

**REGIONAL TRANSPORTATION COMMISSION
WASHOE COUNTY, NEVADA**

FRIDAY

9:00 A.M.

June 18, 2021

PRESENT:

**Ed Lawson, Mayor of Sparks, Vice Chair
Vaughn Hartung, Washoe County Commissioner
Bob Lucey, Washoe County Commissioner**

**Amy Cummings, RTC Deputy Executive Director
Adam Spear, Legal Counsel
Cole Mortensen, Deputy Director of NDOT (alternate)**

NOT PRESENT:

**Neoma Jardon, Reno City Council Member, Chair
Oscar Delgado, Reno City Council Member
Bill Thomas, RTC Executive Director
Kristina Swallow, Director of NDOT**

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

Item 2 PUBLIC INPUT

Mayor Lawson 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.

Mayor Lawson read a public comment that came in via email from an unknown sender as follows:

“Who dreamed up the idea to have construction near the Silver Legacy (N. Virginia, 5th St area) that had traffic blocked for miles during summer?”

Mr. Ryan McKinney, local resident, addressed the Board to talk about a new law where there is a requirement for an outside signal on the RIDE coaches when doing under 30 kph (?) and to say that drivers are not calling out the stops consistently. He also mentioned that while RTC is offering FlexRIDE and rides to Tahoe, they are taking away from the pool of drivers available for ACCESS and the disabled community and pick-ups are often late. He would like more drivers available for ACCESS before adding any additional FlexRIDE service.

Ms. Dora Martinez, local resident, addressed the Board and agreed with Ryan McKinney about delayed trips and said service has been awful since their meeting with the ACCESS folks three weeks prior. She asked for disabled buttons to be installed on the Chambers doors to make it easier for the disabled, especially those in wheelchairs. She then said that the ACCESS drivers are not providing door-to-door service as ADA requires. Other topics included inconsistent stop announcements, she would like braille route numbers added to the poles at a height of 60 inches. She would like the benches at the stations to be moved back against the walls so she and her guide dog do not run into people getting to the loading ramp and lastly, she requested that the service to Lake Tahoe include a stop at Meadowood Mall.

Ms. Kimberly Glass, local resident, addressed the Board to say that she has been an ACCESS paratransit consumer for approximately four years and the service is getting very bad. An example she gave was that she had a pick-up time scheduled for between 10:00 and 10:30 one morning and was not picked up until 1:30 that afternoon while she waited outside the entire time. As she waited, there were three ACCESS vehicles that came to drop off or pick other passengers up. She asks that the RTC remember that the ACCESS coaches are mainly for the use of the disabled community before FlexRIDEs. She offered to speak with some of the drivers to suggest ways for improvement as she does not believe the disabled community's needs are being considered. She said it's gotten worse since COVID.

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

Item 3 APPROVAL OF AGENDA

On motion of Commissioner Hartung, seconded by Commissioner Lucey, which motion unanimously carried, Mayor Lawson ordered that the agenda for this meeting be approved.

Item 4.1 thru 4.19 CONSENT ITEMS

Minutes

4.1 Approve Minutes of the May 21, 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*)

Planning Department

- 4.7 Approve a Professional Services Agreement (PSA) with CA Group, Inc. for consulting services on the McCarran Boulevard Corridor Study in an amount not-to-exceed \$349,868 *(For Possible Action)*
- 4.8 Approve an Interlocal Cooperative Agreement with the City of Fernley to fund expansion of the RTC Travel Demand Model to include data and analysis for the Fernley area in a reimbursement amount not-to-exceed \$64,000 *(For Possible Action)*
- 4.9 Approve the Transportation Alternatives Set-Aside Program Guidance and Application *(For Possible Action)*
- 4.10 Approve the RTC staff recommended appointments/reappointments to the Citizens Multimodal Advisory Committee (CMAC) with terms through June 2022 *(For Possible Action)*:
- Jillian Keller (reappointment)
 - Salvador Duarte
 - Alexander Drudi
 - Ann Silver
 - Mark Miranda

Approve the RTC staff recommended appointments for alternate members to the CMAC:

- Alfreda Voorhies
- Marjorie Ball
- Larry Skelton
- Paul Hewen

Engineering Department

- 4.11 Approve an Interlocal Cooperative Agreement (ICA) with the City of Reno for the Signal Timing 6 – Phase 2 project for a reimbursement amount not-to-exceed \$100,000 *(For Possible Action)*
- 4.12 Approve an Interlocal Cooperative Agreement (ICA) with the City of Sparks for the Signal Timing 6 – Phase 2 project for a reimbursement amount not-to-exceed \$25,000 *(For Possible Action)*
- 4.13 Approve an Interlocal Cooperative Agreement (ICA) with the University of Nevada, Reno (UNR) for the Signal Timing 6 – Phase 2 project for a reimbursement amount not-to-exceed \$250,000 *(For Possible Action)*
- 4.14 Approve a contract with CA Group, Inc., to provide design services and optional engineering during construction for the TE Spot 11 – Package 3 project in an amount not-to-exceed \$1,119,290 *(For Possible Action)*
- 4.15 Authorize a request for proposals (RFP) for the selection of preliminary design, environmental analysis, final design, and construction management services for the 4th STREET STATION Expansion project *(For Possible Action)*

Public Transportation/Operations Department

- 4.16 Approve the Selection Committee's recommendations to award and fund each of the four 5310 project proposals received under the Enhanced Mobility of Seniors & Individuals with Disabilities, Federal Transit Administration's Section 5310 Program Funding *(For Possible Action)*

Executive, Administrative and Finance Departments

- 4.17 Approve a Memorandum of Understanding with the State of Nevada Office of the Labor Commissioner for access to specified data in LCP Tracker *(For Possible Action)*
- 4.18 Authorize the Executive Director to bind annual insurance coverage effective July 1, 2021, for automobile liability, general liability, public officials' errors and omissions (E&O), property, earthquake/flood, crime, cyber, pollution liability, social engineering, fiduciary liability, employment practices liability and workers' compensation; and approve the RTC's continued membership in the Nevada Public Agency Insurance Pool and Public Agency Compensation Trust *(For Possible Action)*
- 4.19 Acknowledge receipt of the Asset Donation Log for the first and second quarters of calendar year 2021 *(For Possible Action)*

On motion of Commissioner Lucey, seconded by Commissioner Hartung, which motion carried unanimously, Mayor Lawson ordered that Consent Items 4.1 through 4.19 be approved.

Item 5.1 thru 5.3 DISCUSSION ITEMS AND PRESENTATIONS

- 5.1 Acknowledge receipt of a report regarding RTC's Construction Projects for Calendar Year 2021 *(For Possible Action)*

Mr. Brian Stewart, RTC Director of Engineering, addressed the Board to give a presentation on calendar year 2021 road construction projects currently underway or that are beginning during this year.

Upon conclusion, Mr. Stewart offered to answer any questions.

Commissioner Hartung asked why he didn't see Pyramid Highway in the presentation, specifically the upgrades going to Golden View.

Mr. Stewart responded that the project is scheduled to begin in 2023 and that NDOT is taking the lead on that one. It is currently under right-of-way acquisitions so the RTC will be able to begin without delay when the time comes.

Mayor Lawson asked if there is a time limit to spend the federal money on that project and Mr. Stewart said there is, but the project has been scheduled out accordingly so there is no loss of funding.

No action was taken on this agenda item.

(Presentation is available by contacting dthompson@rtcwashoe.com)

5.2 Acknowledge receipt of a presentation regarding RTC's Traffic Signal Timing Program (*For Possible Action*)

Mr. Andrew Jayankura, RTC Project Manager, addressed the Board to give a presentation on the RTC Traffic Signal Timing Program and the various ways that the program benefits the community. He began by explaining why signal timing is done, what it does exactly, and the benefits of the timing program in general. There are approximately 410 traffic signals in the region and signal timing in area is done on a three-year rotation, which is in accordance with recommended timelines.

Mr. Jayankura added that the program began in 2005 and RTC used consultants to do the timings, but in 2014, a decision was made to bring it in-house and have University of Nevada, Reno, (UNR) students do the timing. He then specified the many benefits this brings, along with the benefits those that the timing itself already brings. He then showed a couple of before and after videos and other details to show exactly how these benefits help drivers be safer and more timely.

He then introduced Professor Tian from UNR who emphasized how this collaboration with RTC and the Signal Timing Program and students has benefitted both. He continued, saying that in his vast experience, what is being done in Reno is quite unique. The manner in which the program runs was developed at UNR and is now being used in over 30 agencies in ten different states who are adopting this program. He added that you will not find students with as much hands-on experience at any other school. He also said that Mr. Jayankura should speak more at national conferences to get recognition and then he will definitely be considered in the top one percent for his skills and knowledge for this program. The UNR students are already at about a four percent level when they graduate, which is rare. He then played a video of one of his top students who was hired directly out of college into a high level position requiring a PE and three years' experience, which they waived. He then concluded his presentation.

Commissioner Hartung asked about a section of east McCarran over to North McCarran and will it be in the program in the near future.

Mr. Jayankura responded that because that particular timing box is not connected to the fiber optic, the clock "travels" and requires resetting of the timing on a more frequent basis.

No action was taken on this agenda item.

(Presentation is available by contacting dthompson@rtcwashoe.com)

Item 6.1 thru 6.3 REPORTS

Item 6.1 RTC Executive Director Report

Ms. Amy Cummings, RTC Deputy Executive Director and Director of Planning, spoke on the following topics:

1. Today, the RTC introduces a new mission statement for the RTC. This mission statement captures a year-long effort to understand and define both the current and the aspirational mission of the organization. The process started with a series of meetings Bill Thomas held with each RTC employee who was interested in participating. The Leadership Team discussed a proposed mission statement at our annual strategic retreat, then presented the draft to all staff for additional thoughts. The new mission statement is: Building a better community through quality transportation. We will incorporate this statement on our materials going forward.
2. The RTC Finance Department received the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for fiscal year ended June 30, 2020. The Certificate of Achievement is the highest form of recognition in governmental accounting and its management. The RTC has received this certificate every year since 1986.

The RTC's Comprehensive Annual Financial Report has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive spirit of full disclosure to clearly communicate its financial story, providing open and transparent information to the public, and motivate potential users and user groups to read the report. Congratulations to Stephanie and the finance team. To read the annual financial report, visit rtcwashoe.com.

3. Thank you to the Federal Transit Administration and FTA's Region 9 for allowing the RTC to keep a portion of the savings from the 4th/Prater and Virginia Street projects. These unused grant monies would have been returned to the FTA to be re-appropriated to other parts of the country, but thanks to the advocacy of our congressional delegation on our behalf, and the approval of the FTA, these funds can be used to advance BRT service within the Virginia Street and 4th Street corridors. We are in the process of determining how to best apply the funds within federal guidelines and will report back to you at a future meeting.
4. Thank you to everyone who participated in the RTC Commuter Challenge for the month of May. There were 12 RTC employees who signed up and logged their trips (a total of 212 trips).

Collectively, all participants achieved the following by carpooling, transit, active transportation, and remote working:

Total Vehicle Miles Traveled (VMT) Reduced: 1265 miles

Total Cost Savings: \$746

Total Fuel Savings: 74 gallons

Total pollutants reduced: 1449 lbs.

These results serve as a great example of the significant impact we can all have on congestion and air quality in our region as well as our pocketbooks and our health.

These were the employees participating:

- Dan Doenges, Jim Gee, Sara Going, Rebecca Kapuler, Mark Maloney, Scott Miklos, Jennifer Meyers, Lee Anne Olivas, Ed Park, Susi Trinidad, and Xuan Wang.

5. Tomorrow, we join our community and the nation in the celebration of Juneteenth, commemorated for the past 156 years. Yesterday, President Biden signed into law the Juneteenth National Independence Day making Juneteenth a federal holiday. The law will recognize June 19, the official date of the end of slavery, as a federal-level holiday.

The historical relevance and significance of the day dates back to 1865, two years after President Lincoln signed the Emancipation Proclamation that declared the freedom of enslaved people.

Let us all raise our voices and our hearts to celebrate the diversity of our community, and embrace our commitment with one another to inclusion, equity, and empowerment for a greater resolve and a stronger community.

Let us set the example as a beacon of hope and inspire community for all people through kindness, tolerance and recognition of everyone's contributions to our community, society, and our nation.

6. RTC's Public Information Officer (PIO), Lauren Ball, gave birth to baby Leo Benjamin Ball last week and all are doing well. Michael Moreno, RTC Public Affairs Manager, will be taking on the PIO responsibilities while Lauren is home with the baby.

Item 6.2 RTC Federal Report

Deputy E.D. Cummings said that a written report was included in the agenda packet for this meeting and she pointed out that both Congressman Amodei and Senator Catherine Cortez Masto gave their support for the renewal of the new reauthorization bill and for RTC's funding request in the bill. RTC requested \$6 million for the Arlington Bridges replacement and \$5 million for the hydrogen fuel cell bus demonstration project.

Item 6.3 NDOT Director Report

NDOT Deputy Director Cole Mortensen addressed the Board to provide a presentation update on current safety statistics for both the state and Washoe County. He said the time period between Memorial Weekend and Labor Day Weekend is known as the 100 deadliest days of the year. He then reviewed percentage increases and decreases of accidents and deaths throughout the state, adding that most fatalities in Nevada involve speed and impairment.

Next, he provided a status update on the safety study done in the area around Wooster H.S. First, he thanked the RTC for moving their bus stop to a safer location, and signal timing was changed in two of the intersections to create safer crossing zones. A school zone is not recommended on Plumb Lane due to the effects it would have on the rest of that facility.

Mr. Mortensen then provided updated information on the Spaghetti Bowl Express project and all roads being affected by that project.

Lastly, he expressed gratitude to all of the NDOT team, but especially the maintenance crews who have worked long hours to cover other's shifts and get the job done, no matter the circumstances.

Commissioner Hartung thanked Mr. Mortensen for NDOT's assistance in clearing up some of the areas along Rock Blvd., etc., as it was a challenge. He looks forward to working together in the future.

(Presentation is available by contacting dthompson@rtcwashoe.com)

Item 7 *COMMISSIONER ANNOUNCEMENTS AND UPDATES*

There were none.

Item 8 *PUBLIC INPUT*

Mayor Lawson 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.

Ms. Dora Martinez, local resident, addressed the Board again to thank Mr. Mortensen and his staff for adding accessible pedestrian signals. She said they were added within a month of being requested along with a tactile crosswalk. She also added that there are good ACCESS drivers and didn't mean to imply previously that they were all bad.

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

Item 11 *ADJOURNMENT*

There being no further business to come before the Board, the meeting adjourned at 9:52 a.m.

MAYOR ED LAWSON, Vice Chair
Regional Transportation Commission