

**REGIONAL TRANSPORTATION COMMISSION
WASHOE COUNTY, NEVADA**

FRIDAY

9:00 A.M.

May 20, 2022

PRESENT:

**Ed Lawson, Mayor of Sparks, Vice Chair
Vaughn Hartung, Washoe County Commissioner
Oscar Delgado, Reno City Council Member
Bob Lucey, Washoe County Commissioner (arr. 9:02)**

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

NOT PRESENT:

Neoma Jardon, Reno City Council Member, Chair

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

Item 1 SPECIAL RECOGNITIONS

Proclamation – May 15 – 21, 2022, is National Public Works Week

Executive Director Bill Thomas read into the record a proclamation declaring May 15-21, 2022, National Public Works Week.

Item 2 PUBLIC INPUT

Vice Chair 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.

Mr. Ryan McKinney, local resident, commented that RTC has done a good job of keeping most of the transit service going during Covid-19. He added that RTC staff is very communicative and have a real concern if there is an issue.

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

Item 3 APPROVAL OF AGENDA

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

Items 4.1 thru 4.12 CONSENT ITEMS

Minutes

- 4.1 Approve Minutes of the April 29, 2022, special 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 Cooperative Agreement No. PR184-22-802 between the Nevada Department of Transportation (NDOT) and the Regional Transportation Commission (RTC) for fiscal year (FY) 2023 federal planning (PL) funds (*For Possible Action*)**

Engineering Department

- 4.8 Approve a Regional Road Impact Fee (RRIF) Offset Agreement between the RTC, Denver Street Apartments, LLC, and the City of Sparks for the dedication of offset-eligible improvements for Stonebrook Parkway and the intersection of Pyramid Highway and Dolores Drive (*For Possible Action*)**
4.9 Approve a contract with Wood Rodgers, Inc., to provide design services and engineering during construction for the South Virginia Street Widening Project in an amount not-to-exceed \$1,288,024 (*For Possible Action*)
4.10 Approve a Local Public Agency (LPA) agreement between the Nevada Department of Transportation (NDOT) and the Regional Transportation Commission (RTC) for the use and reimbursement of federal funds on the Sparks Boulevard Widening Project (*For Possible Action*)

Executive, Administrative and Finance Departments

- 4.11 Acknowledge receipt of the Asset Donation Log for the fourth quarter of calendar year 2021 and the first quarter of calendar year 2022 (*For Possible Action*)**
4.12 Approve modifications to RTC Personnel Rule 10.5 (Deferred Compensation) effective January 1, 2022 (*For Possible Action*)

On motion of Commissioner Lucey, seconded by Commissioner Delgado, which motion carried unanimously, Vice Chair Lawson ordered that Consent Items 4.1 through 4.12 be approved.

Item 5.1 thru 5.3 PUBLIC HEARING ITEMS

- 5.1 Conduct a public hearing on the FY 2023 RTC Final Budget; approve the FY 2023 RTC Final Budget (*For Possible Action*)**
- a. Staff presentation**
 - b. Public hearing**
 - c. Action**

Ms. Stephanie Haddock, RTC Director of Finance and CFO, addressed the Board to provide a presentation update on the Fiscal Year 2023 (FY 23) Final RTC Budget.

She first reviewed the budget process schedule, then gave an overview of the numbers for each of the RTC program revenues and expenses, ending fund balances, spending restrictions, reserves, projections, etc. Upon conclusion of the presentation, Ms. Haddock recognized her staff and offered to answer any questions.

Commissioner Lucey thanked Ms. Haddock for her many years of service, then said that quite often, he has to explain that the RTC's budget is much different than most other budgets because it is more capital based and not only service based. He is very pleased with this budget.

This item being a public hearing, Vice Chair Lawson opened the meeting to public input and called on anyone wishing to speak.

Mr. Ryan McKinney, local resident, suggested that with regard to the purchase of new electric buses, some sort of speaker be added to the front of them because they are so quiet. He also complimented Ms. Haddock on her budget and pointed out that she provided a perfect reason for the Washoe County fuel tax to remain as is.

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

On motion of Commissioner Lucey, seconded by Commissioner Hartung, which motion carried unanimously, Vice Chair Lawson ordered that the RTC FY 2023 Final Budget be approved as presented.

- 5.2 Conduct a public hearing regarding approval of Amendment No. 2 to the FFY 2021-2025 Regional Transportation Improvement Program (RTIP); adopt a resolution approving Amendment No. 2 to the FFY 2021-2025 Regional Transportation Improvement Program (RTIP) (*For Possible Action*)**
- a. Staff presentation**
 - b. Public hearing**
 - c. Action**

Mr. Dan Doenges, RTC Director of Planning, addressed the Board and explained that the RTIP is a federally required document for the MPO and is basically a 5-year plan. He then reviewed the projects included in this amendment as follow:

Grant Funding Added

- Washoe Fuel Cell Electric Bus and Infrastructure Development
- Arlington Avenue Bridges Replacement

RTC Transportation Alternatives Set-Aside Program Projects

- Urban Road and Plumas Street Sidewalk
- School Zone Flasher Project at Van Gorder Elementary
- Regional Trail Connectivity Project: Wingfield Hills Road
- WCSD Safe Routes To School (2 projects)

New Projects

- North Virginia Street Multimodal Project- Design
- Pyramid Hwy/Sparks Blvd Intersection Improvements - Design
- Sierra St Bridge Replacement - (NEPA)

Other Changes

- Schedule and budget updates
- Updates to project categories, descriptions, project managers

Mr. Doenges also reviewed the public comment process that was followed, then offered to answer any questions.

Commissioner Hartung said that he had hoped to see Eagle Canyon in the list of projects included in the amendment.

This item being a public hearing, Vice Chair Lawson opened the meeting to public input and called on anyone wishing to speak.

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

On motion of Commissioner Hartung, seconded by Commissioner Delgado, which motion carried unanimously, Vice Chair Lawson ordered that a resolution approving Amendment No. 2 to the FFY 2021-2025 Regional Transportation Improvement Program (RTIP) be adopted.

5.3 Conduct a public hearing on the update to the Public Participation Plan; approve the update to the Public Participation Plan (*For Possible Action*)

- a. Staff presentation
- b. Public hearing
- c. Action

Ms. Rebecca Kapuler, RTC Sr. Planner, addressed the Board to say that the last Plan was adopted in 2017. Nothing was taken away from the prior plan but there were things added to it, such as an executive summary and Title 6 and ADA plans. Virtual meetings were also incorporated into the plan. Ms. Kapuler then explained the public comment process that was followed.

This item being a public hearing, Vice Chair Lawson opened the meeting to public input and called on anyone wishing to speak.

Ms. Dora Martinez asked if Title 6 was referring to the TOPS Plan because she is visually impaired and her document reader would not accept the document provided.

Ms. Kapuler explained that the Public Participation Plan is an overall plan and TOPS will be incorporated into the Plan.

Ms. Martinez said she has a concern that if FlexRIDE is implemented even more, ACCESS will not run door-to-door. She hopes that the ADA transit will not be eliminated with the elimination of specific routes.

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

On motion of Commissioner Hartung, seconded by Commissioner Lucey, which motion carried unanimously, Vice Chair Lawson ordered that the update to the Public Participation Plan be approved.

Item 6.1 thru 6.3 DISCUSSION ITEMS AND PRESENTATIONS

6.1 Acknowledge receipt of the 2021 RTC Annual Report (For Possible Action)

Mr. Dan Doenges, RTC Director of Planning, addressed the Board to explain that this report includes a number of accomplishments of the RTC for the prior calendar year. Then a video was shown which included those accomplishments.

Commissioner Lucey said that he thinks the items in the report are tremendous, especially the Oddie/Wells project and the connection and gentrification it will create. He is also very proud of all the bus stop improvements which make them now ADA compliant.

Commissioner Delgado also commented on the Oddie/Wells project and how it is creating great improvement for the residents along that corridor.

Commissioner Hartung complimented everything from Lemmon Drive to the Pyramid Highway, and especially the Oddie/Wells project. He also thanked staff for the FlexRIDE program and added that the enormous amount of rides taken from Spanish Springs, just in 2021, is fantastic.

Executive Director Thomas believes RTC staff is pretty humble and lets the work stand for itself, and a lot of what the RTC does is not known by the public. He thanked the commissioners for their trust, direction and commitment to the Board.

Vice Chair Lawson agreed about the Oddie Wells project and said his neighbors from that area are really excited about the project.

On motion of Commissioner Hartung, seconded by Commissioner Lucey, which motion carried unanimously, Vice Chair Lawson ordered that receipt of the 2021 RTC Annual Report be acknowledged.

6.2 Rate the Regional Transportation Commission (RTC) overall agency performance for Fiscal Year (FY) 2022 (July 1, 2021 to June 30, 2022) (For Possible Action)

Vice Chair Lawson asked Commissioner Lucey if he would handle this particular item on his behalf.

Commissioner Lucey said that every year, the Board is asked to review the agency's overall performance from their perspective, which contributes 1/3 of the calculation used in the performance based "Pay for Performance" rating system used by the RTC and to the related compensation adjustments. The range is 0.6 – 1.5, with 1.5 being the highest rating. Historically, 1.3 – 1.5 has been given.

Commissioner Hartung believes a rating of 1.5 is appropriate.

Commissioner Lucey commented that every goal requested has been completed or is almost completed, including projects and public outreach during some challenging times. He also supports a 1.5.

Commissioner Delgado agrees with all the comments and supports a 1.5 rating.

Vice Chair Lawson also supported a 1.5 and asked for a motion.

On motion of Commissioner Lucey, seconded by Commissioner Hartung, which motion carried unanimously, Vice Chair Lawson ordered that a performance rating of 1.5 be given for overall agency performance for FY 2022 (July 1, 2021 to June 30, 2022).

6.3 Review a report from the RTC's Director of Finance regarding the Fiscal Year 2023 increase in the indexed fuel taxes in Washoe County that will become effective on July 1, 2022, as required by NRS 373.067 and WCC § 20.43416 (Informational Only)

Ms. Stephanie Haddock, RTC Director of Finance and CFO, addressed the Board and said that she will be presenting in conjunction with RTC Legal Counsel Adam Spear, and then handed it off to him.

Mr. Spear explained that this item is informational only as the tax increase itself is automatic and requires no action from the RTC Board or any other board or committee. He then addressed the questions that have come in from the public about changing the fuel tax. This tax is a function of previous voter approval, state statute and county code. This is a Washoe County tax and the RTC or its Board do not have the authority to change the tax. Washoe County is also very limited in its ability to effectuate any change to the fuel tax, mostly because they have outstanding bonds that are secured by the fuel tax. Bond holders were promised that the fuel tax would not be changed while the bonds are outstanding. He then offered to answer any questions.

Commissioner Hartung said the County continues to receive emails claiming that a temporary hiatus can be presented. The tax increase in July will be 1.89 cents per gallon. He then asked Mr. Spear if the RTC can ask Washoe County to put a temporary halt to the tax.

Mr. Spear said that based on his legal review, there is no ability for Washoe County to halt the fuel tax in any way at this time.

Commissioner Hartung said that the County attorneys have also researched it and have come up with the same results as Mr. Spear, but he wants it to be on the record.

Commissioner Lucey said that RTC-5 was passed by a vote of the people to support roadways in Washoe County by the indexing of the fuel tax. All of the fuel tax goes to roads. It is clearly outlined in NRS 373.067 that it cannot be halted, stopped or changed without legislative action and a signature of the Governor. Everyone understands the expense of fuel at this time and the difficulty that can cause, but the RTC Board and Washoe County Commission have no option to change it.

Vice Chair Lawson said he believes a special legislative session would be required to vote on this particular item to have it changed and he does not see that happening. Additionally, the state would have to overrule the action of the county, which he also does not see happening. Fuel goes up and it will come down eventually, but he feels everyone's pain.

Ms. Haddock explained that this tax was intended to offset the increases in the construction of roadways. It is determined based on a ten year rolling average of the Consumer Price Index, so the percentage increase for this year is 2.4% or 1.89 cents per gallon, effective July 1, 2022. There is currently \$305 million in outstanding bonds. She reiterated that all of the money is being put out to the public and creates jobs and finished roadways.

Commissioner Lucey added that the money is not only for new projects, but for maintenance of existing roadways.

Commissioner Hartung asked Mr. Spear what would happen if the bonds were impaired.

Mr. Spear said that is a question for Washoe County's counsel, but the County would most likely face adverse action from the bondholders.

This is an informational only item, so no action was required.

Items 7.1 thru 7.3 REPORTS

7.1 RTC Executive Director Report

E.D. Thomas spoke on the following topics:

1. RTC had an important retirement to announce on this date. It was RTC Director of Finance Stephanie Haddock's last day at the RTC. Stephanie started her 25-year career at the RTC on May 13, 1997, as a Finance Specialist 1 and was promoted to a Financial Analyst 2 in 1999. She was later reclassified to senior financial analyst in 2005.

Stephanie was promoted to Financial Manager in 2007 and then to Director of Finance/Chief Financial Officer in 2014. She has been critical in overseeing and leading audits, budgets, grants, financial reporting, bonding, accounts payable, accounts receivable, fixed assets, and payroll.

More recently, Stephanie took on the responsibility to lead the procurement team. Stephanie has also been a valuable contributor to the employee event committee. We will miss Stephanie and her wealth of institutional knowledge. He then thanked her for her public service and wished her the best in her retirement.

A brief video was then shown and upon conclusion, Ms. Haddock thanked everyone for her experiences at the RTC and the people who work for the RTC, and believes it is a great agency to work for.

2. Congratulations to RTC Engineer 2 Blaine Petersen for his 15-year RTC anniversary on June 18th.
3. E.D. Thomas acknowledge outgoing RTC Commissioner and Reno City Councilmember Oscar Delgado. Commissioner Delgado has been a tireless champion for transportation and safety for the community and his constituents. Not only did he help us flip the switch on a new traffic signal at the intersection of Veterans Parkway and Long Meadow Drive in Reno, but he recently helped kick off the Oddie Wells Multimodal Improvements Project that has been years in the making. He has been a critical part of this board, helping to make decisions that will shape our community for years to come. He thanked Commissioner Delgado for his service, adding that his will be big shoes to fill.

Commissioner Delgado thanked everyone for their professionalism and commitment, and said it's been an honor to be on this board.

4. The RTC would also like to take a moment to remember former RTC Commissioner David Humke who passed away earlier this month. Commissioner Humke served on the RTC Board from 2003-2011 and was the RTC Chair in 2007 and 2008. He supported the Moana Lane project, improving transit operations, and the SouthEast Connector project. He will be remembered for his honesty, being a quick study and his great, dry sense of humor. We thank him for his service to our community.
5. On Monday, May 23rd, NDOT will submit a FHWA INFRA Grant application, known statutorily as the Nationally Significant Freight and Highway Projects program, for the US 395 Phase 2 and the North Virginia Multimodal Improvements projects. If successful, the requested \$76.6 million dollars of grant funding will accelerate the proposed US 395 improvements between the Golden Valley Road Interchange and the Stead Blvd Interchange, as well as implement multimodal improvements along North Virginia Street from McCarran Boulevard and Panther Drive. He thanked NDOT staff and RTC staff for collaborating on a tight schedule to submit a competitive application. Selections will occur in the fall of 2022.

6. Lastly, he acknowledged and thanked our incredible community who really turned out for our seniors. May 19 was RTC's annual Stuff A Bus for Seniors event at the Sparks Target. The event was created in 2014 by RTC Chair Neoma Jardon. We hold the event in conjunction with Washoe County Human Services Agency, KOLO Cares and the Sparks Target. Thanks to our generous community, RTC was able to stuff the bus full of donations for our local seniors. The items that were received will be distributed to seniors in need by staff at the Washoe County Senior Center.

7.2 RTC Federal Report

E.D. Thomas mentioned that a written report was included in the agenda packet for this meeting and did not feel there was any particular item that needed to be highlighted.

7.3 NDOT Director Report

NDOT Director Kristina Swallow gave a presentation on traffic safety, National Bike Month and Motorcycle Awareness Month; she provided updates on the State Advisory Working Group, the Spaghetti Bowl Express (SBX) project, the Mount Rose Corridor Study, and the Highway 28/431 project.

Upon Director Swallow's conclusion, Commissioners Lucey and Hartung discussed and/or requested matters on multiple NDOT projects or roadways.

Item 8 COMMISSIONER ANNOUNCEMENTS AND UPDATES

The commissioners each said their goodbyes to Ms. Haddock and wished her well in her retirement.

Item 9 PUBLIC INPUT

Vice Chair 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.

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

Item 10 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 10:55 a.m.

ED LAWSON, Vice Chair
Regional Transportation Commission

****Copies of all presentations are available by contacting Denise Thompson at dthompson@rtcwashoe.com.**