-government communication with the Washoe Tribe to consider tribal needs in the planning and programming process.

2.0 Summary of FY 2019 & FY 2020 Accomplishments and Work Efforts

In working with the U.S. Department of Transportation (U.S. DOT) and Nevada Department of Transportation (NDOT), it was determined that CAMPO would develop a two-year UPWP for the first time for FY 2017 and FY 2018, and has continued to do so ever since. This allows greater flexibility for CAMPO and its planning partners to complete more significant activities within a reasonable timeframe, and to better coordinate activities with the funding cycle. A two-year work program does not mean that two years' worth of funding is available in the first year. CAMPO executes a monetary agreement with the Nevada Department of Transport (NDOT) annually.

The following are the primary activities that were undertaken during FY 2019 and FY 2020:

- *Jump Around Carson (JAC) Transit Development and Coordinated Human Services Plan* – Staff partnered with LSC Transportation Consultants, Inc. and the Nevada Department of Transportation (NDOT) to develop this Plan, which will serve as a short-range (5 year), long range (20 year), and locally-developed Coordinated Human Services Plan for JAC transit.
- *Douglas County Pavement Survey* – CAMPO staff hired a consultant team to conduct a Pavement Survey of 134 lane miles of Douglas County roadway within CAMPO's Metropolitan Planning Area.
- *2018 Jump Around Carson (JAC) Transit Asset Management Plan* – Staff developed and received CAMPO and Carson City Regional Transportation Commission (RTC) approval of the Transit Asset Management Plan, as required by MAP-21 and the FAST Act. This plan will help achieve and maintain a state of good repair (SGR) for JAC's assets, including vehicles, facilities, equipment, and other infrastructure.
- *Completed the Federal Transit Administration's Triennial Review* – Every three years CAMPO's operations are reviewed for compliance by Federal Transit Administration (FTA) regulations in twenty administrative areas. Since FTA funds are distributed by CAMPO, CAMPO staff provides assistance to JAC transit as part of the Triennial Review process. While no repeat deficiencies from the FY 2015 Triennial Review were found, two deficiencies were identified within the Civil Rights area. Resolution of the deficiencies has been completed by staff.
- *Disadvantaged Business Enterprise (DBE) Program and 3-year Goal Update* – The DBE program was revised to meet current FTA regulations and the 2020-2022 3-year DBE goal was established.
- *2018 Jump Around Carson (JAC) Transit User Survey* – This survey was conducted to identify travel preferences and capture basic demographics of the portion of the public that do not to use JAC transit services. Survey results were compared to the JAC Transit User survey conducted in 2017 to understand opportunities to increase ridership and customer satisfaction.

- *Adoption of Federally-Required Performance Measures and Targets* – On December 4, 2015, the Fixing America's Surface Transportation (FAST) Act was signed into law. In partnership

with State and Federal planning partners, as well as fellow MPOs, staff continued to develop federally-mandated performance measures and targets, including adoption of Transit Asset Management (TAM) and Safety performance measure targets.

- *Transportation Improvement Program (TIP) Activities* – The TIP includes a four-year list of projects and is consistent with all Federal planning regulations. All federally funded projects must be included in the TIP. CAMPO staff worked to update the TIP, resulting in adoption of the FFY 2018-2021 TIP. Regular maintenance of the document was required through formal and administrative amendments.
- *Title VI Program for Jump Around Carson (JAC) 2020-2022* – Staff prepared an update to the Title VI program to ensure CAMPO’s programs, policies, and activities continue to comply with U.S. Department of Transportation’s (USDOT) Title VI regulations, affirming that “no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”
- *Data Collection and Digitization of CAMPO’s ADA Inventory & the Comprehensive Sidewalks & Bicycle Facilities Inventory* – This activity was completed to support development of Carson City’s 2020 ADA Transition Plan, the Western Nevada Safe Routes to School’s 2019 Bicycle and Pedestrian School Review Study, and to support CAMPO’s need for a more robust understanding of the Bicycle and Pedestrian network within the Metropolitan Planning Area.
- *Collection, analysis, and reporting of Bicycle and Pedestrian Monitoring Data* – CAMPO continued collection of bicycle and pedestrian monitoring data, used to evaluate and monitor the performance of Complete Streets measures, such as usage of CAMPO’s bicycle and pedestrian network.
- *Ongoing MPO Activities* – These activities included general administration, MPO representation, public participation efforts, regional consistency review, training, UPWP development, and administration of the Surface Transportation Block Grant (STBG) program with partner jurisdictions.

3.0 Federal Planning Emphasis Areas/FAST Act Planning Factors

The Federal Highway Administration (FHWA), in consultation with the Federal Transit Administration (FTA), develops Planning Emphasis Areas (PEAs) to promote policy, procedural, and technical topics that are to be considered by metropolitan planning organizations in preparation of work plans. The PEAs address a mix of planning issues and priority topics identified as requiring additional focus by MPOs. In addition to PEAs, the FAST Act expanded the scope of factors to consider in the transportation planning process. The sections below introduce PEAs and the FAST Act Planning factors and discuss how both are addressed across work elements in the UPWP.

3.1 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 described below are FAST Act Implementation, Regional Models of Cooperation, and Ladders of Opportunity.

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.

3.2 FAST Act Planning Factors

The metropolitan transportation planning process specified by the FAST Act and the implementing regulations contained in Title 23 Part 450 of the Code of Federal Regulations (CFR) requires CAMPO to maintain a cooperative, continuous, and comprehensive framework for making transportation investment decisions in the metropolitan area.

The FAST Act carries forward and expands the performance-based transportation planning framework established under MAP-21. This UPWP includes data collection and analytical activities that will facilitate annual reporting about safety, travel delay, pavement condition, alternative mode share, and other performance metrics. This UPWP includes activities to continue evaluation of the transportation performance measures and performance targets established in the Regional Transportation Plan (RTP). It anticipates that these performance measures will be refined based on statewide MPO/NDOT coordination in the development of future RTPs.

Transportation legislation lists ten factors that must be considered as part of the transportation planning process for all metropolitan areas. The following factors shall be explicitly considered, analyzed as appropriate, and reflected in the planning process products (23 CFR Section 134 (h)):

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- Increase the safety of the transportation system for motorized and non-motorized users;
- Increase the security of the transportation system for motorized and non-motorized users;
- Increase accessibility and mobility of people and freight;
- Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- Enhance the integration and connectivity of the transportation system, across and between modes throughout the State, for people and freight;
- Emphasize the preservation of the existing transportation system;
- Promote efficient system management and operation;
- Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- Enhance travel and tourism.

3.3 Overview of FY 2021 and FY 2022 Work Efforts

CAMPO developed its first two-year UPWP in FY 2017. In working with U.S. DOT and NDOT, it was agreed that CAMPO would continue to implement its UPWP in a two-year cycle, which allows greater flexibility for CAMPO and its planning partners to complete more significant work tasks within a reasonable timeframe and to better coordinate work activities with the funding cycle. A two-year work program does not mean that two years' worth of funding is available in the first year. CAMPO executes a monetary agreement with the Nevada Department of Transport (NDOT) annually.

The following are the primary activities to be undertaken during FY 2021 and FY 2022:

- Staff will develop a Final 2050 RTP for adoption by the CAMPO board in September 2020.
- Utilizing consultants, the Carson Area Transportation System Management Plan will be developed to identify and plan for long-term strategies for planning and implementing Coordinated Traffic Signal Systems within the CAMPO planning area.

- Staff will collect data, perform analyses, and produce an annual Monitoring Report for multimodal usage indicators, performance measures, and performance targets, as applicable within the CAMPO planning area.
- Working with local, regional, and statewide planning partners, staff will establish a CAMPO Coordination Coalition to advise staff on inter- and intra-regional transit challenges/needs.
- Carson City ADA Transition Plan was developed in Spring 2020. 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. The 2020 Plan included a full inventory of sidewalks and curb ramps, including missing curb ramps. The ADA barriers inventory will be expanded to include narrowness barriers throughout the CAMPO planning area.
- Roadways within the Carson City portion of the CAMPO area will be inventoried, using a consultant, to reassess pavement conditions. This practice is performed every couple of years for Carson City and is due to be in order to maintain a strong database and establish historical benchmarks, thereby providing a more robust analysis of pavement maintenance needs. This process ensures the most informed and efficient decisions are being made to address pavement health.
- Implementation of a Pavement Management Plan to support ongoing planning and programming activities related to roadway infrastructure in Carson City.
- A Local Road Safety Plan will be developed for Carson City, supporting identification, analyses, and prioritization of safety improvements on Carson City's local and rural roads.
- CAMPO staff in conjunction with transit operations staff will establish a Transit Ambassador Pilot Program to aid individuals that have questions or are new to riding transit in our communities.
- Ongoing activities that include general administration, MPO representation, public participation efforts, regional consistency review, training, and UPWP development.
- Administer a survey of transit riders and non-riders (residents and visitors who do not ride the Jump Around Carson (JAC) transit system) to identify needs and opportunities to improve regional transit planning and operations. Feedback received will provide staff direction on what is working well with the system and where improvements can be made to better serve the community.
- On December 4, 2015, the Fixing America's Surface Transportation (FAST) Act was signed into law. The FAST Act is scheduled to expire on December 4, 2020. Staff will monitor applicable transportation legislation 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.

3.4 Federal Planning Emphasis Areas/FAST Act Planning Considerations and UPWP Activities

Table 3.1 outlines FY 2021 & FY 2022 two-year UPWP Work Elements that address and support each Federal Planning Emphasis Area and FAST Act Planning Consideration.

Table 3.1 FY 2021 & FY 2022 Two-Year UPWP Work Elements and Federal Planning Emphasis Areas (PEAs)/Planning Considerations

		Work Elements				
		1.0	2.0	3.0	4.0	5.0
PEAs	MAP-21/FAST Act Implementation	X	X	X	X	X
	Models of Regional Planning Cooperation	X	X	X	X	X
	Ladders of Opportunity		X	X	X	X
FAST Act Planning Factors	Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency		X	X	X	X
	Increase the safety of the transportation system for motorized and non-motorized users			X	X	X
	Increase the security of the transportation system for motorized and non-motorized users			X	X	X
	Increase accessibility and mobility of people and freight		X	X	X	X
	Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns	X	X	X	X	X
	Enhance the integration and connectivity of the transportation system, across and between modes throughout the State, for people and freight		X	X	X	X
	Promote efficient system management and operation	X	X	X	X	X
	Emphasize the preservation of the existing transportation system			X	X	X
	Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation			X	X	X
	Enhance travel and tourism		X	X		X

4.0 FY 2021 & FY 2022 Unified Planning Work Program

CAMPO planning activities are divided into four work elements. Funding sources for CAMPO planning activities include a combination of federal transit and highway programs, as well as local funding used as the “match” for federal consolidated planning grant (CPG) funding. Table 4.1 lists the four work elements and total estimated cost for each. The following pages contain a detailed description of each of the work elements for the FY 2021 & FY 2022 two-year UPWP, including activities, milestones, estimated completion dates, and estimated costs. A detailed summary table containing estimated cost and funding sources for all work elements combined with all scheduled milestones by fiscal year is attached at the end of this document. Except where noted below for each activity, work will be completed by CAMPO staff.

Table 4.1 Total Budgeted Amount by Work Element and Fiscal Year

Work Element	Description	FY 2021	FY 2022	Total Budgeted Amount
1.0	MPO Administration	\$45,000	\$215,000	\$260,000
2.0	Outreach and Engagement	\$45,000	\$50,000	\$95,000
3.0	Multimodal Planning	\$95,000	\$120,284	\$215,284
4.0	Transportation Performance Management	\$90,000	\$173,365	\$263,365
5.0	Multi-modal Corridor Planning**	\$0	\$100,000	\$100,000
Total UPWP CPG/Local		\$275,000	\$558,649	\$833,649
Total Other Federal/Local**		\$0	\$100,000	\$100,000
Total 2-Year UPWP		\$275,000	\$658,649	\$933,649

**Other Federal Funding

WORK ELEMENT 1.0 – MPO Administration

The activities in this work element are related to the overall administration of CAMPO’s transportation regional planning program. All activities are annual or ongoing activities undertaken to maintain compliance with federal/state regulations, organize and manage MPO activities, and improve staff skills.

Work Element and Description		1.0 MPO Administration
FY 2021	CPG	\$42,750
	Local Match	\$2,250
	Total Cost	\$45,000
FY 2022	CPG	\$204,250
	Local Match	\$10,750
	Total Cost	\$215,000
Combined FY 2021 & FY 2022	CPG	\$247,000
	Local Match	\$13,000
	Total Cost	\$260,000

ACTIVITIES

1.1 MPO Administration and Work Program Oversight

Description: This activity includes general administrative functions concerning the regional transportation planning program including preparation and administration of the Unified Planning Work Program (UPWP), preparation of administrative reports, analyses, budgets, goals and objectives, correspondence, documents, memos, etc.

Elements:

- Preparation of required MPO reports and memoranda supporting the activities of CAMPO.
- Management and administration of budgets and agreements.
- Preparation of quarterly and end-of-year task/activity summaries and reports.
- Preparation of billings and reimbursement requests and other related activities.
- Grant management and oversight of transportation planning grants.
- Application and management of Consolidated Planning Grant (CPG) funds for CAMPO operations.
- MPO Board Support, including: providing special reports, researching MPO issues, preparation of board/public meeting materials, and attendance at MPO regular and special meetings.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Agenda and meeting materials for CAMPO board and other public meetings, as needed	Monthly, Ongoing
Miscellaneous reports, analyses, correspondence, task summaries and memoranda, and funding management, as needed	Ongoing
FY 2021/2022 UPWP Administration and Amendments, as needed	Ongoing
UPWP Quarterly Reporting and Invoicing	30 th of each month following the close of each Fiscal Year Quarter
Adoption of the FY 2023-2024 UPWP (Draft/Final)	April 2022 / May 2022
FY 2022 Monetary Agreement	May 2021
FY 2023 Monetary Agreement	May 2022

1.2 Transportation Improvement Program (TIP) Administration

Description: This activity supports the selection, funding, and implementation of transportation projects that meet State and federal regulations. The MAP-21/FAST Act compliant Federal Fiscal Year (FFY) 2018-2021 Transportation Improvement Program (TIP) was adopted by the Regional Transportation Commission (RTC) on August 9, 2017. Activities under this task include administration and maintenance of the current FFY 2018-2021 TIP, including processing of modifications and amendments as needed, and development of the FFY 2021-2024 TIP in cooperation with other local, regional, and statewide agencies. The TIP includes a current four-year listing of projects and will be consistent with all Federal planning regulations. The format of the TIP will reflect consistency with NDOT’s eSTIP platform. This activity includes project tracking and financial tracking that is performance-based and consistent with the goals and objectives of MAP-21 and the FAST Act.

Elements:

- Determine that sufficient federal, State, and local revenue sources are available to fund projects programmed in the TIP.
- Coordinate administration and maintenance of the TIP within the Statewide TIP (STIP).
- Provide reasonable opportunity for public comment in accordance with the Public Participation Plan and federal regulations.
- Incorporate Environmental Justice and ADA considerations, as appropriate.
- Consider best available performance information, including performance measures and targets, in prioritization of transportation improvement projects that are expected to support achievement of adopted targets MAP-21/FAST Act performance measures.
- Prepare modifications and amendments to the TIP, as needed.

- Coordinate modifications and amendments of the TIP program with the STIP to ensure changes are incorporated into the STIP.
- Develop and prepare the FFY 2021-2024 TIP for adoption.
- Ongoing participation in Nevada’s Planning Executive Group (PEG) initiatives related to programming.
- Coordination with FHWA NV Division office, FTA, NDOT, and CAMPO partner agencies on project development and funding.
- Maintain annual list of obligated projects.
- Perform and document continuing, coordinated, and comprehensive processes that include traditionally underrepresented and underserved populations and their community leaders (e.g., elderly, disabled, low income, and minorities).

Milestones & Benchmarks:

Milestone	Est. Completion Date
FFY 2018-2021 TIP that is updated appropriately to include administrative modifications and amendments, as needed	Ongoing, through September 2020
Adopted FFY 2021-2024 TIP	February 2021
FFY 2021-2024 TIP that is updated appropriately to include administrative modifications and amendments, as needed	Ongoing
Annual Federal Obligations Report	December 30, 2020; December 30, 2021

1.3 Professional Development

Description: This activity focuses on professional development that enhances the capabilities of staff in exercising the responsibilities of the MPO, including training time and materials. This activity includes memberships in related professional organizations, subscriptions to related professional periodicals, and dues/fees required for obtaining and maintaining professional certifications.

Elements:

- Facilitation and/or attendance at training courses/seminars directly related to transportation planning as appropriate, including, but not limited to: TransCAD, GIS, planning best practices, State/federal grants administration, performance-based planning, asset management, professional services procurement, etc.
- Internal cross-training that promotes diverse staffing capabilities in regional transportation planning.
- Memberships in related professional organizations and subscriptions to related professional periodicals.
- Dues/fees required for obtaining and maintaining professional memberships/certifications.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Enhanced staff capabilities	Ongoing

WORK ELEMENT 2.0 – Outreach and Engagement

Activities within this work element include MPO representation, public participation, regional coordination, and engagement activities necessary to carry out a continuing, comprehensive, and cooperative regional transportation planning activities. Activities are ongoing or recurring activities designed to continue public participation and engagement efforts related to planning for all modes with all stakeholders, and to meet the requirements set forth in CAMPO’s Public Participation Plan.

Work Element and Description		2.0 Outreach and Engagement
FY 2021	CPG	\$42,750
	Local Match	\$2,250
	Total Cost	\$45,000
FY 2022	CPG	\$47,500
	Local Match	\$2,500
	Total Cost	\$50,000
Combined FY 2021 & FY 2022	CPG	\$90,250
	Local Match	\$4,750
	Total Cost	\$95,000

2.1 MPO Representation

Description: Staff will represent the MPO at events and meetings not related to specific other UPWP activities. This activity 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. This task includes participation in the statewide planning process, including attendance and participation in the TPAC, the development and coordination of the Statewide Transportation Improvement Program (STIP), project selection, and participation in other advisory committees, as appropriate.

Elements:

- Preparation and attendance at events and meetings not related to specific other UPWP activities.
- Ongoing coordination with other regional MPOs, NDOT, Carson City, Douglas County, Lyon County, and/or other agencies/organizations, as needed.
- Participation in statewide planning activities, as needed.

Milestones & Benchmarks:

Milestone	Est. Completion Date
A well-represented MPO with ongoing inter- and intra-regional coordination	Ongoing
Coordination with State planning processes and documents	Ongoing

2.2 Public Participation

Description: Ongoing public participation efforts will be conducted throughout the program period related to numerous work study activities including: necessary TIP or RTP amendments; development of corridor/specific studies; preparation of updates to regional planning documents and policies; development of the UPWP for the next fiscal years; public information campaigns to promote planning initiatives and programs; coordination with Tahoe MPO (TMPO) and Washoe County Regional Transportation Commission (Washoe RTC); and other related activities. This task includes publication of notices and maintenance of the CAMPO website, as the website is a useful tool for informing constituents of CAMPO's purpose and activities.

Elements:

- Public noticing and stakeholder engagement for necessary TIP or RTP amendments.
- Activities necessary to host/coordinate public participation activities.
- Outreach resulting from development of corridor/specific studies or local development projects.
- Public outreach and noticing needed for development of the next UPWP, next TIP, and ongoing outreach for the 2050 RTP.
- Development of public information campaigns that promote planning initiatives and programs.
- Continuous maintenance of the CAMPO website.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Hosted/coordinated public participation activities	Ongoing
Published Notices	Ongoing
Operational website for distribution of current, accurate, and transparent public information	Ongoing

2.3 Regional Transit Coordination and Engagement

Description: There are five transit services operating within the CAMPO planning area (Eastern Sierra Transit Authority, BlueGo, Jump Around Carson (JAC), Douglas Area Rural Transit, and RTC Intercity) that are subsidized by member counties. This activity includes regional coordination of transit services by CAMPO staff, development and implementation of transit rider and non-rider surveys, and ongoing stakeholder engagement related to availability of transit services and implementation of the JAC Transit Development and Coordinated Human Services Plan.

Elements:

- Development and preparation of transit rider and non-rider survey materials and workforce, and implementation of distribution channels.
- Hosted/coordinated public participation activities related to transit planning and implementation.
- Participation in local and regional planning processes for public transportation projects in which the Carson area has a vested interest.
- Establishment of a CAMPO Coordination Coalition of individuals, agencies, and organizational partners that are committed to improving services available within the community to staff related to mobility challenges and needs, as contained within the JAC Transit Development and Coordinated Human Services Plan.
- Establishment of a Transit Ambassador Pilot Program to aid individuals that have questions or are new to riding transit in our communities.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Coordination and communication among transit operators	Ongoing
Transit Rider Survey	June 2021
Transit Non-Rider Survey	June 2022
Establishment of CAMPO Coordination Coalition	May 2021
Establishment of a Transit Ambassador Pilot Program	September 2021

2.4 Regional Consistency Review

Description: Development or capital improvement projects proposed within the CAMPO boundaries will be reviewed 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 as required by federal or State regulation. These activities do not duplicate routine reviews of proposed developments that are conducted by constituent units of government.

Elements:

- Provide input on proposed developments of regional significance with regard to the RTP and TIP.
- Annual growth management reviews.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Periodic transportation system review and reports	Ongoing

WORK ELEMENT 3.0 – Multimodal Planning

The activities in this work element carry out and support the integration of federal, state, and local transportation planning processes; complete activities and products to satisfy core planning functions and State and federal metropolitan planning requirements; consider all modes of transportation in implementing regional transportation goals; support transportation policy development and analyses; support the incorporation of various modal and corridor/specific plans into the Regional Transportation Plan and Transportation Improvement Program; and support ongoing and strengthened partnerships with government partners, organizations and agencies, and the public to further our regional transportation goals.

Work Element and Description		3.0 Multimodal Planning
FY 2021	CPG	\$90,250
	Local Match	\$4,750
	Total Cost	\$95,000
FY 2022	CPG	\$114,270
	Local Match	\$6,014
	Total Cost	\$120,284
Combined FY 2021 & FY 2022	CPG	\$204,520
	Local Match	\$10,764
	Total Cost	\$215,284

3.1 2040/2050 Regional Transportation Plan (RTP)

Description: The 2040 RTP was adopted by CAMPO in August 2016. This activity includes maintenance of the 2040 RTP until the 2050 RTP is adopted, including any necessary administrative modifications or amendments. This activity also includes adoption of the 2050 RTP and subsequent maintenance of that Plan. Community outreach on the document will continue, as well as coordination with partner agencies and local governments.

Elements:

- Adopted 2050 RTP
- Administration of the 2040 and 2050 RTPs, including ongoing coordination with federal, State, and local partners to explore funding opportunities to implement the plan.
- Participation in public and interagency meetings as a transportation technical resource.
- Continued public outreach on RTP goals and concepts that promotes vibrant communities and improves public health.
- Processed RTP administrative modifications and/or amendments, as necessary.
- Project review that ensures consistency with established transportation plans and policies.
- Incorporation of federally required performance measures and/or targets as necessary.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Final, Adopted 2050 RTP	January 2021
RTP Modifications and Amendments, as necessary	Ongoing
Continued community outreach and education on the 2050 RTP	Ongoing

3.2 Transit Planning

Description: This activity incorporates responsibilities required of CAMPO as the direct recipient of FTA Section 5307 funds. CAMPO must apply for and manage these funds, including compliance activities and participation in regular federal reviews and audits. This activity also includes development, maintenance, and administration of transit policies and procedures that support implementation of regional transit planning documents, including development of a JAC Fixed-Route Policy and a JAC ADA Paratransit Eligibility process. The public outreach and coordination activities within this task specifically relate to transit planning and do not duplicate public outreach and coordination that is conducted under other activities within this UPWP.

Elements:

- Community outreach.
- Coordination with partner agencies.
- Participation in public and interagency meetings.
- Development of a JAC ADA Paratransit Eligibility Process.
- Development of a JAC Fixed-Route policy.
- Implementation of the JAC Transit Development and Coordinated Human Services Plan.
- Title VI Program implementation, monitoring, and updates, as required.
- DBE Program implementation, monitoring, and updates, as required.
- Transit responsibilities as a direct recipient – 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 subtask include training, project identification, allocation of funding, and coordination with FTA, NDOT, and transit operators.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Project identification and allocation of funds among regional transit operators to allow for implementation of FTA transit programs	Ongoing
JAC ADA Paratransit Eligibility Process	May 2021
JAC Fixed-Route Policy	July 2021

3.3 Intelligent Transportation Systems (ITS) Planning

Description: This activity involves identifying and planning for long-term strategies for planning and implementing Coordinated Traffic Signal Systems within the CAMPO planning area through development of a Carson Area Transportation System Management Plan. The Plan will be funded primarily through Federal infrastructure funding. It is anticipated that development of the Plan will span multiple years; consequently, no benchmarks are anticipated until FY 2021. Consultants will be used as needed to complete the Transportation System Management Plan

Elements:

- Staff time to initiate and manage the Carson Area Transportation System Management Plan.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Staff coordination with partner jurisdictions and NDOT	Ongoing
Carson Area Transportation System Management Plan (Draft/Final)*	June 2022

**Consultant Involvement is Expected*

3.4 Active Transportation Planning

Description: This activity involves coordination with the Western Nevada Safe Routes to Schools program and regional bicycle and pedestrian non-profit organizations (e.g. Muscle Powered) to identify and plan for active transportation infrastructure challenges and needs throughout the Metropolitan Planning Area. This activity includes a review of local ordinances related to e-scooters/e-bicycles for consistency with Nevada Revised Statutes (NRS).

Elements:

- Community outreach.
- Coordination with partner agencies, Western Nevada Safe Routes to Schools program, and regional non-profit organizations.
- Participation in local planning processes for active transportation projects in which the Metropolitan Planning Area has a vested interest.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Community outreach and agency coordination	Ongoing
Review of local ordinances related to e-scooters/e-bicycles	January 2021

3.5 Updates to Supporting Regional Planning Documents

Description: This activity includes any necessary updates to the existing planning documents, as required, as well as development, maintenance, and administration of transportation policies that support implementation of regional transportation planning documents.

Elements:

- Periodic updates to existing supporting planning documents.
- Development, maintenance, and administration of transportation policies, as required.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Periodic review/reports on planning documents and policies	Ongoing

WORK ELEMENT 4.0 – Transportation Performance Management

The activities in this work element support and implement federal and State requirements for performance-based planning to inform decision-making, including: transportation data collection and management; travel demand modeling and forecasting; development of performance measures and targets; and various other information gathering, analyses, monitoring and reporting, as needed. This work element also supports multi-modal asset management throughout the CAMPO planning area using ongoing data collection, analyses, and reporting to inform decision-making that promotes: efficient system management and operation; improves the resiliency and reliability of the transportation system; and emphasizes preservation of the existing transportation system.

Work Element and Description		4.0 Transportation Performance Management
FY 2021	CPG	\$85,500
	Local Match	\$4,500
	Total Cost	\$90,000
FY 2022	CPG	\$164,697
	Local Match	\$8,668
	Total Cost	\$173,365
Combined FY 2021 & FY 2022	CPG	\$250,197
	Local Match	\$13,168
	Total Cost	\$263,365

4.1 MAP-21/FAST Act Implementation and Performance Measures

Description: Under this activity, staff will work to comply with MAP-21 and the FAST Act requirements as they continue to be communicated from the U.S. Department of Transportation (U.S. DOT), with an emphasis on developing performance measures and establishing performance targets.

Elements:

- Coordination of data collection across CAMPO partner jurisdictions, transit operators, NDOT and FHWA in response to established performance measure target-setting requirements.
- Technical analyses and model outputs that support development and implementation of MAP-21/Fast Act performance-based planning requirements.
- Preparation and development of documentation as required.
- Adopted performance measures targets, including: Safety Performance Measure Targets; Public Transit Agency Safety Targets; Transit Asset Management Targets; and, Monitoring and Supporting NDOT’s Congestion Management Air Quality (CMAQ) Targets for the CAMPO Metropolitan Planning Area, as applicable.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Safety Performance Measure Targets	February 2021, February 2022
Public Transit Agency Safety Targets	February 2021, February 2022
Transit Asset Management Targets	October 2020, October 2021
Supporting NDOT’s CMAQ Targets	October 2020, October 2021
Documentation as required	Ongoing
Ongoing participation in Nevada’s Planning Executive Group (PEG) and PEG Performance Measures Working Group	Ongoing

4.2 Maintain Travel Demand Model

Description: Staff will work with a consultant to maintain the travel demand model to meet ongoing forecasting needs. The model will be maintained with the most recent traffic volume counts available (segments/intersections) as well as population and land use assumptions. There are periodic needs to provide information to other agencies both within and outside the CAMPO planning area that is derived from, or is an input to, the modeling process. Staff will continue to monitor inter- and intra-regional growth, updating the model as needed.

Elements:

- Ongoing travel demand modeling services through consultant service, including model maintenance activities to incorporate most current population and transportation network data.
- Using a contractor, produce requested model outputs for alternatives analysis, planning studies, or other regional activities as needed/requested.
- Using a contractor, update travel demand model and associated forecasting software and tools as necessary.
- Provision of information from the modeling process as needed/requested.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Validated and maintained travel demand model*	Ongoing
Requested model outputs for alternatives analysis, planning studies, or other regional activities as needed/requested*	Ongoing

**Consultant involvement is expected*

4.3 Data Management, Collection, and Performance Measurement

Description: This activity builds from prior UPWP tasks and supports monitoring of transportation performance measures included in the 2050 RTP. Staff will continue to collect multimodal performance data within CAMPO’s planning area, recording any changes or trends, and providing recommendations that may be used to inform future transportation improvement projects or policies. This task includes development of annual Monitoring Reports and incorporation into the 2050 RTP and associated regional planning documents, as appropriate.

Elements:

- Ongoing data collection related to safety, regional bicycle and pedestrian counts, vehicular movements, and other transportation infrastructure data as needed.
- Analyses of collected data on auto, transit, bicycle, and pedestrian use.
- Annual preparation and dissemination of CAMPO’s Monitoring Report.
- Coordinate the dissemination and consideration of transportation-related performance data.
- Periodic recommendations and/or reports.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Annual CAMPO Monitoring Report	September 2020, September 2021
Ongoing performance monitoring and multimodal data collection	Ongoing

4.4 Maintain Pavement Management System

Description: This activity involves regular updates and maintenance of the Pavement Management System following improvements or changes to the street network or land uses. A consultant will be hired to collect data on the Carson City roadway network, building upon the previous 2017 Pavement Survey. Staff will report on performance measures annually as they relate to pavement maintenance needs and project identification. Staff will continue to implement Carson City’s pavement management plan, expanding the plan to cover CAMPO’s Metropolitan Planning Area if/as requested by partner agencies.

Elements:

- Conduct regular updates and maintenance of the Pavement Management System.
- Using a contractor, collect pavement survey data for Carson City roadways.
- Annual performance reporting of pavement condition within the CAMPO planning area.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Up-to-date pavement management system*	Ongoing
Completed pavement survey for Carson City *	June 2021
Annual performance reporting of pavement condition within the CAMPO planning area to support development of pavement maintenance projects by partner agencies	July 2020, July 2021
Implementation and Maintenance of Carson City’s Pavement Management Plan	Ongoing

**Consultant involvement is expected*

4.5 Non-Motorized Asset Management

Description: Staff will continue to monitor and 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. This activity includes expanding CAMPO’s inventory of ADA barriers to include narrow access barriers that will be mapped using ArcGIS.

Elements:

- Funding permitting, conduct an inventory of narrow access barriers throughout the CAMPO planning area.
- Expanded ADA inventory of narrowness barriers.
- Conduct mapping activities that support integration of inventory data with CAMPO’s web-based mapping platform.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Expanded ADA inventory of narrowness barriers	June 2022
Improved access and connectivity of the bicycle and pedestrian network	Ongoing
Maps of non-motorized assets, including sidewalks, ramps, and bicycle facilities, integrated into CAMPO’s web-based mapping platform	Ongoing

4.6 Transit Asset Management

Description: These activities include ongoing maintenance of the Federal Fiscal Year (FFY) 2019-2022 JAC Transit Asset Management (TAM) Plan, including monitoring of performance targets.

Elements:

- Maintain the inventory and projection of transit assets, life expectancies, replacement costs, and maintenance activities and costs.
- Ongoing monitoring of TAM performance targets.

Milestones & Benchmarks:

Milestone	Est. Completion Date
Current and maintained JAC Transit Asset Management Plan, including modifications and amendments, as needed	Ongoing
Ongoing monitoring of TAM performance targets	Ongoing

WORK ELEMENT 5.0 – Multi-modal Corridor Planning

The activities in this work element are funded with supplemental federal funding provided by the Nevada Department of Transportation (NDOT) and support multi-modal corridor planning throughout CAMPO’s metropolitan planning area.

Work Element and Description		5.0 Multi-modal Corridor Planning
FY 2021	Other Federal Funding	\$0
	Local Match	\$0
	Total Cost	\$0
FY 2022	Other Federal Funding	\$95,000
	Local Match	\$5,000
	Total Cost	\$100,000
Combined FY 2021 & FY 2022	Other Federal Funding	\$95,000
	Local Match	\$5,000
	Total Cost	\$100,000

5.1 Corridor Studies

Description: This task includes short- and long-range transportation planning activities within the CAMPO Metropolitan Planning Area that may be conducted by Staff and/or Consultants to understand travel behavior, multi-modal needs, necessary safety and operational improvements, and alternatives analyses for various corridors within the planning area. Periodic reports related to analyses and findings will be produced. Corridor projects identified in CAMPO’s 2050 Regional Transportation Plan will be considered for study within this task in coordination with local partners and the Nevada Department of Transportation (NDOT). This activity includes a Feasibility Study for the E. William Street corridor that builds upon Carson City’s 2015 Greening America’s Capitols Corridor Plan. It will include evaluation of alternatives to advance efforts to streamline environmental requirements during project design including identifying potential utility and property constraints. The Feasibility Study will help advance a future operational review to the east, along US 50 E to the Carson City boundary.

Elements:

- E. William Street Feasibility Study

Milestones & Benchmarks:

Milestone	Est. Completion Date
E. William Street Feasibility Study*	June 2022

**Consultant involvement is expected*

5.0 FY 2021 & FY 2022 UPWP Budget & Combined Scheduled Milestones

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 elements and activities described earlier in this UPWP and the budget table, below, for additional budget and schedule information.

Table 5.1 CAMPO FY 2021 and FY 2022 UPWP Cost/Funding Summary, Amended May 11, 2022

Work Element	Activity				Funding Breakdown, Overall FY 21 & FY 22		
	#	Description	Milestones (Excludes Ongoing/Recurring Milestones)	Estimated Completion Date	CPG	Local Match	Total Cost
1.0 MPO Administration	1.1	MPO Administration and Work Program Oversight	Adoption of the FY 2023-2024 UPWP	May 2022	\$247,000	\$13,000	\$260,000
			Annual Monetary Agreement	May 2021; May 2022			
	1.2	Transportation Improvement Program (TIP) Administration	Adopted FFY 2020-2023 TIP	February 2021			
			Annual Federal Obligations Report	December 30, 2020; December 30, 2021			
1.3	Professional Development						
2.0 Outreach and Engagement	2.1	MPO Representation			\$90,250	\$4,750	\$95,000
	2.2	Public Participation					
	2.3	Regional Transit Coordination and Engagement	Transit Rider Survey	June 2021			
			Transit Non-Rider Survey	June 2022			
			Establishment of a CAMPO Coordination Coalition	May 2021			
			Establishment of a Transit Ambassador Pilot Program	September 2021			
2.4	Regional Consistency Review						
3.0 Multimodal Planning	3.1	2040/2050 Regional Transportation Plan (RTP)	Final, Adopted 2050 RTP	January 2021	\$204,520	\$10,764	\$215,284
	3.2	Transit Planning	JAC ADA Paratransit Eligibility Process	May 2021			
			JAC Fixed-Route Policy	July 2021			
	3.3	ITS Planning*	Carson Area Transportation System Management Plan	June 2022			
	3.4	Active Transportation Planning	Review of local ordinances related to e-scooter/e-bicycles	January 2021			
3.5	Updates to Supporting Regional Planning Documents and Policies						
4.0 Transportation Performance Management	4.1	MAP-21/FAST Act Implementation and Performance Measures	Safety Performance Measure Targets	February 2021; February 2022	\$250,197	\$13,168	\$263,365
			Public Transit Agency Safety Targets	February 2021; February 2022			
			Transit Asset Management Targets	October 2020; October 2021			
			Supporting NDOT's CMAQ Targets	October 2020; October 2021			
	4.2	Maintain Travel Demand Model*					
	4.3	Data Management, Collection, and Performance Measurement	Annual CAMPO Monitoring Report	September 2020; September 2021			
	4.4	Maintain Pavement Management System*	Completed pavement survey for Carson City	June 2021			
			Annual performance reporting of pavement condition	July 2020; July 2021			
4.5	Non-Motorized Asset Management	Expanded ADA inventory of narrowness barriers	June 2022				
4.6	Transit Asset Management						
5.0 Multi-modal Corridor Planning**	5.1	Corridor Studies	E. William Street Feasibility Study	April 2022	\$95,000	\$5,000	\$100,000
Total UPWP CPG/Local					\$791,967	\$41,682	\$833,649
Total Other Federal/Local**					\$95,000	\$5,000	\$100,000
Total 2-Year UPWP					\$866,967	\$46,682	\$933,649

*Consultant involvement is expected; ** Other Federal Funding