



REGIONAL TRANSPORTATION COMMISSION
OF WASHOE COUNTY

REGIONAL ROAD IMPACT FEE
TECHNICAL ADVISORY COMMITTEE
MEETING AGENDA

THURSDAY, SEPTEMBER 24, 2020
8:30AM-10:00AM

Meeting via teleconference/Zoom only pursuant to NRS 241.023 and Emergency Directive 006.

The meeting will be streamed live via the RTC YouTube channel and can be watched by following this link:
bit.ly/RTCWashoeYouTube

PUBLIC NOTICE

I. Pursuant to Section 1 of Governor Steve Sisolak's Declaration of Emergency Directive 006 ("Directive 006"), the requirement contained in NRS 241.023(1)(b) that there be a physical location designated for meetings of public bodies where members of the public are permitted to attend and participate has been suspended. Pursuant to Section 3 of Directive 006, the requirements contained in NRS 241.020(4)(a) that public notice agendas be posted at physical locations within the State of Nevada has likewise been suspended. Pursuant to Section 5 of Directive 006, the requirement contained in NRS 241.020(3)(c) that physical locations be available for the public to receive supporting material for public meetings has been suspended.

II. The Regional Road Impact Fee Technical Advisory Committee (RRIF TAC) has a standing item for accepting public input on topics relevant to the jurisdiction of the RTC. Because specific items may be taken out of order to accommodate the public and/or the RRIF TAC, public input on all items will be received under Item 2. Individuals providing public input will be limited to three minutes. Members of the public may provide public comment and also comment on Agenda Items without being physically present at the meeting by submitting their comments via online Public Comment Form (<https://www.rtcwashoe.com/about/contact/contact-form/>), or by emailing their comments to: rtcpubliccomments@rtcwashoe.com. Public commenters may also leave a voicemail at (775) 335-0018. Comments received prior to 4:00 p.m. on July 22, 2020, will be entered into the record.

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.

IV. Requests for supporting documents and all other requests should be directed to RTC Engineering & Construction at 775-348-0171. Supporting documents may also be found on the RTC website: www.rtcwashoe.com. In addition, a member of the public may request supporting materials electronically from Lee Anne Olivas at the following email address: lolivas@rtcwashoe.com.

V. The RTC appreciates the public's patience and understanding during these difficult and challenging circumstances.

****ROLL CALL****

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 August 27, 2020 Meeting Minutes (*For Possible Action*)

ITEM 4 TMRPA Development Model Presentation (*For Possible Action*)

ITEM 5 Regional Transportation Plan (RTP) and Travel Demand Model Methodology Presentation (*For Possible Action*)

ITEM 6 Public Comment - *please read paragraph II near the top of this page*

ITEM 7 Member Items

a) next RRIF TAC meeting: TBD

ITEM 8 Adjournment (*For Possible Action*)

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

Pursuant to Section 3 of Directive 006, the requirements contained in NRS 241.020(4)(a) that public notice agendas be posted at physical locations within the State of Nevada has likewise been suspended.

Current posting locations: RTC website: www.rtcwashoe.com, State website: <https://notice.nv.gov/>



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

September 24, 2020

AGENDA ITEM 2

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

FROM: Dale Keller, P.E.
Engineering 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, August 27, 2020

Members Present:

Amy Cummings, Regional Transportation Commission

Brian Stewart, Regional Transportation Commission

Jim Rundle, City of Sparks

John Krmptotic, Private Sector

Jon Ericson, City of Sparks

Mike Mischel, City of Reno

Mitchell Fink, Washoe County

Randy Walter, Private Sector

Members Absent:

David Blaco, Sparks Planning Commission

Dwayne Smit, Washoe County

Ed Hawkins, Reno Planning Commission

Kraig Knudsen, Private Sector

Kurt Dietrich, City of Reno Public Works

Larry Chesney, Washoe County Planning Commission

Ted Erkan, Private Sector

Guests

Carl Savely

Claudia Hanson

Jeremy Smith

RTC Staff:

Adam Spear

Bill Thomas

Blaine Petersen

Dale Keller

Dan Doenges

Hannah Yue

Jelena Williams

Lee Anne Olivas

Stephanie Haddock

Xuan Wang

The meeting was called to order at 8:38am. Roll call was taken to ensure there was a quorum.

Item 1: Approval of Agenda

The agenda was approved unanimously.

Item 2: Public Comment

None

Item 3: Approval of the July 23, 2020 Meeting Minutes

The July 23, 2020 Meeting Minutes were approved unanimously.

Item 4: 7th Edition RRIF General Administrative Manual Overview Discussion Items

At the RRIF TAC meeting on July 23, 2020, the TAC directed RTC staff to tackle the list of potential changes and provide recommendations for possible action. Staff reviewed the various issues and prepared recommendations for Item 1, Item 6, Item 7, and Item 8. Based on the review, Dale Keller stated RTC staff recommends the following:

1. Redefine Service Areas / Benefit Districts – **No Change**. RRIF fees are intended as a regional program to address the new trips on the regional road network. Redefining the Service Areas to inside/outside McCarran Boulevard would distribute the cost of the capacity improvements within the Service Area over a smaller number of new developments. This could result in a single project causing a higher impact fee or no impact fee if no capacity projects are programmed within a smaller Service Area. With the two current service areas and separate

fees calculated per service area, the current structure's approach balances the needs of capacity improvements.

6. **Impact Fee Rates** – **No Change**. Impact fee rates shall be assessed with the land use type in the fee schedule adopted in the GAM at the time of impact fee payment. Fees are to measure the impact of a development on the RRIF Capital Improvements included in the CIP. Four (4) specific land uses were considered for change:
 - i. **Warehousing** - No Change. Trips due to warehousing are incorporated into the Traffic Demand Model (TDM) and Vehicle Miles Traveled (VMT) calculations. Impact fees pay for capacity improvements and cannot be used for maintenance of existing roadways.
 - ii. **Residential Housing** – No Change. Impacts fees are based on average trip generation and trip lengths. Arbitrarily adjusting the factors used in calculating the fees for one use over another, could unfairly shift the burden of funding capacity improvements.
 - iii. **Student Housing** – No Change. Student housing has been added to the 10th Edition ITE Trip Generation Manual. Further analysis is needed and could be considered at a future edition.
 - iv. **Walkable Communities** – No Change. Impact Fees support the Regional and local Master Plans, through the densities and land use approval by local government.

Note: Affordable Housing impact fees are under agency review and still open for possible action.

7. **RRIF Payments with Credit Cards** – **No Change**. Per Nevada Revised Statutes (NRS), impact fee revenues cannot be used to reimburse the local agency for said fees.
8. **RRIF Revenue** – **No Change**. Restrictions on where funds were spent would limit available RRIF funding per project within the Service Area and could delay needed improvements or cause supplemental funds to be used to complete.

Randy Walter concurred with the recommendations and noted NRS language needs to be revised in the future to allow for credit card payments. Jon Ericson agreed, especially with the current COVID restrictions in place.

Committee members concurred with RTC staff's recommendations for no changes to Items 1, 6, 7, and 8. RTC staff will continue to review the potential changes raised during the 6th Edition and provide recommendations at the next meeting.

A motion to acknowledge receipt of potential changes raised during the approval of the 6th Edition RRIF Capital Improvement Plan (CIP)/General Administrative Manual (GAM) was approved unanimously.

Item 5: Public Comment

None

Item 6: Member Items

- The next RRIF TAC meeting is scheduled for September 24, 2020 at 8:30am via teleconference.
- The committee requested a TMRPA Update. A presentation will be provided at the September meeting. It will include discussion on 2020 TAZ data, the build out model, and support for RTP forecasting.
- There was discussion about the build out model and the local jurisdictions coming to an agreement on suitability factors. Jeremy Smith stated suitability is not an initial factor because it is based on what has been approved, but it does come in when determining timing factors. Jeremy Smith will create a task force to get stakeholder involvement. It will local jurisdiction and private sector representatives. John Krmpotic and Randy Walter volunteered to participate on the task force.

Item 7: Adjournment

There being no further business, the meeting adjourned at 8:57am.

Respectfully Submitted,

Lee Anne Olivas



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

September 24, 2020

AGENDA ITEM 4

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

FROM: Dale Keller, P.E.
Engineering Manager

SUBJECT: TMRPA Development Model Presentation

RECOMMENDATION

Receive a presentation by Truckee Meadows Regional Planning Agency (TMRPA) staff regarding the Truckee Meadows Regional Plan model as it relates to the Regional Road Impact Fee Program.

SUMMARY

During the process of adopting the 6th Edition RRIF Capital Improvements Plan (CIP)/General Administrative Manual (GAM), a variety of questions were raised regarding the TMRPA Development Model and impact fee program. The issues raised are summarized below.

TMRPA Development Model

- Adjust Population/Employment assignments to include opinions from local jurisdictions, i.e., if they are seeing a development that is moving faster than that shown in the TMRPA model.
 - RTC will discuss with TMRPA staff as part of the 2018 Consensus Forecast & 2050 Regional Transportation Plan (RTP) Update.
- Review factors used to determine the amount of potential development shown in the TMRPA Development Model, i.e., adjust to account for land required for basin retentions, roadways, etc. (similar to terrain adjustments). Establishing a Build Out Model for both the TMRPA Development Model and RTC's Travel Demand Model.
- Use the RTC's Travel Demand Model output for Vehicle Miles Traveled (VMT) Growth by RRIF Service Areas, in lieu of separate calculations using population/employment information from TMRPA for the RRIF fee calculations.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

September 24, 2020

AGENDA ITEM 5

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

FROM: Dale Keller, P.E.
Engineering Manager

SUBJECT: Regional Transportation Plan (RTP) and Travel Demand Model Methodology Presentation

RECOMMENDATION

Receive a presentation by RTC staff regarding the Regional Transportation Plan (RTP) and Travel Demand Model as it relates to the Regional Road Impact Fee Program.

SUMMARY

During the process of adopting the 6th Edition RRIF Capital Improvements Plan (CIP)/General Administrative Manual (GAM), a variety of questions were raised regarding the RTP and impact fee program. The issues raised are summarized below.

Regional Transportation Plan

- The RTP/RRIF CIP should encourage walkability over congestion relief.
- The RTP/RRIF CIP should be based on the newly adopted Regional Plan.
 - The 2040 RTP was based on the 2012 Regional Plan, in effect at the time of adoption of the RTP. The aims of the 2012 Regional Plan included goals to minimize sprawl by directing growth to the core, promoting infill, and transit oriented development are similar to those expressed in the 2019 Regional Plan.
 - The 6th Edition RRIF update started after the 2040 RTP was adopted in 2017 and was based on the plans and development approvals in effect at the time of the 2040 RTP.
 - The Regional Plan is just the first step in a long process to develop the impact fee, i.e.,
 - Update to TMRPA Development Model based on Regional Plan and new development approvals.

- Distribution of Consensus Forecast population and employment in the Development Model.
 - Analysis of the Travel Demand Model to determine new capacity needs on the regional road network.
 - Development of the Regional Transportation Plan which includes a fiscal analysis of anticipated funds.
 - Development of the cost estimates for the projects listed in the RTP/RRIF CIP.
 - Determination of 10 year growth for the RRIF CIP.
- The process to develop the fees involves technical analyses, which take time and are reviewed by the RRIF TAC, RTC Technical Advisory Committee (TAC), RTC Citizens Multimodal Advisory Committee (CMAC), and RTC Board before being brought to the local jurisdictions for approval.
 - The 2050 RTP will use the new Regional Plan to develop a new list of road improvement projects to meet the intent of the Plan. The RTP process typically takes 1.5 years to complete. Once road improvement projects are identified, the RRIF TAC would begin the update for the 7th Edition of the RRIF Program.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

September 24, 2020

AGENDA ITEM 6

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

FROM: Dale Keller, P.E.
Engineering 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.