

**REGIONAL TRANSPORTATION COMMISSION  
WASHOE COUNTY, NEVADA**

**FRIDAY**

**9:00 A.M.**

**March 19, 2021**

**PRESENT:**

**Neoma Jardon, Reno City Council Member, Chair  
Ed Lawson, Mayor of Sparks, Vice Chair  
Vaughn Hartung, Washoe County Commissioner  
Oscar Delgado, Reno City Council Member**

**Bill Thomas, RTC Executive Director  
Adam Spear, RTC Legal Counsel  
Kristina Swallow, Director of NDOT**

**NOT PRESENT:**

**Bob Lucey, Washoe County Commissioner**

***Item 1       ROLL CALL/PLEDGE OF ALLEGIANCE***

The regular monthly meeting, held via Zoom, was called to order by Chair Jardon. Following the roll call and the Pledge of Allegiance to the Flag of our country, the Board conducted the following business:

Chair Jardon stated that Executive Director Bill Thomas (E.D. Thomas) requested to move Item 6.1 up to follow the Consent Agenda.

***Item 2       PUBLIC INPUT***

Chair Jardon 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. Comments received prior to 4:00 p.m. on March 18<sup>th</sup> are included in this record of the meeting.

Written comment was submitted March 10, 2021 @ 8:25 p.m., by Mr. John Locke, Keolis coach operator, in which he stated he was sorry to hear about the leaving of Mr. Hassan from Keolis, but he was not surprised.

Written comment was submitted March 15, 2021 @ 6:02 p.m., by Mr. Jeff Church in which he urges public board meetings again – we told him they will begin April 16<sup>th</sup>.

He would also like the RTC to consider a Reno/Washoe/Carson Trolley and a trolley to Incline, To consider capping the RTC5 indexing, and he opposes SB191 creating a massive tax on electric vehicles.

Chair Jardon said she thinks it's time to note that for the public's information, that the RTC will begin in-person meetings at the April 16, 2021, meeting with live public comment, barring any COVID modifications that may occur between now and then.

### ***Item 3 APPROVAL OF AGENDA***

On motion of Commissioner Hartung, seconded by Mayor Lawson, which motion unanimously carried, Chair Jardon ordered that the agenda for this meeting be approved, with E.D. Thomas' request to have Item 6.1 follow Consent.

### ***Item 4.1 thru 4.15 CONSENT ITEMS***

#### ***Minutes***

**4.1 Approve Minutes of the February 19, 2021, meeting (*For Possible Action*)**

#### ***Reports***

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

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

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

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

**4.6 Acknowledge receipt of the monthly Summary Report for the Technical, Citizens Multimodal, and Regional Road Impact Fee Advisory Committees (*For Possible Action*)**

#### ***Engineering Department***

**4.7 Approve Amendment No. 1 to the existing Professional Services Agreement (PSA) with Atkins North America, Inc., for additional design services related to the Sky Vista Parkway Rehabilitation Project in the amount of \$235,421 for a new total not-to-exceed amount of \$1,944,489 (*For Possible Action*)**

**4.8 Approve Amendment No. 2 to the existing Professional Services Agreement (PSA) with Poggemeyer Design Group, Inc., for final design services on the Mill Street Complete Street Project in the amount of \$5,200.00, for a new total not-to-exceed amount of \$715,550 (*For Possible Action*)**

**4.9 Approve a Regional Road Impact Fee (RRIF) Offset Agreement between the RTC, Red Rock Mega Storage, LLC, and the City of Reno for the dedication of offset-eligible improvements for the modification of the Red Rock Road/Moya Boulevard intersection (*For Possible Action*)**

**4.10 Approve a recommendation to commence with the sale of five (5) remnant parcels acquired in connection with the Moana Lane Widening Project (APN# 024-020-11; 024-02-08; 020-255-15; 020-255-16; 020-051-02) by sale to adjoining property owners, sealed bids, public auction, or direct sale as may be authorized by law (*For Possible Action*)**

- 4.11 Approve a recommendation to commence with the sale of thirteen (13) remnant parcels acquired in connection with the Moana Lane Extension Project (Airway Drive) (APN# 020-291-33; 020-292-31; 020-292-33; 020-292-34; 020-292-35; 020-293-01; 020-321-49; 025-241-31; 025-263-14; 025-263-1; 025-263-16; 025-263-17; 025-263-18) by sale to adjoining property owners, sealed bids, public auction, or direct sale as may be authorized by law *(For Possible Action)*

***Public Transportation/Operations Department***

- 4.12 Approve an interlocal agreement with the State of Nevada, Department of Health and Human Services (DHHS), Division of Health Care Financing and Policy (DHCFFP/Medicaid), to reimburse the RTC for completing paratransit eligibility evaluations for eligible Medicaid recipients as outlined in the ADA regulations of the Federal Transit Administration *(For Possible Action)*
- 4.13 Approve Amendment No. 3 to the Transit Vehicle Purchase Agreement with Proterra, Inc., dated December 9, 2019, for the purchase of two (2) 125 kw shop chargers for a total price of \$106,934 *(For Possible Action)*

***Executive, Administrative and Finance Departments***

- 4.14 Approve revisions to Management Policy P-40, Information Technology Acceptable Use *(For Possible Action)*
- 4.15 Approve a new Management Policy P-63, Real Property Disposition *(For Possible Action)*

On motion of Commissioner Hartung, seconded by Mayor Lawson, which motion unanimously carried, Chair Jardon ordered that Consent Items 4.1 through 4.15 be approved.

***Item 6.1 DISCUSSION ITEMS AND PRESENTATIONS (taken out of order)***

Mr. Michael Hillerby of Kaempfer Crowell provided a brief update on activities that recently occurred in the 2021 Nevada Legislative session.

Chair Jardon thanked him for all of his work on this, adding that these are difficult issues that are no fun for anyone to have to figure out, but certainly imperative for our future road and transit.

NDOT Director Swallow said she should note how small the pie is. They have an annual short fall that is the equivalent of their capital program, so it's about \$530 million annually. So, they're not short just by 10%, they're significantly short.

***Item 5.1 thru 5.2 METROPOLITAN PLANNING ORGANIZATION (MPO) ITEMS***

**PUBLIC HEARING ITEMS**

- 5.1 Conduct a public hearing regarding approval of the 2050 Regional Transportation Plan (RTP); adopt a resolution approving the RTP *(For Possible Action)*
- a. Staff presentation
  - b. Public hearing
  - c. Action

Ms. Amy Cummings, RTC Deputy Executive Director and Planning Director, addressed the Board to give a presentation update. She first thanked them for their participation and input through the last year and a half of developing this plan. The RTP is a pivotal document for the RTC as a Metropolitan Planning Organization and is required by the federal government in order to use federal funds in our region.

She continued, stating that the RTC is very appreciative of the input from each of the jurisdictions, the elective officials as well as staff. RTC has been in front of the City Councils and County Commission twice. Staff has participated with us on our various advisory committees and we've also had three major public involvement pushes at key milestone stages in the plan, developing the goals and identifying and evaluating alternatives which are reflected in the projects in the plan.

To reiterate what was shown last month, and what the Board requested be updated, the guiding principles will be to support safe and healthy communities, economic prosperity, equity innovation, sustainability, climate action, and to increase travel choices for our community.

The update to this particular version is the addition of a project on Pyramid Hwy., from Ingenuity Avenue to Egyptian Drive, for safety and additional southbound lanes, designated for design in the 2021-2025 timeframe.

We have the Downtown Circulation Study project, this was a separate stand-alone study, in the projects for the 2026-2030 timeframe.

Finally, there are no changes to the projects for the 2031-2050 years of the plan. It is a very balanced combination of safety, multi-modal and capacity needs to help the growing transportation demand in our community over the long-term.

Nothing has been changed regarding transit system projects. We want to move forward with the capital improvements that are currently budgeted in terms of improving bus stops and the 4<sup>th</sup> STREET STATION. We want to continue FlexRide, which has had a successful demonstration of service over the last year. We also want to continue advancing and looking for those innovative funding strategies to expand our RAPID system on West Fourth Street and South Virginia Street.

In terms of process, I mentioned what we did throughout the life of the plan, but here we do have a Public Participation Plan that specifies some requirements for our process. Those would be to take the document to our Technical Advisory Committee and Citizens Multi-Modal Advisory Committee, both of which did recommend approval to this Board. We held a 21 day public comment period and the comments received up until the posting of the Agenda packet are in your packet as Attachment C to this item. It also includes the formal letters that we received from various stakeholders in the community throughout the development of the process and our response to those.

Three public comments were received and have been shared with the Board members, along with our response to those comments. One of those was inquiring about our process and whether we are following our public participation plan, which we are, and the federal requirements. The federal requirements for MPO's for developing a transportation plan are to consult with the interested stakeholders, such as the jurisdictions, and to provide a period for comment, which we have done.

The public comment period closed yesterday and there is a public hearing following this presentation today.

Chair Jardon said they did receive some correspondence on this public input and process and asked how long we've been using this process.

Ms. Cummings responded that it has been in place for at least 10 years, and most likely longer, but she was not at the RTC at that time so can't speak to how long exactly.

Chair Jardon asked if the process this year has been any different today than what has been in place for at least 10 years.

Ms. Cummings said it was no different this year and then explained the many steps taken in the process and what legal and/or legislative requirements are involved.

She then concluded her presentation and offered to take questions.

Commissioner Hartung thanked Ms. Cummings for a great job.

Chair Jardon concurred, and said they know there is a tremendous amount of work that goes into this document and asked to confirm for the record if approval is needed from the Regional Planning Governing Board and all of the jurisdictional Boards, or do we go in and advise what this Board, with their input, has put together.

Ms. Cummings said the requirement, as an MPO, is that we consult with the jurisdictions as we develop this plan, which has been done over the last year and a half. There is no approval action required from the Federal Transportation standpoint and the U.S. Department of Transportation in terms of extending federal funds. There is a separate state requirement that all plans developed by entities, such as RTC, make sure those plans are in conformance with Truckee Meadows Planning. She said staff has worked with that team throughout this process as well, but following adoption, this plan will be taken to the Regional Planning Commission for their performance review.

Ms. Cummings said she wanted to note that one of the comments received was to extend our public comment period to meet the federal requirements. The response was that we have met the requirements in our public participation plan and from the US DOT.

Chair Jardon asked legal counsel Adam Spear if actions for 5.1 and 5.2 must be separated or can they be taken together.

Mr. Spear said that these are separate actions, so the next step would be to open the Public Hearing on 5.1 and then once that is closed, the Board could either continue to deliberate take action on 5.1.

This item being a public hearing, Chair Jardon opened the meeting to public input, then asked the Board Clerk if proper notice had been given and was any correspondence received.

Yes Madam Chair, comments were received as follows:

Jenny Brekhus emailed on March 15<sup>th</sup> at 8:26 a.m. pertaining to the RTP 2050 Plan Comment Period. She would like the comment period to be extended for an additional 30 days, and asked for a copy of the Federal MPO regulations.

Amy Cummings replied to her on March 16<sup>th</sup> at 1:17 p.m. with the Federal MPO requirements that were requested.

Jenny Brekhus emailed a follow up question on March 16<sup>th</sup> at 4:47 p.m. pertaining to the 2050 Plan Comment Period regarding a new roadway planned for South Meadows.

Amy Cummings replied on March 17<sup>th</sup> at 1:27 p.m. saying that she would provide these comments to the RTC Board for today's meeting.

Brian Mullins emailed on March 16<sup>th</sup> at 7:52 a.m. regarding the 2050 Plan Comments, stating his concern is traffic flow.

Amy Cumming replied on March 17<sup>th</sup> at 2:14 p.m. and copied members of our Engineering Team, who are the leads for the Intersection/Traffic Signal Improvements for response.

Jay Cwiak emailed on March 18<sup>th</sup> at 9:34 a.m. regarding the 2050 Public Comment. He would like the Commission to put into place a goal of funding projects that would accommodate the needs of the community 20 years out. He had suggestions for transit services.

Amy Cummings replied on March 18<sup>th</sup> at 11:53 a.m. thanking him for his input and copied members of our transit team to reach out and let him know about the TOPS Project and transit services available.

These comments were emailed to the Commissioners the evening before this meeting.

There being no additional comments received, public input was closed.

Chair Jardon asked Mr. Spear if they were at the action point of Item 5.1.

Mr. Spear responded that they were at the action point of the item and the Board could continue to deliberate or hear a motion to adopt a resolution approving the RTP could be made.

On motion of Commissioner Hartung, seconded by Mayor Lawson, which motion unanimously carried, Chair Jardon ordered that the Federal Fiscal Years (FFY) 2021-2025 Regional Transportation Improvement Program (RTIP) be approved; the resolution approving the RTIP be adopted; and the self-certification regarding the metropolitan transportation planning process be approved.

**A copy of the full presentation is available by contacting Denise Thompson ([dthompson@rtcwashoe.com](mailto:dthompson@rtcwashoe.com))**

- 5.2 Conduct a public hearing regarding approval of the Federal Fiscal Years (FFY) 2021-2025 Regional Transportation Improvement Program (RTIP); adopt a resolution approving the RTIP and approve a self-certification regarding the metropolitan transportation planning process (*For Possible Action*)**
- a. Staff presentation**
  - b. Public hearing**
  - c. Action**

Chair Jardon asked if proper notice given and any correspondence received.

The Clerk said proper notice was given and there is no public comment.

E.D. Thomas reminded everyone that this is the 5-year plan for the projects that will be coming forward in the near term.

Ms. Amy Cummings, RTC Deputy Executive Director and Planning Director, started the presentation, while Dan Doenges, RTC Planning Manager, was fixing some feedback issues on Zoom.

Ms. Cummings began, saying the Regional Transportation Commission Improvement Program is our 5-year document and again, this is a federal requirement to show how the RTC is obligating federal funds. It does need to be consistent with the Regional Transportation Plan, so staff is very pleased to have these synchronized. This version includes all of RTC's transit, operating and capital expenses, in addition to the project just shown on the roadway side. This document is required to be updated every four years, but RTC typically updates it every two years.

This must also meet the transportation air quality requirement and staff has used the same Air Quality Conformity Analysis that was used for the RTP.

Mr. Doenges then continued the presentation after resolving the feedback issue.

He said that some of the projects and programs don't get into that level of detail in the RTP are also included in the Transportation Improvement Program and some were listed in the presentation, including funding received through the Transportation Alternative Set-Aside Program, the Trip Reduction Program, which really is the vehicle for which we operate the Vanpool Program and our RideMatch Services. There is also the Safe Routes to School Program, which the RTC assists with funding of that position.

The FTA 5310 Program is the program that corresponds with the service providers throughout the region, such as senior services, and this was the subject of the recent coordinated Transportation Plan that was recently approved by the Board. It also lists our transit capital and operating expenditures. These include things like vehicle replacement, equipment replacement, maintenance of the vehicles, and funding for our facilities. Some highlighted are the Meadowood Mall relocation, expansion of the 4<sup>th</sup> STREET STATION and construction of the Bus RAPID Transit Station on Virginia Street, across from the Peppermill.

Some RTC operating highlights will continue to fund the FlexRide Program and the ED-Pass Program, which is the program which allows for free rides for University and Truckee Meadows Community College students, faculty and staff. Also the BRT Services, particularly the one that is being extended up to the University area on Virginia Street.

Lastly, he showed the breakdown of expenditures across the different project types. The capacity improvements are typically much larger in scope and scale, so it's no surprise that it is a big portion of the funding of the pie chart.

He went on to say that the RTC had a 21 day public comment period that was concurrent with the RTP. No comments were received specific to the RTIP. He then offered to answer any questions.

Commissioner Hartung said he appreciates the hard work, adding that staff has really done a phenomenal job.

There were no additional comments, so Chair Jardon asked for a motion to adopt the resolution.

This being a public hearing, Adam Spear, RTC Legal Counsel, wished to make a clarification in terms of opening the public hearing, and asked the clerk if there was any public comment or input received on this item.

The clerk said there was no further comment on this item.

Chair Jardon said she asked that at the opening.

On motion of Commissioner Hartung, seconded by Commissioner Delgado, which motion unanimously carried, Chair Jardon ordered that the Federal Fiscal Years (FFY) 2021-2025 Regional Transportation Improvement Program (RTIP) be approved; a resolution approving the RTIP be adopted; and the self-certification regarding the metropolitan transportation planning process be approved.

A copy of the full presentation is available by contacting Denise Thompson ([dtompson@rtcwashoe.com](mailto:dtompson@rtcwashoe.com))

### ***Item 7.1 thru 7.3    REPORTS***

#### **Item 7.1 RTC Executive Director Report – Presented by Bill Thomas, RTC Executive Director**

1. E.D. Thomas said the first thing, which is kind of apropos, given that Dan just gave the RTIP Presentation, the he wanted to announce that Dan is will have his 5-year anniversary with the RTC on April 25<sup>th</sup>. He then thanked Dan for all of the work he does and all of his contributions to the RTC.

He also mentioned that the meeting day was the 20-Year anniversary for Lee Anne Olivas from our Engineering Department. He said she is going to be moving forward in a change within the organization to make administrative support a little more effective and efficient.

2. It was a big day for public transportation on March 8<sup>th</sup> as the RAPID Virginia Line extension was officially launched, it is the final component of the Virginia Street Bus RAPID Transit Extension Project.

The official launch was held at a media op event at the newest RAPID station located at the University of Nevada, Reno by Lawlor Events Center. Many thanks to our speakers, Amy Cummings, Chair Jardon, Congressman Amodei, UNR's Vic Redding and Midtown Association president Craig Parish who helped celebrate the start of service for the RAPID Virginia Line.

To quote Amy, "This was a proud day for RTC." and I am very proud of our staff and project team in delivering this project to the region.

He thanked Michael Moreno and Lauren Ball for putting together a great event, which was livestreamed on Facebook and covered by media outlets to mark the occasion. Also, a big thank you to the project team for their hard work, and extensive outreach, including project manager Jeff Wilbrecht, SNC, construction crews, and RTC staff.

3. To date, 78 out of 95 Keolis RIDE bus drivers have received the COVID-19 vaccination. For MTM ACCESS drivers, 41 out of 60 drivers have received their vaccine. The remaining drivers will be scheduled when the Washoe County Health District adds additional vaccination dates.

Due to HIPAA regulations, we do not have information nor can we ask which vaccine was given.

4. Since the pandemic began, the RTC has supported and contributed to the efforts of the region and the state of Nevada to ensure the safety of our community.

The RTC is working to get transportation to those who need assistance getting to and from COVID vaccination locations.

Beginning on Monday, March 22, the RTC will offer free RIDE, FlexRIDE, and ACCESS trips to vaccination locations. Individuals who want to use transit to get their free trip to a vaccination location will need to show the driver their vaccine appointment confirmation email when boarding. Go to [rtcwashoe.com](http://rtcwashoe.com) for route and schedule information.

Information on other free or low-cost transportation options for people who live in areas not served by public transportation is also available at [rtcwashoe.com](http://rtcwashoe.com), click on Coronavirus Precautions on the homepage.

5. We're continuing the process to replace the Arlington Avenue Bridges over the Truckee River and we're looking for community input and invite the public to please watch our virtual public presentation and take a brief survey which is open until March 31<sup>st</sup>. Links to the presentation and the survey are available at [rtcwashoe.com](http://rtcwashoe.com) and on RTC social media channels.

6. The RTC is accepting applications through April 26 at noon for the Federal Transit Administration 5310 Grant Program for Federal Fiscal Year 2021. Funds are available for capital and operating expenses to support the provision of transportation services to enhance the specific needs of elderly persons and persons with disabilities.

The total funding available for the two-year award cycle is \$821,333. This grant administered through the RTC is available for programs in the Reno/Sparks urbanized area of Washoe County for transportation services planned, designed, and carried out to meet the special transportation needs of seniors and individuals with disabilities. Eligible applicants must be private non-profit, private for-profit, or local governmental authorities. Learn more & apply at [rtcwashoe.com](http://rtcwashoe.com).

### **Item 7.2 RTC Federal Report – Presented by Bill Thomas, RTC Executive Director**

A written report is provided, as set forth in the briefing materials for this agenda item.

E.D. Thomas highlighted that the most recent Rescue Funding Plan that was approved by Congress and signed by the President, has a formula whereby Transit Agencies such as the RTC receive funding appropriations, which is a little bit atypical, but something that has been happening with the COVID Pandemic. At this time, the estimate, based upon the 132% of our 2018 operating expenses, is that the RTC will be receiving approximately a bit more than \$19 million to go towards operations. There has been no FTA confirmation of the amount or when it would be available, but the understanding is that it would need to be spent for transit operations and costs, particularly those that are associated with the roads and with the pandemic, and that it must be spent by 2024. That information will be presented you at the next Board meeting if received.

The other thing he shared was that it looks pretty clear that the community project funding process is going to be a new endeavor from Congress. The former term for this was earmarks, so this is a new name for a project that was eliminated a little more than 10 years ago. Staff is working very closed with Congressman Amodei, our representative, and he has sent information to us. On behalf of the Board and the community, the money for the Arlington Street bridges. This request will be for approximately \$10 Million to replace local funds for that project. In addition, we will request reconsideration and approval for funding of a Hydrogen Fuel Cell Demonstration Project to explore whether no emission means of providing transit is the one that can and will work for us.

### **Item 7.3 NDOT Director Report – Presented by Kristina Swallow, Director of NDOT**

NDOT Director Kristina Swallow provided her monthly presentation report containing updates on current Nevada safety statistics, the Spaghetti Bowl SBX project, McCarran repaving and the new transit program providing a connection between Northern Nevada and Las Vegas.

That concludes her report and offered to answer any questions.

Commissioner Hartung said he's sorry for the repetitious comments, but he is still hopeful that NDOT will look at the far north end of Pyramid going through Spanish Springs. He said that he and E.D. Thomas had talked about a number 2 lane that would be essentially a truck travel lane from Ingenuity to where the road forks at about Egyptian.

He also asked about the section of 395 where the 17 car pileup occurred; that area has been known as a very treacherous section of 395, and he wondered how often accidents occur there, and has NDOT thought about putting in some emergency flashers that would be connected to a temperature gauge with a notice to say, “roads may be icy” through that area.

Director Swallow said as she had mentioned before, those types of projects do have to go through RTC’s TIP process to get into NDOT’s STIP. So staff may want to look it to determine if that is a higher priority than something else that is currently on the TIP. She wants to make sure we’re working together and addressing regional priorities while recognizing that there are resource constraints. Adding a lane is unfortunately not as simple as it may seem and is a resource allocation so need to make sure to go through the proper process which, includes starting in RTC’s TIP.

She noted for that section of US 395, NDOT is constantly monitoring the weather. They work with their partners at the National Weather Service office in Reno and with NHP, and try to make sure these things don’t happen. However, every now and then, a storm comes in wetter or colder than what is anticipated, and that is what happened here. She said she will work with their team and District 2 to see if they have any thoughts on things we might be able to do differently in that section of US 395.

She then added that she just received a text that NDOT is doing a Road Safety Audit on Pyramid that will be done later this year, which may help inform some of you on this moving forward.

Commissioner Hartung thanked her for the update.

**Item 8            *COMMISSIONER ANNOUNCEMENTS AND UPDATES***

There were none.

**Item 9            *PUBLIC COMMENT***

Chair Jardon opened the meeting to public input and asked if there were any additional public comments.

There being no other comments having arrived by the March 18, 4:00 p.m. deadline, the Chair closed public input.

**Item 10          *ADJOURNMENT***

On motion of Commissioner Hartung, seconded by Commissioner Lawson, which motion carried unanimously, Chair Jardon ordered that the meeting be adjourned at 10:05 a.m.

  
NEOMA JARDON, Chair  
Regional Transportation Commission