



LOCATION:

**WASHOE COUNTY COMMISSION CHAMBERS
1001 E. 9th Street, Bldg. A, Reno**

**DATE Feb. 13, 2020
TIME 9:00 a.m.**

**REGIONAL TRANSPORTATION COMMISSION
OF WASHOE COUNTY
NOTICE OF SPECIAL MEETING AND AGENDA**

I. The Washoe County Commission Chamber is accessible to individuals with disabilities. Requests for auxiliary aids to assist individuals with disabilities should be made with as much advance notice as possible. For those requiring hearing or speech assistance, contact Relay Nevada at 1-800-326-6868 (TTY, VCO or HCO). Requests for supporting documents and all other requests should be directed to Denise Thompson at 775-348-0400 and you will receive a response within five business days. Supporting documents may also be found on the RTC website: www.rtcwashoe.com.

II. The RTC has a standing item for accepting public input on topics relevant to the jurisdiction of the RTC. Because specific items may be taken out of order to accommodate the public and/or the Commission, public input on all items will be received under Items 2 and 4. The RTC Chairman may permit public input to be taken at the time a specific agenda item is discussed. Individuals providing public input will be limited to three minutes. Individuals acting as a spokesperson for a group may request additional time. Individuals will be expected to provide public input in a professional and constructive manner. Attempts to present public input in a disruptive manner will not be allowed. Remarks will be addressed to the Board as a whole and not to individual commissioners.

III. The Commission may combine two or more agenda items for consideration and/or may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

****ROLL CALL****

PLEDGE OF ALLEGIANCE TO THE FLAG

- 1. APPROVAL OF AGENDA** *(For Possible Action)*
- 2. PUBLIC INPUT** - *please read paragraph II near the top of this page*
- 3. RTC EXECUTIVE DIRECTOR INTERVIEWS**
Discussion and possible action to consider and interview the following applicants for the RTC Executive Director position: Cummings, Amy; Flansberg, John; Hassan, Abul; Hasty, Carl; and Thomas, William; select an Executive Director and provide direction as appropriate on negotiation of an employment agreement *(For Possible Action)*
- 4. PUBLIC INPUT** - *please read paragraph II near the top of this page*
- 5. ADJOURNMENT** *(For Possible Action)*



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

February 13, 2020

AGENDA ITEM 2

TO: Regional Transportation Commission

FROM: Angela Reich, SPHR, SHRM-SCP
Director of Administrative Services

SUBJECT: Public Input

This agenda item allows the public the opportunity to provide information on topics within the jurisdiction of the Regional Transportation Commission (RTC). Any person wishing to wait to provide public comment on a specific agenda item should indicate that item number on the “comment” card. The RTC Chair reserves the right to take all public comment during Public Input. Individuals addressing the Board during the Public Input portion of the meeting will be limited to three minutes total. However, an individual acting as a spokesperson for a group of individuals may request additional time. Individuals are expected to provide public input in a professional and constructive manner.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

February 13, 2020

AGENDA ITEM 3

TO: Regional Transportation Commission

FROM: Angela Reich, SPHR, SHRM-SCP
Director of Administrative Services

SUBJECT: Interviews and Selection of an Executive Director

RECOMMENDATION

Discussion and possible action to consider and interview the following applicants for the RTC Executive Director position: Cummings, Amy; Flansberg, John; Hassan, Abul; Hasty, Carl; and Thomas, William; select an Executive Director and provide direction as appropriate on negotiation of an employment agreement.

SUMMARY

On November 15, 2019, Lee Gibson, Executive Director, announced a retirement date, effective December 6, 2019.

RTC Human Resources (HR) advertised an open competitive recruitment on Friday, November 22, 2019, in accordance with RTC advertising mediums for the Executive Director position with a deadline of 5:00 p.m. Friday, January 3, 2020.

FISCAL IMPACT

Funding is included in the Fiscal Year 2020 Board approved budget for the Executive Department and will be included in the Fiscal Year 2021 budget.

ADDITIONAL BACKGROUND

The Executive Director position must be filled by appointment of the RTC Board of Commissioners (the Board). The Executive Director position serves at the pleasure of the Board.

The Board made no changes to the Executive Director job description provided at the November 15, 2019, meeting.

The following candidates will be considered and interviewed by the Board:

- Cummings, Amy
- Flansberg, John
- Hassan, Abul
- Hasty, Carl
- Thomas, William

Candidate cover letters and resumes with personal information redacted are included as attachments. In addition, the employment agreement and amendments for the previous Executive Director are also included as an attachment.

The Board will interview each candidate in a random order, which will be generated by Human Resources.

Once all of the interviews have been conducted, the Board will proceed to a nomination process to identify their top candidates for the Executive Director position.

The interview process is outlined below:

- Each candidate will be given a maximum of 10 minutes to provide an introduction including: background; capabilities and why interested in the job.
- Each candidate will be given a 15 minute response time in a question and answer period. Each commissioner will ask a question. The 15 minutes includes only candidate responses to these questions. The time it takes to ask questions or any other comments will not be deducted from the 15 minute time allotment.
- Each candidate will be given up to 5 minutes to provide closing comments.

The nomination process is outlined below


- Round 1 Nomination – each Commissioner will nominate 2 applicants; nomination will be conducted by marking ballot then the Clerk will read aloud nominations, tally, and record.
- If there is a clear top candidate, by majority, the Chair will entertain a motion to select that applicant.
- Round 2 Nomination, if needed – each Commissioner will nominate 1 applicant from those applicants previously selected with the highest number of nominations; nomination will again be conducted by marking ballot, then the Clerk will read aloud nominations, tally, and record.
- If there is a clear top candidate, by majority, the Chair will entertain a motion to select that applicant to the Executive Director position.
- Nomination will continue until the Board has a motion/vote to select an individual to the Executive Director position.
- The Board may also vote for a second choice in the event an employment agreement cannot be reached with the first individual.

- The Board may provide direction regarding the negotiation of an employment contract for the next Executive Director. The Board may consider assigning this task to the attorney-of-record for the Executive Director search (Zev Kaplan Esq.) in consultation with the Chairman.
- The new Executive Director will be appointed and an employment agreement submitted to the Board for consideration and possible approval during the next earliest possible scheduled Board meeting.

PREVIOUS ACTIONS BY BOARD

January 17, 2020	<p>Direction given for the Board to interview the list of six applicants as found by staff.</p> <p>Direction to have staff consult with the Chair and the Vice Chair about process and timing for these six candidates and to schedule a special meeting for February 13, 2020.</p>
November 15, 2019	<p>Appointed Amy Cummings as the Interim Executive Director upon the departure of Lee Gibson, with a 10% pay increase, until such time a permanent Executive Director is appointed.</p> <p>Directed the Director of Administrative Services to work with Chairman Lucey to compile and distribute advertising materials as soon as possible and bring a recruiting plan to the December 20, 2019, RTC Board meeting.</p>
April 17, 2009	<p>Directed the Director of Administrative Services to begin a formal, regional recruitment, and each commissioner was to appoint one person to a candidate review sub-committee. Additionally, the Director of Administrative Services was to screen out the least qualified candidates and the review sub-committee would then screen out the remaining qualified candidates for final recommendation to the Board. An advertisement was to run for no more than two weeks.</p>
January 16, 2009	<p>Appointed Derek Morse as the Interim Executive Director.</p>
December 19, 2008	<p>Direction was given to the Director of Administrative Services to advertise a request for letters of interest (for Executive Director) only. A regional search was also preferred to a national search and an outside agency was not to be used. No relocation or travel costs for interviewing was to be offered.</p>

Amy Cummings, AICP, LEED AP



December 31, 2019

Board of Commissioners
Regional Transportation Commission of Washoe County
1105 Terminal Way
Reno, NV 89502

Dear Commissioners,

It has been a great honor to serve the RTC as Interim Executive Director during the current transition, as Deputy Executive Director since 2018, and as Director of Planning since 2010. The unique structure of RTC allows us to plan and implement transportation investments that make real improvements for the safety, health, quality of life, and mobility of our residents. If granted the opportunity serve as RTC Executive Director, I am committed to continuing RTC's successes in project and service delivery through advancing Board priorities.

As Deputy Executive Director, I have had the opportunity to lead a wide spectrum of RTC initiatives in partnership with all RTC departments. I have assisted with the implementation of diversity and inclusion training for all RTC staff, developing agency-wide goals, budgeting, updating the Program of Projects, advancing RTC legislative priorities at state and national levels, and revising procurement policies and procedures. One of the great aspects of working in RTC leadership is supporting the professional development of staff throughout the agency, through both training and mentoring. It is a privilege to work with the talented and dedicated group of professionals that comprise the staff of RTC.

During my time at RTC, I have made collaboration with Reno, Sparks, and Washoe County a priority. I have worked to strengthen and build new community partnerships. Success stories include advancing priority projects for each jurisdiction, development and implementation of the Shared Work Program with the Truckee Meadows Regional Planning Agency, coordinated planning with the University of Nevada, Reno, support for the Safe Routes to School Program, integrating plans for healthy communities with the Washoe County Health District, and delivering transportation investments that cross jurisdictional boundaries.

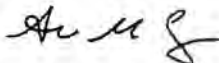
The first major project I was involved in developing at RTC was the Sutro Street Complete Streets Project. Through building a collation of local agencies and compiling strong analytical data about the corridor, we developed a successful grant application that was awarded \$900,000 for bicycle lane, sidewalk, and pavement improvements. It brings me immense pride to see this infrastructure being used by members of the community today, knowing that it has improved both safety and accessibility.

This was followed by development of the 4th Street/Prater Way Project. Through a collaborative planning process with our local jurisdictions, we identified this corridor as the top priority for regional transportation investment. We integrated community input and analysis of data to develop the plan that resulted in over \$22 million in discretionary federal grants to build the Lincoln Line corridor. Today, this project is open and serving the safety and mobility needs of our community, as well as supporting regional economic development and revitalization goals. I look forward to continuing this success in the Virginia Street, Oddie/Wells, Sun Valley Boulevard, Sparks Boulevard, Center Street, Lemmon Drive, and many other corridors.

These are examples of projects that significantly improve the quality of life for residents of Reno, Sparks, and Washoe County. They are delivered by RTC through a process of continuous agency collaboration and community engagement. I began living here 13 years ago, I am raising my two children here, and love the quality of life that our region offers. I look forward to helping deliver the transportation investments that will allow our community to continue to thrive for years to come.

It is with great respect for the RTC that I submit my qualifications for your consideration to be the next Executive Director. I am committed to implementing the vision of the RTC Board of Commissioners for strategic transportation investments in partnership with our community.

Sincerely,



Amy Cummings

CC:

Angela Reich

Director of Administrative Services

Regional Transportation Commission of Washoe County

Amy Cummings, AICP, LEED AP



Education

University of Nevada, Reno

Master of Arts in History, with a focus on urban and transportation history; thesis on Reno-Sparks Transit from 1904-1990

University of Maryland, College Park

Master of Community Planning; specialization in Land Use and Transportation Planning; AICP award for highest GPA in graduating class

Florida State University

B.A., History; minor in Urban Studies and Planning; Magna Cum Laude; honors thesis about history of public housing

Experience

July 2018-Present

Regional Transportation Commission of Washoe County (RTC)

Deputy Executive Director/Director of Planning

Appointed to lead initiatives to promote collaboration and consensus building with partner agencies and the general public. Lead efforts to improve collaboration across RTC departments, including project delivery, financial planning, grant requests, community engagement, and administration. Examples of duties include coordinating the Virginia Street project management oversight and federal coordination to report project progress. Work to address human resource management areas including recruitment, retention and succession planning in partnership with the Director of Administration. Facilitated implementation of diversity and inclusion training and policy, developing agency-wide goals, updating the program of projects, and revising procurement policies and procedures. Lead interagency coordination with Nevada Department of Transportation (NDOT), Federal Highway Administration (FHWA), City of Reno, City of Sparks, and Washoe County, including capital planning and budgeting. Developed testimony for Nevada legislature relating to microtransit, property disposition, and other RTC issues.

Responsible for the following:

- Presenting to and seeking input from RTC Board of Commissioners, City of Reno, City of Sparks, Washoe County, and various advisory boards
- Programming federal funds and ensuring compliance with federal and state reporting requirements

- Assisting the Executive Director in the Shared Federal Framework and working with the Nevada Congressional delegation to obtain discretionary federal funding
- Collaboration with other state, local, and federal agencies, including the Federal Transit Administration (FTA), FHWA, and NDOT
- Initiated program to combat human trafficking through the RTC transit program in coordination with local law enforcement.
- Leading interdepartmental teams

September 2010-Present

Regional Transportation Commission of Washoe County (RTC)

Director of Planning

Selected as RTC's Planning Director in 2010 through a national search. Direct and supervise all aspects of short and long range multimodal transportation planning.

Restructured department to include public affairs and outreach. Directed and managed successful discretionary funding applications to obtain:

- \$40.4 million FTA Small Starts grant for the Virginia Street Bus RAPID Transit (BRT) Extension Project in 2019
- \$16 million Transportation Investment Generating Economic Recovery (TIGER) grant and \$6.4 million Small Starts grant for the 4th Street/Prater Way BRT Project in 2014
- \$900,000 Community Transportation System Preservation grant in 2011 for pedestrian and transit improvements on Sutro Street.

Led development of the award-winning, community-based Regional Transportation Plan (RTP). Successfully built community partnerships, including a collaborative planning process with the University of Nevada (UNR), Reno, Truckee Meadows Regional Planning Agency (TMRPA), Washoe County School District, and Washoe County Health District.

Responsible for the following:

- Supervision of department staff and promoting professional development throughout the agency
- Integration of public participation into the planning and project delivery process
- Staff reports and presentations to RTC Board of Commissioners, City of Reno, City of Sparks, Washoe County, and various advisory boards
- Multimodal transportation planning at corridor and region-wide levels
- Programming federal funds and ensuring compliance with federal and state reporting requirements

- Integration of safety into transportation planning, funding the Safe Routes to School Program, and development of Vision Zero safety initiatives
- Development of RTC Sustainability Policy and Sustainability Plan
- Prioritizing investments in ADA accessibility and updating the ADA Transition Plan
- Agency process improvement initiatives
- Collaboration with other state, local, and federal agencies, including the FTA and NDOT
- Project manager for award-winning Virginia Street Corridor Investment Plan, Complete Street Master Plan, and 2035 RTP.
- Analyzing and reporting on transportation performance measures related to safety, alternative mode use, and other metrics
- Contract management
- Grant writing and coordination

Leadership of the Award-Winning RTC Planning Program

- 4th Street/Prater Way BRT Project received a US Department of Transportation Planning Excellence Award in 2015
- 2035 RTP received the US Department of Transportation Planning Excellence Honorable Mention in 2015 and the Nevada American Planning Association (APA) DeBoer Award in 2013
- Virginia Street Corridor Investment Plan received the Nevada APA DeBoer Award in 2014
- RTC received National Award for Outstanding Overall Achievement for a Transportation Management Area (TMA) MPO Honorable Mention from the Association of Metropolitan Planning Organizations in 2017
- RTC Sustainability Plan received the Nevada APA DeBoer Award for Outstanding Implementation Plan in 2017

December 2001-August 2010 – Parsons Brinckerhoff (now WSP)

Joined the global consulting firm of PB as a Planner in 2001 and progressively promoted to Nevada Planning Manager. Assisted in operating the PB Reno office in 2006 and in building a multidisciplinary practice in land use and transportation planning, serving clients throughout Nevada. Corporate recognitions included Certified Project Manager and Professional Associate. All projects were conducted for local, regional, state, or federal government agencies. Extensive experience in coordinating public involvement and outreach efforts, including consensus building among diverse stakeholders, the facilitation of planning workshops, preparation of meeting materials, and documentation of the public involvement process. Experience in developing Environmental Assessments and Environmental Impact Statements in compliance with the National Environmental Policy Act (NEPA) for roadway and transit projects.

Land Use and Transportation Planning Examples

- East Charleston Corridor and Parking Study, for Regional Transportation Commission of Southern Nevada: Project manager responsible for developing a community-based multimodal transportation analysis. This study addresses solutions for sidewalk accessibility, improvements to the number of travel lanes, access management, and enhanced transit operations.
- Spring Mountains National Recreation Area Transportation Study, for FHWA Central Federal Lands Highway Division: Technical lead for assessment of multimodal transportation needs and development of alternative solutions.
- Ash Meadows National Wildlife Refuge Transportation Study, for FHWA Central Federal Lands Highway Division: Project manager for assessment of multimodal transportation and safety needs and development of alternative solutions.
- Flamingo Road Corridor Study, for Regional Transportation Commission of Southern Nevada: Project Manager for the assessment of multimodal transportation needs and recommendation of alternative solutions in the Flamingo Road Corridor. Recommended improvements included enhancement to pedestrian crossings, bus shelters, and development of rapid transit service.
- Downtown Connector BRT Environmental Assessment, for Regional Transportation Commission of Southern Nevada: NEPA coordinator for land use, socioeconomic, and related disciplines.
- Southeast Corridor Draft Environmental Impact Statement (DEIS), for Houston METRO: Environmental coordinator for the development of the Southeast Corridor fixed guideway transit DEIS.
- North 5th Street Transit Supportive Land Use Plan, for Regional Transportation Commission of Southern Nevada: Deputy project manager for development of a community-based land use plan that will facilitate pedestrian-oriented, high-density, mixed use development that supports fixed guideway transit system development & ridership.
- Streetcar Environmental Assessment, Corpus Christi, Texas: Environmental task coordinator for this streetcar project. Coordinated analysis of environmental issues related to development of downtown light rail transit service, including socio-economic characteristics and land use.

August 1999-November 2001 – Planner, Metropolitan Nashville-Davidson County Planning Department

Planner with the Metropolitan Nashville-Davidson County Planning Department. Drafted amendments to local development codes, provided research and analysis for zoning and subarea plan amendment proposals, assisted in the development of new and more effective means of community involvement in the local planning process,

coordinated a departmental visioning process, and served as the ADA compliance coordinator and brownfields coordinator. Specific projects included the following:

- Dickerson Road Commercial Area Plan: assisted with development of this community-based plan to revitalize a commercial corridor near downtown Nashville.
- Metro Nashville Public Schools student generation forecasts: analyzed the location of current public school student populations and development trends, and worked with the School Board to refine a model to project future school infrastructure needs.
- Metro Nashville Council District Redistricting/Reapportionment: conducted analysis of 2000 Census data, drafted alternative Council District plans using GIS, and assisted in the coordination of public participation.

August 1997-May 1999 – Research Assistant, University of Maryland, College Park, Urban Studies and Planning

Research Assistant for Dr. Jim Cohen in 1997-1998 and Dr. Alex Chen in 1998-1999, studying regional growth management and urban neighborhood revitalization.

Professional Affiliations

- Association of Metropolitan Planning Organizations (AMPO) Board Member (elected in 2018)
- Former AMPO Policy Committee Member
- Former President and Board Member of Truckee Meadows Tomorrow
- American Public Transportation Association (APTA) Sustainability Committee Member
- APA and American Institute of Certified Planners Member

Publications and Presentations

- Presenter, “Virginia Street BRT Extension Project Community Engagement Process” at the APTA Mobility Conference, Louisville KY, 2019
- Presenter, “Improving ADA Accessibility to Transit” at APTA Mobility Conference, Louisville KY, 2019
- Presenter, “Bringing BRT to the University of Nevada” at the ATPA Sustainability and Public Transportation Workshop, Portland OR, 2015.
- Presenter, “Rethinking TOD Corridors in the Biggest Little City: Linking Development and Transit” at the Annual Nevada American Planning Association/Western Planner Conference, South Lake Tahoe, Nevada, 2013

- Presenter, "Safety in Transportation Planning" at the Association of Metropolitan Planning Organizations (AMPO) Annual Conference, Saratoga Springs, New York, 2012.
- Presenter, "Promoting Healthy Communities through Complete Streets" at the AMPO Annual Conference, Dallas, Texas, 2011.
- Coauthor, "Las Vegas Gambles on Sustainable Transportation: Balancing Preservation and Recreation Needs in the Spring Mountains National Recreation Area," paper presented to the 2005 Annual Conference of the National Association of Environmental Professionals, Alexandria, Virginia, April 2005.
- "Use of GIS in Development of the Tennessee Statewide Transit Plan," presented to the 2003 Annual Conference of the Tennessee Geographic Information Council, Franklin, Tennessee, March 2003.
- "GIS and Environmental Justice Analysis: A case study of transit in Memphis, Tennessee," published by *TNGIC Today*, November 2002.

Professional References (Contact information provided separately)

Heidi Gansert
Executive Director, External Relations
University of Nevada, Reno

Sondra Rosenberg, PTP
Assistant Director, Planning
Nevada Dept. of Transportation

Mike Kazmierski
President and CEO
EDAWN

John Hester
Chief Operating Officer
Tahoe Regional Planning Agency

Jon Ericson, PE
City Engineer
City of Sparks

Austin Osborne, PHR, SHRM-CP
County Manager
Storey County

Kate Thomas
Assistant County Manager
Washoe County

Marilyn Mora, A.A.E.
President/CEO
Reno-Tahoe Airport Authority

Angela Fuss
Former Board Member
Truckee Meadows Tomorrow

Jeremy Smith, Ph.D.
Interim Director
Truckee Meadows Regional Planning Agency

Kevin Dick
District Health Officer
Washoe County Health District

Alicia Barber, Ph.D.
Stories in Place

Christina Leach, AICP
Federal Highway Administration

RTC Executive Director Experience and Training Requirements

Summary documenting that Amy Cummings' qualifications meet or exceed the requirements of the Executive Director position

Required Qualifications	Amy Cummings' Qualifications
Bachelor's Degree in finance, economics, urban planning, transportation, engineering, business administration of public administration; Master's degree preferred	<ul style="list-style-type: none"> • Bachelor's Degree in history with minor in urban studies and planning • Master of Community Planning • Master of Arts in History with a focus on urban and transportation history
7 years of experience as a supervisor with 3 at the senior management level	<ul style="list-style-type: none"> • 11 years as a supervisor, including: <ul style="list-style-type: none"> ○ 1 year as RTC Deputy Executive Director ○ 9 years as RTC Director of Planning ○ 2 years as Nevada Planning Manager at Parsons Brinckerhoff
3 years of experience with legal terminology and/or legal contracts, financial operations including budget, strategic planning, roadway engineering and maintenance, regional transportation planning	<p>9 years of experience with the following:</p> <ul style="list-style-type: none"> • RTC legal matters and contracts • Budgeting and programming all federal transportation funds in Washoe County through the Regional Transportation Improvement Program (RTIP) and participating in development of the RTC annual budget • Strategic planning through developing guiding principles and goals for the Regional Transportation Plan (RTP); developing RTC annual agency goals • Leadership in development of 4th/Prater and Virginia Street roadway designs and participation in other RTC engineering projects, including the Pavement Preservation Program • Directing the award-winning Metropolitan Planning Organization function of the RTC • Successful contract administration, budgeting experience, and transportation project development as Project Manager with Parsons Brinckerhoff

Required Knowledge, Skills and Abilities	Amy Cummings' Qualifications
<p>Knowledge of governmental agencies and their operations regarding transportation issues.</p>	<ul style="list-style-type: none"> • Proven track record over 9 years of seeking input from other government entities and incorporating into RTP and other transportation plans/projects • Lead RTC Technical Advisory Committee, comprised of partner agency staff • Make presentations to Reno, Sparks and Washoe County about transportation issues and incorporate feedback • Represent RTC at the statewide Planning Executive Group & Transportation Planning Advisory Committee, both facilitated by NDOT
<p>Knowledge of management techniques and strategic planning</p>	<ul style="list-style-type: none"> • Experience in promoting communication and collaboration within and across RTC departments • Experience in promoting staff professional development and performance management • Developed RTC Guiding Principles and goals • Participate in annual Director retreat to identify goals, objectives, and opportunities; determine staffing and budget needs to meet these goals
<p>Knowledge of regional transportation requirements, regulations, operations and manuals</p>	<ul style="list-style-type: none"> • Led RTC Metropolitan Planning Organization (MPO) certification reviews in 2016 and 2019 that documented RTC compliance with transportation requirements; FHWA/FTA and provided multiple commendations for RTC planning excellence • Direct the award-winning Metropolitan Planning Organization function of the RTC • Subject matter expert with state and federal transportation requirements and regulations • Experience with public transit operations planning as well as RTC Pavement Preservation Program

Required Knowledge, Skills and Abilities	Amy Cummings' Qualifications
<p>Knowledge of human resource policies, practices and employment law applications</p>	<ul style="list-style-type: none"> • Participate with RTC Director of Administration in updating HR policies and addressing human resources issues • Helped facilitate diversity and inclusion training at RTC • Management training through POOL/PACT • Supervisory experience with Parsons Brinckerhoff
<p>Knowledge of fiscal planning and management for a transportation commission</p>	<ul style="list-style-type: none"> • Participate in RTC long range financial planning and annual budget process • Oversee development of the RTIP, which plans the expenditure of all federal transportation fund
<p>Knowledge of urban/land usage, roadway engineering, maintenance and construction practices.</p>	<ul style="list-style-type: none"> • Participated in development of the Truckee Meadows Regional Plan, ReImagine Reno, and Ignite Sparks plans • 18 years of experience working in the transportation infrastructure development field, including 9 years in both the private and public sectors • 9 years of experience at RTC with transit maintenance and operations issues and construction practices, including the electric bus program, 4th/Prater, and Virginia Street
<p>Skill in consensus-building and effective communications</p>	<ul style="list-style-type: none"> • Effectively built community consensus through the planning process. Examples include design concepts for the 4th/Prater and Virginia Street projects • Led RTP process that built consensus among diverse stakeholders for guiding principles and goals, project prioritization • Developed Shared Work Program with Truckee Meadows Regional Planning Agency
<p>Skill in public speaking</p>	<p>Regularly make presentations to the RTC Board, City Councils/County Commission, advisory committees, and the general public; communicate complex transportation issues in easy to understand ways</p>

Required Knowledge, Skills and Abilities	Amy Cummings' Qualifications
Skill in developing presentations for various audiences.	Extensive experience in developing presentations for the RTC Board, general public, advisory committees, partner agencies, and Nevada Legislature
Skill in leading a diverse group toward common goals and directions.	<ul style="list-style-type: none"> • Led in-house development of 2035 and 2040 RTPs with participation of all RTC departments, multiple partner agencies, the public, and stakeholder groups • Facilitated Blue Ribbon Committee for Transit • Managed development of complex transportation studies, including the Complete Street Master Plan and Virginia Street Corridor Investment Plan
Skill in interpreting complex policies and providing understandable, logical explanations	Proven track record of developing presentations, maps, and written materials to convey complex information in an easy to understand, at-a-glance format. Examples include materials for the RTP, corridor studies, and other RTC programs and services
Skill in execution of contracts to successful completion	<ul style="list-style-type: none"> • Successful RTC project manager for Virginia Street Corridor Investment Plan, Complete Streets Master Plan, RTC Affordable Housing Study, and providing support to other RTC project managers • Experience in completing projects on schedule and budget as project manager with Parsons Brinckerhoff

Required Knowledge, Skills and Abilities	Amy Cummings' Qualifications
<p>Skill in organizing and managing numerous, simultaneous projects, tracking progress, balancing shifting priorities, and meeting established deadlines.</p>	<p>Proven success in managing multiple simultaneous planning studies and projects, community outreach initiatives, legislative priorities, and agency coordination processes over the last 9 years at RTC. Implement continuous public engagement and agency coordination process to adapt to changing transportation needs, economic conditions, and RTC Board priorities. Federally required planning documents consistently completed on schedule to ensure eligibility for federal funding, including the RTP, RTIP, and Public Participation Plan.</p>
<p>Skill in effective verbal and written communication and establishing effective working relations.</p>	<p>Strong communication skills that support building interagency partnerships, including the Truckee Meadows Shared Work Program and coordinated planning efforts with the City of Reno and University of Nevada, Reno. Effective working relations have been built and maintained by consistently incorporating input from partners.</p>

December 12, 2019

Honorable Chair, Vice Chair, and Members
Regional Transportation Commission of Washoe County
1105 Terminal Way
Reno, NV 89502

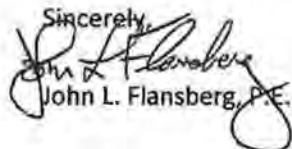
Dear Chair Lucey, Vice Chair Jardon, and Members of the Commission:

The Regional Transportation Commission (RTC) is one of the most important regional bodies in Washoe County as it encompasses the roles of a Metropolitan Planning Organization, transit authority, and street and highway construction agency. I am excited for the opportunity to submit this letter of interest in the Executive Director position and to further discuss my qualifications and experience to lead, manage and direct this integrated transportation agency under the general direction of the Board of Commissioners. Over the past 14 years, I have developed strong working relationships within the local governments of Reno, Sparks, and Washoe County as well as the consultant and contracting communities that will allow me to effectively and efficiently transition into this position.

Prior to joining the City of Reno in 2005, I was the lead staff person for the Carson City Regional Transportation Commission including setting up the Carson Area Metropolitan Planning Organization (CAMPO) which was designated by Governor Kenny Guinn in 2003 as the agency responsible for transportation in the Carson City urbanized area. I successfully created the first Regional Transportation Plan (RTP), Unified Planning Work Program (UPWP), and Transportation Improvement Program (TIP) for CAMPO with assistance from our consultant, Jerry Hall. Additionally, I was the program lead for starting Carson City's first transit service, Jump Around Carson (JAC), for both fixed route and paratransit.

For the City of Reno, I have direct responsibility for Public Works including Administration, Capital Projects, Environmental Engineering, Traffic Engineering, and Maintenance & Operations with oversight of four separate budgets (General Fund, Street Fund, Sewer Fund, and Fleet - Internal Service Fund) totaling in excess of \$130,000,000 in the current fiscal year. The Public Works Department has a diverse workforce of 192 employees including professional engineers, skilled technical trades, and administrative support serving both external and internal customers. As the Director of Public Works for the past 10 years, I have had extensive experience in human resources, fiscal planning, development of complex agreements, negotiation of contracts, and execution of City Council priorities.

In closing, my career path has been highly unique in that it has included significant roles in management of construction, asset maintenance, planning and program development, permitting, design review, land development review, and leadership of a large public agency overseeing transportation and public infrastructure. I am confident that my experience covers every facet of the Executive Director position and that I can continue the success that this agency is known for.

Sincerely,

John L. Flansberg, P.E.

JOHN L. FLANSBERG

PROFESSIONAL QUALIFICATIONS

- 29+ years of increasingly responsible experience in Public Works Administration, Engineering, Maintenance & Operations and Construction Management in Northern Nevada for both local government and private industry.
- Exceptional leadership, communication, and interpersonal skills with extensive experience in public works administration, engineering, project management, and field operations and maintenance.
- Excellent experience in preparing and developing budgets, providing justification, and making presentations in public forums.
- Respected leader in Local Government, Engineering and Construction communities.
- Strong negotiation, communication and persuasion skills. Able to effectively communicate complex engineering concepts, plans and programs to non-technical personnel.
- Broad experience in transportation, environmental, geotechnical, surveying, and water resource engineering disciplines as well as traffic, street, sewer, facility, and fleet maintenance operations.
- Professional Engineer – State of Nevada - Civil #13435 – 1998 to Present

PROFESSIONAL EXPERIENCE

CITY OF RENO, NEVADA
www.reno.gov

Reno, Nevada
2005 to Present

Director of Public Works (2009 - Present)

Responsible for the administration of City Capital Projects (Street, Sewer Collection, Sewer Treatment, Parks, and Buildings), Waste Water Facilities Planning, Flood Control, Environmental Control, Property Management, Green Energy Initiative, Traffic Engineering, Facility Maintenance, Sewer and Storm System Maintenance, Snow and Ice Control, Street Maintenance, Traffic Operations, and Fleet Management.

- Performed analysis of Sewer Fund rate structure to address infrastructure needs in the sewer collection and treatment systems resulting in final approval of recommendation to increase rates in order to pay for improvements with cash instead of bonding. Process included presentations to Associated General Contractors, Builders Association of Northern Nevada, and the Financial Advisory Board to build consensus over increasing sewer rates for system preservation prior to presentation to City Council.
- Restructured Capital Projects personnel to combine street maintenance and sewer collection rehabilitation projects for improved efficiency and coordination internally and with external utility partners.
- Developed a Status of Pavement Condition and Funding Needs analysis for the region with assistance from Washoe County and Sparks and presented to RTC Blue Ribbon Committee on Transit describing the challenges and various funding sources that local governments dedicate to pavement preservation.
- Initiated grant applications to augment local funding for major capital projects and programs to include Federal, State, and Local sources in excess of \$30M resulting in faster delivery of projects and equipment.

Deputy Director of Public Works (2005 - 2009)

Responsible for the administration of Facility Maintenance, Sewer and Storm System Maintenance, Street Maintenance, Traffic Operations, and Fleet Management.

- Initiated an Energy Audit resulting in a \$1M+ per year reduction in energy use in City facilities and using the savings to finance the capital costs. Additional benefit of replacing over \$5M in aging mechanical equipment with this project and funding source.
- Coordinated a regional project to develop best management practices for Street Maintenance operations and benchmarking work tasks with Washoe County and the City of Sparks for efficiency and effectiveness.
- Facilitated "Crucial Conversations" to develop communication skills with Maintenance Section Supervisors and Managers and improve relationships between operational functions.
- Improved use and provided training of an asset management software program previously purchased but underutilized.

CONSOLIDATED MUNICIPALITY OF CARSON CITY

Carson City, Nevada

www.carson.org

1997 - 2005

Promoted to increasingly responsible positions in the administration and management of municipal projects and programs including maintenance and operations.

Deputy City Engineer, Transportation Manager, Street Superintendent (1997 - 2005)

- Managed or supervised all transportation improvement projects including Graves Lane Extension, Edmonds Drive Reconstruction, Clearview Drive Reconstruction, Roop Street Widening, and Annual Street Overlay and Sealing Program from 1997 - 2005. (Approximately \$24 million)
- Chief Liaison for Carson City with the Nevada Department of Transportation on all NDOT projects including the \$300 million Carson City Freeway project from 2001 - 2005.
- Administered all functions of the Carson Area Metropolitan Planning Organization (CAMPO) upon designation by the Nevada State Governor in March 2003 including an update to the Carson City Transportation Plan, creation of a Transportation Improvement Program, and development of annual Unified Planning Work Programs for reimbursement by either FHWA or FTA planning fund sources.
- Formalized the Capital Improvement Program for the City of Carson City including a 5 year program and 20 year plan with quarterly reporting process to the Board of Supervisors for follow up and accountability.
- Chief staff person reporting to the Carson City Regional Transportation Commission including preparation of agenda, staff reports, and testifying on technical matters.
- Designated as the Project Manager for the Waterfall Fire Recovery Operation where I worked closely with the Federal Emergency Management Agency to provide documentation and develop projects to protect life and property from future flooding concerns downstream of the burned area.
- Developed a Business Plan to influence the Board of Supervisors to allow City Forces to operate the Sanitary Landfill. Managed Landfill Operation saving Carson City over \$500,000 annually while increasing life span from less than 12 years to over 25 years through improved methods as compared to previous private contractor.
- Served on Public Information Team to promote City projects and programs through creation of annual reports, video production, and submission of articles in Capital City Focus.

GRANITE CONSTRUCTION COMPANY

Reno, Nevada

www.graniteconstruction.com

1990 - 1996

Promoted through a series of increasingly responsible positions managing construction of transportation and civil improvement projects in Northern Nevada.

Project Manager, Estimator, Project Engineer (1990 - 1996)

(1990 - 1996)

- Managed or supervised approximately \$10 million in contracts / projects per year including Nevada Department of Transportation, Federal Aviation Administration, Fallon Naval Air Station, State of

John L. Flansberg

Nevada Public Works, Carson City, Douglas County, Bureau of Indian Affairs, and various private companies and individuals.

- Evaluated plans and specifications to estimate cost of projects for various public agencies and private entities ranging from \$10 million for a major road construction project to less than \$10,000 for a private owner.
- Coordinated subcontractors, arranged material deliveries, tracked job costs (labor and equipment), prepared contract billings, and approved accounts payable invoices.

EDUCATION

BS – Civil Engineering – Oregon State University – 1990

PROFESSIONAL REFERENCES (Contact information provided separately)

Robert A. Cashell, Sr.
Former Mayor
City of Reno

Sabra Newby
City Manager
City of Reno

Dean Heller
Former U.S. Senator - Nevada

Jerry Hall
Former RTC Executive Director

John Berkich
Former Assistant County Manager
Washoe County

Neil Krutz
City Manager
City of Sparks

Shaun Carey
Former City Manager
City of Sparks

Susan Martinovich
Former State Transportation Director
Nevada Department of Transportation

Bill Thomas
Assistant City Manager
City of Reno

Dave Solaro
Assistant County Manager
Washoe County

John Martini
Assistant City Manager
City of Sparks

Kate Thomas
Assistant County Manager
Washoe County

Craig Madole
Chief Executive Officer
Associated General Contractors of Nevada

Lance Semenko
President
Q&D Construction

Dear RTC Board Chair & Review Committee,

With the retirement of Executive Director Lee Gibson the decision to choose a successor is arguably a challenging task. What are the appropriate qualifications of the next leader? Should they be a methodical engineer or planner? Perhaps they should be a seasoned public transportation professional? Will they be a savvy enough politician able to juggle not only the respective interests of the board members and their constituency but also that of the State of Nevada and various other business stakeholders? Gone is the bubble burst decade that oversaw possibly the worst recession in Washoe County's history. By all measures, the future of Washoe County lies in rising to the challenges confronted by the over populated metropolitan cities to the west. These challenges include place making, livable communities, appropriate typological infrastructure, and, yes, public transportation in its evolving facets.

In 2017 I came down from Alaska as a guest to Reno for the American Public Transportation Association (APTA) conference held at GSR. During my brief visit it was apparent that Washoe County was on the verge of a break through from a permitting and development standpoint, from a technological standpoint, and above all from a community development standpoint. In late 2018 when the opportunity arose to work with RTC staff, the RTC board, and above all, the community and constituency of Washoe County I made a calculated choice to sign-up with Keolis.

I have lived and worked in many locations. My career in each of those locations has been in the highest echelons of public service. Today I draft this letter as a resident of Washoe County with my kids attending Roy Gomm Elementary and my day-to-day job consisting of serving the people of this County based on solely a personal choice of wanting to be a part of this community's fabric.

I realize full well that this is still a small community, albeit, with great aspirations. While I have no doubt that you have some great caliber of candidates applying for this position I would be remiss if not to point out what I bring to the table.

I am likely one of few, if not the only candidate, with a history of being a member at multiple MPOs. As the Transit Chief in Maryland I served at the Metro Washington Council of Governments (MWCOG). This body is comprised of 34 board members representing nearly five (5) million people across three States (DC, MD, and VA). Later in my career as the head of transportation I was also a voting member on the Anchorage Metropolitan Area Transportation Solutions (AMATS) board. This latter board had many similarities to the RTC board inasmuch as that the Municipality was its own MPO much like Washoe County.

My career as the transit chief had me working for the Department of Public Works which oversaw multiple road projects from simple milling/paving jobs to entire corridor studies. It is these latter studies and through involvement in multibillion dollar projects such as the Purple Line or the design studies for the MGM casino at National Harbor that molded my desire and my ability to intertwine zoning regulations with public transportation networks as a mechanism of creating livable corridors that are resilient and conducive to economic development.

I am likely the only candidate with experience in crafting, testifying, and successfully championing legislative policies along with local ordinance changes.

The diversity of my experience is likely incomparable. More importantly, my mantle is news media tested in other location(s) and clearly shows a defining ability to get the job done. Why have I been successful? I live by a simple mantra, "When in Rome..." I am what I need to be when the need arises. This is because I know the purpose of my work. The purpose has always been and always will be to make the community I am in the best it can possibly be and with each of my successes I leave a part of myself behind in the fabric of that community.

I wish to do the same as part of the RTC; ***working to be an instrument of the board*** as we make this the best possible location for our children and theirs to follow.

Respectfully,





ABUL

ABOUT ME

I am a career professional with humble beginnings that has allowed me to work through the management hierarchy of multi-million dollar organizations in order to become an executive that provides leadership through servitude.

I am a team oriented inclusive problem solver with dozens of news articles to my name proving my ability across multiple coasts (DC, Atlanta, Hawaii, and Nevada).

I am presently seeking my next challenge and opportunity.

TRAITS

- Risk Taker ●●●●●
- Innovative ●●●●●
- Problem Solver ●●●●●
- KPI Driven ●●●●●
- Team Builder ●●●●●

WORK EXPERIENCE

General Manager – Keolis, Reno NV (2019 > Present)

Served as a consultant for the bid process which included serving as the proposed GM if award was successful. Post contract award facilitated start-up from cradle to implementation which included management of a possible 10-year \$275 million contract, retained 99% of incumbent staff, and hired an entire new management team in a 90-day start-up period. Championed the turn-around of Proterra electric buses thereby showcasing that electrification can succeed. Instituted a scheduling methodology that maximized use of electric buses in the RTC fleet. Facilitated pilot testing of a double-decker bus and presently engaged in a partnership demo with Google.

Administrator – DMV Oahu, Hawai’i (2018 > 2019)

Served as the head of the Department of Motor Vehicles for the City & County of Honolulu. Tenure oversaw the statewide implementation of the islands first mobile kiosk system for registration renewal, opening of a \$35 million capital project that introduced the CDL office, introduction of 3rd party CDL testing, revision of the Real ID Act, and drafting of countless other statewide legislative policies.

Director – Anchorage Public Transit (2014 > 2018)

Through an executive appointment by the Mayor of Anchorage and subsequent confirmation by the City Assembly orchestrated a turn-around of the largest mass transit system in Alaska by aligning services to economic development during a recession. The shift to a frequency model led to avoidance of massive fiscal cuts to the organization while providing a net increase in value to the public whereby corridors with transit service are areas where people can Live, Work, and Play. My primary duties in this role were to innovate, advocate, educate, and incorporate transit solutions towards efficient city building. P&L of \$35 million, fleet of 200, with oversight of over 200 personnel, reporting to the Anchorage Assembly (6 districts w/ 11 members).

Chief of Transit - (2011 > 2014)

Managed a \$45 million local system and provided oversight to an additional \$220 million from the County to Washington Metro Transit Area Authority (WMATA). Provided direct input to the design of the Purple Line, 65% design on the National Harbor Casino, and created the first ever local bus service to Southern Prince Georges.

Capital Projects Manager - (2007 > 2011)

Hired as the youngest project manager in Maryland Motor Vehicle’s history. Tenure oversaw the successful on-schedule implementation of a queuing system across 24 branch wide offices, a \$20 million upgrade to vehicle emissions inspection program statewide, and a BI platform for data qualification. All projects were delivered on time, within scope, and under budget per PMP guidelines from cradle to grave.

EDUCATION

University of Maryland Baltimore County (2000 > 2004)

- Management Science & Information Systems, B.A.
- English (Communications & Technology), B.A.

University of Baltimore (2006 > 2008)

- Public Administration (Project Management Core), M.A.

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Executive Leadership

Result-driven goal oriented professional with proven and tested skills in directing full cycles for complex, multi-agency, multi-million dollar operations and initiatives. With nearly two decades of information technology, transportation, **MPO** and **executive management** experience. Bringing to the table a proven record for delivering innovative value based solutions through sound management, team building, and the ability to sell organizational visions as a core foundations of economic prosperity and efficient city building.

Core Competencies:

Risk Management ♦ Cost Reduction ♦ Client Relations ♦ Negotiations ♦ Quality Assurance
Transit Planning ♦ Performance Management ♦ Staff Training ♦ Team Building ♦
Project Management ♦ Fostering Relationships ♦ Media Savvy
Startup Experience ♦ RFP creation ♦ Six Sigma ♦ P&L

PROFESSIONAL EXPERIENCE

Keolis Transit America (KTA)

2019 — Present

General Manager, Washoe RTC – Reno, NV

The General Manager is responsible for KTA being awarded a ten (10) year \$275 million contract with Washoe County Regional Transportation Commission (RTC). Job tasks include full project implementation of a citywide transit system with 26 routes and a fleet size of 100 vehicles. The GM is responsible for assuring all KPI requirements to the client ranging from on-time performance to AFR assurances to customer experience index management. With an 8% margin of profit to KTA the GM must balance quality service to the client while maintaining profitability for KTA. The GM has oversight of 7 senior department managers and oversees a total union and non-unionized staff of 300 full time positions.

SELECTED ACCOMPLISHMENTS:

- **Successfully lead a startup** transition from MV Transportation to Keolis
- **Successfully maintained a 10% EBIDTA** which is 2% over bid model
- **Successful in developing client relation(s)** across multiple tier(s)
- **Successful in managing various KPIs**
- **Successful in managing media expectations** around various events and news story's
- **Successfully built inroads to local community** through participation in NPOs

City & County of Honolulu

2018 — 2019

Administrator, Motor Vehicle Licensing & Permitting

As the Administrator for the Oahu Motor Vehicle Administration I served in a unique position where state statutory authority was given to the Island of Oahu by the State of Hawai'i. With oversight of a regulatory agency my position was tasked with creating, modifying, interpreting, and implementing laws governing driver's licenses, motor vehicle registration, and other shared mobility trends (bicycles, tncs, mopeds, etc.,).

With an annual revenue intake exceeding \$300 million my position oversaw six island wide branch-offices, 180 full-time positions, and operational tasks ranging from but not limited to the issuance of driver's licenses, motor vehicle registration, certification of annual safety check

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stations, car dealership programs, CDL certification, oversight of abandoned vehicles, and regulatory authority over the operational aspect of TNC's such as Uber/Lyft.

SELECTED ACCOMPLISHMENTS:

- **Successful implementation of DMV Kiosk** the first of its kind in Hawaii that allowed the general public to remotely renew their vehicle registration
- **Successful completion of multi-million dollar capital** project to open a stand-alone Commercial Driver License (CDL) office on the Island of Oahu. Project included site acquisition, implementation logistics, and public outreach.
- **Successful policy introduction at State Legislature** related to fee increases, oversight of TNCs, and, implementation of the federal Real ID Act.

Municipality of Anchorage, Alaska

2015 — 2018

Director, Dept. of Public Transportation

The Director of Public Transportation oversees three brand products; People Mover (Fixed Route), AnchorRIDES (ADA + Call Center Services), and RideShare. With direct oversight of senior managers and indirect oversight of over 200 personnel the Director sets the agency goals for the largest mass transportation organization within the State of Alaska with nearly \$6 million in revenues of which \$4 million is point of sale transactions, \$10 million in grants, \$22 million in taxes and an additional variable influx of \$5-10 million in yearly referendum allocation for capital project(s).

Under my leadership the Public Transportation system in Anchorage managed to successfully obtain political buy-in as a means of converting this publically funded system into performing like a business entity. Of the thousands of agencies in the US the fixed route brand known as People Mover is among **less than a dozen** in the nation to have gone to a frequency based model from a route alignment standpoint. Subsequent results demonstrate my leadership ability to obtain political, local, and internal buy-in toward the success of what public transportation needs in the 21st century – innovation. This single word has now enabled this very agency to focus on integration of on-demand mobility as the next foray into updating transportation to meet head on the challenges presented by TNCs, nationwide decrease in ridership, and the impact to social equity in the absence of change.

SELECTED ACCOMPLISHMENTS:

- **Successfully negotiation w/ Teamsters Local 959** by enabling the union to sign a managed competition waiver in order to lower service costs during recession
- **Successful in building Public Private Partnership (PPP)** with an enterprise utility named Solid Waste Services in order to bring the first ever Electric Bus to Anchorage, Alaska and numerous service agreement(s) in order to reduce operational cost
- **Successful in lobbying for legislation** that favors funding to the organization
- **Successful in obtaining** millions in “new money,” by obtaining competitive award from federal grants
- **Successful in implementing** multi-million dollar engineering design and construction projects (facility rehab, infrastructure, and roadway) utilizing FHWA, FTA, and local funds
- **Successful in cost reduction** through negotiation and lowering of cost by contracted service provider (MV Transportation Inc.,)

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Municipality of Anchorage, Alaska
Manager of Operations, Dept. of Public Transportation

2014 — 2015

Providing direction to the largest transit organization within the State of Alaska this position sets the priorities for a direct staff of 110 individuals to include unionized bus operators, dispatchers, and supervisor.

The main focus of this position was to provide day to day management to all employees and functions of the Department of Transportation's operations section known as "**People Mover**," to which is allocated 60% of the departmental budget and is the most visible public transportation service in the State of Alaska.

SELECTED ACCOMPLISHMENTS:

- **Successfully fostered a healthy relationship** with the **Teamsters Local 959** whereby creating an environment of mutual respect where common goals are achieved.
- **Successful in developing driver morale** thereby shedding the 'glass wall,' division between bus operators and management.
- **Successful in creating additional positions** in the bus operator category through a clear statistical demonstration of overtime cost reduction by hiring FTE equivalents.
- **Successful in reducing absenteeism** among bus operators through cooperation and relationship building with employee relations to outline stricter policies on call-outs.
- **Successful in effectively building relationships** with internal and external stakeholders as a means of accomplishing mutual and competing tasks.

Prince George's County, Maryland
Chief of Transportation

2011 — 2014

Serving as the Transportation Chief for the Office of Transportation under the **Department of Public Works**; tasked with responsibility over the Planning, Finance, ParaTransit Operations, and Fixed Route Operations. The Transit Chief played a lead role in contract oversight as the fixed-route portion was operated by TransDev North America. All departments and contract operations combined, this position directly oversees roughly 100 employees and a transportation agency operating budget of \$30 million with a fleet size of 180 total vehicles.

Position also serves an oversight and advisory role whereby providing oversight of Washington Metro Area Transit Authority (WMATA) services within the confines of greater Prince George's County. The latter translates to management and oversight of an additional supplementary State budget varying between \$200 million and \$300 million depending on jurisdictional subsidy contribution by the Maryland Department of Transportation (MDOT).

SELECTED ACCOMPLISHMENTS:

- **Successful procurement, negotiation, and contract to NextBus** in an effort to streamline operating vendor accountability on OTP and various other KPIs.
- **Reduced excess costs** through attainment and internalization of tasks such as National Transit Database (NTD) yearly surveys, general customer surveys, and marketing.
- **Began route evaluations** to determine appropriate headways and adherences for a variety of routes including the preservation of WMATA service lines within County borders for future Transit Oriented Development (TOD).

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- **Successful grant application** for bi-county sub-urban JARC and CMAQ fund appropriation for countywide sidewalk/pedestrian improvement.
- **Successful completion of joint** study with MWCOG and MNCPPC related to the establishment of a county transit-way system with priority corridor routing.
- **Successful outreach** to county council members whereby procuring additional funds from MPO to expand operations in suburban areas of the County.
- **Successful route and service level planning** with implementation of 3 primary routes within a 1 year span. The total allocated cost for the three routes was the equivalent of \$2 million in revenue service hours.
- **Effectively managed** conflict through fostering of relationships.

University of Maryland
Transit Operations Manager

2007 — 2012

Managed a workforce of up to 150 unionized full-time and student employees who work as bus drivers, support staff, maintenance, and trainers. The fleet consists of over 60 vehicles including transit buses, cut-away vans, and luxury motor coaches. Directly supervised unionized full-time and student drivers and support staff. Responsible for the operations of the Shuttle-UM transit service which operates 24/7 providing paratransit, demand response, charter, and over 75,000 annual service hours of fixed route service. Responsible for assistance with policy creation, implementation and enforcement, compliance with collective bargaining agreements, shift-pick, route scheduling, route planning, dispatching, training, and customer service.

SELECTED ACCOMPLISHMENTS:

- **Successfully oversaw ridership increase to 2.5 million customers**
- **Met budget KPI by reducing overtime usage as a measure of financial goals**
- **Successful in negotiating labor reduction during recession period**
- **Performed beta testing on new fleet units** to ensure safety and regulatory compliance with federal regulations and consumer policies.
- **Performed beta testing on 1st generation AVL** for fleet to ensure accuracy of in-house data and to ensure consistency and accuracy of data provided to the public

Motor Vehicle Administration
Senior Project Manager

2007 — 2011

Selected to lead and deliver a multi-agency project to update the Vehicle Emissions Inspection Program (VEIP) as mandated by the EPA. Developed an RFP, lead the contract awarding process, and successfully implement a multi-million dollar contract without any legislative scrutiny. Per the MVA Administrator, "*VEIP is probably the biggest project the agency has seen in two decades in terms of its complexity and budget.*"

SELECTED ACCOMPLISHMENTS:

- **Led groups from various agencies to successful project launch**, steering several departments into production roll-out. Worked jointly with stakeholders to address business and technical issues over an array of internal and external projects.
- **Adopted an agile project methodology** in order to deliver projects within the triple scope (on-time, within budget, and within scope).

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- **Created and oversaw team building activities** that included focus groups as a measure of addressing various technical issues in relation to the overall system design and approval processes.
 - **Leveraged negotiation and communication skills** to guide contractor towards achieving project success.
 - **Successfully drafted a multitude of RFP, RFR, and RFI**
- * PRIOR RESEARCH ANALYST EXPERIENCE WITH MARYLAND MVA, 2003 — 2005
- Statistical analyst for the agency dealing with State STATS
- * PRIOR INFO TECH. EXPERIENCE WITH UNIVERSITY OF MD, 2003 — 2005
- Integrated TCP/IP network for the Department of Political Science
 - Oversaw a multitude of projects
- * PRIOR MOTOR COACH EXPERIENCE WITH GLOBE GROUND 2002 — 2003
- Transit bus driver for fixed airport routes
- * PRIOR MOTOR COACH EXPERIENCE WITH SHUTTLE-UM 2000 — 2003
- Transit bus driver for evening service routes and paratransit
- **Started driving buses (full-time) in order to put myself through college with a graduation date of 2004**

TECHNICAL SKILLS

HARDWARE & NETWORKING:

- IBM compatibles: Pentium and Clones, Mac (iMac, power PC), Network Interface Cards, Hubs, and Routers.
- TCP/IP, LAN/WAN, VPN, SQL Server, MS Site Server

OPERATING SYSTEMS:

- Microsoft Windows (NT 4.0, 3.1, 95, 98, 2000, ME, XP, VISTA, and Windows 7/10). Linux Operating Systems, Unix, Android SDK, and DOS.

LANGUAGES:

- HTML, SQL, and XML

APPLICATIONS:

- **MS Project**, SAP ERP, Visio, MS Office Suites, Crystal Reports, PeopleSoft, Adobe Indesign, Dream Weave, MS Publisher, NextBus, Sched21, Trapeze, AVAIL products, HASTUS, Optibus, and various other FMIS.

EDUCATION

English (Communications & Technology Track), Bachelors (2004)

University of Maryland, Baltimore County

Management Science & Information Systems, Bachelors (2004)

University of Maryland, Baltimore County

Public Administration, Masters (2008)

University of Baltimore

January 3, 2020

RTC Board of Commissioners,

I respectfully submit my letter of interest and resume for your consideration in the selection process for a new Executive Director of the Regional Transportation Commission. I am a long-time resident of Washoe County and the state of Nevada, and I am an accomplished executive in planning and in transportation.


Most of my working career has been in the jurisdictionally and politically challenging environment of Lake Tahoe. At Tahoe accomplishing any regional objectives often requires navigating and coalescing support from two states or their agents, five counties in two states, one municipality within the Tahoe Basin, the federal government, local special districts, the private sector, and the residents. I have a varied background in work and education consisting of environment, land use, urban planning, and transportation. This month I am beginning my twelfth year as the District Manager of the Tahoe Transportation District. I am well acquainted with all levels of government, complex projects, large scale programs, state and federal legislative process, and working with a multitude of partners through collaborative practices. I take particular pride in developing a great staff team who get things done and who are proud to serve residents, visitors, and businesses who utilize our transit services, and who have benefited from our projects, as transportation done well can provide cross cutting benefits to the environment, economy, and the quality of life .

I relish the type of challenge facing the RTC with the region's job and population growth, which are posing greater demands on the transportation network and transit system. Housing, access to jobs, recreation, medical services, personal services, and land use decisions within the MPO boundary and adjacent jurisdictions are critical influencers to RTC's projects and services. RTC has implemented some substantial regional projects in the last ten years post the passage of gas tax indexing in 2008. Transit service remains a challenge and that won't get any easier with the decrease in budget support from the federal government. Tahoe and Washoe County share the same problem while demand and congestion increase. I have proactively worked to tackle and ease these issues for Tahoe.


I welcome the opportunity to address these challenges and more as the next Executive Director. I believe my successful experience in complex jurisdictional arena's requiring complex solutions, proactive strategy, a win-win philosophy, and great working partnerships lends itself most readily to the RTC. I look forward to the opportunity to talk and share more.

Sincerely,

Carl Hasty



CARL HASTY



OBJECTIVE

To effectively lead a long-term regional transportation program that addresses a community's challenges and needs while supporting its well-being, quality of life, and economic vitality.

EXPERIENCE

2009 – PRESENT

DISTRICT MANAGER, TAHOE TRANSPORTATION DISTRICT (TTD)

I have led the development and operation of this bi-state compact special district working for a bi-state board of eleven members representing six local governments, the two state departments of transportation, and the private sector. TTD has been responsible for leading the development of the toughest projects envisioned in Tahoe's regional transportation plan including the first roundabout at Tahoe located at Incline Village, the realignment of SR 89, adding a second bridge across the Truckee River at Tahoe City, implementing the first six of thirty three miles of the Nevada Stateline to Stateline Class 1 Trail including the three mile section just opened between Incline Village and Sand Harbor State Park, and the realignment of US 50 across the south state line of California and Nevada currently under design post its approval in 2018. Under my leadership TTD successfully took over operation of the failing public transit system at the south shore of Tahoe when it went into bankruptcy under its then management group in 2010. TTD operates transit routes and services directly and is an FTA 5307 direct recipient. TTD is an enterprise operation whose budget is financed primarily through formula funds, grants, and fare box revenue. TTD has been repeatedly recognized and honored for its project and implementation planning work including the 2019 Gold category of the National Planning Achievement Award for Transportation Planning by the American Planning Association.

2007 – 2008

BUSINESS PARTNER

For two years I was a business partner in a small start-up recycling company in the Phoenix metro area until the great recession. My role was assisting in the establishment of the fundamentals of the business and its operations. The company persisted through the recession and beyond, but I terminated my role as part of the survival step and returned to Tahoe in the role at TTD. It was an eye-opening and rewarding experience that has been very useful in my work today.

2001 – 2007

DEPUTY DIRECTOR, TAHOE REGIONAL PLANNING AGENCY (TRPA)

I became Deputy in my eleventh year at TRPA, a bi-state compact land use and environmental regulatory agency, which has a board of fifteen members. TRPA has a broad scope of issue areas and is also the designated Metropolitan Planning Organization under federal law, and the Regional Transportation Planning Agency under California law. As Deputy I was the executive

leader responsible for the transportation program among other topical lead roles. I led the effort to develop program and project management capacity at TRPA, the MPO, the Environmental Improvement Program partnership, and pursuit of funding for transportation and environmental improvement projects. I continued to be the lead for federal and state legislative affairs, a role which I began in 1995.

1997- 2001

PRINCIPAL PLANNER, DIVISION CHIEF, ENVIRONMENTAL IMPROVEMENT PROGRAM (EIP), TRPA

I was TRPA agency lead for the 1997 Presidential Forum and EIP development. Responsible for developing and growing the program, its staffing and agency budget. I was agency lead with stakeholders and partnering local, state, and federal agencies to create a functioning coordinated regional program approach for Tahoe's capital improvements. This included the state highway and road systems.

1992 – 1997

SENIOR PLANNER, WATER QUALITY AND SOIL CONSERVATION PROGRAM, EIP DEVELOPMENT, TRPA

I was Program Manager for TRPA's Water Quality and Soil Conservation Programs, which included erosion control capital improvements, stream restoration, and land capability system administration. I worked closely with partner local, state, and federal agencies. I also secured grant funding and began the agency's annual Federal Legislative Agenda. In 1995 I became TRPA's Washington advocate for Lake Tahoe. I began participating in state legislative process related to agency budget and oversight. I also led federal and state legislative affairs, including spearheading multiple coalition efforts to Washington, D.C., to inform the federal delegation of Nevada and California of issues at Tahoe bringing federal funds to the region.

1990 – 1992

ASSISTANT/ASSOCIATE PLANNER, EROSION CONTROL REVIEW, TRPA

I joined TRPA after completing my graduate degree in Landscape Architecture. I used my expertise to address development and environmental improvement project solutions and impacts. I began my work with other agencies in the protection and restoration of Lake Tahoe's environment.

EDUCATION

1990

MASTER OF LANDSCAPE ARCHITECTURE, CALIFORNIA STATE POLYTECHNIC INSTITUTE, POMONA

1981

BACHELOR OF SCIENCE, UNIVERSITY OF NEVADA, RENO

SKILLS

- Strategic vision development and execution
- Relationship building and collaboration practice
- Program and Project Management principles and practices

- Staff management and development
- Budget development and management
- Board relations and management
- Working with elected and appointed officials to develop and implement policies
- Legislative process and government relations at local, state, and federal levels
- Transportation planning and programming
- Public outreach and marketing
- Successfully working in complex political and jurisdictional arenas
- Delivering difficult projects and programs
- Developing revenue resources
- Creative solutions and partnerships
- Land use and environmental practices and principles

January 3, 2020

Regional Transportation Commission of Washoe County
P.O. Box 30002
Reno, Nevada 89520

Dear Chairman Lucey and Commissioners:

It is with great pleasure that I submit this letter of interest for the position of RTC Executive Director. I firmly believe my extensive professional experience, combined with my proven leadership skills, offer a unique opportunity to the Commission and to the Reno-Sparks community. It would be extremely gratifying to work closely with you to address the challenges we face in meeting our transportation needs at this pivotal time.

A brief review of my professional accomplishments demonstrates my qualifications for this position:

- Provided executive guidance and strategy in the preparation and completion of the City of Reno 2018/2019 Budget (\$380M).
- Executive leadership and oversight of the City of Reno Public Works Department, which provides all transportation functions for the City of Reno, including traffic engineering and roadway planning, design, construction and maintenance.
- Executive leadership and oversight of the City of Reno of Reno Community Development Department, which provides land use and transportation planning, policy development, project review and private roadway construction quality control. This department is a principle participant in the creation of the Truckee Meadows Regional Plan and the Regional Transportation Plan.
- Executive leadership and oversight of the City of Reno Neighborhood Services Department, which provides community outreach and engagement on all City policy issues and manages all media interactions.
- As Vice-President of a large Nevada-based Civil Engineering firm, successfully made use of strategically-applied traffic engineering, roadway design and construction principles to finalize development plans and advocate for their approval with administrative and elected officials.

My leadership and problem-solving skills have elicited the trust of the City Manager and City Council to take the lead on the most complex public policy issues facing our community, such as

affordable housing, homelessness, and downtown revitalization. I am recognized throughout the community as a manager who is able to attain agreement among stakeholder groups with extremely diverse positions.

Thank you for your review of my qualifications. I look forward to the opportunity to be interviewed by the Commission so that I can better explain why I would be the best choice for this position.

Sincerely,

A handwritten signature in black ink, appearing to read 'Bill Thomas', with a stylized flourish extending to the right.

Bill Thomas, AICP

WILLIAM A. THOMAS, AICP



SUMMARY

Accomplished and respected executive with proven leadership, problem solving and management skills. Experienced in successfully completing dynamic and innovative projects in complex and changing political environments. Excellent public speaking, interpersonal and communication skills.

EXPERIENCE AND ACCOMPLISHMENTS

CITY OF RENO, Assistant City Manager

Feb 2012 -present

Assist the City Manager in providing management, policy and budgetary guidance to a staff of 1,200 with a budget of \$428M. Serve as Acting City Manager in the absence of the City Manager. Advise and assist elected officials in addressing policy matters of the City. Responsible for the direct supervision of the managers and functions of the Public Works, Community Development, Economic Development/ Redevelopment, Parks and Recreation, Neighborhood Services and Information Technology Departments (492 staff, \$175M budget).

Accomplishments

- ✓ Served as Interim City Manager for 8 months. providing executive leadership and strategic direction in preparation of the FY18-19 City budget (\$380M) and daily oversight of all City functions;
- ✓ Authored Mayor's "1,000 Homes in 120 Days" program, resulting in an additional 1,600 dwelling units of planned housing;
- ✓ Led the creation of the downtown Reno Business Improvement District;
- ✓ Led the City's efforts, in collaboration with RTC and UNR executive leadership, to establish a new transit hub connecting UNR to the Midtown District;
- ✓ Negotiated a \$7M purchase of a City Public Safety Center (\$33M overall project budget);
- ✓ Negotiated the donation agreement for construction of a \$3.1M fire station;
- ✓ Led IBM Smarter Cities grant management team, resulting in multi-agency adoption of a unified regional economic development strategy;
- ✓ Provided executive strategy and guidance for the City's Reimagine Reno Master Plan.

CITY OF RENO, Community Development Director

Nov 2011 – Feb 2012

Managed a staff of 48 and a \$7 million budget with responsibility for planning, new development engineering, code enforcement, building permitting and inspection, and business licensing.

Accomplishments

- ✓ Successfully integrated business license and building permit functions into a single location, dramatically improving customer service and reducing process time;
- ✓ Established maximum and predictable review time standards for building permit issuance.

CONREY CONSULTING, LLC, President

June 2007 – Nov 2011

Provided planning and land development consulting services, including master planning, zoning, land plans, permitting, public participation process management and government entitlement services. Provided government relations services for private and public clients. Provided expert witness services.

EVANS RANCH, LLC, Managing Partner

June 2007 – Nov 2011

Managed Evans Ranch, a 5,556 home, mixed-use community planned for development in Reno, Nevada. Provided financial analysis, consultant selection and contract management (including transportation and civil design services), government entitlement services and all other management functions associated with the project.

Accomplishments

- ✓ Completed project design and approval of the development handbook for a +2,000 acre master planned community;
- ✓ Developed and obtained approval for the Resort Services Plan for Mt. Rose Ski Tahoe resort;
- ✓ Authored and obtained approval of the Regional Plan Goals & Policies of the Reno-Tahoe International Airport Plan.

PACIFIC WEST COMPANIES, Director of Entitlements

Nov 2005 – June 2007

Responsible for all planning and government entitlements for one of the largest private attached home development companies in the west with over 7,000 homes in Nevada and California. Worked with local governments in Northern and Southern Nevada, Sacramento and Central Valley areas of California. Resolved permitting issues and determined suitability of individual sites for development potential. Selected and managed consultants.

Accomplishments

- ✓ Obtained approvals for over 1,400 homes in California and Nevada;
- ✓ Established a public participation process to improve communication and gain public support or acceptance of Pacific West projects.

SUMMIT ENGINEERING CORPORATION, Vice-President

Apr 1996 – Nov 2005

Managed all land planning, community engagement and entitlement services for a civil engineering consulting firm with offices throughout Nevada. Provided services to both private and public sector clients. Managed civil engineering design teams including traffic engineering and roadway design.

Accomplishments

- ✓ Led multi-disciplinary design team from conceptual design to final design approval for a 2,028-home, pedestrian-oriented community;
- ✓ Authored the Mortensen Development Standards Handbook (2,700 acres, 3,000 homes and 300 acres of commercial land);

- ✓ Led a major utility routing project entitlement (345 kw Alturas Intertie) through a contentious and complex local public review process.

CITY OF RENO, Community Development Director

1994 – Apr 1996

Managed a \$7.7 million department budget and directed a 63-member staff responsible for advance planning, current planning, zoning and code enforcement, new development engineering, plan review, building inspection and public improvement inspection, Community Development Block Grant and affordable housing program administration. Served as liaison between the City and external agencies, including Truckee Meadows Regional Planning Agency.

Accomplishments

- ✓ Authored department's first performance-based budget with measurable performance standards;
- ✓ Consistently maintained a fund balance in the newly-created building enterprise fund;
- ✓ Automated the building permit inspection process resulting in improved customer service;
- ✓ Automated the zoning information process to increase accuracy and response time;
- ✓ Identified and implemented procedural changes resulting in cost savings for the City;
- ✓ Improved plan review time while experiencing an 18% increase in demand.

CITY OF RENO, Development Services Manager

1992 - 1994

Managed all development-related services provided by the City, including policy planning, neighborhood planning, current planning, new development engineering, building plan review, building inspection and code enforcement.

Accomplishments

- ✓ Successfully merged multiple department functions into City's first division focused on providing all development-related services;
- ✓ Established performance measures for permit processing;
- ✓ Created the first roadway development impact fee system in Nevada;
- ✓ Established a Quality Assurance Program to assure the proper installation of public infrastructure.

EDUCATION / TRAINING

- **Pennsylvania State University:** Bachelor of Science, Urban and Regional Planning
- **Northwestern University – Transportation Center/Traffic Institute:** Seminar in Transportation Planning
- **California Association of Environmental Professionals:** CEQA Advanced Workshop Series

AWARDS / ACTIVITIES

- Member, International City/County Management Association
- Member, American Institute of Certified Planners
- Member, American Planning Association
- Former Treasurer, Builder's Association of Northern Nevada
- Former Member, Irwin Union Bank Community Advisory Board
- EDRAWN award winner for community service
- Nevada Women's Political Caucus "Good Guy" award winner



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

Executive Director

FLSA status: Exempt	CLASS CODE: 1010
Established: January 1, 2005	Grade: 52
Revised: August 2019	

Summary: Under the general direction of the Regional Transportation Commission (RTC) Board of Commissioners, leads, controls, manages and directs the activities and staff of the RTC in providing an integrated transportation agency that serves as the Metropolitan Planning Organization (MPO), public transit authority, and street and highway construction agency for Washoe County, Nevada.

DISTINGUISHING CHARACTERISTICS: This class manages all activities throughout the RTC related to the planning, operation, and funding of the RTC. Responsibilities include working with elected and appointed officials to develop policy and implement

- Metropolitan Planning Organization initiatives (long range plans, transportation improvement plans, corridor studies and data development activities including transportation modeling applications),
- Project Development activities (preliminary engineering, environmental studies, financial plans, and project management plans) and
- Transportation Delivery (construction of roadways, transit ways, vertical structures, and appurtenances as well as operation of transit services including fixed route, paratransit and new mobility initiatives)

ESSENTIAL FUNCTIONS: *(Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).*

- Possess a vision of how to link transportation planning to multi modal transportation delivery for both the long term and short term. Understands the basic legal structure of metropolitan planning as enumerated under federal law; Grasps the essential elements of Nevada law pertaining to the construction of roadways and operation of transit system enumerated in NRS 277A and NRS 373.
- Leads senior management and RTC staff to develop RTC goals, policies, objectives, performance measures and projects for annual budget, short-range and long range planning documents that are approved by the RTC Board.
- Leads the development of and establishes all short-range and long-range strategies, resource requirements as well as goals for Commission action; organizes management strategies to ensure proper execution of agency plans, programs, and services. Directs and establishes agency priorities; ensuring the RTC operations are carried out according to agency policy; obtains RTC Board approval to clarify policies as necessary.

Executive Director

Job Description

- Interprets federal, state, and RTC policies and procedures for the Commission and senior management, advising them of effective strategies for complex issues in regional transportation.
- Manages overall performance and productivity of agency and staff; directs the continuous improvement of work outcomes; and ensures the satisfaction of internal and external customers. Supervises senior management by counseling, advising, and conducting performance evaluations.
- Acts on final appeals of HR issues such as performance evaluations, discipline or termination.
- Ensures effective communication of issues and strategies internally within agency departments and externally between intergovernmental agencies, the public, community leaders and elected officials.
- Serves as a liaison between RTC, its Board of Commissioners, regional governments, federal, state, and local government, community groups, developing consensus and ensuring effective communications;
- Makes professional presentations to executive management, elected officials, the general public, and other stakeholders, including testimony at City Council and County Commission, State Transportation Board, and Congressional hearings.
- Approves procurements and hiring over threshold limits.
- Assures compliance with all RTC policies and procedures, Occupational Safety and Health Administration (OSHA) rules and regulations, and all other state and Federal regulations.

QUALIFICATIONS FOR EMPLOYMENT:

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job)

- Knowledge of governmental agencies and their operations regarding transportation issues.
- Knowledge of management techniques and strategic planning.
- Knowledge of regional transportation requirements, regulations, operations and manuals.
- Knowledge of human resource policies, practices and employment law applications.
- Knowledge of fiscal planning and management for a transportation commission.
- Knowledge of urban/land usage, roadway engineering, maintenance and construction practices.
- Skill in consensus-building and effective communications.
- Skill in public speaking.
- Skill in developing presentations for various audiences.
- Skill in leading a diverse group toward common goals and directions.
- Skill in interpreting complex policies and providing understandable, logical explanations.
- Skill in execution of contracts to successful completion.
- Skill in organizing and managing numerous, simultaneous projects, tracking progress, balancing shifting priorities, and meeting established deadlines.
- Skill in effective verbal and written communication and establishing effective working relations.

Executive Director
Job Description

Required Certifications and Licenses:

Valid driver's license required at time of hire.

Experience and Training:

Bachelor's Degree in finance, economics, urban planning, transportation, engineering, business administration or public administration; AND seven (7) years of experience as a supervisor with three (3) at the senior management level; three (3) years of experience with legal terminology and/or legal contracts, financial operations including budget, strategic planning, roadway engineering and maintenance, regional transportation planning; Master's degree in one of the above disciplines preferred; OR equivalent combination of education and experience.

Working Conditions:

Work is performed in an indoor standard office setting with some travel to attend meetings incumbents may be required to work extended hours including evenings and weekends. Physical ability to perform office and related work, including operating computers and office machinery; stamina to sit for extended periods of time; strength to lift and maneuver materials weighing up to 25 pounds; vision to read printed materials; and hearing and speech to communicate in person or over the telephone. Accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Applicants and incumbents are encouraged to discuss potential accommodations with the RTC.

EMPLOYMENT AGREEMENT

THIS AGREEMENT, made and entered into this 28th day of September, 2009, by and between the Regional Transportation Commission of Washoe County, State of Nevada, (hereinafter the "RTC") and Lee Gardner Gibson (hereinafter "Employee").

WITNESSETH:

WHEREAS, the RTC by and through its Board of Commissioners (the "Board") desires to employ Employee as Executive Director of RTC; and

WHEREAS, it is Employee's desire to accept the position as Executive Director of the RTC upon the establishment of adequate compensation and terms of that employment; and

WHEREAS, the parties by this Agreement intend to set out the rights and obligations of each party to the other arising from the employment relationship.

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the parties do agree as follows:

SECTION ONE - DUTIES

A. The RTC agrees to employ Employee as Executive Director of the Regional Transportation Commission of Washoe County for the purpose of carrying out the legally permissible and proper duties of the position as established by statute, rules, policies and the job description, attached hereto as Exhibit "A" and incorporated herein by reference. The parties acknowledge that the identification of the aforementioned references is to establish an overview and not as a limitation on the Executive Director's duties and obligations as may be prescribed by the RTC Board.

B. Employee will be responsible and have full authority for the management of the affairs of the RTC and the supervision and management of its employees subject to the rules and policies of the RTC, as may be amended from time to time, at the direction of the RTC Board.

C. Employee shall devote all of Employee's services, full energies, best efforts, interests, abilities and productive time (excluding vacation and personal time) to the performance of his duties under this Agreement, to further the RTC's interests and to perform diligently and in good faith such duties as are or may be, from time to time, required by the RTC in connection with his employment hereunder.

D. Employee shall not, without the RTC Board's prior written consent, directly or indirectly, render to any other person or organization services of any kind for compensation, or engage in any other business activity that would interfere or detract from the performance of Employee's duties under this Agreement.

SECTION TWO - TERM

A. Employee's employment as Executive Director of the RTC pursuant to the terms hereinafter stated shall commence on September 28, 2009 and shall continue under the terms and conditions provided herein for an indefinite period.

B. That notwithstanding paragraph A, above, RTC and Employee agree and acknowledge that it is the intent of the parties that Employee's employment is an "at will." This means Employee may quit at any time, for any reason or no reason, with or without notice, and the RTC may terminate Employee at any time, for any reason or no reason, with or without notice. There is no promise by the RTC that employment will continue for any set period of time. Nor is there any promise by either Employee or the RTC that employment will be terminated only under particular circumstances. Any exception to this policy of employment-at-will may only be made in writing signed by the RTC Board. In particular, this policy is not modified by any statements, express or implied, contained in any employment handbook, application, memoranda, policy, procedure, or other materials or statements provided to Employee in connection with his employment.

SECTION THREE - SALARY/BENEFITS

A. RTC Agrees to pay Employee an annual salary in the sum of One Hundred Ninety Three Thousand (\$193,000) Dollars for Employee's faithful and diligent performance of the duties and obligations of Executive Director. Salary shall be paid in the same manner and intervals as other RTC employees.

B. Employee's performance shall be reviewed at least once annually at or near the anniversary of Employee's appointment as Executive Director. Said performance shall be evaluated against the duties and obligations of the position, to include goals and objectives which, to the extent possible, have been reduced to writing and agreed upon between the parties. A satisfactory or better performance shall make Employee eligible for an annual bonus of 0-10% of his current base salary. Said bonus shall be determined on or about October 1st of each year and shall be based upon Employee's past year's performance of his goals and objectives. The RTC Board shall have the sole right to determine performance, but said right shall be subject to a standard of reasonableness. Bonuses given shall not be considered part of Employee's base salary. Employee's salary may also be increased by cost of living raises at the sole discretion of RTC Board.

C. Except as otherwise modified by this Agreement, Employee shall be entitled to all the same benefits afforded to other RTC management employees. Benefits include, but are not limited to, health, dental and vision care; life insurance; long term disability; sick leave; vacation; holidays; retirement benefits; and IRC §125 program pay. Employee's benefits are subject to increase/decrease with changes to existing RTC policy.

D. Except as otherwise modified by this Agreement, Employee shall be entitled to all the same salary increases approved by the Board and afforded to other RTC management employees.

SECTION FOUR - VACATION

A. During the first year, Employee shall accrue fifteen (15) days of vacation. Thereafter, Employee's vacation time shall be increased and accrued in accordance with RTC policy.

B. That in addition to the foregoing, Employee shall be entitled to 40 hours annually of paid personal leave.

SECTION FIVE - CAR ALLOWANCE

The RTC will pay to Employee the sum of Five Hundred Dollars (\$500.00) per month as a basic transportation/car allowance. Mileage reimbursement, based upon RTC policy, will be provided for any trips outside of the metropolitan/urbanized area. Employee shall obtain and provide payment for liability insurance in an amount not less than Two Hundred Fifty Thousand Dollars (\$250,000.00) per person and Five Hundred Thousand Dollars (\$500,000.00) per incident and shall be responsible for the purchase, operation, maintenance, repair and regular replacement of said automobile.

SECTION SIX - MEDICAL INSURANCE

The RTC will provide to Employee health, dental and vision insurance at no expense to Employee except for such limitations/deductibles as apply to the policy.

The RTC shall reimburse Employee for COBRA payments between the date of hire and when Employee will be covered under the RTC group insurance plan.

SECTION SEVEN - LIFE INSURANCE

The RTC agrees to pay for term life insurance on Employee's life in an amount of \$500,000. This amount shall be in lieu of the life insurance offered to all director level employees of the RTC.

SECTION EIGHT - DEFERRED COMPENSATION

A. In 2009 and each year of the term of Employee's employment as Executive Director, the RTC agrees to contribute annually on Employee's behalf, five percent of his annual salary (not to exceed \$10,000) to a deferred compensation plan approved by the RTC. Said salary payments shall be made on or before December 31 of each year that Employee serves as Executive Director. This amount shall be in lieu of the one percent (1%) match offered to other RTC employees.

SECTION NINE - GENERAL EXPENSES

The RTC will provide reimbursement for reasonable business expenses and for participation in professional associations in accordance with RTC policy.

SECTION TEN - REDUCTION OF SALARY/BENEFITS

A. Except as provided in Subparagraphs B and C of this Section, RTC shall not reduce salary or other benefits granted to Employee by the terms of this Agreement.

B. Employee's benefits shall be subject to policy changes which increase or decrease benefits of management employees.

C. In the event of substantial loss of funding which necessitates or results in the reduction of the salary and benefits of other managers, salary and benefits of Employee may be reduced by like percentage. Further, in the event of the complete loss of funding and/or the repeal of any ordinance or statutory provisions relating to the creation, duties and obligations of the RTC, this Agreement would be deemed to be revoked and no compensation payable under this Agreement would be due other than earned salary and benefits accrued but not yet paid.

SECTION ELEVEN - INDEMNIFICATION

A. Except as otherwise provided in Subparagraph B of this Section, RTC shall defend, hold harmless and indemnify Employee against any claim, lawsuit or other legal action, whether groundless or otherwise, arising out of the alleged negligent or grossly negligent acts or omissions of Employee where said acts or omissions were made in good faith by Employee and in furtherance of Employee's duties as Executive Director of the RTC. RTC's obligation includes, but is not limited to, the payment of any judgment, settlement and any cost and/or attorney's fees incurred.

B. RTC shall not be obligated pursuant to the provisions of this paragraph for any liability arising from Employee's willful and/or intentional wrongful acts or for any acts of any kind which occur in a private capacity or which are unrelated to the performance of his duties and obligations as Executive Director.

SECTION TWELVE - CONDITIONS OF EMPLOYMENT

The RTC, in consultation with Employee, may fix any other terms and conditions of employment as it may determine from time to time relating to the performance of Employee, provided said terms and conditions are reasonably consistent and not in conflict with the provisions and intent of this Agreement. In addition, Employee agrees to conform with such personnel rules, management policies and other procedures as may be adopted and/or amended by the RTC from time to time.

SECTION THIRTEEN - TERMINATION AND SEVERANCE PAY

A. Nothing in this Agreement shall prevent or otherwise interfere with the right of RTC Board or Employee to sever the employment relationship evidenced by this Agreement at any time and for any reason.

B. Except as limited by other paragraphs of this Agreement, Employee shall be entitled to receive at termination all compensation and benefits provided by this Agreement earned through the date of termination, plus all benefits accrued and payable under RTC policy that are not otherwise covered by this Agreement.

C. Employee shall receive credit for six (6) months severance pay which shall be paid to Employee in a lump sum upon the termination of Employee's employment for any reason other than the following:

1. Employee's voluntary resignation, death or disability (as defined in the underwriter's guidelines for RTC's long term disability plan, as changed or amended from time to time;
2. Employee's willful breach of duties/obligations or policies of the RTC;
3. Employee's continued neglect of duties/obligations required of the Executive Director after notice of same;
4. Employee's continued violation of written rules and policies of the Board after written notice of the same;
5. Employee's commission of any criminal act amounting to a gross misdemeanor or felony while employed as Executive Director of the RTC;
6. Employee's commission of any dishonest act in a public or private capacity such as theft, fraud, misappropriation or embezzlement of funds;
7. Employee's engagement in act of disruption or violence or any other activity which would constitute grounds for immediate dismissal of any employee by the RTC under existing policies or as may be subsequently enacted.

D. If entitled to severance pay, Employee may elect the six (6) months severance provided by this Agreement or the severance benefits allowed under the policies of the RTC, whichever is greater.

E. For purposes of this Agreement, severance pay shall be limited to Employee's salary and his personal medical benefits and specifically excludes any and all other benefits otherwise payable to or on behalf of Employee pursuant to this Agreement.

SECTION FOURTEEN - SUSPENSION

The RTC may suspend Employee with full pay and benefits at any time during the term of this Agreement. At the time of suspension, Employee shall be given written notice setting forth any charges and a hearing concerning the matter shall be conducted within seven (7) working days.

SECTION FIFTEEN - WAIVER

The failure of either the RTC or Employee to insist upon the performance of any of the terms or conditions of this Agreement, or the waiver of any breach of any of the terms or conditions of this Agreement, shall not be construed as thereafter waiving any such terms and conditions. The same shall continue and remain in full force and effect as if no such forbearance or waiver had occurred.

SECTION SIXTEEN - MODIFICATION OF AGREEMENT


Except as otherwise provided herein, any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only as evidenced by changes in RTC policy or by written amendment to this Agreement signed by the parties.

SECTION SEVENTEEN - PERSONNEL RULES AND MANAGEMENT POLICIES

The RTC has drafted and instituted Personnel Rules and Management Policies. The RTC and Employee hereby agree that should there be a contradiction or ambiguity between this Agreement and the Personnel Rules and/or Management Policies, the terms of this Agreement shall prevail. Employee acknowledges receipt of the Personnel Rules and Management Policies and agrees to comply with their terms.

SECTION EIGHTEEN - NOTICES

All notices, consents, waivers, and other communications under this Agreement must be in writing and will be deemed to have been duly given when (a) delivered by hand (with written confirmation of receipt), (b) sent by facsimile (with written confirmation of receipt), provided that a copy is mailed by registered mail, return receipt requested, or (c) when received by the addressee, if sent by a nationally recognized overnight delivery service (receipt requested), in each case to the appropriate addresses and facsimile numbers set forth below (or to such other addresses and facsimile numbers as a party may designate by notice to the other parties):

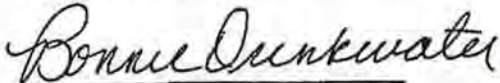
1. RTC: Chairperson, Regional Transportation Commission
2050 Villanova Drive, P.O. Box 30002
Reno, Nevada 89520-3002
2. Employee: Lee Gardner Gibson


SECTION NINETEEN - GENERAL PROVISIONS

- A. The text herein shall constitute the entire agreement between the parties.
- B. Each party has freely and voluntarily executed this Agreement, having had the opportunity to consider its provisions and to seek advice of counsel.
- C. The Agreement shall be binding and inure to the benefit of the heirs of the Employee and the successors and assigns of the RTC.
- D. If any provision of this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable and shall remain in full force and effect.

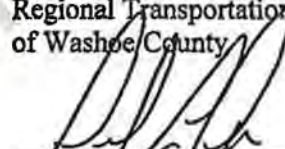
IN WITNESS WHEREOF, the parties have caused this Agreement and a duplicate to be executed at Reno, Nevada.


Approved as to legality and form:



Bonnie Drinkwater
Temporary Counsel to the RTC Board

Regional Transportation Commission
of Washoe County


Dave Aiazzi, Chairman


Lee Gardner Gibson

FIRST AMENDMENT TO EMPLOYMENT AGREEMENT

THIS FIRST AMENDMENT TO EMPLOYMENT AGREEMENT (the "First Amendment"), made and entered into this 21st day of June, 2013, by and between the Regional Transportation Commission of Washoe County, State of Nevada, (hereinafter the "RTC") and Lee Gardner Gibson (hereinafter "Employee").

WITNESSETH:

WHEREAS, the RTC by and through its Board of Commissioners (the "Board"), and the Employee entered into an Employment Agreement dated as of September 28, 2009 (the "Employment Agreement") to employ the Employee as Executive Director of RTC; and

WHEREAS, the RTC and the Employee wish to amend the Employment Agreement in certain respects; and

WHEREAS, Section Sixteen of the Employment Agreement requires any amendment to the Employment Agreement to be in writing,

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the parties do agree as follows:

1. Section Three B. of the Employment Agreement is amended and restated in its entirety to read:

B. Employee's performance shall be reviewed at least once annually at or near the end of the RTC's fiscal year. Said performance shall be evaluated against the duties and obligations of the position, to include goals and objectives which, to the extent possible, have been reduced to writing and agreed upon between the parties. A satisfactory or better performance shall make Employee eligible for an annual salary increase. The Commission may also award a performance bonus of 0 to 5.0 percent of his current base salary. Said bonus shall be determined on or about July 1st of each year and shall be based upon Employee's past year's performance of his goals and objectives. The RTC Board shall have the sole right to determine performance, but said right shall be subject to a standard of reasonableness. Bonuses given shall not be considered part of Employee's base salary. The Commission shall pay any increase in the Employee's required PERS contributions regardless of whether employee receives any salary increase or performance bonus.

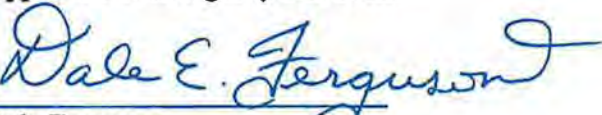
2. Section Four of the Employment Agreement is amended and restated in its entirety to read:

A. Employee shall accrue 7.69 hours per pay period (5 weeks per year).

3. In all other respects, except as amended pursuant to this First Amendment, the Employment Agreement shall continue in full force and effect.

IN WITNESS WHEREOF, the parties have caused this First Amendment and a duplicate to be executed at Reno, Nevada.

Approved as to legality and form:



Dale Ferguson
Counsel to the RTC Board

Regional Transportation Commission
of Washoe County



Bonnie Weber, Chair



Lee Gardner Gibson, Executive Director

SECOND AMENDMENT TO EMPLOYMENT AGREEMENT

THIS SECOND AMENDMENT TO EMPLOYMENT AGREEMENT (The "Second Amendment"), made and entered into this ~~20th~~ day of July, 2017, by and between the Regional Transportation Commission of Washoe County, State of Nevada (hereinafter the "RTC") and Lee Gardner Gibson (hereinafter "Employee").

WITNESSETH:

WHEREAS, the RTC by and through its Board of Commissioners (the "Board"), and the Employee entered into an Employment Agreement as of September 28, 2009 (the "Employment Agreement") to employ the Employee as Executive Director of RTC; and

WHEREAS, the first amendment was entered into between the Board and the Employee on June 21st 2013.

WHEREAS, the RTC and the Employee wish to amend the Employment Agreement and the first amendment to the Employment Agreement in certain respects; and,

the second amendment to the Employment Agreement shall be effective September 1st 2017; and,

WHEREAS, Section Sixteen of the Employment Agreement requires any amendment to the Employment Agreement to be in writing,

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the parties do agree as follows:

1. Section Three B. of the Employment Agreement is amended and restated in its entirety to read:

Employee's performance shall be reviewed at least once annually at or near the end of the RTC's fiscal year. Said performance shall be evaluated against the duties and obligations of the position, to include goals and objectives which to the extent possible, have been reduced to writing and agreed upon between the parties. The Commission may award a salary increase based upon the findings of the evaluation. The Commission may also award a performance bonus of 0 to 5.0 percent of his current salary. Said bonus shall be determined on or about July 1st of each year but no later than the Employee's anniversary date of October 1st of each year. The award of a bonus shall be based upon Employee's past year's performance of his goals and objectives. The RTC board shall have the sole right to determine performance, but said right shall be subject to a standard of reasonableness. Bonuses given shall not be considered part of Employee's base salary. The Commission shall pay any increase in the Employee's required PERS contributions regardless of whether employee receives any salary increase or performance bonus.

2. Section Three D of the agreement is deleted.

3. Section Four B of the Employment Agreement is amended and restated in its entirety to read:

That in addition to the foregoing, Employee shall be entitled to 80 hours annually of paid personal leave. For Fiscal Year 2018, the Employee shall receive an additional 40 hours of leave effective July 1, 2017. Thereafter, the Employee shall receive 80 hours of personal leave beginning January 1st of each year that the Employee remains in the position of Executive Director

4. Section Seven of the Employment Agreement is deleted.

5. Section Eight of the Employment Agreement is amended and restated in its entirety to read:

A. The RTC agrees to contribute annually on Employee's behalf, 7 percent of annual salary to the deferred compensation plan approved by the RTC. Said payments shall be made on or before December 31 of each year that Employee serves as Executive Director. This amount shall be in lieu of the one percent (1%) match offered to other RTC employees.

B. In all other respects, except as amended pursuant to the First Amendment, the Employment Agreement shall continue in full force and effect.

IN WITNESS WHEREOF, the parties have caused this **Second Amendment** and a duplicate to be executed at Reno, Nevada.

Approved as to legality and form:

Dale E. Ferguson

Regional Transportation Commission of Washoe County

Ron Smith
Ron Smith, Chair

Lee Gardner Gibson
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REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

February 13, 2020

AGENDA ITEM 4

TO: Regional Transportation Commission

FROM: Angela Reich, SPHR, SHRM-SCP
Director of Administrative Services

SUBJECT: Public Input

This agenda item allows the public the opportunity to provide information on topics within the jurisdiction of the Regional Transportation Commission (RTC). Any person wishing to wait to provide public comment on a specific agenda item should indicate that item number on the “comment” card. The RTC Chair reserves the right to take all public comment during Public Input. Individuals addressing the Board during the Public Input portion of the meeting will be limited to three minutes total. However, an individual acting as a spokesperson for a group of individuals may request additional time. Individuals are expected to provide public input in a professional and constructive manner.