

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

Day: Wednesday
Date: January 10, 2024

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. Public comment during a meeting is limited to three minutes for each speaker.

- 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 December 13, 2023
 - 4.A Minutes for December 13, 2023
- 5. Public Meeting Item(s):
 - 5.A For Possible Action Discussion and possible action regarding nomination and election of a Chairperson and Vice-Chairperson for calendar year 2024 for the CAMPO Board.

Staff Summary: CAMPO will consider the nomination and election of a Chairperson and Vice-Chairperson to serve for a one-year term, calendar year 2024. Any member of CAMPO may hold either of these positions. Terms of the newly elected Chairperson and Vice-Chairperson will commence immediately.

5.B For Discussion Only – Discussion and presentation regarding various funding resources available to the Carson Area Metropolitan Planning Organization ("CAMPO"), including fund sources, annual amounts, use of funding, and future funding projections.

Staff Summary: CAMPO receives funding from several federal sources to plan and execute program activities. Staff will present a summary of funding resources available to CAMPO including those from the Federal Highway Administration ("FHWA"), the Federal Transit Administration ("FTA"), the Nevada Department of Transportation ("NDOT"), and local sources. Staff will summarize various funding programs detailing the source of the funding, the amounts available, restrictions on funding use, funding priorities, and future projections.

Non-Action Items:

- 6.A Transportation Manager's Report
- 6.B Other comments and reports

This item may include future agenda items, status review of additional projects, internal communications and administrative matters, correspondence to CAMPO, and additional status reports and comments from CAMPO members or staff.

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. Public comment will 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 agendized 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

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A regular meeting of the Carson Area Metropolitan Planning Organization (CAMPO) was scheduled for 4:30 p.m. on Wednesday, December 13, 2023, in the Community Center, Robert "Bob" Crowell Boardroom, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Lori Bagwell

Vice Chairperson Gregory Novak Member Robert "Jim" Dodson

Member Jon Erb

Member Wes Henderson Member Lucia Maloney Member Lisa Schuette

Ex-Officio Member Sondra Rosenberg

STAFF: Darren Schulz, Public Works Director

Rick Cooley, Deputy Public Works Director Chris Martinovich, Transportation Manager

Justin Tiearney, Public Works Operations Manager

Adam Tully, Deputy District Attorney

Kelly Norman, Senior Transportation Planner/Analyst

Rebecca Bustos, Grant Analyst Dan Kelsey, Transit Coordinator Tamar Warren, Senior Deputy Clerk

NOTE: A recording of these proceedings, the CAMPO's agenda materials, and any written comments or documentation provided to the Clerk during the meeting are part of the public record. These materials are available for review in the Clerk's Office during regular business hours. All approved minutes are posted on https://www.carson.org/minutes.

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

(4:30:38) – Chairperson Bagwell called the meeting to order at 4:30 p.m.

2. ROLL CALL

(4:30:42) – Roll was called, and a quorum was present.

3. PUBLIC COMMENT

(4:31:02) – Chairperson Bagwell entertained public comments. Clay Mitchell introduced himself as the Board Member [Vice Chair] of the Nevada Commission for the Reconstruction of the V&T Railway; however, he clarified that he was not speaking on the Commission's behalf. Mr. Mitchell wished to comment and provide clarification regarding a public comment made by Paula Peters as part of the last RTC meeting regarding the potential funding sources for road maintenance discussion during which it

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was suggested to use the V&T Commission's funds for it. He also provided his comments, incorporated into the record as late material, in writing.

4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – OCTOBER 11, 2023

(4:34:01) – Chairperson Bagwell introduced the item and entertained corrections, comments, or a motion.

(4:34:09) – Member Maloney moved to approve the minutes of the CAMPO October 11, 2023 meeting as presented. The motion was seconded by Member Schuette and carried 7-0-0.

5. PUBLIC MEETING ITEM(S):

- 5-A FOR POSSIBLE ACTION DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT NO. 24300222 ("CONTRACT") FOR CDM SMITH INC. ("CDM SMITH") TO COMPLETE THE ZERO-EMISSION TRANSITION PLAN ("PLAN") FOR A TOTAL NOT TO EXCEED AMOUNT OF \$191,923.44.
- (4:34:23) Chairperson Bagwell introduced the item. Member Schuette read into the record a prepared disclosure statement, advised of no disqualifying conflict of interest, and stated that she would participate in discussion and action. Mr. Martinovich provided background and reviewed the Staff Report which is incorporated into the record. He also clarified that the \$225,000 funding for the plan was received from NV Energy as a grant with no local match or cost to the City. In the form of public comment, Deni French recommended exploring cement as an option instead of using asphalt. There were no other comments; therefore, Chairperson Bagwell entertained a motion.
- (4:38:26) Member Dodson moved to approve the Contract, as presented. The motion was seconded by Member Schuette and carried 7-0-0.
- 5-B FOR DISCUSSION ONLY DISCUSSION AND PRESENTATION REGARDING THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION'S ("CAMPO") ANNUAL FEDERAL OBLIGATION REPORT ("REPORT"), WHICH LISTS PROJECTS TO WHICH FEDERAL TRANSPORTATION FUNDS WERE OBLIGATED DURING FEDERAL FISCAL YEAR ("FFY") 2023.
- (4:38:48) Chairperson Bagwell introduced the item. Ms. Norman reviewed the Annual Federal Obligation Report, incorporated into the record, that identified projects listed in CAMPO's Transportation Improvement Program (TIP) for which federal funds were received from the Federal Highway Administration (FHWA) or the Federal Transit Administration (FTA) were obligated during Federal Fiscal Year (FFY) 2023. There were no member or public comments. This item was not agendized for action.
- 5-C FOR POSSIBLE ACTION DISCUSSION AND POSSIBLE ACTION REGARDING CERTIFICATION OF THE PUBLIC TRANSPORTATION AGENCY SAFETY

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PLAN ("PTASP") AND FEDERAL FISCAL YEAR ("FFY") 2024 SAFETY PERFORMANCE TARGETS FOR THE JUMP AROUND CARSON ("JAC") TRANSIT SYSTEM.

(4:39:58) – Chairperson Bagwell introduced the item. Transit Coordinator Dan Kelsey presented the Staff Report and Public Transit Agency Safety Plan, both of which are incorporated into the record. Mr. Kelsey highlighted the changes that were made from the 2023 to the 2024 plan (also incorporated into the record). Mr. Martinovich noted a date correction on page 4 of the document, stating that the "Date Issued" for Version No. 3 should be December 14, 2023, not December 14, 2022. He also clarified for Member Maloney that the safety events (two for fixed routes and zero for paratransit) indicated in the Plan were the correct ones. Chair Bagwell entertained public comments. Mr. French stated that the "seatbelt situation was cumbersome" in the buses and praised the drivers for being safe. He also recommended sanitizing the seats. Chair Bagwell entertained a motion.

(4:46:12) – Member Maloney moved to approve certification of the Public Transit Agency Safety Plan, including the Federal Fiscal Year 2024 Safety Performance Targets for the JAC Transit System from page 5 of the PTASP [Public Transportation Agency Safety Plan], as amended and discussed on the record. The motion was seconded by Member Schuette and carried 7-0-0.

(4:47:09) – Chairperson Bagwell turned the gavel over to Vice Chair Novak as she temporarily stepped out.

6. NON-ACTION ITEMS

6-A TRANSPORTATION MANAGER'S REPORT

(4:47:20) – Mr. Martinovich noted that Staff had received a question from the Board regarding travel patterns and invited Ms. Norman to review the late material presentation (incorporated into the record) titled Understanding CAMPO Commute Patterns Inflow & Outflow. He also informed the Board that the Federal Highway Administration's new final rule related to target setting for reducing greenhouse gas emissions within the State and Metropolitan Planning Organizations (MPOs) required them to set targets during the course of the next year, which he noted would be completed by October 1, 2024, for this MPO region. Mr. Martinovich also reported on the meeting with the Federal Highway Administration's new administrators and noted they would reengage with the new Staff and coordinate with them. He noted that the consultant working on the City's Master Plan had met with them to ensure consistency between the City's Transportation and Master Plans. Mr. Martinovich thanked Vice Chair Novak and Commissioner Henderson for attending a meeting to identify and prioritize corridors and intersections for safety improvements. He also announced that over 450 individual surveys had been received regarding the US 50 Corridor Study which he believed would identify the next steps. Member Schuette commented that the Study would improve safety and process, citing questions she had received during her "Coffee With Lisa" meeting with members of the community.

6-B OTHER COMMENTS AND REPORTS

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(4:58:45) – Member Henderson was "excited about the Highway 50 Study as well," calling it an important issue for Lyon County. He cited a meeting with the Nevada Department of Transportation (NDOT) and thanked them for hearing their concerns. Ex-Officio Member Rosenberg announced leadership changes within NDOT effective January 2024, including her appointment as Deputy Director of Administration, adding that Mario Gomez would be spearheading Maintenance and Operations, located primarily in Southern Nevada. She also noted that due to the escalation of costs, programs would be assessed to review available funds and cash flow. Ex-Officio Rosenberg highlighted an upcoming trip to Washington D.C. to discuss transportation policy issues with Nevada's congressional delegation, adding that she would have discussions with Mr. Martinovich before the trip. Ms. Maloney stated that her partial term would expire at the end of the year, and although she would reapply, should she not be appointed, wished to thank the Board and Staff for the opportunity.

7. PUBLIC COMMENT

(5:04:15) – Vice Chair Novak entertained final public comments. Mr. French noted that he had not received much information from the State regarding the Carson Wandering Skipper and questioned whether its habitat would be impacted by any of the construction between the Department of Motor Vehicles and Lowe's store. He also requested surveys that are "understandable by the public."

8. FOR POSSIBLE ACTION: TO ADJOURN

(5:06:42) – Vice Chair Novak adjourned the meeting at 5:06 p.m.

The Minutes of the December 13, 2023, Carson Area Metropolitan Planning Organization meeting are so approved on this 10th day of January 2024.



Alternatives

N/A

STAFF REPORT

Report To: The Carson Area Metropolitan Planning Organization (CAMPO) Meeting Date: January 10, 2024 **Staff Contact:** Chris Martinovich, Transportation Manager Agenda Title: For Possible Action – Discussion and possible action regarding nomination and election of a Chairperson and Vice-Chairperson for calendar year 2024 for the CAMPO Board. **Staff Summary:** CAMPO will consider the nomination and election of a Chairperson and Vice-Chairperson to serve for a one-year term, calendar year 2024. Any member of CAMPO may hold either of these positions. Terms of the newly elected Chairperson and Vice-Chairperson will commence immediately. **Agenda Action:** Formal Action/Motion **Time Requested:** 5 minutes **Proposed Motion** To Appoint New Chairperson: I move to appoint as Chairperson for a one-year term expiring December 31, 2024. To Appoint New Vice-Chairperson: I move to appoint as Vice-Chairperson for a one-year term expiring December 31, 2024. **Previous Actions** January 11, 2023 (Item 5.A) – CAMPO elected member Lori Bagwell and member Greg Novak to serve as its Chairperson and Vice-Chairperson, respectively, for terms ending on December 31, 2023. **Background/Issues & Analysis** Any member of CAMPO may hold the Chairperson or Vice-Chairperson positions. Staff recommends one-year terms for the elected Chairperson and Vice-Chairperson (calendar year 2024), commencing immediately. Applicable Statute, Code, Policy, Rule or Regulation CAMPO Policies and Procedures **Financial Information** Is there a fiscal impact? Yes \bowtie No If yes, Fund Name, Account Name / Account Number: N/A Is it currently budgeted? Yes No Explanation of Fiscal Impact:

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Supporting Material N/A		
Board Action Taken:		
Motion:		Aye/Nay
	<u> </u>	

(Vote Recorded By)

CAMPO - Staff Report Page 2



STAFF REPORT

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

Meeting Date: January 10, 2024

Staff Contact: Christopher Martinovich, Transportation Manager

Agenda Title: For Discussion Only – Discussion and presentation regarding various funding resources available to the Carson Area Metropolitan Planning Organization ("CAMPO"), including fund sources, annual amounts, use of funding, and future funding projections.

Staff Summary: CAMPO receives funding from several federal sources to plan and execute program activities. Staff will present a summary of funding resources available to CAMPO including those from the Federal Highway Administration ("FHWA"), the Federal Transit Administration ("FTA"), the Nevada Department of Transportation ("NDOT"), and local sources. Staff will summarize various funding programs detailing the source of the funding, the amounts available, restrictions on funding use, funding priorities, and future projections.

Proposed Motion

N/A

Background/Issues & Analysis

CAMPO received funding from various federal, state, and local sources to complete its required function. Federal regulations govern the use of funding, including funding received from the FHWA under Title 23 of the Code of Federal Regulations and the FTA under 49 U.S.C. Ch. 53. This agenda item will include an informational presentation on various funding sources available to CAMPO during the planning, design, operation, and construction of transportation-related projects.

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

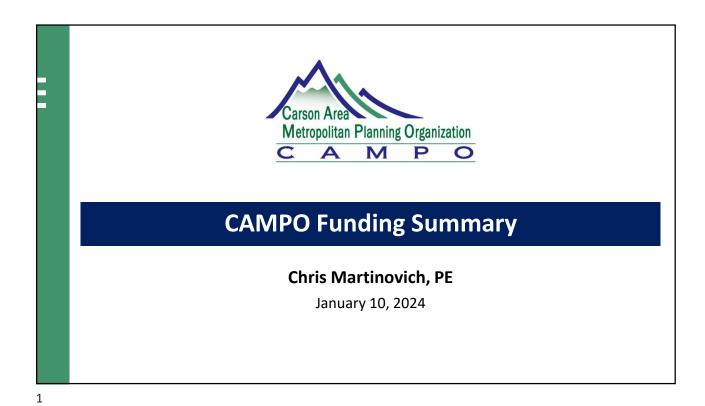
Financial Information Is there a fiscal impact?	Yes	⊠ No
If yes, Fund Name, Accoun	nt Name /	Account Number:
Is it currently budgeted? [Yes	☐ No
Alternatives		

Supporting Material

N/A

-Exhibit-1: Presentation on CAMPO Funding

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Summary of Funding Areas

- Federal Highway Administration (FHWA) 23 C.F.R.
- Federal Transit Administration (FTA) 49 U.S.C. Chapter 53
- State Sources
- Local Match



Federal Highway Administration Sources

- CAMPO receives the majority of its funding for operations, planning, and roadway projects from FHWA.
- ➤ All of CAMPOs FHWA funding comes through NDOT through various agreements.
- **➢ Discretionary grants may or may not come through NDOT.**



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FHWA - Cont.

- **▶** Primary Sources include:
 - ➤ Metropolitan Planning Funds
 - **≻**Surface Transportation Block Grant (STBG) Funds
 - ➤ Transportation Alternatives Program (TAP) Funds
 - **≻**Carbon Reduction Plan (CRP) Funds
- >Other Misc. Funding for specific projects
 - **≻**Project Specific
 - **➢ Discretionary Grants**



FHWA - Cont.

≻Metropolitan Planning Funds:

- > Apportioned to State and distributed to all four MPOs through an agreed upon formula.
- ➤ Must be used for metropolitan planning and program administration.
- > CAMPO receives about \$430,000 per year.
- > 95% Federal / 5% Local Match, with some tasks at 100% / 0% (Complete Streets)

➤ Surface Transportation Block Grant (STBG) Funds:

- > Apportioned to State based on population, (50-200k)
- ➤ Most flexible source of funding, but it must be used on regional roads only.
- > CAMPO receives about \$1.33M per year and distributes to its agencies
- ➤ 95% Federal / 5% local match. Agency provides the match, not CAMPO.

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FHWA - Cont.

>Transportation Alternatives Program (TAP)Funds:

- Approved to state based on population. CAMPO allows NDOT to pool funds for larger projects.
- > Must be used to promote alternative transportation modes like bike, ped, SRTS, etc. Cannot be used for roadway reconstruction.
- ➤ CAMPO's share is about \$120,000 per year.
- ➤ 95% Federal / 5% Local

≻Carbon Reduction Plan (CRP) Funds

- > Apported to CAMPO based on population.
- > Must be used on projects that promote reducing carbon in the transportation sector; pathways, signal operations, congestion management, transit facilities, etc. Cannot be used to widen or reconstruct roads.
- > CAMPO receives about \$155,000 per year.
- ➤ 95% Federal / 5% Local

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FHWA - Cont.

- >Other Misc. Funding for specific projects
 - >US 50 E. Carson Complete Street's Project / DMV Path Project
 - >TAP Flex funds
 - **≻Local Road Safety Plan**
 - > Highway Safety Improvement Program Funds (HSIP) Future
 - **➤ Discretionary Grants**
 - > TIGER \$7.5M for South Carson Street
 - > RAISE \$9.3M for William Street
 - > SS4A \$100,000 for SRTS Master Plan update
 - Additional detail of project-by-project funding is in the Transportation Improvement Program (TIP) Metropolitan Planning Organization



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Federal Transit Administration

- >A portion of CAMPOs FTA funding comes through NDOT, and a portion is directly apportioned to CAMPO.
- **➢ Direct Apportionments:**
 - **≻**Section 5307 Funding
- >Apportionments through NDOT :
 - ➤ Section 5303 Funding
 - ➤ Section 5339 Funding
 - ➤ Section 5310 Funding
- **≻Other:**
 - ➤ Discretionary Grants and rural area formulas
 - > Funding amount based on population



Federal Transit Administration - Cont.

➤ Section 5307

- ➤ Urbanized Area Formula Grants: Funds apportioned directly to CAMPO based on population and efficiency of operation.
- >About \$1.6M per year and used for:
 - > JAC operations
 - **≻** Administration
 - > Vehicle maintenance
 - > Transit related projects (sidewalks, bike facilities, stops, security)
- ➤ Local match is 50% for operating/admin, and 20% for vehicles/projects

➤ Section 5303

➤ Planning only funds. Consolidated with FHWA planning funds, called Consolidated Planning Grant (CPG) funds.



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Federal Transit Administration - Cont.

➤ Section 5339

- ➤ Bus and Bus Facilities Can only be used for buses and bus related facilities like maintenance, storage, stops, etc.
- >CAMPO gets about \$115,000 per year.
- ➤80% 90% Federal / 10% 20% Local match depending on the project type.

➤ Section 5310

- ➤ Mobility for Seniors and Individuals with disabilities Can only be used for services related to these groups.
 - ➤ Used for JAC Paratransit operations, as example.
- >CAMPO gets about \$170,000 per year.
- ➤ Local match is 20%.



Federal Transit Administration - Cont.

- ➤ While 5310 and 5339 funds are distributed to the State, CAMPO is the only MPO with less than 200,000 population, so NDOT provides all funds to CAMPO.
- ➤ Section 5311 Formula funds for rural transit operations.
 - ➤ DART in Douglas County receives 5311 funds for operations.
- **➤ Local match for JAC operations comes from various sources.**
 - **≻** City General Fund
 - ➤ State Grants
 - > Special purpose funds, like Redevelopment Authority
 - ➤ Misc. Revenue, Advertising, etc.
 - > Fares are not local match, but they reduce the cost of operation



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Federal Transit Administration – Last one!

- **➢ Discretionary Grants**
 - ➤ Variety of programs. CAMPO has been successful in winning these in the past.
 - > 5339(b) Competitive bus and bus facilities
 - > 5339(c) Low/No Emission vehicles



State and Local Sources

State Sources

- ➤ No dedicated source of State funds to CAMPO.
- ➤ State Planning Funds to support specific projects.
 - ➤ Courtesy of NDOT Thank you! ³
- **➤** Swapping of funds with NDOT for efficiently purposes.

Local Sources

- ➤ No dedicated local source for CAMPO.
- ➤ Matching funds provided by local agencies (Carson City RTC, Lyon County, Douglas County).

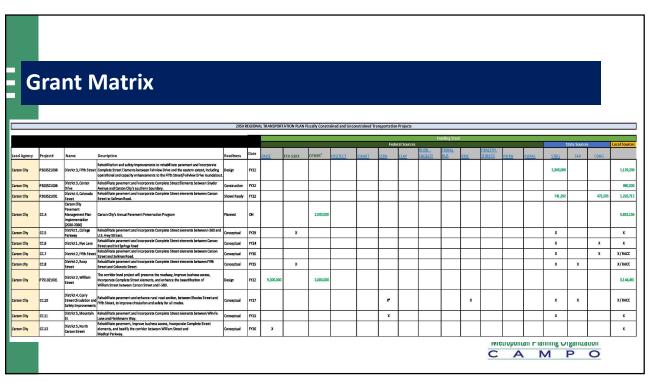
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Current Practice & Tools for Project Prioritization

- Follow requirements and process outlined in the 2050 Regional Transportation Plan and Unified Planning Work Program (UPWP)
- >Transportation Improvement Program (TIP) for short-term priorities
- ➤ Public Outreach Plan (PPP) and Community Engagement
- **≻**Continued efficient operation of JAC
- **≻**Carson City's Pavement Management Plan Local Agency needs
- **Coordination with NDOT on State facilities through One-Nevada**Process

 ∧
- **≻**Discretionary Grant tracking

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Forecast of Funding for CAMPO

- ➤ Population Growth: CAMPO/State/Nation
 - >Less growth = less funding; but the same or increasing requirements
- > Federal Transportation Funding
 - ➤ IIJA was huge investment in transportation funding with significantly more money available. Increases generally 2-3% per year.
 - ➤ Offset by rising cost of construction
 - ➤ Congressional budgets
 - **≻**Grants
- **≻**Partnerships

