

**REGIONAL TRANSPORTATION COMMISSION  
WASHOE COUNTY, NEVADA**

**FRIDAY**

**10:00 A.M.**

**May 19, 2023**

**PRESENT:**

**Ed Lawson, Mayor of Sparks, Chair  
Alexis Hill, Vice Chair  
Mariluz Garcia, Washoe County Commissioner  
Devon Reese, Vice Mayor of Reno  
Hillary Schieve, Mayor of Reno (via Zoom @ 10:15 a.m.)**

**Bill Thomas, RTC Executive Director  
Adam Spear, RTC Legal Counsel  
Darin Tedford, Deputy Director of NDOT**

The regular monthly meeting, held in the 1<sup>st</sup> Floor Great Room at Regional Transportation Commission of Washoe County, Reno, Nevada, was called to order by Chair Lawson. The Board conducted the following business:

***Item 1           CALL TO ORDER***

- 1.1   Roll Call
- 1.2   Pledge of Allegiance

***Item 2           PUBLIC INPUT***

Chair Lawson opened the meeting to public input and called on anyone wishing to speak on topics relevant to the Regional Transportation Commission (RTC) that are not included in the current agenda.

Earl Brynelsen, Driver with Keolis, I wanted to discuss was the possibility of having a group of drivers, because of our experience and knowledge of our routes and schedules, to meet with Keolis and RTC Planners before they make any further route changes and schedule changes in September. Take a bus out and discuss the possible changes to make sure they work correctly. Currently, there are a lot of routes and schedules that don't work. That should have been done before anything happened this time. Right now, the public, drivers, RTC and Keolis are all suffering. It should be something that we discuss together and there is a lot of knowledge and talent that are driving our coaches right now and it should be handled that way. Also, I don't understand why there is such a problem between Keolis and my Union. They say they want to work with us, it's not true, it's a battle every day. I've been with the company for 16 years and I had never had a write up or been disciplined, and I got my first write up after 16 years for wearing my Union hat. I come to work, my uniforms are clean and pressed every day. I don't think it's right to be reprimanded for wearing a Union hat. They fight my union every step of the way. Morale inside my company is the lowest I've seen in 16 years. I think RTC Board should hire an independent group to come in and ask all employees how they are feeling about the company they are now employed by, because right now it's terrible, no one wants to come to work. We get spit at, cussed at, and threatened every day that we come to work. People are afraid to come and do their jobs.

Cathy Stead with RHA, I am here to say a great big thank you! Susi and her team came to us and just signed up almost 80 people for the Taxi Bucks program. It makes me cry because so many of our

seniors were crying that day, because they are so thankful. You have been such a fantastic partner, you are always there for us, you've always been there for us and I hope our partnership can last for years to come. I just want to say thank you, because our seniors and our persons with disabilities appreciate it so very much, and I don't think you hear it enough that you're doing a great job for our population.

Carolos Elizondo, local resident, wanted to report a very rude driver yesterday, May 18<sup>th</sup> on Route 12, 5:50 p.m., Bus No. 543 at Meadowood Mall.

Amanda Nelson, Driver with Keolis, I wanted to speak today in conjunction on what Earl Brynelsen was speaking about. He was disciplined for wearing his hat, but we see other drivers every day completely out of uniform. They hang out with management out of uniform and nothing is ever said to them. They are wearing leggings and capris with untucked shirts. We come to work fully in uniform, tucked in shirts and Earl gets reprimanded for a hat. We had another Shop Steward reprimanded and disciplined for a hat, but no one else, and we are confused as to why. I'm an instructor and I love helping the new drivers learn and be successful, however, we're signing off on them to go pick up passengers after only 34 hours required training. For mechanics, they get 20 hours behind the wheel. These are huge and dangerous buses and it's not enough training. Other transit agencies across the country require two months of training. The new drivers get 34 hours training, then 40 hours driving with a trainer picking up passengers, and it's terrifying to me. I feel we need more training for drivers to ensure our families and other vehicles are safe.

Dora Martinez, Nevada Council of the Blind, I want to thank Mr. Devon Reese as he helped a lot of my constituents with Reno Housing. I also want to thank Mr. Ed Lawson, as your office also helped another blind mom in Sparks. I am here today because one of my concerns with the Carson City bus. I almost got lost because the automatic bus stop codes were not working and the new driver was kind of nervous. If you could implement that, that would be great, so the bus driver is focusing on the road and I can focus on which street to get off on. Today was a bike week day and we couldn't put our bike in the taxi. It was free for people who use a bike and good for them, I wish it would be more inclusive of people with disabilities. Possibly exchange a can of food for a bus ticket and donate the goods to the seniors or something like that. For this meeting, I know City of Reno does it, would it be ok if you guys could provide the zoom link for public comment? I'm very thankful that you guys are doing door to door and not canceling some of the Paratransit. I need to feel safe for myself and my dog. When you figure out the Paratransit route, please implement a shopping route back, because it's very important for disabled people to have a shopping route.

Jennifer Cowart submitted a written comment via email April 22, 2023, at 6:43 a.m. as follows: Comment regarding Keolis presentation at 4/21 meeting and Flex Ride wait times. I saw the Keolis presentation about the metrics for the bus system during the 4/21 meeting and was surprised to see we were meeting goals for on time service. I live in the North Valley's Flex Ride zone and find the system unusable. I am near Red Rock and Moya, within the city limits, and am over a 30 minute walk from Route 7. I was excited to see Flex Ride rolled out then expanded, but have been reluctant to use it. I see pick up wait times in the app ranging anywhere from 15 minutes two hours. It is impossible to plan a trip to work with the unpredictable wait times. I also worry about taking FlexRide when wait times are short then getting stranded for two hours with melting groceries. I would like to see Flex Ride wait times reduced to less than 30 minutes, ideally 10 to 15, and for the RTC and Keolis to track and create goals for these wait times separate from fixed services, if not already doing so. Expanding fixed route service in the North Valleys to more warehouses and apartment complexes, such as those in the Red Rock area, could also be helpful.

Jennifer Kent submitted a written comment via email April 24, 2023, at 8:54 a.m. as follows: To RTC and the City of Reno: As a regular bike commuter, I have been concerned about the poor connectivity

of safe and comfortable bike routes in the Reno area for years. It has made it difficult for me to travel with my toddler to work and to access shops, restaurants, and other establishments in downtown Reno. Therefore, I hope that the City of Reno will move forward with plans to connect downtown Reno to the University and surrounding areas safely. The proposed Center Street Cycle track or similar safe routes through downtown would make me feel more comfortable commuting with my toddler. It would not only connect the University and downtown Reno areas but also encourage a more bike-friendly environment, promoting biking as a viable option for transportation. Additionally, it would promote tourism and local business, making it easier for individuals to access establishments in the downtown area. I am encouraged to see that people are advocating for better biking infrastructure in the community, and I believe that it is crucial to promote a more sustainable and environmentally-friendly lifestyle. I hope to see progress soon in the implementation of safe bike routes in the Reno area.

Talia Eve submitted a written comment via email April 24, 2023, at 9:23 a.m. as follows: My name is Natalia and I live at 7484 Limestone Drive, Reno NV 89511, and I would like to comment on item 5.5. I believe the Center Street Cycle Track is a crucial project for the future growth and prosperity for the city of Reno. Placing this project further on pause will have a devastating impact for the health and safety of the students that attend UNR, tourist/visitors, as well as the residents of this city. Its a sad fact that Reno is one of the most deadly cities in the entire country to be a pedestrian or a cyclist. For context, in the year 2019, Reno, with a population 264,000 had 16 pedestrian deaths. That same year, Amsterdam, with a population of 921,000 had a total of 2 pedestrian deaths according Meredith Gaser from the Urban Cycling Institute in Amsterdam. They achieved this by building a people first infrastructure and not a car first infrastructure. We can be one of the safest cities in the United States if we actually do the work required to make it safe for every one. I know there is some opposition from businesses down town for fear that they will loose business, which from other cities that have implemented safe pedestrian/cycling infrastructure we know this fear in unfounded. San Francisco for just one of many examples made their famous market street car free with the exception of trollies and taxis. They saw a 20% increase in business when people felt safe and not in fear of a being hit by a car. It is also cheaper to build and maintain sidewalks and bike paths. Cities will have to eventually move to a cheaper more sustainable alternative to maintaining expensive car centric roads. We can get ahead of this eventuality if we act now. Their are so many benefits for allowing people to have a second viable option to transports themselves. Getting cars off the roads will save the city/ state money, lower obesity rates, increase a sense of community, better mental health outcomes, fight air pollution and climate change, gets children outside more, increases equity for minorities, and reduces DUIs to name a few. We really need to step up with a more modern view on what it means to transport ourselves and to become a more sustainable healthier community.

Arnold Cardenas submitted a written comment via email May 15, 2023, at 6:41 a.m. as follows: Complaint regarding Route 15 and Route 5 Inconveniences. I hope this message finds you well. I am writing to express my concerns and frustrations regarding recent changes to the bus routes in our area, specifically concerning Route 15 and Route 5. As a resident of Selmi Drive, I have noticed several inconveniences that have greatly affected the community. Firstly, the change in Route 5 has had a significant impact on the residents of Selmi Drive, especially in terms of weekend service. Previously, Route 5 provided a convenient transportation option for individuals traveling to our local community college, TMCC. However, with the recent route change, it appears that the focus has shifted towards accommodating high school relocation, resulting in a considerable inconvenience for Selmi Drive residents. The inconsistency in weekend bus times due to the new designation of Route 5 as a "college route" has created challenges for those relying on public transportation. Many residents now have to adapt to the new route, which drops them off at a considerable distance from Selmi Drive. This change not only disrupts established commuting patterns but also imposes additional burdens on individuals, particularly those with mobility limitations or time constraints. Furthermore, I have received information from an employee who expressed concerns about Route 11. It was stated that no one wants

to drive this route, leading to ongoing inconveniences for passengers. This information has added to the frustration experienced by individuals relying on public transportation in our area. The lack of availability and reliability of Route 11 negatively impacts the accessibility and convenience of our bus system. As a regular user of the RTC bus system, I believe it is essential for the routes to be efficiently managed and meet the needs of the community they serve. The recent changes to Route 5 and the reported issues with Route 11 suggest that there may be deficiencies in the planning and execution of these routes. The community is greatly affected by these decisions, and it is imperative that these concerns be addressed and resolved promptly. I kindly request that you review and reconsider the changes made to Route 5, taking into account the inconvenience caused to Selmi Drive residents. Additionally, I encourage you to investigate the reported issues with Route 11 and take necessary actions to ensure its effective operation and availability. Improving the bus system's routes and addressing the concerns raised by the community will greatly enhance the overall user experience and promote increased ridership. It is my hope that you will give due attention to these matters and work towards rectifying the current inconveniences faced by residents in our area. Thank you for your attention to this matter. I look forward to a favorable resolution and an improved bus system that meets the needs of our community.

There being no additional comments submitted by the deadline, the Chair closed public input.

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

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

### ***Items 4            CONSENT ITEMS***

Commissioner Reese made motion to pull Item 4.4.2 for discussion, Vice Chair Hill seconded, which motion unanimously carried.

4.4.2    Approve a contract with HDR, Inc., for design services and engineering during construction for the 2023 Bridge Maintenance project, in an amount not-to-exceed \$272,103.

Commissioner Reese wanted to clarify that the Corrective Maintenance for FY23 was for the 2<sup>nd</sup> Street Bridge, Vine Street, as well as the Keystone Bridge resurfacing, is that correct? He reads the timeline as September 2023 for the bids to be opened, construction October in 2023, and finishing construction of November 2023, is that correct?

Mr. Keller said yes those are both correct and that is the schedule that we're looking to stick to.

Commissioner Reese said he would like to see the Keystone Bridge be prioritized first because of the construction season starting so late in the process. Is that a possibility? How do you prioritize which one to start on?

Mr. Keller, this project has a short delivery timeframe and the scope of work is relatively small with the work being completed in a month's time period. We will take your comments into consideration and if there is a way we can prioritize Keystone, and get that done first, we will look into doing that.

## **4.1    Minutes**

4.1.1    Approve Minutes from the March 17, 2023 meeting. (For Possible Action)

## 4.2. Reports

- 4.2.1 Acknowledge receipt of the monthly Engineering Activity Report. (For Possible Action)
- 4.2.2 Acknowledge receipt of the monthly Procurement Activity Report. (For Possible Action)
- 4.2.3 Acknowledge receipt of the monthly Planning Activity Report. (For Possible Action)
- 4.2.4 Acknowledge receipt of the Summary Report for the Technical, Citizens Multimodal, and Regional Road Impact Fee Advisory Committees. (For Possible Action)
- 4.2.5 Acknowledge receipt of the monthly Public Transportation and Operations. (For Possible Action)

## 4.3 Planning Department

- 4.3.1 Approve the Fiscal Year (FY) 2024 Shared Work Program with the Truckee Meadows Regional Planning Agency (TMRPA). (For Possible Action)
- 4.3.2 Approve Cooperative Agreement No. PR207-23-802 between the Nevada Department of Transportation (NDOT) and the Regional Transportation Commission (RTC) for fiscal year (FY) 2024 federal metropolitan planning funds. (For Possible Action)

## 4.4 Engineering Department

- 4.4.1 Approve an Interlocal Cooperative Agreement with the University of Nevada Reno (UNR) Civil Engineering Department to provide funding for UNR's Transportation Research Program, in an amount not-to-exceed \$200,000. (For Possible Action)
- 4.4.2 Approve a contract with HDR, Inc., for design services and engineering during construction for the 2023 Bridge Maintenance project, in an amount not-to-exceed \$272,103. (For Possible Action) – *Pulled for Discussion*
- 4.4.3 Approve a contract with Kimley-Horn and Associates, Inc., for design services and optional engineering during construction for the Veterans Roundabout Modifications project located at the intersection of Geiger Grade Road and Veterans Parkway, in an amount not-to-exceed \$329,365. (For Possible Action)
- 4.4.4 Approve a contract with Kimley-Horn and Associates, Inc., for traffic analysis, engineering design services, and optional engineering during construction for the Traffic Signal Modifications 24-01 project, in an amount not-to-exceed \$531,560. (For Possible Action)
- 4.4.5 Approve a Local Public Agency (LPA) Agreement with the Nevada Department of Transportation (NDOT) for the use and reimbursement of federal funds on the Lemmon Drive Traffic Improvements and Resiliency Project. (For Possible Action)
- 4.4.6 Approve a Regional Road Impact Fee (RRIF) Offset Agreement between RTC, Dandini Spectrum Holdings, LLC, and the City of Reno for RRIF Waivers for offset-eligible improvements to be made to the intersections of Parr Boulevard, Dandini Boulevard, and the US 395 Ramps, and authorize the Executive Director to execute the agreement. (For Possible Action)

## 4.5 Public Transportation/Operations Department

- 4.5.1 Approve a 12-month service agreement with RFI Communications & Security Systems for maintenance and repair of RTC security systems, in an amount not-to-exceed \$122,984.54. (For Possible Action)

On motion of Commissioner Reese, seconded by Vice Chair Hill, which motion carried unanimously, Chair Lawson ordered that all Consent Items be approved.

**Item 5 PUBLIC HEARING**

- 5.1. Conduct a public hearing on the FY 2024 RTC Final Budget; approve the FY 2024 RTC Final Budget. (For Possible Action)
  - a. Staff presentation
  - b. Public hearing
  - c. Action

Christian Schonlau, RTC Director of Finance, I want to start off by thanking all of my wonderful staff. The budget takes about six months from start to finish to prepare and it involves everyone in the Agency. Specifically, my group of people work on this daily for months on end, and without them I wouldn't be sitting here, and I wanted to shout out to them and thank them for all of their hard work.

I'm going to recap the budget I presented as tentative last month with some slight changes that I will describe. We will do a high-level summary only, as detail has been provided to the Commissioners in their Board Agenda packet. This is an action item, so the Board will have to approve the final budget.

In the roadway planning, several incremental decisions led us up to our Annual Operating Budget. We try to funnel out what projects will be delivered in the next 12 months, what the cost associated with those will be, and then we budget for those in the next 12-month period. The final budget will be submitted to the Department of Taxation by May 31, 2023.

I want to recap some of the notable revenues that we received this year. We received a No and Low Emissions Hydrogen Fuel Cell Project Grant, which we are implementing at our Villanova facility with two Hydrogen Fuel Cell Buses. We received congressionally designated expenditures for the Lemmon Drive project and also a Build Grant for Pyramid Phase 1.

Our approximate revenues for the year are \$220 million, and a majority of that is made up from our tax sources, our fuel and sales tax. On the expenditure side, we plan on a \$254 million in expenditures or 70% of our budget, with the largest portions of those being capital for street and highway projects and also our Public Transportation System. The next highest piece is our Public Transit Operations at about 22% of our budget. We do have the \$300 Million in debt sitting out there, so debt service is 9% of our annual operating budget. The staff and buildings that RTC employs occupy is less than 5% of our total expenditures.

We incorporated some of the comments from the last meeting and you'll notice in your agenda packet there is a project list that includes all of the street and highway projects, as well as the capital expenditures from the Public Transit Operations.

I wanted to highlight some of the notable projects coming up in the current year and next year. Sky Vista Parkway is ongoing and will continue, as well as the Oddie Wells project. Commissioner Reese just mentioned the Downtown Reno Bridges projects that we have going on. Pyramid Highway Phase 1 is ongoing and we also included micromobility projects into the coming year and Sara Going gave a presentation on those last month.

For our Public Transportation program, we have the Hydrogen Fuel Cell project. We have an historic marketing effort trying to reach those underserved communities that should riding our buses and are not. Then we are implementing the TOPS Plan, which is our recommend service changes and those will come to you throughout the year.

In our Metropolitan Planning Organizing, we have a Regional Traffic Demand Model going on right now. Our Active Transportation Plan and our RTP Update.

There is one thing we did add, because there was a comment about maintaining local roads and jurisdictional roads that are outside of the normal RTC scope. We added \$500,000 to study what the impacts of that would be, including a scope, the need, how to develop the program, what's missing, what's included and what isn't. If you want more detail on that, Dale Keller could step in for questions, but we did take your comments under advisement and added that into the budget.

Commissioner Reese said he appreciates that many of the Mayor's comments from last month were incorporated, so I'm glad to see that it's an iterate process. I know the Mayor was interested in the list of projects that you have included, which is very helpful. The \$500,000 to study the importance of how we as a Region, but within our sub-entities, are dealing with some of the ongoing maintenance, I think that is important. The Mayor's interest and certainly mine as well, was in the concept that we have some challenges on the City of Reno side with ongoing maintenance on accepted roads or roadway improvements. How long do you anticipate that the analysis will take? When could we expect an update about how those funds would be spent?

Dale Keller, RTC Engineering Director, the first question we need the answers to is understanding what the needs are from our sister agencies, City of Sparks, City of Reno and Washoe County? This way we will have a better idea of where the shortfalls are or where we can increase maintenance. We want to answer that question first. From that point forward we can understand the options we can provide the Board to ask us for staff to move forward?

Commissioner Reese said he appreciates that. There were a number of comments made by both Mayor Schieve and Counselwoman Duerr in the last meeting on the Truckee River Path, what is your update on that?

Bill Thomas, RTC Executive Director, with regard to the Truckee River Path, we've already started the conversations with the City of Reno staff, and ultimately, we will do that with City of Sparks and Washoe County, because all of them have a piece of that river corridor. Needing to have these conversations is a few steps ahead of being able to get to you where we want to be, but as I said, we have started conversations with City of Reno staff and we will move forward from there.

Commissioner Schieve said she has just a couple questions. It sounds like there is a conversation or a set aside for maintenance and street lights? Is that correct? If not, how does that happen?

Mr. Schonlau said there is not specific funding for a project or items at this time, so the funding set aside is to determine what the needs of the local jurisdictions are and not actually for implementation. This is multi-faceted, so there are the needs of the local jurisdictions for construction needs, but there is also a funding need internally. I think in our study we need to look at parallel paths to what the needs of the community are and what impacts to the RTC budget and delivery of projects would be. As far as scoping what is necessary in each entity, that would be the primary focus of our study.

Commissioner Schieve asked if there is an actual study happening and if that means that you are going to study it, and then come back and say here is how much we would allocate for maintenance and street lights?

Bill Thomas, there is about \$22.5 million of maintenance money in this budget. As it is set up now, we are set up as a Regional Agency for a selective list that the Region has agreed on for us to spend money. If it's going to be done differently, we need to step back and ask what are we trying to do and

how are we going to do it, so there is a common understanding across the Region. It's not a question of the money being out there, it's just how do we want to spend it, and I think in great part that is influenced by all three staffs and the RTC. At the end of the day there is an understanding amongst all the Regional partners of what this program would be funded with and who would make the decisions.

Commissioner Schieve, I think the frustration is there is a lot of repair work needed, and I brought up last month about the street lights. Those seem to get repaired only when we have a dedicated project and I would like us to do things a little bit different, especially now more than ever, because we've had such a difficult winter, and the roads are not doing well.

Bill Thomas, we do understand that frustration, and because there are multiple players, local jurisdictions maintenance crews and NDOT maintenance crews, it's just making sure that we're not stepping on each other or leaving things unresolved. In order to do it in a cohesive and comprehensive way, we need to have a conversation with all of the people involved to find out where the weaknesses are and where the support is needed.

The City and NDOT have their own maintenance crews for road repairs, but the RTC doesn't. So, we can't go out and make repairs without getting RFPs and going through the process of bids, etc.

Commissioner Schieve, is it was possible to change the model? My frustration is everyone pointing the finger at each other and saying that's not our job. I know this is your model, but it takes a long time to get an RFP in place. I feel there is a major disconnect of how we stay on top of the repairs and who is doing what.

Bill Thomas, I think that is precisely why we want to have something presented to all five of you and to the local governments, so everyone understands what the questions and choices are. At the end of the day, there is only so much that can be done with the resources that we have, and it's not necessarily just money, it's also having the crews out there to do the work. That prioritization can best be handled from a Regional standpoint with the five of you. All of you need understand what the choices are when we move resources, including moving money and people from one thing to another, because it will have consequences, we just want to make sure that there is an understanding.

Adam Spear, RTC General Counsel, Mr. Chair, I might recommend that we're moving a little bit away from the Agenda. I know all of these items are broad, but in terms of weighing the pros and cons of what that program would be or how it would work out, I think is beyond the scope of this item.

Chair Lawson said this sounds like something we need to bring back to the Board and we will do that. Since this is a public hearing, I open this up to anyone in the public wishing to speak. Seeing none, I will bring it back to the dais and I'm looking for a motion.

Motion to approve was made by Commissioner Reese, seconded by Vice Chair Hill, which motion carried unanimously, Chair Lawson ordered that Item 5.1 be approved.

## ***Item 6           DISCUSSION ITEMS AND PRESENTATIONS***

6.1.   Acknowledge receipt of a report regarding the RTC Bus Stop Improvement & Connectivity Program. (For Possible Action)

Ed Park, RTC Senior Transit Planner, I'm here today to present the completion of the Bus Stop Improvement & Connectivity program. In 2017, the RTC Commission directed the RTC to improve bus stops and bus stop assessability throughout the community. Over the last six years, the RTC has



improved 97 bus stops, along with sidewalk and intersection improvements, as well as the installation of crosswalks. This was a multi-departmental effort, including the Engineering Department with Project Managers, Judy Tortelli, Sara Going and Kimberly Diegle. This also involved Finance for budgeting and acquiring easements when necessary, as well as the Public Transportation Department.

Over 55% of our riders utilize reduced fares including youth, seniors, people with disabilities and U.S. Veterans. Many of them face mobility challenges and have difficulty standing for long periods of time. This program has allowed us to place more amenities at our bus stops, including benches and shelters. Today, over 70% of our bus stops now have a bench, and over 50% of our stops have at least a 5' x 8' firm landing pad for wheelchairs or mobility devices. We can't build bus pads at all of our bus stops due to limited driveway on the streets and/or sidewalks.

I would especially like to thank the leadership direction and guidance of the Board for initiating the improvements for accessibility to, and amenities, at bus stops. The following slides are some examples of how bus stops have looked before and after this program.

Vice Chair Hill said this is great work and is so important because we need to ensure that people who take the bus feel that they have dignity. If they're on the side of the road or in dirt, that's not ok. In my district, my understanding is that we also take care of Incline Village and Crystal Bay bus stops, and we have some recommendations that just came out of a Transportation Plan to improve those stops. They are also in the dirt and temporary and I'm curious if those are on a future plan or if this Board needs to direct that in the future?

Mark Maloney, RTC Director of Public Transportation, we did work very closely on that plan and we are aware of those stops. Our goal is to get through the planning process, refine the process, make it real and then go out and make those improvements. There is right of way and NDOT roadway to work with, so it's a very complex process unfortunately, but we will be undertaking that and fixing those stops up there.

Commissioner Reese said awesome work! I want to know if it is going to continue? Is it our goal to make this a future forward thinking process?

Mark Maloney, I would hope so, but maybe Bill Thomas can provide additional information.

Bill Thomas, RTC Executive Director, for the lack of a better term, we did a surge effort where we took a lot of resources away from our Engineering department from the construction community to get the most important ones done. We are going to be scaling it back a bit to be an ongoing thing, where we will keep addressing it, but at this point, we think we got the most important ones, the ones that were most troubling taken care of. So, you don't need to do anything for us to continue and even if you said you wanted us to do the surge again, we would be struggling with some other things we are trying to get done. Again, it sounds like we're making excuses, but what Mark said is truth, what seems like a very simple thing of pouring concrete is unfortunately not.

Mr. Park said this is an ongoing program where we provide amenities, and we have 26 new shelters that we plan on installing very soon.

Bill Thomas, we have funded a program to keep adding improvements to the facilities. We start with the ones that are used the most, so we can benefit the most people for each activity we do, but ultimately, we'll address all the ones that need some level of improvement, up to and including shade structures and benches.

Adam Spear, RTC Legal Counsel recommends an action to accept the report.

Motion to approve was made by Vice Chair Hill, seconded by Commissioner Garcia, which motion carried unanimously, Chair Lawson ordered that Item 6.1 be approved.

## 6.2. Acknowledge receipt of the 2022 Annual Report. (For Possible Action)

Laura Freed, RTC Director of Administrative Services, I am here to present the next three items on the Agenda.

The 2022 RTC Annual Report provides the agency an opportunity to share in both written and video format, the accomplishments of the past calendar year and the important transportation investments that we've made for the people of this Region. The written report is in your meeting packet and it contains a summary of projects, public outreach statistics and RTC performance measures. Though this report is on a calendar year basis and not a fiscal year basis, the Board may use this Annual Report as part its agency rating.

The suggested action here is just to accept the 2022 Annual Report.

Bill Thomas, I feel very good as Executive Director, that what we try to do as a team is to make sure that we have ownership of our projects in a positive sense. I'm very proud of all of the employees at RTC and all of the effort they have put into these projects, including late hours and weekend hours to get these projects done.

I also wanted to acknowledge some specific things in that report that I think are worth note. The first one is to thank Dale Keller and his team in Engineering for the \$88 million Infra Grant. If it weren't for that team's effort, I don't think that project would be moving forward and it's a very significant Federal Discretionary Grant that we were able to receive for a very important roadway. In addition, Sparks Boulevard has been a very important project in our Region and particularly for the City of Sparks. Jeff Wilbrecht and Amanda Callegari have been very successful in moving forward a part of that as we work through the environmental process on the rest. I'm very proud that the project was done three months early.

The 100% Alternative Fuel Fleet. It's not something we brag about, but we are industry leaders. There aren't very many, as I look across the country, transit organizations in the country that have achieved 100% alternative fuel. I think the fact that Senator Cortez Masto was here to celebrate with us is an acknowledgement at the Federal level and National level on how important it is to achieve that milestone.

Lastly, the Transit Optimization Plan Strategy that Mark Maloney and Jim Gee lead is very important, and I think it will be an impactful change in the way we provide transit to our community. I think it's going to benefit a lot more people than our previous practices have. I don't want to diminish anything else you saw in that presentation, but I wanted to publicly thank those employees for those specific projects, that I think particularly stick out.

Vice Chair Hill, I just want to thank the team for your incredible work for this community. I'm really inspired by all of the things that have started over the last year and where we can go next as a Board, so thank you Bill and to the whole team.

Commissioner Reese, I think there is a great deal to be proud of and I didn't get the opportunity in the prior presentation by Mr. Schonlau to thank him about the budget. I think it's a very important component and a lot goes into these presentations. One of the things I want to do is continue to lift up

the staff at the organization, and I want to make sure our employees are acknowledged and know that we value them ever so much. The only knock, if I had one on the report, would be that it should have had some more focus on our drivers. We had two drivers here today who had legitimate concerns about morale and the driver side of the organization. That is troubling to me as a Commissioner, because our greatest resource is our people and it includes a lot of people in this room and the folks who are doing the work. It certainly includes all of our drivers. I want to make sure in the coming year that that is one of the things as an organization we're focused on. I want to make sure we grow as a team, and that includes all of the members of the team. In the coming year I hope that will be one of the focuses.

Motion to accept report was made by Vice Chair Hill, seconded by Commissioner Reese, which motion carried unanimously.

Chair Lawson said we will take Item 6.4. before 6.3.

6.3. Evaluate the performance of the RTC Executive Director as it pertains to the proper duties of the position and accomplishments for Fiscal Year 2023 and adjust compensation accordingly. (For Possible Action)

Laura Freed, RTC Director of Administrative Services, as we just discussed, all of our RTC Employees participate in the pay for performance program, but the Executive Director has an employment contract with the Board. That stipulates that his performance must be evaluated at or near the end of each fiscal year and a rating of satisfactory or better shall make the Executive Director eligible for a raise. The Board may also award a performance bonus of between 0% and 5%, that is not in addition to base pay.

In your meeting packet is a salary survey that we did, as well as the FY2023 goals and their statuses. Pursuant to Chair Lawson's direction, Board members were given the opportunity to give feedback and comments to the Chair, and I will highlight just a couple of those at the Chair's request.

Board members were impressed with the work on the Transit Optimization Plan Strategies and the collaborative relationship between RTC and NDOT, and RTC and its sister agency, RTC of Southern Nevada. Board members expressed positive feedback about the agency's transparency in finances, especially given the complexity of the RTC budget. Additionally, Board members wished for the Executive Director to continue to work with the cycling community and continue to build trust within the Agency.

The Board Commissioners complimented Mr. Thomas on his open communication, professionalism, accessibility and willingness to take responsibility for things on behalf of the RTC. They appreciated Mr. Thomas's openness in looking into the 360 Evaluation for comments from RTC employees. They would like to continue to see the outreach to the bicycle community. Although the bus drivers are contract employees with Keolis, they would like to see the RTC reach out to them with achievements and appreciation. They would also like to see a policy created on how we do a review for Executive Director, so there is a standard going forward.

Commissioner Reese made a motion that the Executive Director be awarded a 4.5% salary increase and a \$10,000 bonus, as a result of his performance for the FY2023. Vice Chair Hill seconded the motion, which motion carried unanimously.

Mr. Thomas said he is very humbled by the comments from the Board and I hope you all know that I am one who is looking for things to fix. I appreciate each and every one of you sharing with me your perspective, because I don't have that perspective and I really need that help. Thank you very much.

6.4. Rate the Regional Transportation Commission overall agency performance for Fiscal Year 2023 (i.e., July 1, 2022 to June 30, 2023) (For Possible Action)

Laura Freed, RTC Director of Administrative Services. In FY 2013, the RTC Board approved a Pay for Performance Program for employees. The Board's rating of the Agency overall is based upon achievement of established agency goals, which is in your packet. Each year during the common review period, where all of the employees get their evaluation, the Board is asked to provide feedback on the accomplishment of those Agency Goals from the prior fiscal year. The Board may then rate the agency between 0.6 and 1.5, with 1.5 being the highest rating possible. That Agency Rating then comprises 1/3 of the waiting for RTC's pay for performance pool. The other 2/3 comes from inflation data. Those factors are then put into the pay for performance calculations and employees proportionately receive a share of the entire pay for performance pool.

Bill Thomas, what we're looking for from the Board is based upon our performance in this past year, in part with the Annual Report, but probably more specifically in your packet is a listing of everything that has been done. If you feel highly satisfied, then I would recommend that you give the 1.5 to all employees. If you feel like there are some deficiencies and a lower rating is warranted, that is certainly something that we would like to know and we'll make sure we do better next year. If the organization is doing well, we feel like the employees should benefit from that.

Commissioner Reese, being new to the Board, my observations have been very positive. For my part, I am happy to support the highest rating of 1.5.

Vice Chair Hill, I would also give a 1.5 and I'm also new, but I'm impressed by what the organization has been able to do the last year. I think there is a lot of pressure on Transit Agencies, Transportation Agencies and Infrastructure Agencies, and I think RTC has risen to the occasion. I think this Board is going to challenge everyone and I think that everyone will continue to push and do a great job. I'm thrilled to work with everyone and I recommend 1.5.

Commissioner Mariluz Garcia, in my incredibly short tenor here, I would also echo the sentiments of my colleges. I'm still learning a lot, still observing a lot, but as first impressions go with the Annual Report, meetings and onboarding that I've had thus far, I am very impressed, so I'll give you the 1.5 as well.

Commissioner Schieve said I think it's our people that are the ones that drive the best work, so of course I'm very supportive. I'd like to get clarification that this does not include bus drivers, is that correct?

Bill Thomas, they are not included because they are contract employees and this is just for RTC employees.

Commissioner Schieve, I want to make sure the bus drivers are included too, as they are the truly what is moving the City. I'm grateful for all of the work that everyone is doing, you're a phenomenal team and very talented and I have no problem supporting this.

Motion by Chair Lawson to make this unanimous and 1.5 is the agreed amount, which was seconded by Vice Chair Hill.

**Item 7            *REPORTS (Informational Only)***

**7.1     *RTC Executive Director Report by Bill Thomas***

1. National Public Works Week starts this Sunday and runs through May 27<sup>th</sup>. Public works professionals are vital to our community. They build and maintain our systems for transportation, water supply, water treatment and solid waste systems, public buildings and other facilities that are essential for our citizens. Thank you to all of the RTC's employees and those throughout our community and the state who do this important work for all of us.
2. May is National Bike Month. To do our part, the RTC is offering one week of free transit on RIDE, FlexRIDE, and ACCESS for people who are riding a bike. This service started Monday and it runs until this Sunday. We think this is a great way to incentivize bike-riding and to introduce public transportation to people who may not have ridden the bus in the past. We encourage more use of micromodal and public transportation.
3. Last week, the RTC hosted two of our Washington, D.C. consultants. Ben Rosenbaum of the Porter Group and Auke Mahar-Piersma of Cardinal Infrastructure had the opportunity to meet with some of you. We gave them a tour of some of the projects that the Board identified as federal priorities, as well as the I-80 corridor to the Tahoe-Reno Industrial Center. These two, as well as our other partners in Washington, have been very helpful with our efforts at the federal level. It was their first trip to Reno and one that we think was very worthwhile.
4. On May 6<sup>th</sup>, the RTC implemented improvements to RIDE bus routes 4, 11, 21, and FlexRIDE. The changes are based on the TOPS Plan that was adopted by the RTC Board in July 2022. This will improve transit access and passenger travel times to allow for better community-wide connectivity. New Route 11 now runs every 30 minutes from the Iron Horse Shopping Center in Sparks to Northwest Reno, extended Route 21 to Northern Medical Center, and expanded the Northwest FlexRIDE allowing for discontinuation of the less efficient Routes 3 & 26. We encourage people to head to our website to check the routes ahead of time.
5. The RTC is proud to partner with the Reno Aces for Micheladas de Reno. It is a part of the Aces' diversity campaign. The first one was held on May Fifth for Cinco de Mayo. It included RTC advertising on the jumbotron, a table with RTC information and free items, and we parked an electric bus in front of Greater Nevada Field. RTC Board Member Devon Reese threw out the first pitch. I would like to thank him for contributing some of his discretionary funding for this campaign. We are sponsoring four more Micheladas de Reno games, this season. The next one is June 21<sup>st</sup>.
6. The Driver of the month for Keolis is Carl Craig. Carl has worked as a bus operator for RTC Ride since August of 2007. Mr. Craig is known as an "early riser" and prefers the morning schedule. Carl is very punctual and hardly misses a day of work. When there is extra work available and Operations needs a helping hand, management can always count on Carl. Carl loves to chat with his coworkers and make them laugh. Anytime the junior operators need assistance, Carl is there to aid them. Mr. Craig is a leader by example without doubt.
7. The Employee of the month for MTM is Gerald Van Johnson. He has been with MTM in Reno for 8 years and was with MTM in Las Vegas prior to that. Though MTM cannot assign drivers based on requests, Gerald is the most requested driver among the paratransit clients, due to his caring nature and punctuality. He always has a kind word for both coworkers and clients, and takes special care to chat up those who might be lonely or anxious as he transports them where they need to go. Thank you, Gerald, for your exemplary service.

**7.2     *RTC Federal Report***

Mr. Paul Nelson, RTC Government Affairs Manager. Mr. Thomas said that Mr. Nelson is not here today, but we did put an update report in your agenda packet.

### 7.3 NDOT Director Report

Deputy NDOT Director Darin Tedford gave a presentation and spoke on the following topics:

- Traffic Safety
- S. Virginia Street Management Plan
- Pyramid Highway Groundbreaking
- I-580 Reno Reconstruction
- Improving Incline Village Highways
- Work Zone Safety and Awareness

I would like to mention that NDOT appreciates the efforts by the RTC team in winning the Infra Grant and acknowledge that it will be shared by NDOT and the RTC for the upcoming project, which will combine both 395 North Valleys Phase 2, which is NDOT's project, and RTC's project for improvements on N. Virginia Street, between McCarran and 395.

Upon conclusion of Deputy Director Tedford report, Chair Lawson asked if the Commissioners had any questions.

Chair Lawson wanted to remind the public to be careful in the work zones, slow down and keep our workers safe.

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

Commissioner Schieve asked about agendizing to transfer Clear Acre to a jurisdiction for intended use of public benefit and affordable housing, etc. Is this something that is a possibility?

Chair Lawson said it's a little too early, as we still have one more avenue to investigate before we want to bring that to the public.

Commissioner Schieve thanked Chair Lawson for championing affordable housing.

#### ***Item 9 PUBLIC INPUT***

Chair Lawson opened the meeting to public input and called on anyone wishing to speak.

Carolos Elizondo, local resident, discussed the bus drivers and their needing to pay attention to the stops for passengers.

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

#### ***Item 10 ADJOURNMENT***

There being no further business to come before the Board, the meeting adjourned at 11:46 a.m.

  
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ED LAWSON, Chair  
Regional Transportation Commission

**\*\*Copies of all presentations are available by contacting Michelle Kraus at [mkraus@rtcwashoe.com](mailto:mkraus@rtcwashoe.com).**