

**REGIONAL TRANSPORTATION COMMISSION
WASHOE COUNTY, NEVADA**

FRIDAY

9:03 A.M.

March 20, 2020

PRESENT:

**Bob Lucey, Washoe County Commissioner, Chairman
Amy Cummings, RTC Interim Executive Director
Dale Ferguson, Legal Counsel**

VIA TELEPHONE:

**Neoma Jardon, Reno City Council Member, Vice Chair
Vaughn Hartung, Washoe County Commissioner
Oscar Delgado, Reno City Council Member
Kristopher Dahir, Sparks City Council Member (alternate)
Zev Kaplan, Special Counsel**

NOT PRESENT:

**Ron Smith, Mayor of Sparks
Kristina Swallow, Director of NDOT**

The regular monthly meeting, held in the first floor conference room of the RTC Administrative Building, 1105 Terminal Way, Reno, Nevada, was called to order by Chairman Lucey.

Chairman Lucey first explained that four commissioners were attending via telephone and per Governor Sisolak's directive, those of us who were physically in the meeting room were practicing the recommended social distancing. The meeting was also being live-streamed via RTC's Facebook page.

Following the roll call and the Pledge of Allegiance to the Flag of our country, the Board conducted the following business:

Item 1 APPROVAL OF AGENDA

On motion of Commissioner Hartung, seconded by Commissioner Dahir, 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 3.1 thru 3.11 CONSENT ITEMS

Minutes

- 3.1 Approve the minutes of the February 13, 2020, special meeting (*For Possible Action*)**

Procurement and Contracts

- 3.2 Acknowledge receipt of the monthly Procurement Activity Report (*For Possible Action*)**
- 3.3 Approve a Professional Services Agreement (PSA) with Nichols Consulting Engineers (NCE) to provide construction management for the Sun Valley Boulevard Corridor Project in an amount not to exceed \$598,113, authorize the RTC Interim Executive Director to execute the agreement (*For Possible Action*)**
- 3.4 Approve a Professional Services Agreement (PSA) with Eastern Sierra Engineering, P.C. (“ESE”) to provide design services and optional engineering during construction for the Reno Consolidated 21-01 Project in an amount not to exceed \$487,080, authorize the RTC Interim Executive Director to execute the agreement (*For Possible Action*)**
- 3.5 Approve a Professional Services Agreement (PSA) with Stantec Consulting Services, Inc. to provide final design, bidding services and design support during construction for the Oddie/Wells Multi-modal Improvements Project in an amount not to exceed \$1,272,305; authorize the RTC Interim Executive Director to execute the agreement (*For Possible Action*)**
- 3.6 Approve a resolution regarding potential sale of five remnant parcels to the Board of Regents of the Nevada System of Higher Education on behalf of the University of Nevada, Reno after completion of the Virginia Street Bus RAPID Transit Extension Project and contingent on approval from the Federal Transit Administration (FTA) and compliance with all applicable state and federal laws and regulations (*For Possible Action*)**
- 3.7 Approve a Professional Services Agreement (PSA) with CA Group to provide design and optional engineering during construction services for the Newport Lane Rehabilitation Project in an amount not to exceed \$354,823; authorize the RTC Interim Executive Director to execute the agreement (*For Possible Action*)**
- 3.8 Approve a Professional Services Agreement (PSA) with Lumos and Associates, Inc. to provide design and optional engineering during construction services for the Kings Row Rehabilitation Project in an amount not to exceed \$692,030; authorize the Interim Executive Director to execute the agreement (*For Possible Action*)**
- 3.9 Approve a transfer of right of way from the Regional Transportation Commission (RTC) to the Nevada Department of Transportation (NDOT) that was previously relinquished to RTC for a portion of Double R Boulevard (*For Possible Action*)**
- 3.10 Approve Change Order No. 11 (CO 11) increasing the total contract amount of the agreement with Granite Construction, Inc. (Granite) for Construction Work Phase 2 Southeast Connector, between Clean Water Way and South Meadows Parkway, by \$327,736 for a new total contract amount of \$158,588,256; authorize the RTC Interim Executive Director to execute CO 11 (*For Possible Action*)**

3.11 Approve the purchase of one 2019 Ford Transit vehicle utilizing the State of Nevada Fleet Vehicles procurement contract in the amount of \$69,531 for Neighbor Network of Northern Nevada (N4) (For Possible Action)

On motion of Vice Chair Jardon, seconded by Commissioner Hartung, which motion carried unanimously, Chairman Lucey ordered that Consent Items 3.1 through 3.11 be approved.

Item 4.1 ENGINEERING

4.1 Approve the proposed FY 2021 Program of Projects (POP) (For Possible Action)

Mr. Brian Stewart, RTC Director of Engineering, addressed the room to provide a brief presentation on the proposed FY 2021 Program of Projects. He began, explaining that the RTC evaluates and approves fuel tax funded projects in terms of the criteria in NRS 373.140(2) as follow:

- The priorities established by the Regional Transportation Plan
- The relation of the proposed work to other projects already constructed or authorized
- The relative need for the project in comparison to others proposed
- The money available

He further explained that following approval by the RTC Board of Commissioners, the POP is presented to the Washoe County Commission for authorization to use fuel tax for those projects.

Only two new projects were added to the list this year, Sky Vista Capacity Improvements (Lemmon Drive to Silver Lake) and Mill Street Capacity Improvements (Lake to Terminal). The pavement Preservation and Reconstruction Program is included every year and includes an \$18 million budget for FY 2021. Transportation spot improvements come in at \$4.5 Million and Traffic Management & Intelligent Transportation systems projects are at \$1.75 million. Lastly, the ADA Pedestrian Connectivity at Transit Stops projects are included at \$2 million per year for three years.

Commissioner Hartung asked if the Sparks Boulevard widening planned for 2024 includes an interchange at Veterans Memorial Parkway and Greg Street.

Mr. Stewart said staff has been working with NDOT to put an interchange in at Sparks Boulevard and Interstate 80 which will most likely increase the schedule and the budget.

Commissioner Hartung clarified that he is referring to the intersection at Greg Street because there are huge traffic jams at that intersection during peak traffic times.

Mr. Stewart apologized for his misunderstanding and said that staff will be looking at that immediately and also during the active phase of the project that includes that intersection.

On motion of Hartung, seconded by Commissioner Dahir, which motion carried unanimously, Chairman Lucey ordered that the proposed FY 2021 Program of Projects (POP) be approved. *(Presentations are available by contacting Denise Thompson at dthompson@rtcwashoe.com.)*

Item 5.1 thru 5.2 GENERAL ADMINISTRATION

5.1 Discussion and possible action to approve, reject or modify the Executive Director Employment Agreement for William Thomas (For Possible Action)

Chairman Lucey explained that all the commissioners have a copy of the agreement with Mr. Thomas and that it is included in the agenda packet for this meeting. He added that special counsel Zev Kaplan was on the phone and asked if he had anything to add.

Mr. Kaplan then highlighted the main differences between retired executive director Lee Gibson's agreement and this one as follow:

- The duties and scope remain the same
- The salary is lower than Mr. Gibson's salary was at his retirement. Mr. Gibson was paid \$238,000 plus benefits and Mr. Thomas will be paid \$220,000 and benefits.
- The RTC will provide a cell phone to Mr. Thomas for work purposes which will aid in compliance with public records laws when needed.
- The termination and severance pay section was taken from the Reno/Sparks Convention and Visitor's Authority director's contract and adds a bit of flexibility of the terms at the Board's discretion, but will not exceed six months' severance pay.
- Mr. Thomas will not receive an additional two weeks of personal leave as Mr. Gibson had.

Chairman Lucey then asked the commissioners if they had any questions or concerns pertaining to these changes. There were none.

On motion of Hartung, seconded by Vice Chair Jardon, which motion carried unanimously, Chairman Lucey ordered that the Executive Director Employment Agreement for William Thomas be approved and Chairman Lucey is authorized to execute the agreement on behalf of the Board.

5.2 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. (For Possible Action)

Legal Counsel Dale Ferguson said that both the federal and state courts have significantly modified their operations at this time, so he has modified the schedules for any current RTC litigation under way. If anything urgent arises, it can be handled telephonically if needed.

Item 6 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 7 DIRECTOR ITEMS

Interim Executive Director Cummings briefed the Board on the RTC's emergency response to the emergency declaration with regard to COVID-19. Public transportation and construction are essential services and the RTC is committed to continuing to provide those services to the public while taking measures to protect the health and safety of staff. She then thanked the RTC contractors for continuing to provide the essential mobility to the members of our community. Other adjustments include closing the RTC administrative offices to the public, beginning at noon March 20, 2020. Limited staff will remain on site to provide the necessary tasks required to maintain operations but the majority of staff is working from home.

The Virginia Street project construction will be accelerated to take advantage of the shelter in place directive, closed businesses and reduced traffic volumes. The section of the project between Mary and Center Streets down to Mt. Rose Street will close to traffic in both directions. The hope is that when businesses are able to open again, that portion of the project will be almost completely finished. The RTC received strong support from the businesses. This change will go into effect March 21, 2020, transit will be rerouted around the project and a press release will go out to notify the public.

Commissioner Dahir asked if any publications are being put out by the RTC to notify the public about continued transit operations and if so, is it something the local entities can also use.

Ms. Cummings responded that the RTC does have a press release and she will ensure that everyone gets a copy who wants one.

Chairman Lucey added that all of the RTC information will also be disseminated from the Joint information Center.

Vice Chair Jardon asked if a press release will be going out on the accelerated construction on Virginia Street.

Ms. Cummings confirmed.

Item 8 MEMBER ITEMS

Commissioner Hartung congratulated Mr. Thomas and looks forward to a good year once things are back to normal. He added that at that time, he would like to discuss the provision of bus passes on an ongoing basis for programs such as Crossroads, 24/7, Step Two, etc. They have an urgent need and are essential to getting people back to working in the system.

Commissioner Dahir also welcomed Mr. Thomas and thanked Ms. Cummings for stepping in for and everything she did to keep the agency running without missing a beat.

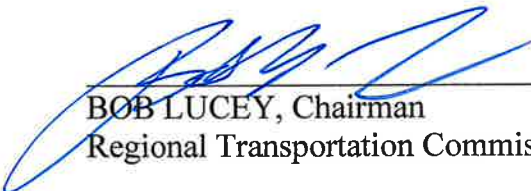
Chairman Lucey thanked Ms. Cummings for everything she has done and said she will continue working for the RTC in her prior capacity once Mr. Thomas comes on board.

He also thanked the general public who may be watching or listening for their patience during this difficult time and thanked all of the RTC transit operators for their continued support during this challenging time.

Commissioner Hartung thanked Ms. Cummings for her exemplary job of taking care of the RTC and keeping communications going with the commissioners.

Item 9 *ADJOURNMENT*

There being no further business to come before the Board, the meeting adjourned at 9:30 a.m.



BOB LUCEY, Chairman
Regional Transportation Commission