



REGIONAL TRANSPORTATION COMMISSION

REGIONAL ROAD IMPACT FEE TECHNICAL ADVISORY COMMITTEE

MEETING AGENDA

**THURSDAY, MARCH 22, 2018, 2:00pm-4:00pm
1105 TERMINAL WAY, SUITE 101, RENO, NV
1ST FLOOR CONFERENCE ROOM**

I. The RTC Engineering Conference Room is accessible to individuals with disabilities. Requests for auxiliary aids to assist individuals with disabilities should be made with as much advance notice as possible. For those requiring hearing or speech assistance, contact Relay Nevada at 1.800.326.6868 (TTY, VCO or HCO); other requests should be directed to RTC Engineering at 775.348.0171.

II. The Regional Road Impact Fee Technical Advisory Committee (RRIF TAC) has a standing item for accepting public comment on topics relevant to the RRIF TAC that are not included on the agenda. No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken. For specific items on the RRIF TAC agenda, public comment will be taken at the time the item is discussed. Individuals providing public comment will be limited to three minutes. Individuals acting as a spokesperson for a group may request additional time. Attempts to present public input in a disruptive manner will not be allowed. Remarks will be addressed to the RRIF TAC as a whole and not to individual members.

III. The RRIF TAC may combine two or more agenda items for consideration and/or may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

ITEM 1 Approval of Agenda (*For Possible Action*)

ITEM 2 Public Comment - *please read paragraph II near the top of this page*

ITEM 3 Approval of the February 22, 2017 Meeting Minutes (*For Possible Action*)

ITEM 4 Thirty (30) Year Right of Way Reservation (*For Possible Action*)

ITEM 5 RRIF Capital Improvement Plans by Service Area (*For Possible Action*)

ITEM 6 RRIF Indexing 5th Edition – Year 3 (*For Possible Action*)

ITEM 7 Public Comment - *please read paragraph II near the top of this page*

ITEM 8 Member Items

a) next RRIF TAC meeting: April 26, 2018

ITEM 9 Adjournment (*For Possible Action*)

The Committee may take action on any item noted for possible action

Posting locations: Washoe Co Admin Bldg, 1001 E. 9th St., Reno, NV; RTC, 1105 Terminal Way., Reno, NV; 4th STREET STATION, 200 E. 4th St., Reno, NV; CENTENNIAL PLAZA, Victorian Square, Sparks, NV; Sparks City Hall, 431 Prater Way, Sparks, NV; Reno City Hall, 1 E. First St., Reno, NV; Incline Village General Imp. Dist., 893 Southwood Blvd., Incline Village, NV; area press & media via fax; RTC website www.rtcwashoe.com.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

March 22, 2018

AGENDA ITEM 2

TO: Regional Road Impact Fee Technical Advisory Committee (RRIF TAC)

FROM: Julie Masterpool, P.E.
RRIF Program Manager

SUBJECT: Public Input

This agenda item allows the public the opportunity to provide information on topics within the jurisdiction of the Regional Road Impact Fee Technical Advisory Committee (RRIF TAC). Any person wishing to wait to provide public comment on a specific agenda item should indicate that item number on the “comment” card. The RRIF TAC reserves the right to take all public comment during Public Input. Individuals addressing the RRIF TAC during the Public Input portion of the meeting will be limited to three minutes total. However, an individual acting as a spokesperson for a group of individuals may request additional time. Individuals are expected to provide public input in a professional and constructive manner.

**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 Krmptic, 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.

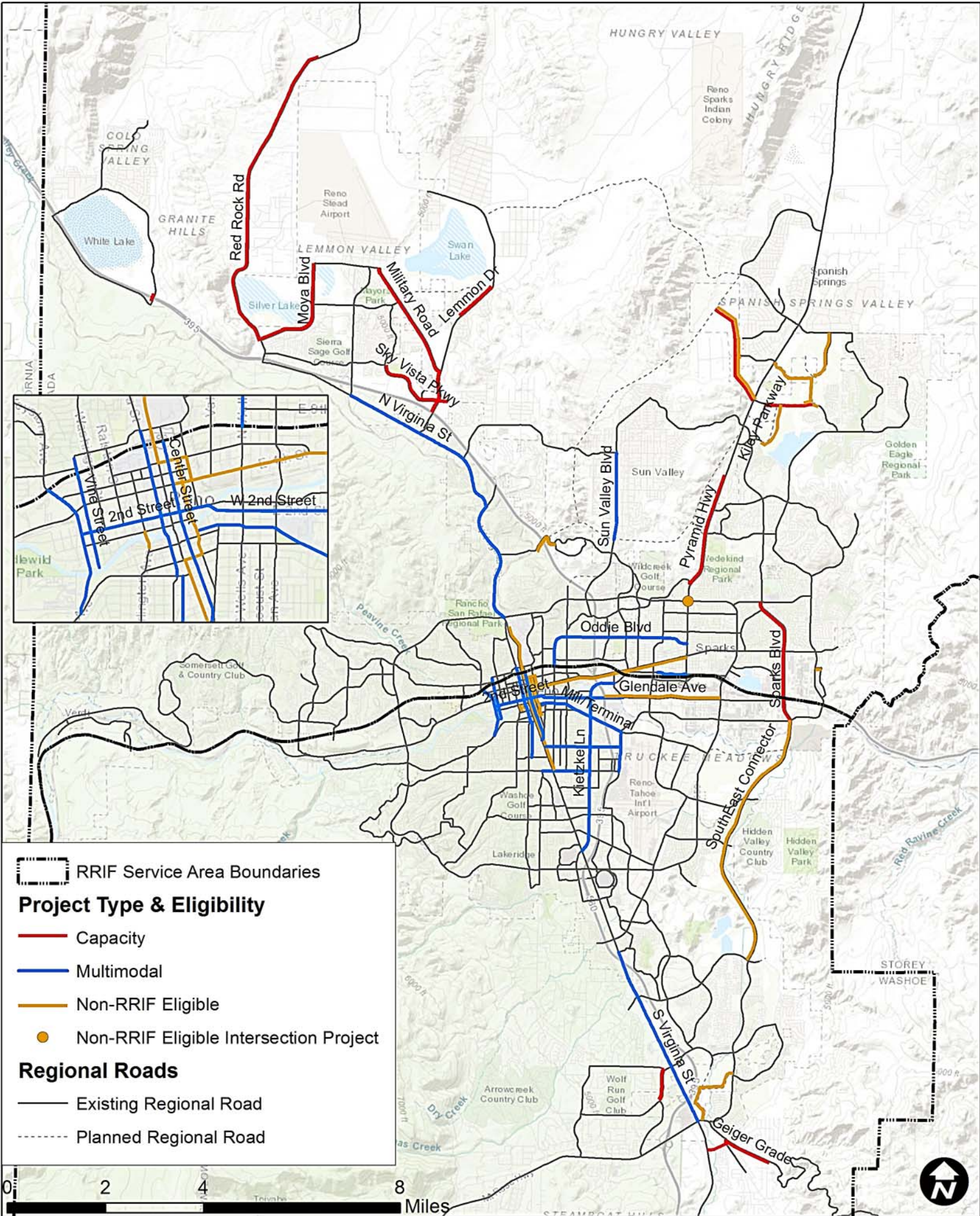
Item 9: Adjournment

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

Respectfully Submitted,

Lee Anne Olivas

RRIF CIP Projects - 2018





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Metropolitan Planning Organization of Washoe County, Nevada

March 22, 2018

AGENDA ITEM 4

TO: Regional Road Impact Fee Technical Advisory Committee (RRIF TAC)

FROM: Julie Masterpool, P.E.
RRIF Program Manager

SUBJECT: Thirty (30) Year Right of Way Reservation

RECOMMENDATION

Acknowledge receipt of information addressing the inclusion of thirty year right of way reservations as a part of the RRIF Program and provide input.

SUMMARY

At the February 22, 2018 meeting, members of the RRIF TAC requested further information on the possibility of including right of way costs for long range transportation projects included in the 2040 Regional Transportation Plan in the RRIF Program calculations. Staff will provide legal guidance on the matter at the meeting.



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March 22, 2018

AGENDA ITEM 5

TO: Regional Road Impact Fee Technical Advisory Committee (RRIF TAC)

FROM: Julie Masterpool, P.E.
RRIF Program Manager

SUBJECT: RRIF Capital Improvement Plans for North and South Service Areas and Fee Methodology

RECOMMENDATION

Acknowledge receipt of information regarding the Regional Road Impact Fee Capital Improvement Plans for the North and South Service Areas; provide input.

SUMMARY

The RRIF Capital Improvement Plan (CIP) represents the list of capacity improvement projects anticipated over the next 10 year period. The CIP for each Service Area was established based on the 2040 Regional Transportation Plan and augmented with additional analysis using the RTC's Travel Demand Model. The proposed list of projects by Service Area is provided in Attachment A. The list of projects include the estimated cost for each project based on current dollars (2018 projections) along with the type of facility improvement (Capacity, Multimodal, ADA, Preventive Maintenance) and percent of the project which falls within the Service Area.

NRS 278B also requires that impact fee calculations take into account other funding sources which may be used to construct RTP improvements. The major sources of outside funding for improvements to the regional roadway network are Federal and State highway funds. Estimated Federal and State funding over the 10-year period covered by the CIP is based on the amount of funding currently programmed for CIP projects in the current five-year Regional Transportation Improvements Program (RTIP). Based on discussions with the RRIF TAC at the February meeting and RTC's Planning department, adjustments were made to reflect recent changes to the funding sources are various projects, i.e., 2nd Street and Kietzke Lane projects will be NDOT funded and were given a 0% RRIF Share, Sparks Boulevard is anticipated to be locally funded and received a 100% RRIF Share, Pyramid/US 395 widening is anticipated to be partially Federal/State funded and received a 5% RRIF Share.

A revised version of the CIP is presented in Attachment A.

Based on the draft CIP, the capacity vs. multimodal breakdown is listed as below:

	North	%	South	%
Capacity	\$175,849,880	92%	\$87,457,403	80%
Multimodal	\$16,250,010	8%	\$22,269,136	20%
Total	\$192,099,890		\$109,726,539	

Additional adjustments to the RRIF Share are under analysis to incorporate funding from local sources, i.e., Fuel Tax and Sales Tax.

Attachment A not available at the time of agenda posting; however, it will be provided prior to the meeting.

Attachment



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March 22, 2018

AGENDA ITEM 6

TO: Regional Road Impact Fee Technical Advisory Committee (RRIF TAC)

FROM: Julie Masterpool, P.E.
RRIF Program Manager

SUBJECT: Regional Road Impact Fee (RRIF) Indexing 5th Edition – Year 3

RECOMMENDATION

Acknowledge receipt of an update on the 5th Edition RRIF Year 3 Indexing.

SUMMARY

The RTC Board was scheduled to hear an update on the 5th Edition RRIF Year 3 Indexing at the March 16, 2018, Board meeting, but the meeting was canceled due to weather. The update will be presented at the April 20, 2018, Board meeting. Staff will provide an update on the RTC Board's recommendation at the next meeting.

Attachments

Attachment A
Regional Road Impact Fee
Consumer Price Index - All Urban Consumers

Not Seasonally Adjusted

Area: West Urban

Item: All items

Base Period: 182-81=100

Years: 2013-2017

Year	Annual CPI West Urban	Percent Change	5 Year Rolling Average
2012	232.376		
2013	235.824	1.48%	
2014	240.215	1.86%	
2015	243.015	1.17%	
2016	247.705	1.93%	
2017	254.738	2.84%	1.86%

Source: US Department of Labor – Bureau of Statistics

<http://data.bls.gov/cgi-bin/drsv>

Regional Road Impact Fee Rates
5th Edition RRIF Year 3 Indexing

Edition	North	South
5th Edition - Year 2	\$262.69	\$297.58
5th Edition - Year 3	\$267.58	\$303.11
Difference	\$4.89	\$5.53

Example Single Family Residential

Land Use - SFR	North	South
VMTs/DU	14.93 VMTs	14.67 VMTs
5th Edition - Year 2	\$3,921.96	\$4,365.50
5th Edition - Year 3	\$3,994.97	\$4,446.62
Difference	\$73.01	\$81.12

REGIONAL ROAD IMPACT FEE SCHEDULE (Year 3 Indexing)

Attachment B

Land Use	Unit	North Service Area (\$267.58/VMT)		South Service Area (\$303.11/VMT)	
		VMT ¹	Cost Per Unit ²	VMT ¹	Cost Per Unit ²
Residential					
Single-Family	Dwelling	14.93	\$3,994.97	14.67	\$4,446.62
Multi-Family	Dwelling	9.70	\$2,595.53	9.53	\$2,888.64
Industrial					
General Light Industrial	1,000 GFA	7.30	\$1,953.33	7.17	\$2,173.30
Manufacturing	1,000 GFA	4.00	\$1,070.32	3.93	\$1,191.22
Warehouse	1,000 GFA	3.73	\$998.07	3.66	\$1,109.38
Mini-Warehouse	1,000 GFA	2.62	\$701.06	2.57	\$778.99
Commercial/Retail					
Commercial/Retail	1,000 GFA	26.69	\$7,141.71	26.23	\$7,950.58
Eating/Drinking Places	1,000 GFA	26.69	\$7,141.71	26.23	\$7,950.58
Casino/Gaming	1,000 GFA	48.24	\$12,908.06	47.40	\$14,367.41
Office and Other Services					
Schools	1,000 GFA	10.67	\$2,855.08	10.48	\$3,176.59
Day Care	1,000 GFA	10.67	\$2,855.08	10.48	\$3,176.59
Lodging	Room	5.90	\$1,578.72	5.79	\$1,755.01
Hospital	1,000 GFA	13.85	\$3,705.98	13.61	\$4,125.33
Nursing Home	1,000 GFA	7.96	\$2,129.94	7.82	\$2,370.32
Medical Office	1,000 GFA	37.85	\$10,127.90	37.19	\$11,272.66
Office and Other Services	1,000 GFA	11.55	\$3,090.55	11.35	\$3,440.30
Regional Recreational Facility	Acre	2.39	\$639.52	2.35	\$712.31

¹ VMT/Unit

² Cost per Unit is approximate due to rounding; the Actual Fee is \$/VMT x VMT/Unit x # of Units

**Regional Road
Impact Fee
(RRIF)**

DRAFT

**5th Edition
Year 3 Indexing**

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March 22, 2018

AGENDA ITEM 7

TO: Regional Road Impact Fee Technical Advisory Committee (RRIF TAC)

FROM: Julie Masterpool, P.E.
RRIF Program Manager

SUBJECT: Public Input

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