

**REGIONAL TRANSPORTATION COMMISSION  
WASHOE COUNTY, NEVADA**

**FRIDAY**

**9:03 A.M.**

**October 17, 2014**

**PRESENT:**

**Bonnie Weber, Washoe County Commissioner, Chair  
Bob Cashell, Mayor of Reno (Alternate)  
Neoma Jardon, Reno City Council Member  
David Humke, Washoe County Commissioner (arrived at 9:26 a.m.)  
Ron Smith, Sparks City Council Member**

**Lee G. Gibson, Executive Director  
Dale Ferguson, Legal Counsel  
Rudy Malfabon, Director of NDOT**

**NOT PRESENT:**

**Sharon Zadra, Reno City Council Member, Vice Chair**

The regular monthly meeting, held in the Board Room of the Jerry L. Hall Regional Transportation Center, 2050 Villanova Drive, Reno, Nevada, was called to order by Chair Weber. Following the Pledge of Allegiance to the Flag of our country, the Board conducted the following business:

**RECOGNITION OF THE RTC BY THE CORAL ACADEMY OF SCIENCE FOR THE INSTALLATION OF THEIR NEW CROSSWALK**

Commissioner Jardon showed a card she received from the academy which was signed by all 500 students then a representative from the Academy thanked Commissioner Jardon and the RTC for the financial assistance which enabled the new crosswalk and lighting completed.

**RECOGNITION OF THE RTC FOR THE NEW KEYSTONE BRIDGE PLAQUE**

Commissioner Jardon thanked the RTC for assisting with the funding to replace the original plaque on the Keystone Bridge which had been broken already and then pieces were stolen for the metal.

**PRESENTATION OF THE AMERICAN PLANNERS ASSOCIATION DEBOER AWARD FOR OUTSTANDING INDIVIDUAL PROJECT – VIRGINIA STREET BUS RAPID TRANSIT EXTENSION**

Andy Durling, President of the Nevada Chapter of the American Planning Association, presented a plaque and spoke in recognition of the RTC for the Virginia Street Corridor Investment Plan.

***Item 1            APPROVAL OF AGENDA***

On motion of Commissioner Jardon, seconded by Commissioner Smith, which motion unanimously carried, Chair Weber ordered that the agenda for this meeting be approved.

***Item 2.1 PUBLIC INPUT***

Chair Weber opened the meeting to public input and called on anyone wishing to speak on topics relevant to the Regional Transportation Commission (RTC) that are not included in the current agenda.

Mr. Mark Tadder, representing the Sierra Nevada Transportation Coalition, addressed the Board to announce that this coalition had just been formed and is chartered by CitiCare, Northern Nevada Center for Excellence in Disabilities and the Northern Nevada Center for Independent Living. He then described the purpose of the coalition, steps to date and overall plans for the future.

E.D. Gibson thanked Mr. Tadder for coming and thanked Chair Weber for moving the community forward on this need. He added that the benefit of a coalition is that they have the ability to tap into private sector funding and more public/private partnerships.

There was a brief discussion about the RTC's Coordinated Transportation Plan (CTP) project and upcoming meetings, and Michael Moreno, RTC Public Affairs Administrator, confirmed that another meeting would be scheduled in the near future.

There being no one else wishing to speak, the Chair closed public input.

***Item 2.2 ADVISORY COMMITTEES SUMMARY REPORT***

On motion of Commissioner Jardon, seconded by Commissioner Smith, which motion unanimously carried, Chair Weber ordered that receipt of the monthly Summary Report for the Technical, Citizens, Bicycle/Pedestrian, and Regional Road Impact Fee Advisory Committees be acknowledged.

The Board Clerk interrupted to let the Chair know that an audience member who submitted a request to speak for Item 5.1 actually wished to speak under Item 2.1, Public Input.

Chair Weber then re-opened the meeting to public input and called on the speaker.

Ms. Kelli Seals and Julie Hunter, both representing the Washoe County Health District, fully support the report and proposed changes to the Keystone Corridor (Item 5.1).

There being no one else wishing to speak, the Chair closed public input.

***Item 3.1 thru 3.2 DIRECTOR REPORTS***

***Item 3.1 RTC Executive Director Report***

RTC Executive Director Lee Gibson (E.D.) said that since the last Board meeting there had been a Shared Federal Framework (SFF) meeting to continue the effort in bringing together the region with one voice at the federal level and to key members of congress.

He added that the human services working group also met to establish their input for the Coordinated Transportation Plan (CTP). The plan is that the CTP will be brought to the Board for approval in November after one more review by the larger group.

E.D. Gibson also addressed the complaint that was submitted by an intercity rider stating that the drivers did not know where the stops are in Carson City. He said that the passenger had been contacted and the matter had been addressed with M/V Transit. The passenger seemed satisfied with this resolution.

The E.D. said the construction contract for the SouthEast Connector is currently in negotiations and should hopefully be completed in the near future.

Lastly, he reminded everyone of the free ride on transit all day November 4<sup>th</sup> for voting day.

Next, E.D. Gibson recognized Mayor Cashell for his great leadership and support to the RTC over the years.

Commissioner Jardon mentioned that the King's Inn on West 3<sup>rd</sup> St. is in the works to be sold and renovated by the new owners, and Mayor Cashell had a great interest in driving a bulldozer through the building to get it started. She then presented the Mayor with a toy bulldozer from the RTC to commemorate that event as well as all the other "bulldozer" events he has attended and supported in our community.

### **Item 3.2 RTC Federal Report**

E.D. Gibson said that the report was provided in writing at the dais for the commissioners and commented that the Speaker of the House is getting close to funding a "big highway bill" via tax reform which is good news for the RTC. He then offered to answer any questions.

Chair Weber asked to have the Federal Report posted to the RTC website from now on.

Commissioner Jardon read a note from Congressman Steven Horsford thanking both Commissioner Smith and herself for their visit and comments while in Washington D.C. in September.

Chair Weber suggested that commissioners provide some type of report or update when they travel to D.C., or anywhere, to meet with congressional leaders.

Commissioner Jardon thinks this was a very good idea.

Commissioner Humke mentioned a section of the federal report pertaining to special permitting for sending Ebola waste to a special Illinois disposal site and asked if that is something Washoe County needs to get involved with, and is Illinois the only site of this kind.

E.D. Gibson said he wasn't familiar with this particular aspect of disposal or whether Illinois is the only disposal site, but the RTC will definitely need to familiarize ourselves with the protocols since we provide a public service.

Chair Weber said that the County has valuable information on their website pertaining to both Ebola and the horrible enterovirus that is affecting children so much this year. She recommends that the Cities of Reno and Sparks include the same information on their websites.

Commissioner Jardon highly recommends flu shots for everyone as well.

### **Item 3.3 NDOT Director Report**

NDOT Director Rudy Malfabon first congratulated the RTC for receiving the \$16 million TIGER grant. He then said that Congress passed a continuing resolution for federal transit funding through December 11<sup>th</sup>.

Dir. Malfabon continued, saying that the Transportation Board gave the authorization to speed up the USA Parkway project to meet the needs of Tesla and the other businesses located out that way. Construction should be completed by the end of 2017 if all goes as planned. He added that there will be a public meeting held in Silver Springs but the notice has not gone out yet.

Lastly, Dir. Malfabon thanked NDOT's partners for the completion of so many construction projects over the past season.

### ***Item 4.1 thru 4.13 CONSENT ITEMS***

E.D. Gibson asked to comment on Item 4.4 for the SEC report. With approval, he said he had received an email from the U.S. Corps of Engineers (USACE) which seemed to state that there is some confusion over the responsibilities between them and the State Historic Preservation Office (SHPO). There is a meeting scheduled in the next week to try and resolve this confusion and an update will be provided at the next Board meeting.

Commissioner Jardon asked how long it's been since the original request for the USACE permit was submitted.

E.D. Gibson responded that it was submitted in July 2013, so 15 months ago.

Commissioner Jardon said that her understanding from the recent meetings in Washington D.C. is that this type of permitting generally takes two to three months. So she would like to see this expedited as much as possible.

E.D. Gibson explained all of the steps that are being taken to make it happen.

Commissioner Smith asked Garth Oksol, RTC Project Manager for SEC, what the status is on the Veterans Memorial Bridge landscaping.

Mr. Oksol addressed the Board and said the landscape artist had walked the site and are currently compiling components for the ideas that have been discussed; they may be presented at the next meeting. Unfortunately, the other issues related to the project have taken a priority lately and the focus has not been on this section.

Commissioner Smith requested that Item 4.5 be pulled for discussion.

#### ***Minutes***

- 4.1 Approve the minutes of the September 19, 2014, meeting (*For Possible Action*)**
- 4.2 Approve the minutes of the September 4, 2014, RRIF Workshop (*For Possible Action*)**

#### ***Engineering***

- 4.3 Acknowledge receipt of the monthly Engineering Activity Report (*For Possible Action*)**
- 4.4 Acknowledge receipt of the SouthEast Connector monthly progress report (*For Possible Action*)**
- 4.5 *Pulled for discussion as requested by Commissioner Smith – see below.***
- 4.6 Approve technical corrections and the final and conformed version of RRIF GAM Amendment No. 1 for the extension of unexpired Regional Road Impact Fee Credits as shown in Attachment A to the staff report for this agenda item (*For Possible Action*)**
- 4.7 Approve the selection of Nichols Consulting Engineers (NCE) for the Virginia Street Mid-Town and BRT Extension Request for Proposals (RFP) #RTC14-11; authorize the RTC Executive Director to negotiate and execute a professional services agreement with NCE (*For Possible Action*)**

#### ***Public Transportation/Operations***

- 4.8 Acknowledge receipt of the monthly Public Transportation/Operations Report (*For Possible Action*)**

#### ***Administration***

- 4.9 Acknowledge receipt of the Asset Donation Log for the third quarter, calendar year 2014 (*For Possible Action*)**
- 4.10 Approve the deletion of Management Policy P-6 (Communication) (*For Possible Action*)**

#### ***Procurement and Contracts***

- 4.11 Authorize the RTC Executive Director to extend the agreement with Deltek, Inc. for one year in an amount not to exceed \$67,605.87 for Costpoint support/maintenance (*For Possible Action*)**
- 4.12 Authorize a contract renewal with NextBus, in an amount not to exceed \$88,197.75, per the terms of the NextBus equipment and software maintenance agreement (*For Possible Action*)**
- 4.13 Approve a Professional Service Agreement (PSA) with Lumos and Associates in an amount not to exceed \$586,660 for design services and construction management for the 2015 Preventive Maintenance project; authorize the RTC Executive Director to execute the agreement (*For Possible Action*)**

On motion of Commissioner Humke, seconded by Commissioner Smith, which motion carried unanimously, Chair Weber ordered that Consent Items 4.1 through 4.4 and Items 4.6 through 4.13 be approved.

**4.5 Approve a resolution regarding the sale of excess parcels from the Moana Lane Extension Project (Airway Drive), affirming that the thirteen parcels are not required for public use and direct staff to sell the excess parcels consistent with the terms set forth in the Resolution; authorize the RTC Chair to execute the resolution (*For Possible Action*)**

Commissioner Smith asked if the RTC is ready to sell these parcels or is there more work to do. Also, if they were taken by eminent domain is the RTC required to offer them back to the original owners first.

Mr. Shawn Pearson of Woodburn and Wedge responded that these parcels were purchased before the law requiring they be offered back to the original owners was put in place.

Jeff Hale, RTC Engineering Director, explained that the parcels to the west of I-580 do need to be offered back to the owner but the parcels east of I-580 do not.

Legal Counsel Dale Ferguson added that the law requiring an offer back to the original owners is very “muddy” so his firm is still researching the matter. However, the parcels along Airway Drive do not fall under this new law at all.

Commissioner Humke asked if the new statute mentions remnant parcels.

Mr. Ferguson said part of the statute does mention remnants and another part does not, so that’s part of the confusion.

On motion of Commissioner Smith, seconded by Commissioners Humke and Jardon, which motion carried unanimously, Chair Weber ordered that Consent Item 4.5 be approved.

***Item 5.1 thru 5.3 PLANNING***

**5.1 Approve the Keystone Avenue Corridor Study report (*For Possible Action*)**

Amy Cummings, RTC Planning Director, addressed the Board to present the final recommendations resulting from the Keystone Corridor Study, as set forth in the briefing materials for this agenda item. She added that the recommendations have been presented to the Reno City Council and then she listed the variety of methods used to get the word out to the citizens as well.

Chair Weber thanked Ms. Cummings and RTC staff for everything they’ve done to get the word out about this project.

Commissioner Jardon agreed with Chair Weber and thanked staff. She specifically stated that she appreciated how staff changed the tone of the meetings to better communicate with the citizens attending and to make them feel like they were being heard.

Commissioner Jardon asked if the speed limit in the Keystone area near Kings Row can be looked at as well.

Ms. Cummings said it can absolutely be looked into.

Commissioner Jardon asked if there will be any taking of property for the free-right turn at King's Row.

Ms. Cummings said they are trying to work within the existing right-of-way but if there is a need to use any property it should only be a sliver.

Commissioner Humke commended Ms. Cummings for working so well with those citizens who were initially opposed to this project.

Chair Weber read into the record the following from letters received:

Ms. Enid Jennings, "Supports approval of the Keystone Corridor and commends the RTC staff on this process; they came into our neighborhood, welcomed all feedback, studied the area, and produced a viable plan to improve safety and transportation on Keystone."

Ms. Lisa Hill, "Supports approval of the Keystone Corridor improvements as presented. At the meetings, there were far more people excited about the prospect of safety improvements. We witnessed continual adjustments and improvements based on public input over the course of the RTC study. When you listen to the recommendations, be assured that RTC staff listened to the input and incorporated the many comments into the final plan."

Ms. Sheryl Coulston, "I want to express my support of item 5.1 Approve the Keystone Avenue Corridor Study Report. The many proposed plans for the Keystone corridor are awesome! Jacobs and the RTC have done a wonderful job in presenting them to the public for our input. Please support these improvements for our wonderful Old North West Neighborhoods!"

Commissioner Jardon asked what is going on with the Starbucks driveway.

Ms. Cummings said they have spoken with the Starbucks folks from Sacramento and there is a design concept underway that would close that driveway and reroute the entrance configuration.

Commissioner Jardon then mentioned that the Boys and Girls Club is expanding and will have young children in the area so it's something to also consider.

E.D. Gibson then thanked Steve Bunnell from the City of Reno and Chris Martinovich from Jacobs Engineering for their efforts on this project.

On motion of Commissioner Jardon, seconded by Commissioner Humke, which motion carried unanimously, Chair Weber ordered that the Keystone Avenue Corridor Study Report be approved.

**5.2 Acknowledge receipt of the update on the RTC Blue Ribbon Committee for Transit and provide direction accordingly (*For Possible Action*)**

Michael Moreno, RTC Public Affairs Administrator, addressed the Board to give a brief update. He said there have been three meetings to date and that they mainly pertained to RTC explaining their overall purpose, the agency's financial condition, the public need, etc. Mr. Moreno said that going forward; the goal of the meetings will be to listen to the discussion and suggestions presented by the members.

On motion of Commissioner Humke, seconded by Commissioner Jardon, which motion carried unanimously by those present (Comm. Smith stepped out of the room for a moment), Chair Weber ordered that receipt of the update be acknowledged.

**5.3 Acknowledge receipt of report on coordinating Washoe County-Storey County transportation needs and provide direction accordingly (*For Possible Action*)**

Amy Cummings, RTC Planning Director, addressed the Board with a follow-up to information requested at the previous meeting. She first showed a map of the Tahoe Regional Industrial Center (TRIC) area which is as big, if not bigger than the Washoe County metropolitan area. She went on to say that EDawn is planning to look at all of the infrastructure and impacts of Tesla moving to the area and NDOT is initiating a rural transit study with Western Nevada Development Districts and have asked the RTC to participate in that process.

Commissioner Smith asked if this includes the I-11 corridor.

Ms. Cummings said it will be a factor in the study for long-term planning. Staff is looking at a range of transportation options for the area, starting with the vanpool program. There are currently three vanpools that go to TRIC right now so that could be expanded upon. There are 15 people to a van and the participants organize it themselves and receive a subsidy from the RTC to help pay for it. This is a very successful program for these distances.

Additionally, staff is looking at operating scenarios and costing options for an intercity route similar to the Carson City route.

Another possibility is that if some of the private businesses would like to start up some sort of transit service, what can the RTC do to support that?

Chair Weber asked if a meeting could be set up with RTC and the Storey County Commissioners, Washoe County Commissioners and anyone else who wants to participate, to discuss transportation options. The impacts will not take place right away so there will be a little time to figure things out and get input from everyone.



Commissioner Jardon agrees with Chair Weber. She then asked how many buses would be needed just for the Tesla employees based off calculations they worked on while in Washington DC.

E.D. Gibson responded that it was approximately 10-20 buses which the RTC does not have funding for and does not have room to store on the property. That is above and beyond the buses being purchased for the 4<sup>th</sup>/Prater route. He suggests looking at more public/private partnerships for this. He added that projects take a very long time to develop so things need to start progressing fairly quickly.

Commissioner Humke reminded everyone that this facility is outside of the RTC's service area and that we already have areas in our own community that have little to no transit service right now. He would like to see the RTC do something for the citizens of this county who pay taxes for this service and put the emphasis on private operators for TRIC instead. He added that some of the businesses within Washoe County may be interested in public/private partnerships as well so staff should look into that.

Chair Weber agrees with Commissioner Humke. She then called for public comment on this item.

Mr. Austin Osborne, Planning Director for Storey County, first thanked staff for inviting them to this meeting. He then said the way Storey County is looking at the Tesla project is as a phased project that will go on for a few years. There will be different phases of construction, different shifts for each phase, and when the business opens there will be different hiring stages and several shifts for work. Therefore, there will not be a huge influx of people requiring transit all at once.

Mr. Osborne believes the vanpools may be the best option as it now stands so he has been working with Carol Perry from the RTC on that type of program.

E.D. Gibson said he is not only concerned about Tesla but also the multiple other businesses that are planned to move to TRIC and the effects that may come with that.

Commissioner Smith agreed that coordination and planning needs to begin early or when it comes time to provide some type of service it won't be ready. He thanked Commissioner Humke and Chair Weber for all of their efforts as well.

Commissioner Humke asked Mr. Osborne if there is any life in the initiative for a "man camp" during construction.

Mr. Osborne said that he does not have a definitive answer at this time but will provide an update as soon as he does know something specific.

Commissioner Jardon said that as a business owner at TRIC, there is a trend occurring when there are more jobs available in town, the folks at TRIC decide they don't want to make the drive all the way out there anymore, so transit may be more appealing to them. She believes this is something to just keep in mind.

On motion of Commissioner Smith, seconded by Commissioner Humke, which motion carried unanimously, Chair Weber ordered that receipt of the report be acknowledged.

***Item 6.1 thru 6.2 OPERATIONS***

**6.1 Acknowledge receipt of the report on RTC RIDE automated onboard stop announcements and provide direction accordingly (*For Possible Action*)**

David Jickling, RTC Public Transportation and Operations Director, addressed the Board to provide an update on a public comment given at the previous meeting pertaining to a pilot project to automate all bus stops on the Sierra Spirit and on Route 5 to Sun Valley

Mr. Jickling said this project is proceeding and 4 hours of staff time per week has been allocated to get all of our routes automated, but it takes approximately 8 hours per route so will take some time. The hope is to complete the project by the summer of 2015. Mr. Jickling added that the RTC is currently in full compliance with the ADA requirements and there have been no complaints pertaining to this issue except from Mr. Burggraaf. He then offered to answer any questions.

Chair Weber then called Mr. Burggraaf to the podium for public comment.

Mr. Eric Burggraaf said that he and his friend use RTC RIDE as if it were their own vehicle so having this in place is key for them. He added that most of his concerns have been addressed in Mr. Jickling's verbal report.

Mr. Burggraaf would like to have this brought back for review in February 2015. He also said that the Sierra Spirit route is not fully automated as far as he knows.

Mr. Jickling said a follow-up can be brought back in February and an update paragraph can also be added to the Public Transportation/Operations monthly update. He then reminded the commissioners that this process is more difficult than most people realize. There are factors such as announcement volume (too loud/too quiet), geocoding and detoured routes that play into it. To his knowledge, there is not a bus system in the United States that announces every stop due to these issues but the RTC and M/V Transit are committed to attempting to make it happen.

Chair Weber asked to have this information sent to Mr. Burggraaf in writing prior to the next meeting.

Commissioner Humke made a motion to acknowledge receipt of the report which was seconded by Commissioners Smith and Jardon.

Mayor Cashell said that he had to depart for another meeting and expressed what an honor it's been to work with the RTC and as Mayor of Reno for all these years.

Commissioner Smith responded that it's been a pleasure working with Mayor Cashell as well.

Mayor Cashell then departed the meeting at 10:50 a.m.

A vote was then taken on Commissioner Humke's previous motion and it passed unanimously with those present.

**6.2 Approve the Request for Proposals (RFP) for the provision of RTC ACCESS ADA Taxi Paratransit Services and provide additional direction to staff accordingly (*For Possible Action*)**

David Jickling, RTC Director of Public Transportation and Operations, addressed the Board to explain the purpose of the RFP being proposed, as set forth in the briefing materials for this agenda item. He then offered to answer any questions.

Commissioner Smith commented that the RTC ACCESS drivers do a fantastic job every day and he wished to express his thanks to them.

On motion of Commissioner Smith, seconded by Commissioner Jardon, which motion carried unanimously, Chair Weber ordered that the Request for Proposals be approved.

**Item 7.1 LEGAL REPORT**

Chief Legal Counsel Dale Ferguson said he had no legal matters to report.

**Item 10 PUBLIC INPUT**

Chair Weber opened the meeting to public input and called on anyone wishing to speak on topics relevant to the Regional Transportation Commission (RTC) that are not included in the current agenda.

There being no one wishing to speak, the Chair closed public input.

**Item 11 MEMBER ITEMS**

Commissioner Jardon would like to see a speed study completed on West 4<sup>th</sup> now that the restriping has been completed. (Director Malfabon said it should be completed after the holidays).

Commissioner Jardon would also like to see some sort of collaborative study done on the pedestrian injury and death increases and, once received, find out if there is anything the RTC can do to prevent or reduce them going forward.

Director Malfabon said that there is a collaborative group that has a statewide safety study underway which includes pedestrian safety. A lot of this information comes from law enforcement. He said he will follow up with that group to see what specifically they are working on so that efforts are not duplicated. He will provide an update at the next meeting.

Chair Weber would like for Commissioner Jardon to attend one of those meetings if she's interested.

Commissioner Humke said that he used to be involved in a Nevada Association of Counties group that was also looking into these matters and suggested that perhaps Director Malfabon could check with them for additional data and input.

E.D. Gibson offered to have staff put together a document containing the various safety studies that they've been involved in as well.

Commissioner Smith said he would like to see a coalition put together which would look into narrowing down a route for Interstate 11 through Northern Nevada.

Director Malfabon said that a certain legal process must be followed regarding eminent domain so this would be early to start that process.

Commissioner Smith thanked Commissioner Humke, Chair Weber and Vice Chair Zadra (in her absence) for their service as they will be moving on either in November or January due to term limits.

Commissioner Smith also thanked the City of Reno for hiring some disabled citizens to be called the Ambassadors of Clean to clean up around the city and interact with visitors to the area.

Chair Weber said staff should be looking at transit for Amazon and other transit issues in our own area.

Chair Weber also wants someone to look into the length of the red light at Plumb Lane at the south end of the RTC building.

Jeff Hale, RTC Engineering Director, said staff will look into it.

Commissioner Jardon asked for RTC staff to look into the possibility of a public/private partnership with casinos or other entities for vanpools or coach use in the Del Webb development at Somerset.

David Jickling, RTC Public Transportation Director, said there was an agreement with Boomtown quite some time ago, before Del Webb was there, and that they partially funded. However, Boomtown eventually backed out of it when the economy dropped.

E.D. Gibson said staff could look in to this possibility over the next few months but the casinos may be pretty heavily regulated on what they can use their transit vehicles for.

Lastly, E.D. Gibson announced a Stuff-a-Bus event in Reno on November 25<sup>th</sup> in front of the Aces Ballpark. There will be a series of events occurring in the city that day.

**Item 12      ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 11:18 a.m.



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BONNIE WEBER, Chair  
Regional Transportation Commission