

**REGIONAL TRANSPORTATION COMMISSION
WASHOE COUNTY, NEVADA**

FRIDAY

9:00 A.M.

February 15, 2019

PRESENT:

**Bob Lucey, Washoe County Commissioner, Chairman
Neoma Jardon, Reno City Council Member, Vice Chair
Vaughn Hartung, Washoe County Commissioner
Kristopher Dahir, Sparks City Council Member**

**Amy Cummings, RTC Deputy Executive Director
Dale Ferguson, Legal Counsel
Kristina Swallow, Director of NDOT**

NOT PRESENT:

**Oscar Delgado, Reno City Council Member
Ron Smith, Mayor, City of Sparks
Lee G. Gibson, RTC Executive Director**

The regular monthly meeting, held in the Chambers of the Washoe County Commission, 1001 E. 9th Street, Reno, Nevada, was called to order by Chairman Lucey. Following the roll call and the Pledge of Allegiance to the Flag of our country, the Board conducted the following business:

RECOGNITION OF THE 2018 NEW YEAR'S EVE FREE SAFE RIDE SPONSORS

Michael Moreno, RTC Public Affairs Manager, presented certificates and spoke in recognition of the numerous supporters and sponsors of the 2018 New Year's Eve Safe RIDE program. (The list of sponsors may be obtained by contacting dthompson@rtcwashoe.com)

Mr. Tom Peterson from KOLO 8 News then spoke about the Safe RIDE program and how KOLO will also be participating in the Vision Zero program which seeks to eliminate all traffic fatalities and severe injuries nationwide, along with partnering in the RTC's new "Don't Kill a Dream" campaign.

Mr. Doug McDonald from RSCVA thanked the RTC for allowing them to be a part of this program.

Upon conclusion, the RTC Commissioners spoke words of gratitude.

Item 1 APPROVAL OF AGENDA

On motion of Commissioner Hartung, seconded by Vice Chair Jardon, which motion unanimously carried, Chairman Lucey ordered that the agenda for this meeting be approved.

Item 2.1 PUBLIC INPUT

Chairman Lucey 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. Carlos Elizondo, local resident, addressed the Board to let them know about the homeless people drinking while using the restrooms at 4th Street Station and falling asleep in the stalls.

Mr. Jeff Church, local resident, addressed the Board to speak against an increase in vehicle registration tax; suggested that the RTC look into a trolley system; and lastly, Mr. Church spoke about the City of Reno's new Business Improvement District (BID) being run by a 501c(6) advocacy group, not a charitable organization. He wanted to know if the RTC pays an assessment on the 4th Street Station property. Mr. Church believes this is an added tax for extra police officers that was not voted on, and people who live outside of the "district," such as Neil Road or South Reno, are being deprived of equal protection.

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

Item 2.2 ADVISORY COMMITTEES SUMMARY REPORT

On motion of Commissioner Hartung, seconded by Vice Chair Jardon, which motion unanimously carried, Chairman Lucey ordered that receipt of the monthly Summary Report for the Technical, Citizens Multimodal and Regional Road Impact Fee Advisory Committees be acknowledged.

Items 3.1 thru 3.8 CONSENT ITEMS

Minutes

3.1 Approve the minutes of the January 18, 2019, meeting (*For Possible Action*)

Engineering

3.2 Acknowledge receipt of the monthly Engineering Activity Report (*For Possible Action*)

Public Transportation/Operations

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

Planning

3.4 Acknowledge receipt of the monthly Planning Activity Report (*For Possible Action*)

Administration

3.5 Acknowledge receipt of the monthly Procurement Activity Report (*For Possible Action*)

Procurement and Contracts

- 3.6 Approve Amendment No. 1 in the amount of \$45,000 to the existing Professional Services Agreement (PSA) between the RTC and Headway (formerly Traffic Works) for additional preliminary design services related to Package 1 of the TE Spot 8 Intersection Improvement Project; authorize the Executive Director to execute the amendment (*For Possible Action*)**
- 3.7 Authorize the procurement of Qualified Lists of consultants to provide civil engineering, design and construction management services for the Streets and Highways Program (*For Possible Action*)**

Inter-Agency Agreements

- 3.8 Approve the Interlocal Cooperative Agreement (ICA) with the Nevada Department of Transportation (NDOT) for shared use of fiber optic communication infrastructure; authorize the RTC Executive Director to execute the agreement (*For Possible Action*)**

On motion of Commissioner Dahir, seconded by Commissioner Hartung, which motion carried unanimously, Chairman Lucey ordered that Consent Items 3.1 through 3.8 be approved.

Items 4.1 thru 4.3 DIRECTOR REPORTS

Item 4.1 RTC Executive Director Report

RTC Deputy Executive Director Amy Cummings welcomed the new NDOT Director Kristina Swallow then spoke on the following topics (upcoming at the time of this meeting):

1. Congratulations to Jeff Wilbrecht and his family on the birth of their son who was born February 7th. Jay Lucas Wilbrecht was born at 4am weighing 7 lbs. 15 ounces and measuring 21.5 inches in length.
2. The 2019 80th Nevada Legislature began on February 4th. She then named a few activities taking place in the coming weeks:
 - On February 21st, we would give an RTC Overview presentation to the joint committees of the Nevada State Senate and Assembly Growth & Infrastructure committee, formerly known as the Transportation Committee.
 - On February 22nd, the RTC participated in Senior Day at the Legislature showcasing our travel training outreach and our Regional Connector electric bus on the legislative mall.
 - On February 27th, there was an evening reception to interact with industry experts, legislators and transportation leaders in Nevada at Bella Fee-Your-eee in Carson City from 5 pm to 7pm. This reception preceded Infrastructure Technology Day at the Nevada Legislature on February 28th.
 - Infrastructure Technology Day brought together Nevada transportation and technology leaders to inform legislators of the state of transportation in Nevada,

highlighting emerging and innovative transportation technologies. The RTC had the Lincoln Line bus on display on the legislative mall with the interactive tech & innovation displays.

- Also on the 28th, the RTC gave a presentation on new technologies underway at RTC to the joint committees of Growth & Infrastructure.
- 3. On March 1st, the RTC co-sponsored a public meeting with the Reno-Tahoe Airport Authority on the Nevada Transportation Disparity Study. This study is part of the Federal Disadvantaged Business Enterprise (DBE) Program which examined the participation of minority- and women-owned businesses for public contracts.
- 4. Newly printed 2040 Regional Transportation Plan booklet were placed at the dais for the commissioners.

Item 4.2 RTC Federal Report

RTC Deputy Executive Director Amy Cummings said that a written update is available in the staff report materials for this item. She then highlighted that the federal government had reopened and the FTA was very expeditious in providing reimbursements for RTC projects that had been submitted during the shutdown.

Item 4.3 NDOT Director Report

Ms. Kristina Swallow, NDOT Director, addressed the Board and because this was her first RTC meeting, she provided background information on herself, including appointments, previous employers, committees she sits on or did previously.

She mentioned that there is a wrong-way pilot system being implemented to help save lives going forward; that NDOT and the RTCs would be jointly presenting at the legislature on February 21st; and that she would be traveling to Washington DC to advocate for some of the NDOT priorities, including a long-term, funded transportation bill, amongst other things.

Chairman Lucey again welcomed Director Swallow and mentioned that the Spaghetti Bowl is one of the highest priority projects and he looks forward to working with her.

Commissioner Dahir also welcomed the director and offered any help needed from the City of Sparks regarding the Vista project. He added that he would like to see Storey County care more about the project because it is many of the employees working in their county that have increased traffic.

Commissioner Hartung welcomed the director and said that Pyramid Highway will be a topic of conversation and US 395 North as well.

Vice Chair Jardon welcomed the director and said she had heard nothing but good things about her. She was encouraged that the director has been meeting with RTC staff as they know more than just about anyone what the challenges are.

Items 5.1 thru 5.2 PUBLIC TRANSPORTATION AND OPERATIONS

5.1 Acknowledge receipt of a report on the proposed Microtransit Pilot Project (For Possible Action)

Mr. Mark Maloney, RTC Transit Operations Manager, gave a presentation on the proposed Microtransit Pilot Project, the way it will work and the area in which the pilot project will occur.

Microtransit works similarly to Uber or Lyft where an app is used on a phone, a tablet, or a website may be used, or even a phone call made to the reservations staff. Additionally, riders can walk up to one of the vehicles and request a ride. The service is being provided by RTC's existing paratransit provider staff (First Transit). The difference from Uber and Lyft is that it will be available only in a specific zone and the fare will be the same price as the fixed route (RIDE) fare. The service will also be curb-to-curb and paratransit passengers may even migrate to the new service as it costs less and it is a same day reservation instead of requesting a pick-up 24-hours in advance as ACCESS currently operates.

Commissioner Dahir said there is a concern as to whether this will interrupting existing ADA paratransit service by taking away the fixed route in the zone.

Mr. Maloney responded that during the six-month pilot, the ADA paratransit service will actually be enhanced and expanded. He then showed maps explaining how that will work. After six months, if the pilot does not go well, routes 25 and 26 in the zone area will be reinstated.

Commissioner Hartung said he had received calls from Route 25 passengers that are concerned with what happens when it goes away.

Mr. Maloney said a survey had been done with all passengers on the route and then explained the benefits of the service. One big benefit is that in a worst case scenario, a Microtransit vehicle will pick up both paratransit and fixed route passengers within approximately 13 minutes of their request and then drop them at their specific destination if it is within the zone. If not, passengers may also be dropped off at Centennial Plaza to make a connecting route to their final destination.

Commissioner Hartung said he is hoping that at some point, there will be a similar service going out to the Spanish Springs area.

Commissioner Dahir invited Mr. Maloney to the Sparks City Council meeting to present the service and get the word out.

Vice Chair Jardon asked if existing RIDE passes could be used for this service and Mr. Maloney confirmed that they can.

Mr. Maloney continued with his presentation and upon conclusion, said that pending feedback today, the item would be brought back in March for a service change public hearing.

On motion of Vice Chair Jardon, seconded by Commissioner Dahir, which motion carried unanimously, Chairman Lucey ordered that receipt of the report be acknowledged.

(Presentation available by contacting dthompson@rtcwashoe.com)

5.2 Approve a recommendation to award a contract to Keolis Transit Services, LLC for four years plus two, three-year options, for the operation and maintenance of RTC RIDE Fixed-Route Service; and authorize the Executive Director to finalize a contract for approval by the Commission (*For Possible Action*)

RTC Deputy E.D. Amy Cummings said that after discussing the criteria for this procurement with the Board over the past year, staff followed the process in the RFP and have brought a recommendation to award to Keolis Transit Services. A contract will then be brought for approval at a future meeting. She introduced Mark Maloney and Jennifer Meyers.

Mr. Mark Maloney, RTC Transit Operations Manager, and Jennifer Meyers, RTC Contract Administrator, addressed the Board and gave a presentation on the recommendation to award as the existing contract expires June 30, 2019. Every option available in the current contract has been exercised, so a new Request for Proposals (RFP) had to go out. He then went over the various areas of focus to provide better service and retention of coach operators.

Mr. Maloney continued with his presentation, discussing the various proposers and the evaluation criteria that was used, stressing that price was only 10% of the overall scoring. There was a strong unanimous vote that Keolis had come out ahead in every area and also came within 5% of the Independent Cost Estimate (ICE). He added that the other proposals were also very strong.

Some of the highlights of Keolis were that they came through very strong on recruiting and retention of workforce that included innovative ideas, communication options, incentive programs, etc.

Chairman Lucey opened the meeting to public input and called on anyone wishing to speak on this item.

Ms. Sandi Hill, representing Keolis Transit Services, LLC, addressed the Board to thank them on behalf of the organization for this opportunity. She then introduced Mr. Abul Hassan who will be the general manager in Reno.

Mr. Hassan addressed the Board to say he is glad to be in Reno and excited for this opportunity.

With no one else wishing to speak, Chairman Lucey then closed the public comment for this agenda item.

Commissioner Hartung said his biggest concern is employee retention and keeping an on-time schedule; not early and not too late. He then asked how soon a customer survey will be done.

Mr. Maloney responded that an on-board survey is planned for this year, pending budget approval. Additionally, Keolis has a Secret Rider program to keep an eye on things internally.

Commissioner Hartung said he would like to see some sort of app in the future to obtain live survey information.

Commissioner Dahir asked if it is a 10-year contract and if so, what is in place to hold Keolis accountable. Will there be a six-month evaluation or something similar.

Chairman Lucey interrupted to make it clear to Commissioner Dahir that it is actually a four-year base contract with two three-year options for extension.

This satisfied Commissioner Dahir's concerns.

Mr. Maloney said there is also an "out clause" included in the agreement along with strong liquidated damages and incentives.

Commissioner Dahir asked how staff will be transferred over and what happens if there aren't enough existing staff to fill all positions.

Mr. Maloney responded that Keolis' Las Vegas facility is currently overstaffed, which is rare, but they could fill in if needed. The hope is that all existing staff will want to move over and local recruiting will be utilized as well.

Vice Chair Jardon is excited about the incentives Keolis offers to retain drivers and believes it will be helpful. She would also like to have a one-year review with staff to see how it's going.

Chairman Lucey is encouraged that Keolis has been willing to immediately have conversations where needed as it seems there has been a disconnect between the current service provider and the workforce. However, he agrees with Vice Chair Jardon that a review should occur in a year or so.

On motion of Commissioner Hartung, seconded by Vice Chair Jardon, which motion carried unanimously, Chairman Lucey ordered that the recommendation to award to Keolis Transit Services, LLC for four years plus two, three-year options, for the operation and maintenance of RTC RIDE Fixed-Route Service be approved and the RTC Executive Director be authorized to finalize a contract for approval by the Commission.

(Presentation available by contacting dthompson@rtcwashoe.com)

Items 6.1 thru 6.3 ENGINEERING

6.1 Acknowledge receipt of the Virginia Street Bus Rapid Transit (BRT) Extension monthly progress report (*For Possible Action*)

Mr. Brian Stewart, RTC Engineering Director, provided a presentation update on the project, saying that the utility portion of the project is almost complete; however, the weather has caused some delay. He added that this was planned for, so should not cause a delay in the construction portion of the project. 100% design of the project has been received and is currently being reviewed by the RTC and the City of Reno. Mr. Stewart also mentioned that a public event was held at Jelly Donut in January and a Fit in February is planned as well.

Next, Mr. Stewart reviewed two stations being considered for customization as requested by the business owners and the City of Reno. They are interested in not only customizing those two stations, but also benches and bicycle racks. Upon conclusion of his presentation he offered to answer any questions.

Chairman Lucey thanked staff for continuing the discussions with the City of Reno and business owners on this project, adding that it's important to consider the history of the area and reflect it in the design.

Vice Chair Jardon thanked staff for taking these requests into consideration. She would like to see a bit of color interjected in the stations, such as the station by the Children's Museum where there is a colored stack of rocks. It simply makes it more interesting.

Commissioner Hartung asked if the procurement of the CMAR contractor has been finalized.

Mr. Stewart responded that it has not been completed. The current contract in place is for pre-construction services of which the contractor shows the RTC how they will construct the project and by participating in this part of the project they will know exactly what is happening with it. The hope is to bring a contract back in May for approval once negotiations are completed.

Vice Chair Jardon asked if there is a plan to continue highlighting the businesses during the construction portion of the project.

Mr. Stewart then introduced Mr. Michael Moreno, RTC Public Affairs Manager.

Mr. Moreno said the RTC will continue the promotion of Midtown businesses during the "lull" between the utility work ending and construction beginning, and there will be another splash of events once construction is occurring. Promotions will go out on social media and the local news stations.

Commissioner Dahir said he has been very pleased with the traffic controls and parking during the utility portion of the project so he would like the RTC to make sure that parking continues to be readily available during construction and after the project is complete.

Chairman Lucey said he has enjoyed the one-way traffic during utility work but realizes that it cannot continue once the project is complete because it would take a complete redesign and plan, a new NEPA process, new funding grant applications, etc., and would delay the project for years.

He then stressed that this project is very important for connecting the southern part of Reno with the northern part of Reno and how we can move people through the area more efficiently.

On motion of Commissioner Hartung, seconded by Vice Chair Jardon, which motion carried unanimously, Chairman Lucey ordered that receipt of the report be acknowledged.

(Presentation available by contacting dthompson@rtcwashoe.com)

6.2 Approve a Resolution of Condemnation authorizing RTC's legal counsel to commence condemnation proceedings to acquire a temporary construction easement on APN 014-063-07, and a permanent easement and a temporary construction easement on APN 014-063-11 from John Iliescu, Jr. and Sonnia Iliescu, as Trustees of the John Iliescu, Jr. and Sonnia Iliescu 1992 Family Trust Agreement dated January 24, 1992, necessary to construct the Virginia Street Bus Rapid Transit Extension Project (*For Possible Action*)

Mr. Dale Ferguson, RTC Chief Legal Counsel, explained that the request for this approval of the resolution of condemnation is to obtain permanent and temporary easements for construction of the project.

Mr. Brian Stewart, RTC Engineering Director, explained the exact details for the need of these easements, adding that negotiations will continue as long as possible with the hope of resolution and without the need for eminent domain. Approval of this request is so in the event that no resolution can be agreed upon, condemnation may proceed without delaying the project.

Chairman Lucey opened the meeting to public input and called on anyone wishing to speak on this item.

Mr. and Mrs. Iliescu, subject property owners and long-time residents, addressed the Board to say that they are not interested in the money being offered by the RTC; however, they are very concerned about permanently losing Virginia Street access to one of their parcels because then the only entry access would be from the alley.

With no one else wishing to speak, Chairman Lucey then closed the public comment for this agenda item.

Chairman Lucey then asked if the entryway that Mr. Iliescu is referring to is a temporary construction easement.

Mr. Ferguson responded that the area in question will be permanently blocked as per the design of the project.

Mr. Stewart added that the reason for blocking that particular access is for safety purposes due to the round-about being installed.

Chairman Lucey said for the record that this is not a condemnation proceeding at this point, this is an allowance for RTC staff to continue discussions with the hope of resolution.

On motion of Vice Chair Jardon, seconded by Chairman Lucey, which motion carried unanimously, Chairman Lucey ordered that a Resolution of Condemnation authorizing RTC's legal counsel to commence condemnation proceedings to acquire a temporary construction easement on APN 014-063-07, and a permanent easement and a temporary construction easement on APN 014-063-11 from John Iliescu, Jr. and Sonnia Iliescu, as Trustees of the John Iliescu, Jr. and Sonnia Iliescu 1992 Family Trust Agreement dated January 24, 1992, necessary to construct the Virginia Street Bus Rapid Transit Extension Project.

**Commissioner Hartung stepped out of the meeting.

6.3 Approve a Resolution of Condemnation authorizing RTC's legal counsel to commence condemnation proceedings to acquire temporary construction easements on APN 011-231-01, and a permanent easement and a temporary construction easement on APN 011-231-13 from Kathy Walker, fka Kathy Tripp and Kathy Koliastasis, necessary to construct the Virginia Street Bus Rapid Transit Extension Project (*For Possible Action*)

Mr. Dale Ferguson, RTC Chief Legal Counsel, explained that the request for this approval of the resolution of condemnation is to obtain permanent and temporary easements for construction of the project.

Mr. Brian Stewart, RTC Engineering Director, explained the exact details for the need of these easements, adding that negotiations will continue as long as possible with the hope of resolution without the need for eminent domain. Approval of this request is so in the event that no resolution can be agreed upon, condemnation may proceed without delaying the project.

On motion of Vice Chair Jardon, seconded by Commissioner Dahir, which motion carried unanimously by those present, Chairman Lucey ordered that a Resolution of Condemnation authorizing RTC's legal counsel to commence condemnation proceedings to acquire temporary construction easements on APN 011-231-01, and a permanent easement and a temporary construction easement on APN 011-231-13 from Kathy Walker, fka Kathy Tripp and Kathy Koliastasis, necessary to construct the Virginia Street Bus Rapid Transit Extension Project.

Item 7* *LEGAL MATTERS

Report, discussion and possible action and/or direction to legal counsel and staff following receipt of information on legal issues. The RTC may, consistent with Chapter 241 of NRS, decide to interrupt the public meeting at any time to conduct a closed session to confer with legal counsel and possibly deliberate on legal issues. Any action on pending legal matters will be made when the public meeting is reconvened.

Legal Counsel Dale Ferguson said he had no items for discussion at this time but would like to have a pre-meeting legal briefing on March 15th at 8:00 a.m.

Item 8 PUBLIC INPUT

Chairman Lucey 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. Ryan McKinny, local resident, addressed the Board to mention his concerns about the Microtransit pilot program with regard to his use of ACCESS. He also wanted to make sure the Microtransit will be ADA compliant.

Chairman Lucey said that if Mr. McKinny had any additional questions, staff would meet with him after the meeting.

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

Item 9 MEMBER ITEMS

Chairman Lucey requested an update on the bus stations for the Virginia Street BRT extension project and for staff to make sure Keolis as our new transit provider is involved with regard to efficiency of transit in that corridor.

Item 10 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 10:49 a.m.

BOB LUCEY, Chairman
Regional Transportation Commission