

**Location:**



**RENO TRANSPORTATION COMMISSION**  
**1105 Terminal Way, 1<sup>st</sup> Floor Great Room, Reno, NV**  
**Date/Time: 10:00 A.M., Friday, November 17, 2023**

**REGIONAL TRANSPORTATION COMMISSION**  
**OF WASHOE COUNTY**  
**BOARD MEETING AGENDA**

- I. The Regional Transportation Commission Great Room 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 Michelle Kraus 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](http://www.rtcwashoe.com).
- II. This meeting will be televised live and replayed on RTC's YouTube channel at: [bit.ly/RTCWashoeYouTube](https://bit.ly/RTCWashoeYouTube)
- III. Members of the public in attendance at the meeting may provide public comment (limited to three minutes) after filling out a request to speak form at the meeting. Members of the public that would like to provide presentation aids must bring eight (8) hard copies to be distributed to the Board members at the meeting. Alternatively, presentation aids may be emailed, in PDF format only, to [mkraus@rtcwashoe.com](mailto:mkraus@rtcwashoe.com) prior to 4:00 p.m. on the day preceding the meeting to be distributed to the Board members in advance of the meeting. Members of the public may also provide public comment by one of the following methods: (1) emailing comments to: [rtcpubliccomments@rtcwashoe.com](mailto:rtcpubliccomments@rtcwashoe.com); or (2) leaving a voicemail (limited to three minutes) at (775) 335-0018. Comments received prior to 4:00 p.m. on the day preceding the meeting will be entered into the record.
- IV. 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.
- V. The supporting materials for the meeting will be available at [www.rtcwashoe.com/meetings](http://www.rtcwashoe.com/meetings). In addition, a member of the public may request supporting materials electronically from Michelle Kraus at the following email address: [mkraus@rtcwashoe.com](mailto:mkraus@rtcwashoe.com).

**1. Call to Order:**

- 1.1. Roll Call
- 1.2. Pledge of Allegiance

**2. Public Comment:** *Public comment taken under this item may pertain to matters both on and off the agenda. The Chair may take public comment on a particular item on the agenda at the time it is discussed. Comments are to be made to the Board as a whole and not to individual commissioners.*

**3. Approval of Agenda (For Possible Action)**

**4. Consent Items (For Possible Action):**

- 4.1. Minutes
  - 4.1.1 Approve the meeting minutes for the 10/20/2023 RTC Board meeting. (For Possible Action)
- 4.2. Reports
  - 4.2.1 Acknowledge receipt of the monthly Procurement Activity Report. (For Possible Action)

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

4.3. Engineering Department

- 4.3.1 Approve Amendment No. 1 to the contract with Westwood Professional Services, Inc., for additional engineering during construction services for the Traffic Signal Modifications 23-01 Project, in the amount of \$124,150, for a new total not-to-exceed amount of \$362,865. (For Possible Action)
- 4.3.2 Approve a contract with Wood Rodgers, Inc., for design and optional construction management services for the Vista Boulevard/Disc Drive Intersection Improvement Project, in an amount not-to-exceed \$413,155. (For Possible Action)
- 4.3.3 Approve a contract with Wood Rodgers, Inc., for design and engineering during construction services related to the 2024 Corrective Maintenance Project on Somerset Parkway, in an amount not-to-exceed \$1,255,800. (For Possible Action)

4.4. Public transportation/Operations Department

- 4.4.1 Approve a contract with Genfare, LLC (GFI) to upgrade RTC's seven (7) ticket vending machines to the latest supported Link2Gov API, in an amount not-to-exceed \$114,225. (For Possible Action)
- 4.4.2 Approve a contract with Celtis Ventures, Inc., for marketing consulting services for RTC TOPS Program, in an amount not-to-exceed \$500,000 for FY2023-2024. (For Possible Action)

4.5. Executive, Administrative and Finance Department

- 4.5.1 Acknowledge receipt of a report regarding quarterly progress on RTC Agency Goals and Strategic Roadmap - FY 2024 (Q1). (For Possible Action)
- 4.5.2 Approve revisions to Chapter 11 (Attendance and Leaves) of the RTC Personnel Rules, pursuant to RTC Personnel Rule 1.3. (For Possible Action)
- 4.5.3 Acknowledge receipt of the Asset Donation Log for the second quarter of calendar year 2022 through the third quarter of calendar year 2023. (For Possible Action)

**5. Public Hearing:**

- 5.1. Conduct a public hearing regarding approval of Amendment No. 1 to the FFY 2023-2027 Regional Transportation Improvement Program (RTIP); adopt a resolution approving Amendment No. 1 to the FFY 2023-2027 RTIP. (For Possible Action)
  - a. Staff Presentation
  - b. Public Hearing
  - c. Action

**6. Discussion Items and Presentations:**

- 6.1. Quarterly report from Keolis Transit Services, LLC regarding fixed-route operations and maintenance performance measures. (No Action Required)
- 6.2. Presentation on a report from Government Leadership Solutions regarding its evaluation of the RTC's organizational climate. (No Action Required)

**7. Reports (Information Only):**

- 7.1. Monthly verbal update/messages from RTC Executive Director Bill Thomas - no action taken.
- 7.2. Monthly verbal update/messages from Paul Nelson, RTC Government Affairs Officer on federal matters related to the RTC - no action will be taken.
- 7.3. Monthly verbal update/messages from NDOT Director Tracy Larkin Thomason or designated NDOT Deputy Director - no action will be taken.

**8. Commissioner Announcements and Updates:** *Announcements and updates to include requests for information or topics for future agendas. No deliberation or action will take place on this item.*

**9. Public Comment:** *Public comment taken under this item may pertain to matters both on and off the agenda. The Chair may take public comment on a particular item on the agenda at the time it is discussed. Comments are to be made to the Board as a whole and not to individual commissioners.*

**10. Adjournment (For Possible Action)**

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Posting locations: RTC, 1105 Terminal Way, Reno, NV, RTC website: [www.rtcwashoe.com](http://www.rtcwashoe.com), State website: <https://notice.nv.gov/>