

**REGIONAL TRANSPORTATION COMMISSION
WASHOE COUNTY, NEVADA**

FRIDAY

9:00 A.M.

December 17, 2021

PRESENT:

**Neoma Jardon, Reno City Council Member, Chair
Ed Lawson, Mayor of Sparks, Vice Chair
Vaughn Hartung, Washoe County Commissioner
Kristina Swallow, Director of NDOT**

**Bill Thomas, RTC Executive Director
Adam Spear, Legal Counsel**

NOT PRESENT:

**Oscar Delgado, Reno City Council Member
Bob Lucey, Washoe County Commissioner**

The regular monthly meeting, held in the Chambers of the Washoe County Commission, 1001 E. 9th Street, Reno, Nevada, 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:

PRESENTATION OF THE POTY AWARD TO THE RTC BY APWA, NV CHAPTER

Deanna Gray presented the Project Of The Year POTY award to RTC for the Virginia Street Bus RAPID transfer extension project.

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.

Ms. Dora Martinez, representing the Disability Peer Action Coalition, addressed the Board to request that audible bus stop calls be put at the back of the bus and put Braille signage on the bus stops. She would also like MTM to stop assigning paratransit drivers to FlexRIDE.

Mr. Chris Fuqua, VP of the Teamsters local 533, addressed the Board to complain that the November meeting had been cancelled due to the lack of a quorum and felt there should be some way to avoid that, and to make multiple comments pertaining to the Keolis employee strike. He then reminded the commissioners that, though the Keolis contract has been ratified, their fight is not over. On July 1, 2022, the Teamsters contract with the RTC ACCESS contractor expires. The Union will be standing by our member's side in this fight for higher wages and pension.

Mr. Ryan McKinney, local resident, addressed the Board to agree with Ms. Martinez about the audible announcements being needed. In addition, he agreed with Mr. Fuqua's comments about the strike and leadership.

Ms. Ramona Coker, local resident, addressed the Board to say she is afraid to ride the bus anymore. There are so many issues with the buses not keeping to a schedule or sometimes, not showing up at all. It is terrifying for her to sit outside waiting for a bus that may not ever show up. Many people's lives depend on public transportation and it must be much more dependable.

Mr. Gary Watson, president of the Teamsters Union, local 533, addressed the Board to make comments about the Keolis employee strike, stating that the RTC Board, RTC Executive Director and RTC Director of Public Transportation should have been listening better and done more to prevent the strike.

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

Item 3 APPROVAL OF AGENDA

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

Items 4.1 thru 4.21 CONSENT ITEMS

Minutes

4.1 Approve Minutes of the October 15, 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 professional services agreement (PSA) with Kimley-Horn & Associates, Inc., for final design and an extension to the expiration date of the agreement related to the TE Spot 10 - South project in the amount of \$209,302, for a new not-to-exceed amount of \$753,873 (*For Possible Action*)

- 4.8 Approve a contract with Jacobs Engineering Group, Inc. (Jacobs), for environmental and engineering services for the Arlington Avenue Bridges Replacement Project, in an amount not-to-exceed \$3,217,581 (*For Possible Action*)
- 4.9 Authorize the procurement of a qualified list of consultants to provide civil engineering, design and construction management services for the Traffic Engineering Program and the Intelligent Transportation Systems (ITS) Program (*For Possible Action*)
- 4.10 Authorize the procurement of a qualified list of consultants to provide civil engineering, design, and construction management services for the Streets & Highways Program (*For Possible Action*)
- 4.11 Approve the proposed sale of one (1) remnant parcel acquired in connection with the Moana Lane Extension Project (Airway Drive) (APN 020-291-33) to an adjoining property owner and adopt a resolution required by NRS 277A.255(1) (*For Possible Action*)
- 4.12 Approve the proposed sale of one (1) remnant parcel acquired in connection with the Moana Lane Extension Project (Airway Drive) (APN 020-292-31) to an adjoining property owner and adopt a resolution required by NRS 277A.255(1) (*For Possible Action*)
- 4.13 Approve the proposed sale of one (1) remnant parcel acquired in connection with the Pyramid Highway/La Posada-Eagle Canyon Intersection Improvement Project (APN 089-460-25) to an adjoining property owner and adopt a resolution required by NRS 277A.255(1) (*For Possible Action*)
- 4.14 Approve a Regional Road Impact Fee (RRIF) Offset Agreement between the RTC, Reno Logistics Center and the City of Reno for the dedication of offset-eligible improvements to widen 2,720' segment of North Virginia Street to a four-lane roadway, install curb and gutter, and relocate/improve utilities in the area (*For Possible Action*)

Public Transportation/Operations Department

- 4.15 Approve the purchase of fifteen (15) compressed natural gas (CNG) fueled paratransit vehicles utilizing the State of Nevada Fleet Vehicles procurement contract number 99SWC-S490 in the amount of \$2,002,260.75 (*For Possible Action*)
- 4.16 Approve the purchase of two (2) 2022 Ford Transit vehicles utilizing the State of Nevada Fleet Vehicles procurement contract number 99SWC-S1495 in the amount of \$126,754 (*For Possible Action*)

Planning Department

- 4.17 Approve funding of all ranked and prioritized Transportation Alternatives (TA) Set-Aside applications as presented for Federal Fiscal Years (FFY) 2021 and 2022 in the amount of \$807,833 (*For Possible Action*)
- 4.18 Approve a Contract with CA Group, Inc., for consulting services on the Verdi Area Multimodal Transportation Study in an amount not-to-exceed \$97,150.00 (*For Possible Action*)

Executive, Administrative and Finance Departments

- 4.19 Award a five-year contract to Crowe LLP as Certified Auditor of Record for the Regional Transportation Commission (For Possible Action)**
- 4.20 Receive Investment Committee report for the quarter ended September 30, 2021 (For Possible Action)**
- 4.21 Acknowledge receipt of the Asset Donation Log for the third quarter of calendar year 2021 (For Possible Action)**

On motion of Commissioner Hartung, seconded by Vice Chair Lawson, which motion carried unanimously, Chair Jardon ordered that Consent Items 4.1 through 4.21 be approved.

Item 5.1 thru 5.6 DISCUSSION ITEMS AND PRESENTATIONS

- 5.1 Receive a report on the FY 2021 Annual Comprehensive Financial Report (ACFR) for the Regional Transportation Commission of Washoe County (RTC) and authorize staff to submit the document to the Nevada Department of Taxation (For Possible Action)**

Ms. Stephanie Haddock, RTC Director of Finance and CFO, introduced Ms. Jelena Williams, Financial Manager, who then gave the presentation on the FY 2021 Annual Comprehensive Financial Report (ACFR) for the Regional Transportation Commission of Washoe County (RTC), as set forth in the briefing materials for this agenda item.

Chair Jardon asked Ms. Williams to confirm that the \$92 million in fuel tax money can not be spent on transit. Also, do governmental agencies pay fuel tax?

Ms. Williams confirmed that it may only be used for street and highway projects.

Ms. Haddock stated that governmental agencies do not pay the local fuel taxes.

Chair Jardon asked if we have or can we get a slide in the future that gives a historical sales tax analysis and the volatility within it? A snapshot here today would give a rather robust visual of some of those things, and I'm just wondering historically how that has performed. There's no determination of what next months or next year's sales tax may be and there's great volatility, but when it comes to one-time monies, what might we be able to do with that? So, I guess, maybe for our retreat or for our strategic planning, if we could get a historical analysis of the sales taxes.

Ms. Williams then continued with her presentation. Upon completion, she introduced Mr. Scott Nickerson who had called in to the chambers.

Mr. Nickerson said he appreciated working with RTC this year. As indicated by Jelena's report, a clean opinion was issued on the financial statements and on the federal grant reporting. We appreciate the efforts that managers made throughout the year to come to the conclusion of a clean audit report.

He added that they are thrilled to continue working with RTC as we work with transit agencies across the country, and we're proud to have RTC as our client.

Commissioner Hartung asked if we account in our debt somewhere, the outstanding credits in the market that are being held out there by private entities?

Ms. Williams responded no.

On motion of Commissioner Hartung, seconded by Vice Chair Lawson, which motion carried unanimously, Chair Jardon ordered that receipt of the report on the FY 2021 Annual Comprehensive Financial Report (ACFR) for the Regional Transportation Commission of Washoe County (RTC) be acknowledged and staff is authorized to submit the document to the Nevada Department of Taxation.

5.2 Approve the RTC federal priorities and provide direction accordingly (*For Possible Action*)

RTC Executive Director Bill Thomas addressed the Board to review a comprehensive list of federal priorities for the RTC of Washoe County, as is requested by the Northern Nevada federal delegation in Washington DC. This list ensures the community is properly represented and gets its fair share of the revenues that are distributed by the federal government, as set forth in the briefing materials for this agenda item.

Chair Jardon asked if the projects presented are “shovel ready” and if so, is that why they were chosen. She also asked if RTC partners with NDOT, City of Reno, City of Sparks, and Washoe county to determine the top priorities for the region, or are the priorities submitted individually.

E.D. Thomas responded first I think there are some misconceptions about how this money is being rolled out. It's not a big blanket amount of money. Part of it is set as increases in existing programs. In other words, programs that exist that have processes and procedures much of which goes directly to the State, some of it come directly to us, some of it will go to grant programs. That's the first thing.

The second thing is these funds have been set aside in the bill that was passed with specific requirements. We put these out because we've seen through time that our success rate goes up if we're consistent and have priorities. That's a specific ask of our federal delegation because they feel like they can be more effective if we stay together as a community.

Some consistency is what the federal delegation is looking for and that's why we do this.

The project in particular, Highland Ranch, is one that's well suited to being, for lack of a better term, "shovel ready" because it's already been through the environmental process. That often is a process that'll take multiple years. Even though the money's available, it takes years before we can get to a place where the money can be spent. That's why it's on the list in addition to the Sparks

Boulevard Project, which is well underway with its environmental process. That puts the project in a unique place in order to acquire federal funds.

Commissioner Hartung asked if Pyramid to Los Altos, which has already been funded, so is that why it's not on this wish list.

E.D. Thomas confirmed.

Commissioner Hartung then asked who decides what projects on the list qualify.

E.D. Thomas said that ultimately, it is the FHWA who makes that decision.

On motion of Commissioner Hartung, seconded by Vice Chair Lawson, which motion carried unanimously, Chair Jardon ordered that the RTC federal priorities be approved with any direction given.

5.3 Approve the proposed new projects for the RTC's FY 2023 Program of Projects (*For Possible Action*)

Mr. Brian Stewart, RTC Director of Engineering, addressed the Board to say this is our annual process for obtaining approvals to use Fuel Tax on the street and highway program and projects within the region. He then provided information on the planned projects and their specific purposes, as set forth in the briefing materials for this agenda item.

Commissioner Hartung asked how widening the Pembroke Road between McCarran and Veterans Parkway from two to four lanes could cost \$22 million and why was it not done during the construction of Veterans Parkway. He also asked if we are going to a grade separated interchange at Veterans.

Mr. Stewart said he didn't know about a grade separated interchange at this time.

Commissioner Hartung asked what is driving the cost.

Mr. Stewart responded that for this project it is the right-of-way that is driving the cost up. At this point, it is averaging approximately \$10 million per mile.

Commissioner Hartung asked if the Keystone Bridge is Reno right-of-way or NDOT right-of-way.

Mr. Stewart responded that it is the City of Reno's right-of-way.

On motion of Vice Chair Lawson, seconded by Commissioner Hartung, which motion carried unanimously, Chair Jardon ordered that the proposed new projects for the RTC's FY 2023 Program of Projects be approved.

5.4 Approve an Interlocal Cooperative Agreement with the City of Reno and Washoe County specifying responsibilities for delivering certain new projects in the RTC's FY 2023 Program of Projects (*For Possible Action*)

Mr. Brian Stewart, RTC Director of Engineering, addressed the Board to say that this is the next step taken after the approval of the POP or the projects. Today, we are now looking at that approval of what we call the ICA, the interlocal cooperative agreement between the city of Reno and Washoe County specifying the responsibilities in delivering the certain new projects in RTCs FY2023 program of projects.

On motion of Commissioner Hartung, seconded by Vice Chair Lawson, which motion carried unanimously, Chair Jardon ordered that the Interlocal Cooperative Agreement with the City of Reno and Washoe County specifying responsibilities for delivering certain new projects in the RTC's FY 2023 Program of Projects be approved.

5.5 Approve an Interlocal Cooperative Agreement with the City of Sparks and Washoe County specifying responsibilities for delivering certain new projects in the RTC's FY 2023 Program of Projects (*For Possible Action*)

Mr. Stewart, RTC Director of Engineering, said this is the ICA interlocal cooperative agreement with the City of sparks, Washoe county and RTC specifying the responsibilities of delivering certain new projects in the RTCs FY2023 program of projects.

On motion of Commissioner Hartung, seconded by Vice Chair Lawson, which motion carried unanimously, Chair Jardon ordered that the Interlocal Cooperative Agreement with the City of Sparks and Washoe County specifying responsibilities for delivering certain new projects in the RTC's FY 2023 Program of Projects be approved

5.6 Receive a report on the FY 2022-2026 Transit Optimization Plan Strategies (TOPS) for discussion and possible direction (*For Possible Action*)

Michael Delude, RTC Senior Transit Operations Planner, said he was there to introduce Gary Hewitt, the project manager for the consultant team of transportation management and design. Gary was there to give a report on the transit optimization plan strategies project that RTC is doing. This replaces what was known our short range transit plan or SRTP.

Mr. Hewitt then addressed the Board to provide the report, as set forth in the briefing materials for this agenda item.

Upon conclusion, Chair Jardon asked for input from the Board on what they would like to hear about at a future, more in-depth meeting on this topic.

Vice Chair Lawson said he would like to know number one, the amount of people that use this service and then what the busiest lines are, and how many rides per week. For long term planning,

knowing what the busiest areas are and looking at possibly altering some of our service to be more effective. He'd just like a little more depth, the amount of people and where they're going

Commissioner Hartung said RTC has got at the top seven routes, 50.5% of our ridership. He'd like to know the times that they're riding. Is this commuter traffic? And are we actually able to serve an older population in a different way? Is there a way that we can potentially increase ridership by using different methodologies?

Chair Jardon thanked the commissioners and added that at the end of the day, the single biggest goal is the riders, right? How are we getting the riders to where they need to be in the most effective and efficient way. In her opinion, at the top of the list is how are we serving those individuals who are visually impaired or have another ADA necessity as a passenger.

At the RTC is you have somebody that needs to sign up for an access ride, but you have to sign up two days in advance. And oftentimes, if you're having a medical issue and you need to get the pharmacy, two days is tough. You need something that's a little more immediate, and that really hinders the ability to serve that most vulnerable population in the way in which we want to serve them.

The chair said it's interesting to see that the numbers for the vanpool are going crazy, and which is a great of the style of transport people are using more. The FlexRIDE is creative and how do we better deploy that in a more efficient way.

Commissioner Hartung said it might, it might be helpful to look at communities that have instituted FlexRIDE more than fixed routes, and to see if that's a more effective way in terms of getting not just a higher ridership, but a different type of ridership.

Chair Jardon would also like to better attract the college students to introduce them to all forms of transit so they are comfortable using it for the rest of their lives if needed.

Chair Jardon then opened the topic to public comment.

Mr. Ryan McKinney commented that public transit is getting more difficult to use and also that if the TOPS survey is not available to the visually impaired it is an ADA violation. The Chair confirmed that the survey is available to the visually impaired.

There being no one else requesting to speak, the Chair closed public comment.

Mr. Dulude added that there's going to be the road ahead segment on KOLO-8 that will talk about this subject. And the survey information will be on that segment for people to see and they will be able to access both the QR code and the website address for additional information.

Commissioner Hartung mentioned that he is a bit frustrated that KOLO is the only channel being used for The Road Ahead when other stations are being viewed by so many residents.

E.D. Thomas said staff will look into how this information is presented to the public with the purpose of getting the maximum amount of participants, including our Spanish speaking residents.

On motion of Commissioner Hartung, seconded by Vice Chair Lawson, which motion carried unanimously, Chair Jardon ordered that receipt of the report on the FY 2022-2026 Transit Optimization Plan Strategies (TOPS) and staff has been given direction.

Items 6.1 thru 6.3 REPORTS

6.1 RTC Executive Director Report

Executive Director Bill Thomas discussed the following topics:

1. The RTC is helping people celebrate responsibly and keeping our roads safe by providing free transit on New Year's Eve. Scheduled RTC transit services will be free on New Year's Eve starting at 6 p.m. until 2 a.m. on New Year's Day.

Riding the bus is a safe alternative to getting behind the wheel - or trying to walk home while impaired. Let's look out for each other on New Year's Eve.

Plan your transit trip at rtcwashoe.com.

2. The RTC is seeking community input on our Transit Optimization Plan Strategies – or TOPS – through an online survey that is available in both English and Spanish.

As part of the survey, we are asking the community to tell us what they think about transportation in Washoe County. The RTC will use that input as we develop a plan to improve our region's transit system over the next 5 years. Public input is critical to this effort.

The survey is available at rtcwashoe.com and on the RTC's social media channels. People who take the survey and provide their phone number will receive a free 7-day RIDE pass through the Token Transit app.

3. Thanks to our generous community members, the RTC's 2021 Stuff A Bus Holiday Food Drive on December 9 at Sam's Club was an overwhelming success!

We were able to Stuff A Bus full of more than 2,000 pounds of non-perishable food donations that we delivered to KTVN's Share your Christmas event on December 10. The food was then given to the Food Bank of Northern Nevada for distribution to our community.

We are incredibly grateful to our community for continuing to give back to people in need. Thank you, also, to Sam's Club on Kietzke Lane for hosting our annual event.

4. At the end of November, the RTC received the official notice that we received a \$7 million dollar RAISE grant for the Arlington Bridges Project. I am excited to see the Arlington Avenue corridor receive DOT funding to help the RTC move ahead with our community's downtown revitalization.

I would like to personally thank RTC staff members Judy Tortelli, Sharon Britt, Xuan Wang, and Nancy Mues for their excellent work preparing a successful grant application.

5. As you may have heard, our incredible Director of Finance, Stephanie Haddock, will be retiring from the RTC on May 20, 2022. The RTC is beginning recruitment now so that Stephanie can assist with the transition of her replacement. CPS HR Consulting is handling the recruitment for this position. We thank Stephanie for her public service, and for helping us transition this important position before her retirement.
6. The RTC Board's strategic planning session has been rescheduled to January 21, 2022, at 9 a.m. at the SureStay Plus Hotel located at 1981 Terminal Way. The RTC Board will hold a short board meeting, immediately followed by the strategic planning session. The session will give the Board a chance to explore a limited number of topics in depth.

6.2 RTC Federal Report

E.D. Thomas said that a written report was included in the agenda packet for this meeting, adding that on the 15th of November, president Biden signed the Infrastructure Investment and Jobs Act, otherwise known as the Bipartisan Infrastructure Law. That bill provides an opportunity for a 3% increase for transit compared to the Fast Act Level.

6.3 NDOT Director Report

NDOT Director Kristina Swallow addressed the Board to provide updates on the current safety statistics; sustainable funding, the Spaghetti Bowl Express project, the advance warning signals in various areas, and winter weather staffing matters.

Item 7 COMMISSIONER ANNOUNCEMENTS AND UPDATES

Chair Jardon mentioned staffing shortages, saying they're nationwide, they are across every industry. They are impacting transit the most. Transit is hugely impacted, so a lot of people are looking for is to work from home.

Commissioner Hartung said that at some point, maybe the next quarter, he would like to see an agenda item regarding the RRIF Program; the RRIF credits, the outstanding RRIF credits, the liability to RTC, the timing of those, whether there's expirations on them.

Item 8 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.

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

Item 9 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 11:12 a.m.

NEOMA JARDON, Chair
Regional Transportation Commission