

**REGIONAL TRANSPORTATION COMMISSION
WASHOE COUNTY, NEVADA**

FRIDAY

8:00 A.M.

November 15, 2024

PRESENT:

**Ed Lawson, Chair, Mayor of Sparks
Alexis Hill, Vice Chair, Washoe County Commissioner
Mariluz Garcia, Washoe County Commissioner (Via Phone)
Devon Reese, Reno City Council
Bill Thomas, RTC Executive Director
Adam Spear, Legal Counsel
Sajid Sulahria, Deputy Director of NDOT**

ABSENT:

**Hillary Schieve, Mayor of Reno
Tracy Larkin Thomason, Director of NDOT**

The regular monthly meeting, held in the 1st 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. Being none, Chair Lawson moved to Consent Items.

Item 3 APPROVAL OF AGENDA

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

Items 4 CONSENT ITEMS

Vice Chair Hill pulled Item 4.4.1 asking for more information.

On motion of Vice Chair Hill to approve the remaining consent items, less Consent Item 4.4.1, seconded by Commissioner Reese, the motion unanimously carried, Chair Lawson ordered that the remaining consent items for this meeting be approved.

4.1 Minutes

- 4.1.1 Approve the meeting minutes for the 10/18/2024 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 monthly Planning Activity Report. (For Possible Action)
- 4.2.3 Acknowledge receipt of the monthly Engineering Activity Report. (For Possible Action)
- 4.2.4 Acknowledge receipt of the monthly Public Transportation and Operations Activity Report. (For Possible Action)
- 4.2.5 Acknowledge receipt of the monthly Outreach Report from the Communications staff. (For Possible Action)
- 4.2.6 Acknowledge receipt of the monthly summary report for the Technical, Citizens Multimodal, and Regional Road Impact Fee Advisory Committees. (For Possible Action)

4.3 Engineering Department

- 4.3.1 Approve an administrative settlement in the amount of \$389,000 authorizing RTC to acquire a fee simple interest in the entirety of APN: 013-082-19 from Dittler Properties, LLC for the Mill Street Capacity and Safety Project; approve a short-term lease with Alltaken, Inc., to provide more time for tenant relocation efforts. (For Possible Action)
- 4.3.2 Approve an administrative settlement in the amount of \$76,730 authorizing RTC to acquire certain property interests related to APN: 013-081-29 from Golden Valley Holding, LLC, for the Mill Street Capacity and Safety Project. (For Possible Action)
- 4.3.3 Approve an administrative settlement in the amount of \$115,790.25 authorizing RTC to acquire certain property interests related to APN: 012-201-23 from Wilson Bros. Sales, for the Mill Street Capacity and Safety Project. (For Possible Action)
- 4.3.4 Approve an administrative settlement in the amount of \$54,479 authorizing RTC to acquire certain property interests related to APN: 012-220-19 & 012-220-36 from Erik Litak for the Mill Street Capacity and Safety Project. (For Possible Action)
- 4.3.5 Approve a contract with Kimley Horn and Associates, Inc., for design services and engineering during construction services for the Stead Signal Improvements Project, in an amount not-to-exceed \$456,047. (For Possible Action)
- 4.3.6 Approve a contract with HDR, Inc., for design services and engineering during construction services for the La Posada Corrective Project, in an amount not-to-exceed \$395,413. (For Possible Action)
- 4.3.7 Approve Amendment No. 1 to the contract with Jacobs Engineering Group, Inc., for additional services related to coordination and design effort associated with the Construction Manager At Risk (CMAR) project delivery method for the Sierra Street Bridge Replacement Project, in the amount of \$498,490, for a new total not-to-exceed amount of \$4,151,618. (For Possible Action)
- 4.3.8 Approve a contract with Wood Rodgers, Inc., for design and optional engineering during construction services for the Traffic Signal Modifications 26-01 Project, in an amount not-to-exceed \$391,730. (For Possible Action)
- 4.3.9 Approve a contract with HDR Engineering Inc., for design and optional engineering during construction (EDC) for the Traffic Signal Fiber 26-01 Project, in an amount not-to-exceed \$554,491. (For Possible Action)
- 4.3.10 Approve a contract with HDR Engineering, Inc., to conduct a Transportation Systems Management and Operations (TSMO) Capability Maturity Model (CMM) assessment of the RTC, in an amount not-to-exceed \$181,760. (For Possible Action)

4.4 Public Transportation/Operations Department

- 4.4.1 Approve a contract with WSP USA, Inc., to conduct a study to evaluate the feasibility of developing a commuter or employee-access rail system to provide a reliable alternative mode of transportation for daily workforce commuting between the Reno/Sparks area and the Tahoe-Reno Industrial Center located in Storey County, in an amount not-to-exceed \$797,517.81. (For Possible Action) *Item pulled for details and discussion, see below.*
- 4.4.2 Approve a Contribution Agreement with the Downtown Reno Business Improvement District, a private Nevada nonprofit corporation, in an amount not-to-exceed \$100,000 per year for three years for transit related purposes, including ambassador services, cleaning/maintenance services, augmented police services, and other special services within the Reno Business Improvement District located in the vicinity of downtown Reno. (For Possible Action)
- 4.4.3 Approve Amendment #12 to the contract for operation and maintenance of paratransit and on-demand transit services with MTM Transit, LLC, to increase the Revenue Vehicle Hour Rate for normal service in the second two option years to \$77.27 in FY26 and \$78.42 in FY27, increase the rate for special/extra service in the second two option years to \$45.47 in FY26 and \$46.57 in FY27, and increase the Fixed Monthly Payment in the second two option years to \$86,615 in FY26 and \$89,011 in FY27; authorize the Executive Director to exercise RTC's option for the second two option years. (For Possible Action)
- 4.4.4 Approve a contract with Complete Coach Works for the purchase of electric vehicle bus parts, in an amount not-to-exceed \$150,992.30. (For Possible Action)
- 4.4.5 Acknowledge receipt of this quarterly Construction/Maintenance update on Transit Stops as presented to the Citizens Multimodal Advisory Committee on November 6, 2024. (For Possible Action)

4.5 Executive, Administrative and Finance Departments

- 4.5.1 Approve a contract with the Guinn Center to study fuel tax replacement options and policy implications of different solutions, in an amount not-to-exceed \$108,020. (For Possible Action)
- 4.5.2 Acknowledge receipt of a report regarding quarterly progress on the RTC Strategic Roadmap - FY 2025 (Q1). (For Possible Action)

James Gee, Director of Public Transportation and Operations, Resolution 4.4.1 authorizes a contract between RTC and WSP for the performance of a commuter rail study connecting downtown Reno, downtown Sparks, and the Tahoe Reno Industrial Park. This corridor is approximately 19 miles, currently has a Union Pacific rail line, and we are going to study the potential of commuter rail to connect the population in Reno to where the workforce is at the industrial park and in between. This is a very exciting project for us. As a part of the scope of work, we will look at not only the capital costs, the ongoing operating costs and the projected ridership, but we will also be looking at first mile last mile solutions within the industrial park. Looking at station locations to serve the potential riders and grant opportunities. Most importantly, this contract will allow us to develop a package that we can share with UPRR for review and hopeful approval so we can operate on their rail line.

Austin Osborne, County Manager for Storey County. I appreciate the opportunity to be here today. I really would like to start with a thank you to Mr. Thomas, as well as Chris Riley from the Governor's Office, Taylor Adams from EDAWN and other members of this community and ours that I think really have put a significant effort into trying to pull in not only stakeholders, but decision makers together in looking at ways to address transportation and other regional matters and Storey County. Our team and

myself are honored to be part of these conversations. Today, to us, is a kind of a monumental step in the right direction of working regionally. My board knows that I'm here and they're supporting our discussions of where we are at this point. I'm prepared on December 3rd to bring to my board for consideration the items that are being discussed by you all here today. At this point, we just want to really reemphasize that as far as coming together, working mutually toward resolutions, whether it's transportation, housing, even helping Story County implement its master plan update with housing and workforce housing expansion and other regional matters, that this is very exciting for us. We're really looking forward to working with you.

I would also like to point out, too, that we have had some commitments from the private businesses in the Tahoe-Reno Industrial Center to also contribute towards this effort. So, this really is going to be a jointly funded effort funded by RTC, Washoe County, NDOT and private businesses in the total amount to be funded of \$797,517.81. I'm very proud to share with the Board that this really is an interregional effort to address this issue.

The contributions from all entities will be brought back to the Board. All Commissioners are very excited for the endeavor to happen and are happy with WSP.

On motion of Vice Chair Hill to approve Consent Item 4.4.1, seconded by Commissioner Reese, motion unanimously carried, Chair Lawson ordered that Consent Item 4.4.1 be approved.

Item 5 DISCUSSION ITEMS AND PRESENTATIONS

5.1 Receive a presentation from staff regarding the 2050 Regional Transportation Plan (RTP) Update. (Informational Only)

Vanessa Lacer, RTC Planning Director, provided a presentation and discussed the 2050 RTP.

I'm pleased to be able to share with you some of the work we've been doing, provide a bit of an overview and our development timeline. I'll provide a snapshot of what we've completed and things still on our to do list and then I'd like to dig in a little bit around project development and project prioritization. Give you a sense of the methodology we're using there and then leave you with some important next steps. We are on track for spring 2025 adoption.

We have completed the first round of our public engagement, and we've held five agency working group meetings. We've completed plan visioning and goal setting. We will have a second round of public engagement, which includes some draft plan presentations and then of course, plan adoption.

We have 204 projects in total, and the types of projects we identified are grouped into sort of four big categories freeway capacity, spot, intersection and multi-modal. Some key steps in this process included a call for projects from jurisdictions. This ensured that each jurisdiction had the same bite at the apple. They were able to submit projects that were important to their communities and also the region.

The development of the project scope was another key step in making sure that the current RTP projects scope was still applicable to today's conditions, and then also developing the estimated project cost was incredibly important. The understanding is that the majority of the projects in this draft list do not have engineering associated with them, and these estimated project costs are really at planning level. So, we're using previous project costs, what we know, material costs, etc. to develop those planning level costs with the expectation that as projects move into an implementation phase and we

get new information, those costs will likely change. So, once we had that draft project list with the scope and the estimated cost, we were able to move into this phase of project prioritization and project scoring. To do that, we built a scoring tool and worked with our agency working group to get feedback on this tool. The tool is based on our nine plan goals that we have developed in communication with the agency working group and taking into consideration federal and state goals.

The draft is planned to be available January 3rd. At that time, we'll open a 30 day public comment period. That's our second round of public engagement, so we'll be seeking comments on the draft plan. As part of the comment period, we'll be doing some presentations in the community as well to gain feedback. We'll also be providing the draft plan for review by our Plan Agency Working Group, our Technical Advisory Committee, as well as our Citizens Multimodal Advisory Committee. That's all occurring in January of this of next year and then we're going to be seeking plan adoption in February of next year with a backup date of March and that's our deadline for plan adoption

Bill Thomas, RTC Executive Director. Two things I want to share with the board. First is that we're a bit under the gun with this project because it's required to be done by a certain date by the US Department of Transportation. Unfortunately, the reason we're here is because we had a challenge recruiting the replacement for a planning director, so that put us way behind. But I personally believe it was well worth the wait, because Vanessa's been a rock star in jumping into this and bringing this forward. One of the things I would offer to the board members is individual meetings where we can go through the projects and give you as deep a dive as you want in terms of what the plan includes, because it would probably be a challenge to do that in a public forum like this for all of you to feel comfortable about everything. I will offer that to each and every one of you and we'll sit down with Vanessa and the technical staff we need to be able to best answer your questions. The most important thing to take away is the RTP is really a start and not a finish

Vice Chair Hill, did you engage the Tahoe Transportation District? I know they are not a governmental agency necessarily. They do overlap in Washoe, but I just want to make sure that Tahoe was engaged in this because my Washoe County staff aren't necessarily looking at Tahoe when you engage them on their projects.

Vanessa Lacer, I'm not certain of the exact representative, but we did have an inter county group that we worked with as well, and the purpose really was to reach across county boundaries and make sure that the greater region was aware of what we were doing and able to provide feedback, and they'll be involved in that draft plan review as well, so Tahoe is part of that.

5.2 Receive a report and presentation from Simmons Group regarding its employee classification and compensation study of the Regional Transportation Commission. (Informational Only)

Ann Simmons Nicholson and Brittany Winters, consultants from the Simmons Group, gave a presentation on the classification and comp study performed for the RTC.

The survey findings were that overall, the RTC's market position and annual base salaries are in the 50th percentile or median for each employee's respective position. RTC's average base compensation as an overall organization is 12 percentage points above the market median. RTC has made the decision, and we believe it is a wisely made decision that based on this study, no RTC employee will experience a reduction in compensation and some may receive pay adjustments. The proposed compensation framework from the data that we collected, we are recommending 21 salary bands. The salary range midpoints will be based on the market 50th percentile.

The salary bands provide a hierarchical system that enables employees to be promoted from one band to another and this will help avoid salary compression. When someone gets promoted into another position, they can sometimes be making less than the people that they are supervising. Then 75% range spreads from the minimum to the maximum salary will allow for the longevity and recognizing the difference of rates and pay for performance.

We suggest that you're good with the current data and for the first full year after this. So next year we would suggest that you look at a 2.5% to 2.9% adjustment to your salary bands. It is very typical that there is a number determined by this, by your executive team and approved by this Board, that would keep your market competitive. The second year we would suggest that you benchmark key positions by job families, specifically those job families that are difficult to hire for and are very competitive. Once you benchmark those key positions, consider an overall adjustment to the salary bands. Then the third year, in order to keep you current with the market as well as aligned with the market, because we don't know what's going to happen in three years, you would once again do a full compensation study.

The Commissioners would like to see our drivers, mechanics, and folks who are in the bargaining groups that are Keolis and MTM take part in this type of survey in the near future as well.

Laura Freed, RTC Administrative Director will bring something forward to the Board no later than the next budget cycle, but if it can be done quicker, we're looking at probably January/February to have something to present back to you.

Item 6 REPORTS (Informational Only)

6.1 RTC Executive Director Report

1. The RTC is finalizing a contract with WSP to conduct a rail service planning study between Reno-Sparks and Tahoe-Reno Industrial Center.
 - The six-month project is expected to cost around \$800,000. The RTC Board approved \$400,000 – and NDOT has agreed to pay another \$200,000. We could also expect funding from Storey County and Panasonic. The study will explore the possibility of using Union Pacific right-of-way for commuter rail to relieve congestion on Interstate 80.
2. Once again, the RTC helped residents during the Callahan Fire in south Reno, Monday.
 - MTM sent five paratransit vehicles to the Neuro Restorative Center. They transported 10 patients and three staff to Alpine and Renown. Keolis staged one bus at Galena High School for anyone who needed transportation to get out of the area. Thank you to Jaime Borino, Taquan Jackson of Keolis, Jessica Rutherford and Simon Batter of MTM for answering the call on this important service during an active emergency.
3. The RTC is holding our annual Stuff A Bus Holiday Food Drive to help our neighbors in need.
 - This year's event is December 12th from 10 in the morning to 4 in the afternoon. We will park a bus at Sam's Club on Kietzke Lane to collect non-perishable food items. We will take the bus to the KTVN "Share Your Christmas Food Drive" the next day to drop off the food. All of it will go to the Food Bank of Northern Nevada. This is a great community event that we are more than happy to lead.
4. Please welcome our newest member to the RTC – Nichole Neri.
 - Nichole started her new job as the Agency Services Supervisor November 4th. She comes to us from HTA Plumbing and Mechanical where she was the office manager for eight years. She has experience in administrative support, billing and accounts receivable, creating operating procedures, and the supervision of other employees. Nichole is replacing Lee Anne Olivas who is moving into her new position as HR Analyst. Lee Anne is working

with Nichole to learn eBuilder and get her up to speed. Welcome, Nichole. We look forward to your success here at RTC.

5. Congratulations to Josh MacEachern and Jeremy Lattin for their first anniversaries with the RTC.
 - Josh is our Public Information Officer. He hit the ground running and quickly got up to speed on our projects and programs. He's doing a great job getting information out to the public.
 - Jeremy is our Senior Financial Analyst, leading the way on our grant applications. Since he arrived, D-O-T awarded the RTC with a Safe Streets for All Planning Grant. We are waiting to hear if we were successful on two other grant submissions.
 - Thank you, Josh and Jeremy – keep up the good work.
6. Also, a big shoutout to Wesley Hall on celebrating five years at the RTC.
 - Wes is one of our Facilities Maintenance Specialists. He's been doing a great job to keep our properties in good condition – including our bus stops around town. Congratulations and thank you, Wes!
7. I would also like to congratulate Alex Wolfson and his wife on the birth of their first child.
 - The Wolfson's welcomed their son, Kiahn (Keon), November 2nd. Both mom and the baby are home and doing well. Alex is also taking some leave to be with his family during this exciting time. We wish the Wolfson's all the best with their new addition and their growing family!
8. The MTM Employee of the month is Michael Willing.
 - Michael has been serving the community in an MTM uniform for a year-and-a-half but chose driving as a career, long before that. He plans to stay behind the wheel of ACCESS or FlexRide buses for the foreseeable future. He says it's the people that keep him motivated. Outside of work, he likes to go to the movies, fish, and care for his dog, Coyote. Michael's family is in central California, and he likes to visit when possible.
9. The Keolis Driver of the Month is Se-dah Sarvestano.
 - He has worked as a bus operator for RTC Ride since May of 2020. Se-dah's accomplishments in October consist of 97 percent on-time performance, zero preventable accidents, and no customer complaints. He loves his career and wears a bright smile each day at work. When he's not working, he enjoys quality time with his family.

6.2 RTC Federal Report

Paul Nelson, RTC Government Affairs Officer. Congress is back in session now and with Republicans winning the white House and both houses of Congress, we will see some reshuffling on the Republican side. One of those could be Congressman Amodei, who right now is the subcommittee chair on appropriations for the Department of Homeland Security. We could see him move to a different position in the subcommittee. As a result, most legislation in the Senate has to be bipartisan because of the 60 vote threshold. So, the Senate leadership will have to work with Democrats in order to pass anything. Republicans will use their 53 seat majority to extend the 2017 tax cuts through the reconciliation process. Lawmakers will likely delay FY25 appropriations until March, instead of trying to get back and get everything done by December 20th. As you've probably seen, Senator Thune from South Dakota will be the Senate majority leader. President elect Trump has vowed to repeal the Inflation Reduction Act, but the law is actually helping out a lot of these red districts, a lot more than the Democratic districts. So, a lot of the Republican senators are actually lobbying to keep those in place. The plan could be to trim it down instead of having a full repeal of credits. Targeting EVs and renewables could be the most vulnerable. The priorities will likely change as well.

During the last two years of the bipartisan infrastructure law, expect less emphasis on climate equity and social justice considerations on the merit criteria for traditional road and bridge projects. We can

also expect the Trump administration to prioritize rural highway projects in the Raise Grant Program, similar to his first term from Fiscal Years 18 to 20. About half of the Raise Money was actually used for highway expansion projects, and FHWA has announced its protect NOFO. We do plan on applying for this grant for the Sun Valley Community Gateway project, just as a backup, in case we're not successful on the Reconnecting Communities Grant. Those awards will be announced early next year and the protect application is due in late February.

6.3 NDOT Director Report

NDOT Deputy Director Sajid Sulahria gave a presentation and a summary on the following topics:

- Last month NDOT received a \$275 Million Grant for the widening of I-80 from Vista Boulevard out to USA Parkway. We are working on NEPA right now, and NEPA is anticipated to be completed in summer of 2025. Then we will begin the final design and the design and construction will commence in the upcoming years.
- Bicycle Safety Training Certification, which includes hazard avoidance, traffic safety, proper road positioning, leading group rides and developed plans for additional bicycle safety events and classes.
- Trunk or Treat Community Event was on Saturday, October 26th and we hosted an information booth, including pedestrian and school zone safety information.
- New CDL Virtual Snowplow Simulator includes: training to enhance new driver confidence with the potential to reduce crashes; customizes training to Nevada roads; can reduce training-related fuel, maintenance and equipment costs and has a one-year lease.

Item 7 COMMISSIONER ANNOUNCEMENTS AND UPDATES

Chair Lawson, I want to say happy Thanksgiving to everyone and if you need something to do Thanksgiving morning, we have the Turkey Trot and Sparks so you can work up an appetite. It's a great family event and we usually have a couple thousand people there. It's just fun to get out and see your neighbors, too.

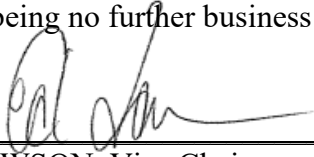
Item 8 PUBLIC INPUT

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.

Mr. Mac Rossi, local resident, I'm here not as a public comment, but as more as a reminder. I've been working on two projects in Ward 5 for many years. One project has been going on for nine years and it's over in Keystone and North McCarran. There are 800 apartments over there at McCarran and can only turn right. RTC with NDOT and the City of Reno have okayed to put a signal in there. So, anybody going north can also make it north without having to make a U-turn. Like I said, this project has been going on for nine years, and it was going to be completed last summer, but it was delayed until spring of this year and then summer of this year and now it's moved to next year. The other project I've been working on for five years is a bus stop on 7th Street and McCarran. It's in a designated right hand turn lane with three lanes of traffic designated for that lane. It's not ADA approved, and it was supposed to be in the process of being completed this summer. Now it has been delayed again. I want to just be here to ask you to do your part to get her done. Thank you.

Item 9 ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 9:15 a.m.



ED LAWSON, Vice Chair
Regional Transportation Commission

****Copies of all presentations are available by contacting Michelle Kraus at mkraus@rtcwashoe.com.**