

**REGIONAL TRANSPORTATION COMMISSION  
CITIZENS ADVISORY COMMITTEE  
April 6, 2011 Meeting Minutes**

**CAC Members Present:** Paul Arnold, Ron Aryel, Jenny Brekhus, Terri Compton, Jaime Edrosa, Evan Gadda, Art Gutmann, Geoff Kettling, John Kreiger, Michael McCaw, Jeff Miller, Jerry Purdy, Bob Schrimpf, Naveen Yelamanchili  
Alternates: Gwendolyn Lomas, Albert Garcia

**CAC Members Absent:** Scott Carey, Donna Kollman, Laura Langner, Rajan Zed

**RTC Staff:** Amy Cummings, Lee Gibson, Roger Hanson, David Jickling, Julie Masterpool, Howard Riedl, Lea Rogers, Linda Eller

A regular meeting of the Citizens Advisory Committee (CAC) was held on Wednesday, April 6, 2011 in the RTC Board Room, 2050 Villanova Drive, Reno, Nevada 89502. The meeting was called to order at 5:30 pm by Co-Chair Ron Aryel.

**Item 1: Approval of Agenda.** The agenda was approved as written.

**Item 2: Public Comment.** Roger Vogel requested that either David Jickling or Roger Hanson pass along to the RIDE Maintenance Department that the wheelchair ramps on the new buses are not being cleaned; that dirt accumulation impairs the proper operation of the ramps.

**Item 3: Approval of March 2, 2011 Meeting Minutes.** The minutes of the March 2, 2011 meeting were approved as written.

**Item 4: Nevada Department of Transportation (NDOT) Quarterly Update.** No one from NDOT was in attendance; item deferred.

**Item 5: Legislative Update.** Lee Gibson, RTC Executive Director, reported April 5<sup>th</sup> was the deadline for individual lawmakers to introduce bills. Senate Bill 192 is an effort by the majority leader to move two cents in property tax from the county to the RTC (approximately \$2.4 million in Washoe County). These funds could be used for multimodal projects. SB 192 passed 11 to 10. The committee will continue to receive updates as the Session continues.

**Item 6: Regional Road Impact Fee Scope of Services.** Julie Masterpool, RTC Engineer, briefed the committee on the Regional Road Impact Fee Scope of Services. The RTC intends to issue a Request for Proposal to select a firm to evaluate the current program. Attached to these minutes is the PowerPoint presentation. Also attached is a letter emailed from Jenny Brekhus to Julie Masterpool and Amy Cummings.

Jenny Brekhus moved that the committee recommend staff proceed with the Regional Road Impact Fee Overview; further, that the committee recommend the Scope of Services be divided into two parts to include (1) an analysis or program evaluation of the Regional Road Impact Fee program whether it promoted or worked against the desired regional land use patterns as stated in the Regional Plan; and (2) take results of the analysis and redesign the program as needed. The motion was seconded by Evan Gadda; vote taken; motion passed (dissenting votes: none).

Ron Aryel moved that the redesigned impact fee program include the condition that the developer be required to include the ability to provide efficient transit service in the capital design of the development e.g., bus stop bus pad and sidewalks). Evan Gadda seconded the motion; vote taken; motion passes by majority (dissenting votes: one).

**Item 7: Transit System Analysis Update.** Roger Hanson, RTC Senior Transit Planner, provided an update on the Transit System analysis being conducted by Parson Brinckerhoff. As a point of clarification, under "Project Review" in the report, it states: "The difference [transit service contract conversion to a turnkey operation] is enough that no reduction in service will be necessary over the full length of the five-year financial plan"; a more reasonable statement would be that no reduction in service will be necessary for at least the next two or three years. Staff will present the committee with the consultant's draft report at the May 4 meeting. No action was taken by the committee.

**Item 8: Regional Transportation Improvement Program Amendment.** Amy Cummings, RTC Planning Director, briefed the committee on the upcoming Regional Transportation Improvement Program (RTIP) Amendment. Attached to these minutes is the PowerPoint presentation. A draft amendment will be presented to the RTC Board on April 15 and begin the 21-day comment period. The draft amendment will be brought to the CAC at its May 4 meeting for comments; the final Amendment will be presented to the RTC Board at a public hearing on May 20, 2011.

Jenny Brekhus asked if the Moana facility, a historic transportation landmark, could be included as an eligible enhancement project, and if a \$10,000 feasibility analysis study could be included in the RTIP.

Amy Cummings explained that the enhancement program is a funding source to the RTC through NDOT and the State Transportation Advisory Committee. NDOT is in the process of revamping the application process. Ms. Cummings recommended the Moana facility project be revisited when the new application process has been established and a Call for Projects is issued by the State. Ms. Brekhus asked Ms. Cummings to include the project in the RTIP now if possible. No action was taken by the committee.

**Item 9: FY 2012 Unified Planning Work Program Update.** Amy Cummings, RTC Planning Director, briefed the committee on the contents of the report on the update of the FY 2012 Unified Planning Work Program (UPWP). A map depicting the potential corridor studies (Kietzke Ln, Sparks Blvd, Sun Valley Blvd, US 395 I-80 to Stead Blvd, I-11 interstate concept between Mexico to Canada) was distributed (attached to these minutes). The full draft UPWP will be brought to the CAC for formal action at its May 4 meeting. No action was taken by the committee.

**Item 10: Regional Transportation Plan Community Working Group Call for Volunteers.** Amy Cummings, RTC Planning Director, briefed the committee on the contents of the report on the update of the Regional Transportation Plan. A call for volunteers to serve on the Community Working Group will be published in May; appointments will be made by the RTC Board in July; committee meetings will begin in September and continue for approximately one year.

Upon motion made and seconded, the selection process for the Community Working Group members was unanimously approved.

**Item 11: Member Items.**

- a. Discussion and Action on Placing the Pledge of Allegiance on the CAC Agenda. Upon motion made, seconded and unanimously carried, future meetings of the CAC will begin with the Pledge of Allegiance to the Flag.

- b. Discussion and recommendation on Request to the RTC Board to Actively Request/Seek Additional Funding from the State Legislature. No action was taken by the committee. Lee Gibson will bring information to the CAC from the Nevada Taxpayer Association about the State of Nevada's funding laws.
- c. Discussion on Preferred Method for CAC Members to Receive Information Updates from Other Members. No action was taken by the committee. Lee Gibson will ask legal counsel to advise on any Nevada Open Meeting Law ramifications regarding the sharing of information by and among the committee members. It was recommended that if one member has information to share with the committee, that member should contact RTC staff, and staff will include that information on the subsequent CAC meeting agenda if possible.

John Purdy distributed a handout entitled "Grand Jury Investigation" (copy attached) and the asked the CAC to take action. David Jickling advised that the CAC could not take action on member items but could request that it be included as an action item on the next CAC meeting agenda. Mr. Purdy requested the item be placed on the May 4 meeting agenda. Staff will present the handout to legal counsel and request an opinion on whether or not it may conflict with RTC Board policy on personnel issues and/or the purpose of the advisory committee.

Mike McCaw voiced a safety concern about the paratransit vans not having a sturdy railing to assist riders with boarding the vehicle. Mr. McCaw has requested a modification to all ACCESS vans be made to avoid possible injuries.

**Item 12: Reports.** No discussion.

**Item 13: Agenda Items for the May 4, 2011 CAC Meeting.**

- a. John Purdy requested the "Grand Jury Investigation" matter be placed on the May 4 meeting agenda.
- b. Jennie Brekhus requested a refresher on Air Quality Regulations as related to transportation.
- c. Ron Aryel requested information on RTC's process for report carding of projects.

David Jickling commented that staff may not be able to provide information at the next meeting; Co-Chair Aryel suggested that the item be re-worded so as not to be date specific.

**Item 14: RTC Staff Items.**

Howard Riedl, RTC Engineer, reported that the construction season has begun; bids are being received and despite the rising cost of oil, the bid amounts do not appear to reflect the increase in fuel costs. The preventive maintenance slurry seal contract bids came in approximately \$1 million below estimate.

**Item 15: Adjournment.** The meeting adjourned at 7:20 pm.

Respectfully submitted,

Linda B. Eller  
RTC Administrative Assistant

Attachments

### Regional Road Impact Fees



Regional Transportation Commission  
Citizens Advisory Committee  
April 6, 2011

### Regional Road Impact Fee Program


Financing tool for collecting the cost of building additional road capacity needed due to new development

Promotes growth by ensuring funding for capacity improvements



### Why a road impact fee in Washoe County?

- Desire for development to pay its fair share
- Enabling legislation (NRS 278B) adopted in 1996
- Viewed as equitable system supported by development community



### Essential Elements of the RRIF system

- Regional approach
- Land use and population forecasts
- Travel forecast and road network
- Reasonable sized Benefit Districts
- Travel and cost attributable to new development
- Fee schedule based upon trip generation

### Components of RRIF System

- Nevada Revised Statute (NRS)
- Local enacting ordinance
- Capital Improvements Program (CIP)
- General Administrative Manual (GAM)

### NRS 278B – Impact Fees

Defines capital improvements that may be included in an impact fee program

▪ Drainage	▪ Sanitary sewers
▪ Fire stations	▪ Storm sewers
▪ Parks	▪ Street
▪ Police stations	▪ Water projects

### Local Impact Fee Ordinances

- Describes the service area and benefit district boundaries
- Outlines the local and RTC RRIF administrator duties
- Defines how collected fees can be spent

### Capital Improvement Plan


- Describes methodology for calculation of the impact fees
- Uses Traffic Forecast model to determine capacity improvements required for 10 year and 30 year horizons

### General Administrative Manual

- Outlines administrative organization and responsibilities of local agencies and the RTC
- Outlines CCFEA process and usage of impact fee credits


### How Impact Fees are Determined

- Consumption Based Approach
- Avg. \$ per lane / New Capacity Created (VMT) = \$/VMT
- Fee for new development based on amount of new traffic generated by type of land use (Combination of ADT, % new trips and trip lengths)



### How road projects are built

- RTC designs and builds congestion relief projects based upon regional priorities with fees collected through RRIF Program
- Developers build congestion relief roadway improvements for which they receive RRIF credit subject to RTC and local approval of plans and finished work



### Recent Projects

#### Developer Built Roadways

- Vista Knolls Parkway – a new 2 lane roadway from Sky Vista to Lemmon Drive (Sky Vista Walmart)
- Lincoln Way – a new 4 lane roadway from Sparks Blvd to Marina Gateway (Legends at Sparks Marina)
- Somersett Ridge Pkwy, a new 2 lane roadway from US 40 to Somersett (Sierra Canyon Development)

#### RTC Built Roadways

- Sparks Boulevard/Los Altos and Vista Boulevard/Los Altos Intersection Improvements
- Vista Blvd - Widen 2 to 4 lanes (Los Altos to Wingfield Hills)
- Pyramid/La Posada/Eagle Canyon Intersections

### RRIF investments in design, ROW, and construction

- RTC Impact Fee Projects with collected fees: **\$80 million**
- Developer CCFEA Projects: **\$220 million**

**RRIF Program Overview**

RTC Board requested a independent review of the impact fee program

- Best professional practices
- Recent impact fee case law
- Identify potential improvements to the current program
- Identify potential for Transit Impact Fee
- Financial audit

*Questions?*

*Julie Masterpool, PE  
Regional Transportation Commission  
Engineering Department  
1105 Terminal Way, Suite 108  
Reno, NV 89435  
775-335-1897*

April 3, 2011

Julie Masterpool, Engineering Project Manager  
Amy Cummings, Planning Manager  
RTC of Washoe County  
Sent by Electronic Communication

Dear Mses. Masterpool and Cummings:

This letter is written in response to Item 6, on the April 6 CAC agenda, Scope of Services regarding Regional Road Impact Fee (RRIF) Overview. I have reviewed the Scope and suggest a changed approach. I would like to see a work product that calls for, as the Item Agenda describes, an overview or evaluation of the RRIF program as it functioned during the boom and bust periods. I think that it may be of value to bifurcate the Scope into a two-part process, the first being the overview/evaluation and issues identification phase. The second part would build upon findings of the first phase and prepare recommendations for the program's redesign as needed.

I believe that the need for evaluation is necessary to understand if the program as implemented conforms to policies expressed in the Regional Plan and other Master Plans. More specifically, I question whether the RRIF conforms to or works against policies in Regional Plan Module 1, related to Urban Form and Pattern, particularly policies intended to "lessen sprawl".

I have conducted a cursory internet review of recent planning literature related to the role of impact fees in promoting desired land use patterns and discouraging sprawl. The results are mixed; in most instances there is evidence that impact fee programs support a compact urban form. There is also evidence that impact fee programs can be sprawl inducing. I am concerned that our region's impact fee program may be sprawl inducing.

I think that a qualified firm could develop a methodology to evaluate the RRIF. For example, I would like to know where impact fees have been primarily utilized to expand capacity. Do these areas correspond to areas where the Regional Plan states that growth should be directed? Or were impact fee revenues utilized for capacity expansion outside of desired growth areas?

I think that an issue identification and evaluation phase is critical at this time when growth has not materialized as anticipated and the region is suffering from the economic drag of an oversupply of housing inventory. In addition, I understand that some impact fee credit holders have made requests for reimbursement. It does not appear that this consideration is captured in the Scope. I am not stating support for reimbursement but should the program be substantially redesigned, reimbursement may be worth consideration.

Due to the importance of the RRIF for implementation of the Regional Plan and the Master Plans of the local governments and other affected entities, I request that a copy of my letter be forwarded to the TAC and Board. I would like members of those bodies to understand my concerns as a CAC member. I also ask that copies of this letter be distributed to CAC members at our April meeting.

Thank you.

Jenny Brekhus  
CAC Member

## Regional Transportation Improvement Program Update

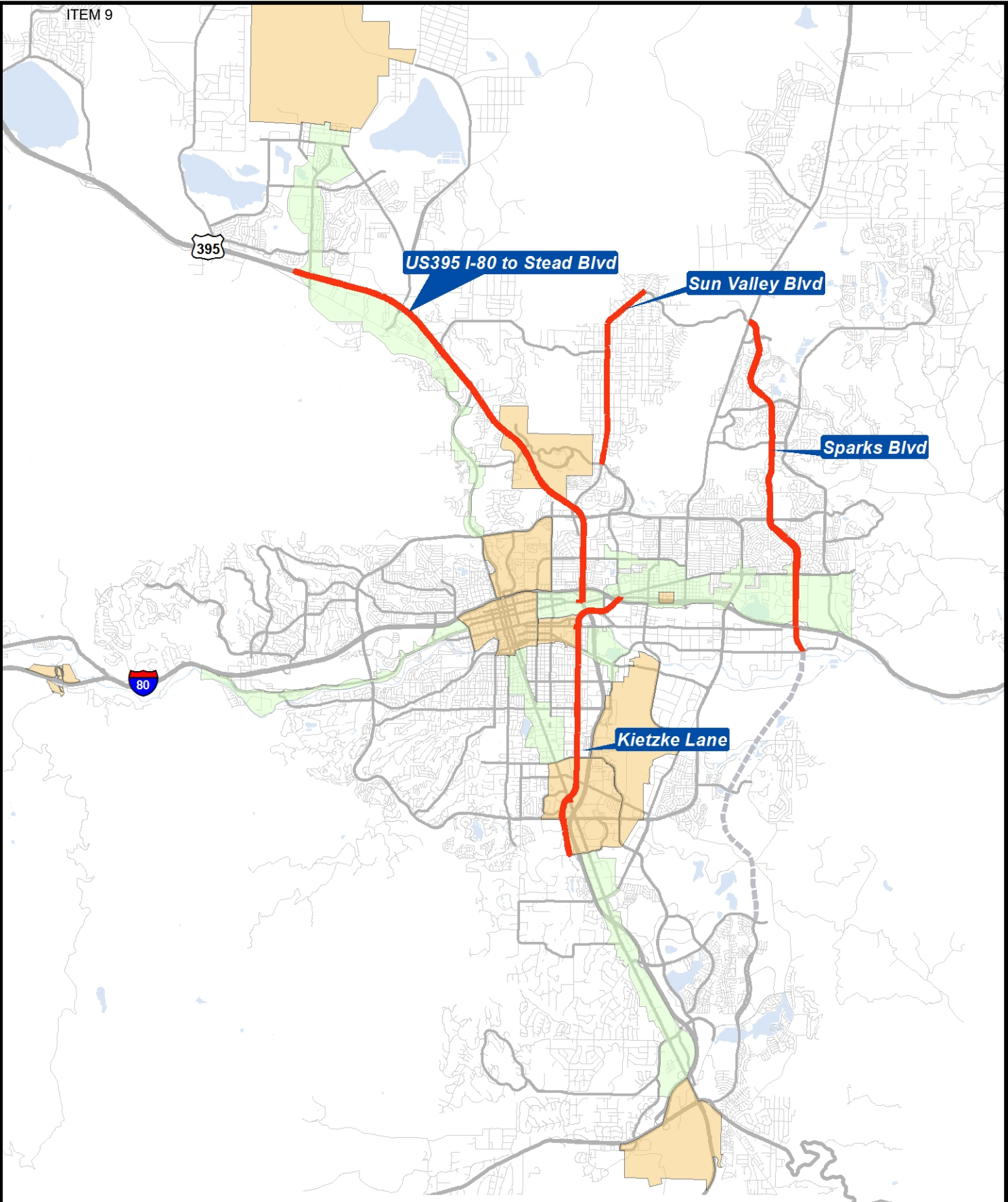
- RTIP identifies 5 years of capital improvements
  - Current RTIP extends to 2013
- Update process includes:
  - Amendment to RTP to ensure both are consistent
  - Bring back to TAC, CAC & Board
  - Air quality analysis & consultation
  - 21 day public comment period
  - Public hearing








## Proposed Changes to RTIP

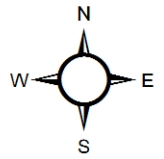
- Extend to 2015
- Project updates:
  - I-80 design modifications
  - Pyramid/McCarran implementation
  - New Freedom/JARC program
  - Virginia Street alternatives analysis
  - FTA electric bus grant
  - Other projects?





# Potential UPWP Corridor Studies

-  Study Corridors
  -  Future Southeast Connector
  -  TOD Corridors
  -  Regional Centers
-  Water
- 0 1.5 3 Miles



## **Grand Jury Investigation**

**I would like to make a motion the Citizens Advisory Committee approve requesting a Washoe grand jury investigation into allegations of failure to follow required procedures in the expenditure of federal funds used to finance construction of the 4<sup>th</sup> St bus station, the sudden termination without a hearing, of a senior RTC employee overseeing it's construction and withholding release of public information to the media.**

**These and other allegations were reported in detail in an RGJ April 2, 2011 news article by Jeff De Long entitled Fired RTC engineer: I was a "scapegoat"**

**The public trust and support of a government agency is fragile at best and requires an agency take immediate action to correct anything that undermines that trust.**