

**REGIONAL TRANSPORTATION COMMISSION (RTC)
REGIONAL ROAD IMPACT FEE (RRIF)
TECHNICAL ADVISORY COMMITTEE**

Meeting Minutes

Thursday, February 22, 2018

Members Present:

Amy Cummings, Regional Transportation Commission

Brian Stewart, Regional Transportation Commission

Clara Lawson, Washoe County Public Works

Janelle Thomas, City of Reno Community Development

John Krmpotic, Private Sector

Jim Rundle, City of Sparks Community Development

Jon Ericson, City of Sparks Public Works

Kraig Knudsen, Private Sector

Mike Lawson, Washoe County Planning Commission

Randy Walter, Private Sector

Scott Carey, City of Sparks Planning Commission

Steve Bunnell, City of Reno Public Works

Members Absent:

Mojra Hauenstein, Washoe County Development Review

Peter Gower, City of Reno Planning Commission

Ted Erkan, Private Sector

Guests:

Carl Savely

RTC Staff:

Blaine Peterson

Julie Masterpool

Lee Anne Olivas

The meeting was called to order at 2:08pm.

Item 1: Approval of Agenda

The agenda was approved unanimously.

Item 2: Public Comment

There was no response to the call for public comment.

Item 3: Approval of the September 28, 2017 Meeting Minutes

The agenda was approved by majority vote. Eleven members voted to approve the meeting minutes and Brian Stewart abstained because he did not attend the September meeting.

Item 4: 2040 Regional Transportation Plan Amendment

Amy Cummings discussed the project prioritization factors for the 2040 Regional Transportation Plan (RTP). She explained how congestion relief needs were identified through the regional Travel Demand Model (TMD). Amy also described the amendment process and how long the amendment process can take (three to four months). Amendments can require air quality tests and a TMD update. They can also affect the Capital Improvement Plan's list of projects. Julie Masterpool noted some upcoming projects or developments that may require an RTP Amendment including NDOT's Spaghetti Bowl Project, Stonegate, 4th Street Fountain District, Daybreak, and Sonoma Highlands. The new projects/developments could affect the Capital Improvement Plan's costs if included at this time and could delay the adoption of the 6th Edition fee adoption.

There was discussion about whether to move forward with the 6th Edition update with the information available now and do a 7th Edition when the projects come to fruition or to wait to see if the projects will be coming soon. There was agreement to move forward with the 6th Edition update, but members want to keep the potential new projects in mind as we go through the update process. Julie stated the General Administrative Manual (GAM) needs the language regarding private CIP amendments updated to follow the RTP Amendment process.

The members discussed the need to reserve right-of-way for future use. In past editions, right-of-way needs out to the 30 year timeframe identified in the RTP was permitted. The 5th Edition removed it because Nevada Revised Statutes (NRS) only states the capacity need within 10 years. The members agreed that it would be beneficial to get legal advice on adding the long range right-of-way reserve option back in. Julie noted the right-of-way reserve will increase the Capital Improvement Plan (CIP) costs and resulting impact fee rate because just reserving right-of-way would not add additional Vehicle Miles Travelled (VMT's) in the RRIF fee calculation.

This item will continue to be discussed at the March meeting.

Item 5: RRIF Capital Improvement Plans by Service Area and Fee Methodology

Julie Masterpool discussed the breakout of projects into their respective service areas. She explained the columns on the worksheets, such as, percent of the project located within the respective Service Areas and RRIF eligibility. RRIF eligibility percentages were based on whether other funding sources were anticipated to fund a project, mobility projects would be based on the percent VMT growth in the Service Area, and reduction for the 1st 2 lanes of a new roadway. Julie noted that freeway improvements could not be paid for with impact fees, but intersections of ramps and regional roadways were eligible. She commented that some projects may come off of the CIP because they are NDOT projects or percentages may be adjusted if de-federalized. Julie asked everyone to review the worksheets and let her know if there are any questions or comments.

Julie stated she is still working on finalizing the other factors used in the \$/VMT calculations such as the number of new trips and trip lengths, but preliminary analysis shows that fees will increase. Based on the worksheets provided at the meeting, the North Service Area could go from \$262 per VMT to \$552 per VMT. The South Service Area could go from \$297 per VMT to \$484 per VMT. Julie passed out a handout on *RRIF CIP Projects – 2018* (see Attachment A). It is a map of the projects. Julie will email an electronic copy to the members after the meeting.

John Krmpotic left the meeting at 2:52pm.

There was discussion about timing the 6th Edition update with the completion of the Consensus Forecast. Julie will check with Truckee Meadows Regional Planning Agency (TMRPA) to see what their timeframe for adoption of the 2018 Consensus Forecast.

Item 6: RRIF Indexing 5th Edition – Year 3

Julie Masterpool discussed the 5th Edition – Year 3 indexing. She explained the indexing only requires Regional Transportation Commission’s (RTC) Board approval. It does not require local agency approval, but it will require local agency permitting staff to update their permit software programs. Washoe County needs about three months lead time to implement the changes. Julie stated the indexing would increase the fees about \$5.00/VMT in the North Service Area and about \$5.50/VMT in the South. Randy Walter made the motion to recommend indexing the 5th Edition RRIF fees to the RTC Board and Clara Lawson seconded the motion. The motion was approved unanimously. The members agreed it is easier to handle incremental increases instead of large increases at once. Also, the analysis of the CIP could take a significant amount of time. Julie stated she will plan to take the indexing item to the RTC Board in March.

Item 7: Public Comment

There was no response to the call for public comment.

Item 8: Member Items

The next RRIF TAC meeting is scheduled for March 22, 2018 at 2pm in the RTC’s 1st Floor Conference Room located at 1105 Terminal Way, Reno.

Item 9: Adjournment

There being no further business, the meeting adjourned at 3:23pm.

Respectfully Submitted,

Lee Anne Olivas

RRIF CIP Projects - 2018

