

**REGIONAL TRANSPORTATION COMMISSION
WASHOE COUNTY, NEVADA**

FRIDAY

9:05 A.M.

December 20, 2013

PRESENT:

**Bonnie Weber, Washoe County Commissioner, Chair
Sharon Zadra, Reno City Council Member, New Vice Chair
Neoma Jardon, Reno City Council Member
David Humke, Washoe County Commissioner
Ron Smith, Sparks City Council Member**

**Lee G. Gibson, Executive Director
Dale Ferguson, Legal Counsel
Rudy Malfabon, Director of NDOT (arrived 9:08)**

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:

SPECIAL RECOGNITIONS

- 1. The members of the Board welcomed Neoma Jardon who was appointed to a two-year term on the commission by the Reno City Council. Additionally, Sharon Zadra was reappointed to complete the final year of Dwight Dortch's term, expiring December 31, 2014.**
- 2. Commissioner Ron Smith made a motion nominating Sharon Zadra as the new Vice Chair to complete Dwight Dortch's final year in that position. The motion was seconded by Commissioner Humke and Commissioner Jardon, and passed unanimously.**
- 3. Recognition and thanks to the sponsors of the RTC's Transit Connections 2013 conference.**

Chair Weber and E.D. Lee Gibson thanked RTC staff involved and the various sponsors expressing their gratitude for the hard work and generous support leading to the success of the event. Certificates of thanks were also given to each sponsor. (Sponsor names may be obtained by contacting Denise Thompson at dtompson@rtcwashoe.com)

- 4. Receipt of a check from the Honorary Deputy Sheriff's Association for the 2013 RTC New Year's Eve Safe RIDE program**

Washoe County Undersheriff Kuzanek presented a check in the amount of \$1,000 to Chair Weber in support of the 2013 New Year's Eve Safe RIDE program. This is the 29th year the program will have been provided.

The Undersheriff also said that the number of D.U.I. arrests in our community is down thanks in part to the efforts of the RTC and RIDE.

Chair Weber, Commissioner Zadra and E.D. Gibson personally expressed their thanks and stressed the importance of these programs to keep drunk drivers off the road during celebrations such as New Year's Eve.

Item 1 APPROVAL OF AGENDA

RTC Executive Director Lee Gibson (E.D.) requested that Item 4.6 be pulled from the agenda.

On motion of Vice Chair Zadra, seconded by Commissioner Humke, which motion unanimously carried, Chair Weber ordered that the agenda for this meeting be approved with the notation that Item 4.6 has been pulled.

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.

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

Item 2.2 ADVISORY COMMITTEES SUMMARY REPORT

The advisory committees did not meet in the previous month and therefore, no staff report was provided and no motion was required.

Item 3.1 thru 3.2 DIRECTOR REPORTS

Item 3.1 RTC Executive Director Report

E.D. Gibson said that a free ride was also provided the day of the Transit Connections 2013 event and there was a recorded number of riders totaling 30,649 which is a 19.3% increase over the previous year's ridership for the same day.

He added that riders donated over 7,650 lbs. of food was donated during the RTC's Food for Fare program this year. Those donations go to the Food Bank of Northern Nevada.

Next, E.D. Gibson presented the final RTC 2035 RTP and explained its purpose. He thanked Nancy Mues-Thomas for her hard work on the graphics which were all done in-house. He also presented the RTC Transit brochure that was created for the Transit Connections 2013 event which is another beautiful work product.

He then mentioned that the RTC had received a Record of Decision for the Pyramid/McCarran Intersection project adding that this document was one of the final federal “hurdles” needed to move forward on this project.

He also stated that the RTC had received the Special Use Permits from the City of Reno for the SouthEast Connector project. He then thanked Commissioners Zadra and Jardon for their participation in the appeal process for those permits.

Lastly, discussions have been ongoing pertaining to the Shared Federal Framework project local government meeting to be held in Washington DC and it is looking like it will take place in early March. Further information will be provided at a later date.

Dates and locations were then provided for several upcoming public events. This information is also available on the RTC website.

Item 3.2 Federal Report

E.D. Gibson announced that there is a budget deal in Washington, DC. but the impact on public transportation and the RTC is unknown at this time.

He did say that although there are a very limited number of grant money available for transportation these days, there tend to be more loan programs becoming available and the RTC is looking in to utilizing some of those loan programs to leverage their financial capability to do projects and bring in federal funds to realize projects sooner rather than later.

There was a House Transportation Infrastructure Committee meeting on public transit in Washington, DC that E.D. Gibson was able to partially attend. He said that Greg Hues testified at this meeting and he highly encouraged bi-partisanship of transportation funding and authorization in his presentation. He also discussed the role of the millennials and challenges of seniors which he had learned more about at the RTC Transit Connections 2013 event.

Item 3.2 NDOT Director Report

NDOT Director Rudy Malfabon agreed with E.D. Gibson’s enthusiasm regarding bi-partisanship in D.C. and stated the next big hurdle would be the debt ceiling limit. Dir. Malfabon said he was pleased to hear Senator Reid discuss the possibility of earmarks coming back too.

The director briefly touched on Project Neon in the Las Vegas region, stating that the project would not be completed at the expense of NDOT’s normal work program in the rest of the state. A couple of the projects coming up are the repaving of Mt. Rose Highway and the repaving of I-580 from Glendale to Moana. Additionally, the traffic safety improvements on Kietzke Lane along with some potential ADA sidewalk improvements and pedestrian safety projects are planned for the upcoming year.

He concluded, saying that NDOT is also supporting the RTC Safe RIDE program on New Year’s Eve and will use the electronic signage along the highways to get the word out.

Item 4.1 thru 4.14 CONSENT ITEMS

Minutes

- 4.1 Approve the minutes of the November 15, 2013, meeting (*For Possible Action*)
- 4.2 Approve the minutes of the November 22, 2013, 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*)

Public Transportation/Operations

- 4.5 Acknowledge receipt of the monthly Public Transportation/Operations Report (*For Possible Action*)
- 4.6 Approve the Request for Proposal (RFP) for a service contract to provide routine preventive maintenance, regular repairs and emergency repairs to HVAC equipment serving RTC facilities; authorize the Executive Director to negotiate an agreement with the most qualified firm (*For Possible Action*) ***This item was pulled from the agenda as requested under Item 1.***

Administration

- 4.7 Approve the deletion of RTC Personnel Rules 3.6 (6) (7) (7a) (7b) 4.10 (1-3) "Underfilling;" 6.1 "Catastrophic Sick Leave;" and the "Personnel Rules Index" (*For Possible Action*)
- 4.8 Approve an emergency phone system hardware/software upgrade in the amount of \$76,232 for the RTC phone system and Access reservation system (*For Possible Action*)

Procurement and Contracts

- 4.9 Approve the Professional Service Agreement (PSA) with Summit Engineering Corporation for the design and engineering during construction services for the 2014 Corrective Maintenance Program in an amount not to exceed \$365,050, authorize the RTC Executive Director to execute the Agreement (*For Possible Action*)
- 4.10 Approve a Cooperative Agreement in the amount of \$147,368 with the Nevada Department of Transportation (NDOT) for regional bike share program planning; authorize the RTC Board Chair to execute the agreement (*For Possible Action*)
- 4.11 Approve Amendment No. 3 to the Pyramid McCarran Intersection Improvement Project Environmental Impact Statement Local Public Agency (LPA) agreement with NDOT; authorize the RTC Chair to execute the Amendment (*For Possible Action*)
- 4.12 Approve a three year contract with Wells Fargo Insurance Services in an amount of approximately \$45,000 per year as the Insurance Broker of Record; authorize the RTC Executive Director to execute the contract (*For Possible Action*)
- 4.13 Approve the Cooperative Agreement between the Nevada Department of Transportation (NDOT) and the Regional Transportation Commission (RTC) in the amount of \$300,000 for the I-80 Corridor System Master Plan; authorize the RTC Board Chair to execute the agreement (*For Possible Action*)

4.14 Approve an amendment to the Professional Services Agreement (PSA) with Traffic Works in an amount not to exceed \$65,000 for consulting services on the Traffic Data Project; authorize the RTC Executive Director to execute the amendment (*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 4.14 be approved excluding Item 4.6 which was pulled from the agenda.

Item 5.1 ADMINISTRATION

5.1 Receive a presentation on the FY 2013 Comprehensive Annual Financial Report (CAFR) for the Regional Transportation Commission of Washoe County (RTC) and authorize staff to submit the document to the Nevada Department of Taxation (*For Possible Action*)

Stephanie Haddock, RTC Financial Administrator, addressed the Board and briefly explained that there are requirements to have an annual audit on the financial statements and federal grant requests. She then introduced Felicia O'Carroll, partner with Kafoury Armstrong and Co.

Ms. O'Carroll addressed the Board and stated that the RTC had received an unmodified opinion. (Formerly called an unqualified opinion.) It is the highest level of assurance the accounting profession offers. The opinion states that the financial statements are the responsibility of the RTC as charged with governance, and Kafoury Armstrong's responsibility is to give an opinion on those financial statements. Each of the major funds receives an individual finding.

Ms. O'Carroll went into some detail to explain the individual funds, bonding, revenue sources, etc.

In summary, the RTC governmental fund type net position decreased by \$48.6 million and business type net assets decreased by \$400,000, but the RTC funds depreciation as well. There was a single audit which showed the RTC received and expended \$16.4 million and met all the requirements there. There was an unmodified opinion and there were no findings reported and no potential statute violations.

Ms. O'Carroll then complimented Mr. Taelour, Stephanie Haddock and their staff for always being ready for the annual audit.

Chair Weber thanked Ms. O'Carroll and the RTC staff for taking care of everything so that the Board has no worries about the audit results.

E.D. Gibson added that approximately .96 of every dollar brought in by the RTC goes back into the private sector via contracted work and contract management which creates additional challenges for the staff so he truly appreciates everyone's involvement in this audit process.

Ms. Haddock thanked everyone at the RTC for their hard work in putting the documents together for this audit which makes it a much easier process.

On motion of Commissioner Smith, seconded by Vice Chair Zadra, which motion carried unanimously, Chair Weber ordered that receipt of the report be acknowledged and staff is authorized to submit the document to the Nevada Department of Taxation.

Item 6.1 PLANNING

6.1 Acknowledge receipt of the Transit Connections 2013 update; provide direction accordingly (*For Possible Action*)

E.D. Gibson read into the record a letter he had received from Ms. Olga Hartman who expressed her thanks and surprise for the free ride provided the day of the event along with the RTC RIDE's 35 year celebration.

Michael Moreno, RTC PIO, addressed the Board and provided a brief history on the purpose and planning behind the event and noted that a highlight of the event was Senator Reid's keynote address at the luncheon presenting an overview of federal initiatives.

Staff is currently debriefing the event and from that information a scope of work will be developed for a blue ribbon committee to help refine the community's transit vision and implementation strategy. Details will be brought to the January meeting.

Some statistics are as follow:

- There were approximately 250 participants.
- There were 27 sponsors.
- There was one editorial and two high profile stories in the RGJ

Mr. Moreno added that the presentations given at the summit are available at www.rtcwashoe.com/hot topics.

He went on to say there was a diverse group of elected officials, business leaders, transit advocates, and the general public. The RTC also launched a Facebook page and Twitter feed for the community just prior to the event.

He then thanked the commissioners for their support in this event.

Vice Chair Zadra commented on what a terrific event it was and that there were all walks of life in attendance. She expressed her thanks to the RTC staff and the event sponsors.

Vice Chair Zadra said she had heard during Senator Reid's presentation that for every dollar the RTC spends in public transit, four dollars of economic activity is generated. She would like more information on that so it could be utilized during city council meetings and other public events where transit funding may be a concern.

Commissioner Jardon asked if all RTC information is being pushed out via social media or only select items.

Mr. Moreno replied that initially it was only select items, but staff resources must first be established before all information will be pushed. It is coming in the near future.

Commissioner Jardon offered to assist in any way she can as she believes it is a very important method of communicating to the public.

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

E.D. Gibson then thanked Commissioners Smith, Zadra and Humke for their attendance at the event.

Item 7.1 thru 7.2 ENGINEERING

7.1 Acknowledge receipt of an update to the potential of connecting a future Mill Street Extension to the SouthEast Connector (SEC) (*For Possible Action*)

Jeff Hale, RTC Engineering Director, addressed the Board and stated that staff had met with Mr. Ken Krater as requested. He added that staff is fundamentally opposed to adding any kind of connection at this location right now but it doesn't mean that one couldn't be built at a future date. At this time, a regional road connection would not be reasonable because Clean Water Way is not built to support that amount of traffic. This road provides industrial access to TMWRF and acts as a local road for UNR ranching through the corridor.

E.D. Gibson asked if modifications would affect the pending Section 404 application with the Corps of Engineers.

Mr. Hale said it most definitely would have an affect along with creating grading issues and there would be other concerns that could arise, such as with the flood model.

Commissioner Smith asked if the connection from Mill Street to the SouthEast Connector (SEC) was always the plan and Clean Water Way was never intended as a connection.

Mr. Hale confirmed that this was the plan.

Commissioner Smith asked if there is now a plan to continue Mill Street past the SEC and up into the hills.

Mr. Hale replied that the UNR development plan shows the Mill Street extension making a turn to connect into Clean Water Way but that it was just a line on a map and not anything actually planned with the RTC.

Garth Oksol, RTC Project Manager, addressed the Board to say that there is opportunity to make a connection to Clean Water Way from the SEC in the future but nothing has been put in the design at this time. There are connection possibilities in multiple locations in the future.

Commissioner Smith said that the more connections there are, the more stoplights will be needed and that type of thing, so he is fine with the one connection. He then asked what the SEC Phase II projected cost totals are.

Mr. Oksol said that staff is currently working with Granite Construction and the Construction Manager at Risk (CMAR) (Kiewit) to develop the next round guaranteed maximum price. This should be available in a couple of months but currently, it stands at approximately \$120 - \$140 million in construction costs. Any future connections would be considered separate projects.

Commissioner Smith asked if McCarran Blvd. is being widened in that area as well.

Mr. Oksol confirmed.

Mr. Ken Krater, representing himself, then addressed the Board to say he is pleased to hear that a bridge has been designed over Clean Water Way to allow for the possibility of a future interchange.

Commissioner Humke asked Mr. Krater if his intention is that Clean Water Way would always be a connection into his development that's been underway for several years.

Mr. Krater responded that yes, this is one of two connections to the property his business owns, both Pembroke and Clean Water Way. He said that when they received approval on their tentative map it included a plan for a connection to the SEC or off to McCarran Blvd., and the County approved the project with that connection in place.

Commissioner Humke asked if negotiations are over pertaining to this connection.

Mr. Hale responded that incorporating this into the current contract could be tremendously detrimental to the contract if the RTC were to go in and provide for this connection.

Vice Chair Zadra asked Steve Bunnel with the City of Reno what Mr. Krater meant by the City and its "intention vs. reality."

Mr. Bunnel said that he did not have any information pertaining to a connection at that location as he was not involved with it.

Chair Weber asked for clarification on her understanding that the RTC staff, Washoe County staff and TMWRF do not support the request for a connection as Mr. Krater has requested.

Mr. Hale confirmed and reiterated that Clean Water Way is not designed to be a regional road or to contain a large volume of traffic. When staff met with Mr. Krater previously, they assured him that the design does not prevent a future connection there, just not at this current time.

Commissioner Humke asked if Clean Water Way is not a conforming road.

Mr. Hale responded that it is considered an industrial road and is owned by Washoe County, UNR and TMWRF. The county maintains it and the RTC plans to resurface it once the SEC is completed. It is also too narrow and the utility poles are considered hazards.

Commissioner Humke asked if it is a liability in the future how is it not a liability today.

Mr. Oksol responded, stating that is somewhat of a hybrid road but when you get to the TMWRF property begins it is private property with access granted to UNR for their ranching to the east.

Commissioner Humke asked who has the liability for the road.

Mr. Hale said that ownership is mixed so responsibility is undefined, but Washoe County has typically been in charge of maintaining it.

Commissioner Humke asked Mr. Krater if he had anything he would like to add.

Mr. Krater said that the wastewater treatment facility does not have secondary access in the case of a flood event so his company's project will provide that access for them in the future. He added that nothing needs to be done today; he is only concerned that it is included in the long-term plans.

Vice Chair Zadra mentioned that during the City Council meeting to hear the appeal on the cuts and fills decision, Mr. Flansberg did not mention this issue.

Mr. Oksol said that no follow-up is necessary for the City of Reno unless there are jurisdictional limit changes or maintenance responsibility agreement changes.

Commissioner Smith said his understanding is that TMWRF is not opposed to traffic on Clean Water Way, only on their private portion of the road.

Mr. Oksol confirmed and displayed the area of discussion on a map.

On motion of Vice Chair Zadra, seconded by Commissioner Jardon, which motion carried 4-1 with Commissioner Humke opposed, Chair Weber ordered that receipt of the update be acknowledged.

7.2 Discussion and possible action pertaining to safety issues and associated mitigation within the Lemmon Drive corridor (*For Possible Action*)

Jeff Hale, RTC Engineering Director, addressed the Board to let them know accident data for the area of Lemmon Drive had been reviewed and staff met with NDOT to schedule a road safety audit for this corridor. The study should be done in March 2014 by law enforcement, traffic engineers, and bike/ped advocates.

There is currently no budget for improvements but once the study is completed staff will know better what will address the issues so they can work it into their program going forward.

E.D. Gibson added that staff will also be entering in to the next budgeting process which is a good time to add any necessary funding to address these critical issues.

Chair Weber said that she is the person who asked for this due to the accidents and accident related deaths in the area in the recent past.

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

Item 8 *LEGAL REPORT*

Legal Counsel Dale Ferguson said he had no legal matters for discussion.

Item 9 *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. Donald Penny, General Manager representing MV Transportation and RTC RIDE, wished to recognize his staff for their support at the Transit Connections 2013 as well as their daily support.

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

Item 10 *MEMBER ITEMS*

Commissioner Smith asked staff to look into possible fencing for Waste Management dumpsters near the bridge area of the SouthEast Connector. The Commissioner said he will bring this request to the City of Sparks as well.

Vice Chair Zadra said she has asked the City of Reno staff to and City Manager to bring to the City Council discussion regarding the possible expansion of the TOD to include Plumb Lane from the airport to at least Virginia Street and potentially Arlington. She believes it is critically needed.

Commissioner Jardon requested that someone look into a reduction in speed in the area of Old Hwy 40 & West 4th Street intersection near Mae Anne.

Item 11 *ADJOURNMENT*

On motion of Vice Chair Zadra, seconded by Commissioner Humke, which motion carried unanimously, Chair Weber ordered that the meeting be adjourned.

There being no further business to come before the Board, the meeting adjourned at 10:36 a.m.



BONNIE WEBER, Chair
Regional Transportation Commission