

**REGIONAL TRANSPORTATION COMMISSION
WASHOE COUNTY, NEVADA**

FRIDAY

1:00 P.M.

June 20, 2019

PRESENT:

**Bob Lucey, Washoe County Commissioner, Chairman
Neoma Jardon, Reno City Council Member, Vice Chair
Vaughn Hartung, Washoe County Commissioner
Oscar Delgado, Reno City Council Member
Ron Smith, Sparks City Council Member**

**Lee G. Gibson, RTC Executive Director
Dale Ferguson, Legal Counsel
Cole Mortensen, NDOT (Alternate)**

NOT PRESENT:

Kristina Swallow, Director of NDOT

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

RECOGNITION OF DAVID JICKLING, RTC DIRECTOR OF PUBLIC TRANSPORTATION AND OPERATIONS

Mr. Jickling is retiring after 28 years of dedicated service to the RTC. A video was played showing events over the term of his employment. The commissioners made several positive comments about Mr. Jickling's loyalty and dedication, his unique understanding of the transit system, and forward thinking of suggesting the implementation of electric buses. They all wished him the best for his future. *(A copy of the video may be obtained by contacting Denise Thompson - dthompson@rtcwashoe.com)*

Item 1 APPROVAL OF AGENDA

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

Item 2.1 PUBLIC INPUT

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

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

Item 2.2 *ADVISORY COMMITTEES SUMMARY REPORT*

On motion of Mayor Smith, seconded by Commissioner Hartung, which motion unanimously carried, Chairman Lucey ordered that receipt of the monthly Summary Report for the Technical, Citizens Multimodal and Regional Road Impact Fee Advisory Committees be acknowledged..

Item 3.1 thru 3.22 *CONSENT ITEMS*

Minutes

3.1 Approve the minutes of the May 20, 2019, meeting (*For Possible Action*)

Engineering

3.2 Acknowledge receipt of the monthly Engineering Activity Report (*For Possible Action*)

3.3 Approve a qualified list of consultants to provide engineering design and construction management services for the Streets and Highways Program (*For Possible Action*)

Public Transportation/Operations

3.4 Acknowledge receipt of the monthly Public Transportation/Operations Report (*For Possible Action*)

Planning

3.5 Acknowledge receipt of the monthly Planning Activity Report (*For Possible Action*)

3.6 Approve the RTC staff recommended appointments/reappointments to the Citizens Multimodal Advisory Committee (CMAC) with terms through June 2022 (*For Possible Action*)

- Paul Malikowski (reappointment)
- Dora Uchel (reappointment)
- Vince Harris
- Scot A. Munns
- Rudy Leon

3.7 Approve of the Congestion Mitigation and Air Quality Improvement Program (CMAQ) Project Selection Guidance (*For Possible Action*)

Administration

3.8 Acknowledge receipt of the monthly Procurement Activity Report (*For Possible Action*)

3.9 Authorize the Executive Director to bind annual insurance coverage effective July 1, 2019, for automobile liability, general liability, public officials' errors and omissions (E&O), property, earthquake/flood, crime, cyber, pollution liability, social engineering, fiduciary liability, employment practices liability and workers' compensation; and approve the RTC's continued membership in the Nevada Public Agency Insurance Pool and Public Agency Compensation Trust (*For Possible Action*)

3.10 Approve a resolution establishing RTC petty cash accounts (*For Possible Action*)

- 3.11 Approve the addition of new language to the RTC Personnel Rules to include: 1) Equal Employment Opportunity Statement and Designated Officer; 2) Diversity and Inclusion Statement; 3) American with Disabilities Act; 4) Pregnancy, Childbirth and Related Medical Conditions; 5) Genetic Information Nondiscrimination Act; 6) Reasonable Accommodation for Victims of Domestic Violence; 7) Prohibition Against Retaliation and 8) Bilingual Pays (*For Possible Action*)

Procurement and Contracts

- 3.12 Authorize the Executive Director to amend the contract for federal advisory services with Cardinal Infrastructure, LLC, in order to extend the term of the contract for one year at a cost of \$84,000; authorize the RTC Executive Director to execute the amendment (*For Possible Action*)
- 3.13 Authorize the Executive Director to amend the contract for federal advisory services with Porter Group, LLC, in order to extend the term of the contract for one year at a cost of \$78,000; authorize the RTC Executive Director to execute the amendment (*For Possible Action*)
- 3.14 Authorize the Executive Director to amend the contract for specialized legal services with the law corporation of Zev E. Kaplan, Ltd., in order to extend the term of the contract for up to one year (*For Possible Action*)
- 3.15 Approve the purchase of ten (10) paratransit vehicles utilizing the State of Nevada Fleet Vehicles procurement contract number 8475 in the amount of \$467,520 (*For Possible Action*)
- 3.16 Approve the Request for Quote (RFQ) for the installation of the new Angi Compressed Natural Gas (CNG) Compressor (*For Possible Action*)
- 3.17 Approve the Request for Proposal (RFP) for the purchase of transit shelters for RTC RIDE (*For Possible Action*)
- 3.18 Approve Amendment No. 4 to the existing Professional Services Agreement (PSA) between the RTC and Kimley-Horn for Engineering During Construction (EDC) services related to Phase 2B of the ITS Traffic Management 1 Project in the amount of \$74,172; authorize the Executive Director to execute the Amendment (*For Possible Action*)

Inter-Agency Agreements

- 3.19 Approve contract Amendment #2 for the Nevada Department of Transportation Agreement No. PR285-17-063 to use Congestion Mitigation and Air Quality (CMAQ) and Surface Transportation Block Grant (STBG) federal funds in the amount of \$950,000 for the RTC Trip Reduction Program; authorize the Executive Director to execute the agreement (*For Possible Action*)
- 3.20 Authorize the RTC Executive Director to execute the Interlocal Cooperative Agreement (ICA) between Washoe County, City of Reno and the RTC for the FY 2020 Program of Projects (POP) (*For Possible Action*)
- 3.21 Authorize the RTC Executive Director to execute the Interlocal Cooperative Agreement (ICA) between Washoe County, City of Sparks and the RTC for the FY 2020 Program of Projects (POP) (*For Possible Action*)
- 3.22 Approve the FY 2020 Shared Work Program with the Truckee Meadows Regional Planning Agency (TMRPA) (*For Possible Action*)

On motion of Mayor Smith, seconded by Vice Chair Jardon, which motion carried unanimously, Chairman Lucey ordered that Consent Items 3.1 through 3.22 be approved.

Item 4.1 thru 4.3 DIRECTOR REPORTS

Item 4.1 RTC Executive Director Report

Executive Director (E.D.) Lee Gibson spoke briefly on the following topics, some of which were upcoming at the time of this meeting:

- The transformation of Virginia Street has begun! Sierra Nevada Construction (SNC) began construction on Monday, June 17th, and is underway to implement the community vision to improve the corridor with safety and ADA improvements, beautification enhancements, and expanded transit services.

The Project Information Office on Virginia Street opened June 13th just north of The Z Bar. RTC and SNC project team members are available to the public to learn about the project, request information, or to ask questions about construction schedules, traffic control or transit detours. On the heels of the bi-weekly stakeholder meetings the RTC has been hosting since mid-March, the opening of the project information office is yet another means to keep stakeholders engaged and informed about the Virginia Street project. This office is an extension of that ongoing engagement with the community.

On Tuesday, June 25th, the RTC is hosting an open house and ice cream social from 11:30 am to 1:30 pm.

- On Friday, June 28th, there will be a celebration to mark the start of the Virginia Street project transformation and construction event at the South Virginia Plaza located on Virginia Street (this is the Sports West retail center). The event will take place at 11 am and will include Congressman Mark Amodei, who has been very helpful on the project, and FTA Region 9 Administrator Ray Tellis, among other local dignitaries. Assemblywoman Sarah Peters will also join us giving us the opportunity to thank her for sponsoring and successful passage of Assembly Bill 270.

The construction of this project is a major transportation investment for the region and the community is invited to join us on June 28th to celebrate the occasion.

- The RTC, in partnership with The Nugget and All West Coachlines is offering the public free bus shuttle service to the Star Spangled Sparks event on the 4th of July. The free shuttle service begins at 6 pm until midnight.

Shuttle service will run from two locations to RTC CENTENNIAL PLAZA: The Reno-Sparks Livestock Events Center on Wells Avenue and the Sparks Christian Fellowship at 510 Greenbrae Drive in Sparks.

This service is part of our summer event transit campaign, "Don't Drive Arrive!" encouraging event goers to take transit, bike or walk to special events as an alternative to driving their car. This campaign was created in partnership with the City of Sparks and the City of Reno.

Information is available at Nugget Casino Resort dot com, RTC Washoe dot com and RTC social media channels.

Item 4.2 RTC Federal Report

A written update is available in the staff report materials for this item, but E.D. Gibson also highlighted that a number of grants are currently open for competitive funding. The RTC is looking at the Build Grant Program as a possible supplemental source of funds for the Pyramid Highway Project. The RTC is also looking at the Bus and Bus Facilities Program to fund replacement buses for the bus fleet and are waiting to hear on the Autonomous Grant application which is pending at the Department of Transportation.

Congress is currently looking at their FY 2020 appropriations and are considering a \$323 billion fiscal year spending measure. But this is a wait and see what happens situation.

Chairman Lucey then introduced Mr. Dan Mauer, Vice President of The Porter Group, LLC (RTC federal lobbyist), who added that the president has announced a veto threat against the house version of the transportation funding bill. However, it is expected that the House and Senate will be able to pass something before the end of the fiscal year.

Commissioner Hartung asked what the timing is on the Pyramid Highway.

Mr. Doug Maloy, RTC Engineering and Project Manager, responded that the RTC is working collaboratively with NDOT. NDOT is taking on the initial design phase of the project so the RTC will bring an agreement for approval to a future meeting. The agreement is to reimburse NDOT for the cost of the design.

Item 4.3 NDOT Director Report

Mr. Cole Mortensen from NDOT sat in on behalf of Director Swallow and provided a brief update on current events. He said that Nevada recently ranked number one in a transportation system in the nation by the News and World Report. Considerations for award were road and bridge quality, public transit usage and average commute time in the state. Energy reliability and internet access were also factored in and ranked Nevada fourth in overall infrastructure. Nevada also has the nation's second best bridges.

Next, he mentioned that the Spaghetti Bowl Xpress procurement had short-listed four proposers last summer and earlier this year one proposer withdrew from the procurement and the remaining three submitted proposals but one of those was deemed unresponsive. The remaining two proposers were not cost effective. Because they are still in an active procurement, he could not provide more detail.

Vice Chair Jardon asked what the next steps are.

Mr. Mortensen said that NDOT is doing their due diligence to investigate everything they can to understand the reason for the higher pricing. As soon as that is completed, a better schedule can be presented.

Vice Chair Jardon then asked how much of the Governor's Bowl is going to be taken for this project and Mr. Mortensen responded that he would need to research that specific information. The Vice Chair then agreed to take the conversation off-line.

Commissioner Hartung then mentioned the continuing needs on the Pyramid Highway, such as road widenings and consistency in the flashing warning lights, amongst other safety needs.

Mr. Mortensen said that he would have his staff look into the reason for the one consistently flashing light and why it is different than the other warning lights on that roadway.

Item 5.1 ENGINEERING

5.1 Acknowledge receipt of the Virginia Street Bus Rapid Transit (BRT) Extension monthly progress report (*For Possible Action*)

Mr. Jeff Wilbrecht, RTC Project Manager, addressed the Board to provide a presentation update on the project. The utility project is complete and Phase II construction began June 17th. He explained the current traffic diversions and activity staging timelines, then showed several photos of the current work.

Next, Mr Wilbrecht discussed the immense amount of outreach to the public that's been done and mentioned that a project office (trailer) is now set up just north of the Z-Bar. Commercials are also being created to emphasize and invite all of the positive aspects of Midtown, such as amazing dining, nightlife, spas, art, eclectic shopping, etc. The videos are posted on the project website and the commissioners can be notified when new videos are posted. (*A full copy of this presentation may be obtained by contacting Denise Thompson - dthompson@rtcwashoe.com*)

Mr. Wilbrecht then offered to answer any questions; there were none.

On motion of Vice Chair Jardon, seconded by Commissioner Hartung, which motion carried unanimously, Chairman Lucey ordered that receipt of the report be acknowledged.

Items 6.1 thru 6.3 GENERAL ADMINISTRATION

6.1 Review Executive Director Lee Gibson's performance as it pertains to the proper duties of the position and accomplishments of Fiscal Year (FY) 2019 Goals and adjust compensation accordingly (*For Possible Action*)

E.D. Lee Gibson introduced Ms. Angela Reich, RTC Administrative Services Director, and explained that she would provide an overview of this item and go through the E.D.'s duties and obligations along with his performance of assigned goals and objectives for the last year.

Ms. Reich addressed the Board and explained that in addition to reviewing E.D. Gibson's performance, the commissioners may also consider award of an annual salary increase and a performance bonus between 0% and 5%, which would be effective July 1, 2019.

Ms. Reich continued, saying that the duties and obligations had been fulfilled and both E.D. Gibson's and the agency's assigned goals and objectives had also been met or are ongoing as needed annually

E.D. Gibson spoke briefly on each of the goals and their specific benefits to both the agency and the region. He is especially proud of the successful procurement of Keolis North America who will take over the management and daily operations of the RTC RIDE system. He then offered to answer any questions.

Lastly, Ms. Reich showed a slide which included E.D. Gibson's compensation history since being hired.

Mayor Smith asked what the agency had been rated at the previous month and Ms. Reich confirmed that it was a 1.5 which equates to an average increase of 5.2%. Ms. Reich then explained that the RTC uses a Pay for Performance allocation, so not all employees receive 5.2% because it depends on each employee's individual performance over the previous year. Some will receive more and some will receive less, but the overall average for the agency is 5.2%.

Ms. Stephanie Haddock then addressed the Board to explain that the exact compensation rate determination is currently underway as staff is waiting on more data.

Mayor Smith said he's not sure if he wanted to continue with the E.D. rating if the compensation rate for the agency as a whole is not yet determined.

E.D. Gibson then asked Ms. Haddock to review exactly how the compensation formula is compiled.

Ms. Haddock said that compensation is determined with a formula that includes the Board's agency rating, the Western States CPI Index, the Simpsons market based salary index and local sales tax, which this year added 1%.

Vice Chair Jardon asked when the compensation amounts will be completed and Ms. Haddock responded they would be completed the next week.

The Vice Chair asked if the E.D. performance review is delayed to the next month, the salary difference could be made up in arrears.

Ms. Haddock confirmed that it could be retroactive.

The Vice Chair then suggested that this item be postponed to the next month when the overall compensation is completed.

Commissioner Hartung asked if staff receives a cost of living adjustment (COLA).

Ms. Haddock said that staff does not receive a COLA.

Chairman Lucey said that based on the discussion, the item should be postponed to the July meeting for further discussion and a compensation increase decision.

Vice Chair Jardon and Chairman Lucey asked for the compensation adjustments to be brought without names but as managerial and non-managerial averages.

(A full copy of this presentation may be obtained by contacting Denise Thompson - dthompson@rtcwashoe.com)

On motion of Commissioner Hartung, seconded by Mayor Smith, which motion carried unanimously, Chairman Lucey ordered that Item 6.1 be held over to the July 19, 2019, meeting of the Board.

6.2 Review and set Agency goals for Fiscal Year (FY) 2020 *(For Possible Action)*

Ms. Amy Cummings, RTC Deputy Executive Director and Director of Planning, addressed the Board to provide a draft list of agency goals for discussion, input and additions. She then summarized the goals as presented (*attached*).

Mayor Smith added a goal to add a transit route to the Galleria in Spanish Springs due to the continued population growth in that area.

Commissioner Hartung agreed with Mayor Smith and described what the specific route he believes it should be. He added that requests are coming in from even further north than Spanish Springs and there are absolutely no bus routes out that way.

Commissioner Hartung then asked if the Eagle Canyon Corridor Study is to put the road all the way through La Posada and out to the Tri-Center or is it just to widen the road from the Eagle Canyon neighborhood to West Calle de la Plata.

Ms. Cummings said it is just beginning and that improvements are being looked at for the existing section of Eagle Canyon, west of Pyramid, as well as different alignment options to connect over to the North Valleys. This phase of the study is not looking at connecting east of Pyramid to the Tri-Center and that will have to be a future study.

Lastly, Commissioner Hartung asked what the status is on signalization of specific key intersections in Spanish Springs that he named.

Ms. Cummings said a goal can be added for implementation of the spot intersection improvements, which is already included in the approved budget.

Vice Chair Jardon said it is important to keep a very close eye on the coach operators and overall transit performance when Keolis takes over. She would like a report on a weekly basis pertaining to route cancellations, on-time performance, etc.

The Vice Chair said that she is also interested in adding transit to some of the outlying areas and specifically, the Somerset area. She believes microtransit could be a part of the solution including funding partnerships with some of the outlying businesses, such as Boomtown.

Next, Vice Chair Jardon would like staff to begin thinking about what will happen with transit improvements on the Virginia Street Corridor once the extension project is completed. She would like to see an open-topped double-decker bus added as a tourist option.

Additionally, parcel disposal should be brought back, now that it's been approved by the legislature, in order to turn RTC parcels over to the entities that can use them for the most expedited projects, such as affordable housing.

Commissioner Delgado had no additions as the Vice Chair had covered his concerns.

Mayor Smith mentioned that there is a brand new DaVita facility in Sparks that will be within the ADA area. He also wished to clarify that the parcel disposals are not only for affordable housing but for any public purpose.

Vice Chair Jardon responded that as she understands it, the parcels may only be disposed for a public purpose and affordable housing is just one of the possibilities.

Commissioner Hartung would like staff to look into the possibility of flexing transit routes for areas that have very low ridership during certain times of the day.

Chairman Lucey wants staff to continue working on multi-modal transit and how the RTP can evolve with the development and growth in the region.

Chairman Lucey would like to see potential back-up plans for any transit delays, weather issues or emergencies. He added that the RTC cannot have the cancellations and delays that the community has been recently experiencing.

On motion of Commissioner Hartung, seconded by Mayor Smith, which motion carried unanimously, Chairman Lucey ordered that the FY 2020 agency goals presented and assigned be implemented.

6.3 Legal Issues - Report, discussion and possible action and/or direction to legal counsel and staff following receipt of information on legal issues. The RTC may, consistent with Chapter 241 of NRS, decide to interrupt the public meeting at any time to conduct a closed session to confer with legal counsel and possibly deliberate on legal issues. Any action on pending legal matters will be made when the public meeting is reconvened.

Legal Counsel Dale Ferguson gave a brief status update to the Board on the one remaining imminent domain proceeding from the 4th/Prater project involving the Elmwood property on the SE corner of 4th and Evans. He stated that if that case doesn't settle, it will go to a jury trial when a valuation is issued, most likely in the second week of July.

He would also like to hold an attorney/client briefing prior to either our July or August Board meeting.

Item 7 PUBLIC INPUT

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

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

Item 8 MEMBER ITEMS

Mayor Smith asked if the RTC still owns the outside wall on Pyramid at Nelson Way or if it's been turned over to NDOT. NDOT is saying that the RTC still owns it.

E.D. Gibson said that staff will look into that.

Mayor Smith then asked if anything was ever done to recognize Debbie Smith. There was supposed to be a memorial.

Mr. Michael Moreno, RTC Public Affairs Manager, responded that he will check with the project manager on the status. There is some kind of a marker or boulder to be installed.

Commissioner Hartung asked for a study to widen 7th Street across O'Brien Pass where it cuts over to the backside of Golden Valley.

Commissioner Hartung also asked if there has been any follow-up with the Executive Director of the Nevada Youth Empowerment Project.

Mr. Moreno said that Mr. Gibson has been corresponding with Ms. DuPea along with RTC Customer Service Supervisor Joel Danforth.

Commissioner Hartung said he had another issue come in from Ms. Olson who has had some ACCESS issues and is a disabled veteran.

Mr. Moreno was not familiar with that matter so Commissioner Hartung said he would forward it to him.

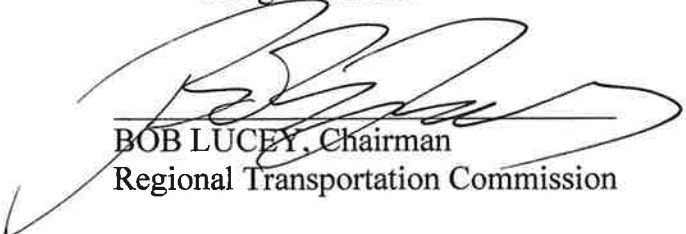
Mr. Moreno then asked if he could add something that was left off of the Executive Director Report. With permission, he said the RTC is hosting a public meeting on June 27th for the UNR Multi-modal Transportation Study at the Evelyn Mount Community Center, beginning at 5:30 pm.

Chairman Lucey reminded everyone of Rodeo Week and advised the public to take public transportation because there is limited parking available.

He also reminded everyone to show up in Midtown Friday, June 28th at 11 am for the celebration of the transformation of Virginia Street and to please continue visiting businesses in that corridor as they are all remain open during construction.

Item 9 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 2:20 p.m.



BOB LUCEY, Chairman
Regional Transportation Commission



FY 2020 AGENCY GOALS

- 1) **Improve ADA Accessibility**
 - a) Complete ADA Transition Plan
 - b) Implement first phase of improvements to RTC facilities including 60 bus stop improvements
- 2) **Continue Safety Emphasis**
 - a) Continue Vision Zero/ driver & pedestrian education and Safe Routes to School programs
 - b) Update RTC Safety Plan
- 3) **Apply for Discretionary Grants to Support RTC Priorities**
 - a) INFRA/BUILD and FTA technical/research grants
- 4) **Continue Project Construction**
 - a) Virginia Street: Begin Midtown and University area construction
 - b) Implement Pavement Preservation & Rehabilitation Program
- 5) **Improve Disadvantaged Business Enterprise (DBE) outreach and participation**
- 6) **Conduct Planning Studies**
 - a) South Meadows Multimodal Transportation Plan
 - b) RTC Affordable Housing Study
 - c) Eagle Canyon Corridor Study
 - d) Start 2050 RTP Update
- 7) **Implement RIDE Contract Award and Continue to Improve Service**
 - a) Review & refine routes
 - b) Implement microtransit
 - c) Conduct targeted advertising campaign and on-board survey
 - d) Implement U-Pass
- 8) **Continue B.I.D. Coordination and Operations**
- 9) **Continue Sustainability Planning and Monitoring**
- 10) **Advance Process Improvements**
 - a) Procurement and contract management processes and Software utilization
 - b) Implement Board Agenda Software
- 11) **Continue Cost Controls & Maintain Fiscal Solvency**
- 12) **Implement Facilities Projects**
 - a) Conduct Meadowood Transfer Facility site selection study
 - b) Park Lane BRT station design
 - c) Implement bus shelter improvements
 - d) Begin RTC Terminal Way facility improvements
- 13) **Improve NDOT Coordination**
 - a) Streamline bus stop installation on NDOT roads
 - b) Coordinate with NDOT on implementation of a trip reduction program
 - c) Continue Spaghetti Bowl Project and other major project coordination