

**REGIONAL TRANSPORTATION COMMISSION
WASHOE COUNTY, NEVADA**

FRIDAY

9:00 A.M.

April 18, 2025

PRESENT:

**Alexis Hill, Chair, Washoe County Commissioner
Ed Lawson, Mayor of Sparks
Mariluz Garcia, Washoe County Commissioner
Hillary Schieve, Mayor of Reno (Via Conference Line 9:20 a.m.)
Bill Thomas, RTC Executive Director
Adam Spear, Legal Counsel
Sajid Sulahria, Deputy Director of NDOT (Alternate)**

ABSENT:

**Devon Reese, Vice Chair, Reno City Council
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 Hill. The Board conducted the following business:

Item 1 CALL TO ORDER

- 1.1 Roll Call
- 1.2 Pledge of Allegiance

Item 2 PUBLIC COMMENT

Chair Hill opened the public comment period.

Mac Rossi provided public comment thanking the RTC for its support on two longstanding community projects: the upcoming traffic signal installation at North McCarran and Keystone, and the ADA improvements to the bus stop at 7th Street and North McCarran. He also expressed appreciation to RTC staff member Susie Trinidad for arranging transportation for seniors to attend the Legislature's Senior Day in Carson City.

Item 3 APPROVAL OF AGENDA

On motion of Commissioner Garcia to approve, seconded by Commissioner Lawson, which motion unanimously carried, Chair Hill ordered that this item be approved.

Items 4 CONSENT ITEMS

4.1 Minutes

- 4.1.1 Approve the meeting minutes for the 02/21/2025 RTC Board meeting. (For Possible Action)
- 4.1.2 Approve the meeting minutes for the 03/14/2025 RTC Board Workshop 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 a Regional Road Impact Fee (RRIF) Offset Agreement between RTC, Lennar Reno, LLC and the City of Reno for RRIF Waivers for offset-eligible improvements associated with roadway widening, drainage improvements, and dedication of right of way to extend South Meadows Parkway eastward. (For Possible Action)
- 4.3.2 Approve a Regional Road Impact Fee (RRIF) offset agreement between RTC, the City of Sparks, and 5 Ridges Development Company, Inc., for RRIF Waivers for offset-eligible improvements to be made for the widening and intersection modifications along Highland Ranch Parkway between Pyramid Highway and the 5 Ridges Parkway. (For Possible Action)
- 4.3.3 Approve a Regional Road Impact Fee (RRIF) offset agreement between RTC, Sunny Hills Ranchos, and the City of Reno for RRIF Waivers for offset-eligible improvements associated with roadway widening along South Meadows Parkway, associated drainage improvements, dedication of right of way South Meadows Parkway widening; Steamboat Creek culvert improvements; and associated engineering costs for RRIF eligible improvements. (For Possible Action)
- 4.3.4 Approve a qualified list of consultants to provide civil engineering, design, and construction management services for the Street and Highway Program. (For Possible Action)
- 4.3.5 Approve a contract with Lumos and Associates, Inc., to perform design and engineering during construction services related to the 2026 PCCP Preventive Maintenance Project, in an amount not-to-exceed \$298,050. (For Possible Action)
- 4.3.6 Approve Change Order No. 09 to the contract with Granite Construction Company, Inc. for the construction of the Oddie/Wells Corridor Multi-Modal Improvements Project, in the amount of \$142,551.44. (For Possible Action)
- 4.3.7 Approve a Resolution of Condemnation authorizing RTC's legal counsel to commence condemnation proceedings to acquire a public utility easement interest on part of APN 019-360-15 from Center Line Group, LLC-Reno Series, which are needed to construct the Virginia Street Utility Relocation project. (For Possible Action)

4.4 Public Transportation/Operations Department

- 4.4.1 Approve the RTC Safety Management System Plan (Safety Management Plan) as required by 49 C.F.R. Part 673. (For Possible Action)

4.5 Executive, Administrative and Finance Departments

- 4.5.1 Acknowledge receipt of the Asset Donation Log for the third quarter of calendar year 2024 through the first quarter of calendar year 2025. (For Possible Action)

On motion of Commissioner Garcia to approve, seconded by Commissioner Lawson, which motion unanimously carried, Chair Hill ordered that this item be approved.

Item 5 DISCUSSION ITEMS AND PRESENTATIONS

5.1 Approve the FY 2026 – FY 2027 Unified Planning Work Program (UPWP). (For Possible Action)

Vanessa Lacer, RTC Planning Director, gave an update and presentation on the UPWP. She explained that the Unified Planning Work Program (UPWP) is a key document for the Metropolitan Planning Organization (MPO), which acts as the planning arm of the Regional Transportation Commission (RTC). Updated every two years, the UPWP outlines planning activities, timelines, and budgets, fulfilling both federal and state requirements and enabling federal funding through quarterly reimbursements from the Nevada Department of Transportation.

The UPWP is divided into six categories. Administration, Development Review, Multimodal Planning and Programming, Street and Highway Planning, Public Transportation Planning and Air Quality Planning.

The projected budget is approximately \$5.9 million over two years, with \$1.2 million in federal grants and \$500,000 in local contributions. The largest portion—65% of the budget or about \$3.8 million—goes to Multimodal Planning and Programming.

Seven corridors and area plans have been identified, including the Truckee River Path Plan to be drafted by 2026. These studies inform quick-build and long-term projects, which feed into the Regional Transportation Improvement Program and are supported by interlocal agreements for construction and budget allocation. Post-construction projects are reviewed to assess their impact.

The document was previously reviewed by RTC Advisory Committees (Citizen Multimodal Advisory Committee and Technical Advisory Committee) with no objections. The UPWP will be submitted to state and federal transportation agencies. Tasks for FY 2026 and FY 2027 are set to begin on July 1st.

Chair Hill gave credit for the great work that was done with our partners at Reno and Sparks. She expressed her disappointment in Washoe County for not submitting any projects but is excited about moving on the Truckee River path.

On motion of Commissioner Garcia to approve, seconded by Commissioner Lawson, which motion unanimously carried, Chair Hill ordered that this item be approved.

5.2 Receive a presentation on the status of the Central Reno & Central Sparks Neighborhood Network Plans. (Informational Only – No Action Required)

Marquis Williams, Senior Transportation Planner, gave a brief presentation and status on the Neighborhood Network Plans that were started in October of 2024. The Active Transportation Program, approved in September 2024, seeks to boost walking and biking in the region through goals that include improving safety, expanding mode share, sustainable system maintenance and

enhancing community quality. Implementation follows a neighborhood network planning strategy, guided by tools like gap analysis and the Pedestrian Experience Index.

The Active Transportation Technical Advisory Committee (ATTAC) supports coordination with local jurisdictions. The program focuses on neighborhood-level travel, recognizing that most walking and biking trips are local. The region is divided into 12 neighborhoods, aiming to increase comfort and safety through a network of connected corridors.

Marquis Willams shared the following timeline updates:

- Central Reno Plan: presentation in June, approval in July
- Central Sparks Plan: presentation in August, approval in September
- Quick build projects: targeted for 2026 implementation, pending timeline adherence

Chair Hill asked how Commissioners could best support RTC staff in their projects that involve city and county presentations, emphasizing the importance of advocacy and acknowledging the potential for changes on presentation day.

Bill Thomas, RTC Executive Director, stated that he believes that putting emphasis on the importance of public outreach during project discussions and also suggested involving board members from outside the jurisdiction to highlight regional value would be helpful.

Commissioner Lawson stated there is a need for better access to the river for Sparks residents. With the current reliance on Sparks Boulevard and the dangers of McCarran due to heavy truck traffic, we need to find a safer route across I-80 to reach the river.

5.3 Approve the classification plan and compensation schedule for Fiscal Year 2026, including a revised Pay for Performance program. (For Possible Action)

Laura Freed, Director of Administrative Services, discussed the classification and compensation study initiated over a year ago. The consultant's report was presented in November, and in February, the Board approved market adjustments for nine positions, resolving supervisory compaction issues and correcting Fair Labor Standards Act designations for two positions.

Laura Freed stated that this item approves a new classification plan with refreshed job descriptions, reducing the total by eliminating old and duplicative titles. The process involved collaboration among the executive director, department directors, and staff. Additionally, a compensation plan is proposed, adding 18% to the top end of pay scales for FY 26 to support salary growth. The policy for cost of living adjustments and pay for performance will be based on Western CPI data and annual recommendations. The costs are already included in the budgeted salary and fringe.

On motion of Commissioner Garcia to approve, seconded by Commissioner Lawson, which motion unanimously carried, Chair Hill ordered that this item be approved.

5.4 Review a report from the RTC's Director of Finance regarding the Fiscal Year 2026 increase in the indexed fuel taxes in Washoe County that will become effective on July 1, 2025, as required by NRS 373.067 and WCC § 20.43416. (Informational Only – No Action Required)

Christian Schonlau, RTC Director of Finance/CFO presented the annual indexing process to the public and the Board. He reminded everyone that there is no decision-making by RTC in the rates that come out of this process. There are statutory formulas based on a rolling average of ten years of PPI data from the Western states and we just apply them to current rates. This method helps avoid rate shocks, with recent inflationary impacts smoothed to maintain indexing around 4%.

The 3.45 cents per gallon increase helps to offset inflationary costs in fuel tax in our region. There are other forces that negatively affect fuel tax revenue to the RTC and all the local jurisdictions, specifically electric vehicles and other high efficiency vehicles that do not pay the same taxes. There is a flattening in gallons sold across Washoe County and an expected decline in gallons. The entire workup of calculations is in the Board agenda packet.

5.5 Acknowledge receipt of the Fiscal Year 2026 RTC Tentative Budget. (For Possible Action)

Christian Schonlau, RTC Director of Finance/CFO, gave a presentation and discussion on the FY26 Tentative Budget. The presentation focused on the annual capital and operating budget for the RTC. The tentative budget incorporates key recommendations from both the Board and Director retreats. Additionally, one full-time position for a management analyst was added, bringing the total staff to 76 FTEs.

The preliminary budget was submitted to the Department of Taxation on April 15, with final approval scheduled for May 29 and implementation beginning July 1.

Approximately 90% of the budget is allocated to capital projects. Major capital projects for the upcoming fiscal year include \$30 million for Arlington Avenue Bridges, \$15 million for Mill Street, and \$30 million for Sparks Boulevard. Transit investments include the construction of a permanent hydrogen fueling station, the arrival of six additional hydrogen buses, and the replacement of 10 aging vehicles with hybrids. The Virginia Street BRT expansion is progressing with repurposed FTA funds, and planning continues on the TRIC rail connector and Safe Streets for All study. The RTC is also advancing its Neighborhood and Active Transportation Plans.

The budget is balanced, as required, and follows a flat operating strategy due to expected declines in sales tax revenue. Personnel and other controllable costs were held steady, while regional trends such as population growth and low unemployment remain positive.

Commissioner Garcia asked whether any of the federal funding is at risk of being pulled back, paused or terminated, especially in the context of ongoing planning for construction.

Christian Schonlau responded by acknowledging some uncertainty at the federal level but clarified that most of the funding consists of formula funds already received by RTC and available for immediate use. In the event that anticipated federal funds are not received, RTC could backfill with

other revenue sources, which may reduce the number of future projects but would not impact current operations or projects underway.

On motion of Commissioner Garcia to approve, seconded by Commissioner Lawson, which motion unanimously carried, Chair Hill ordered that this item be approved.

Item 6 REPORTS (Informational Only)

6.1 RTC Executive Director Report

Bill Thomas, RTC Executive Director, reported on the following items:

- Terminal building office hours.
- All fixed route buses now have protective barriers for drivers.
- The RTC is expanding its partnership with the Washoe County Libraries.
- Good news was received on the air quality and ozone challenge in the Intermountain West.
- The RTC, NCE, and Granite Construction won the Transportation Project of the Year Award from the ASCE Truckee Meadows Branch for the Oddie Wells Project.
- The Sparks Intelligent Corridors won the Transportation Achievement Award in the TSMO Category in the ITE Mountain District in partnership with Kimley-Horn and UNR.
- RTC is very proud to have sponsored Latino Lobby Day at the Nevada Legislature.
- RTC provided transportation to and from Carson City for Senior Day at the Legislature.
- RTC will provide shuttle service to the Earth Day celebration at Idlewild Park tomorrow.
- Congratulations to our Assistant Transit Planner, Alex Cruz who graduated at the APTA Mobility Conference and International Bus Roadeo earlier this month.
- I'm happy to introduce you to our newest team member, Rick Parton, who started as RTC's Finance Manager on April 7th.
- Congratulations to Omar Casildo, Accounting Specialist on his one year RTC anniversary.
- The MTM Employees of the Month for February and March are Monika Ramirez and Andy Briswalter.
- The Keolis Drivers of the Month for March and April are Robert Wendt and Earl Ray Grant.

6.2 RTC Federal Report

Paul Nelson, RTC Government Affairs Officer, reported that RTC submitted \$6 million in federal funding requests for three regional projects with full support from Nevada's congressional delegation. He noted a federal review of past grant awards focused on DEI, climate, EVs, and bike projects, which may impact any grants not yet obligated. RTC is also preparing input for upcoming federal transit law reforms and the 2026 transportation reauthorization bill, with suggestions due to Congress and NDOT by early May.

6.3 NDOT Director Report

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

- Pyramid Highway – Final Construction Season Launches
- Driver's Edge Program
- Work Zone Safety Awareness Week April 21 - 25
- State Route 28 Multi-Agency Open House April 30
- Freeway Service Patrol – Mitigations and Clearance Times

Item 7 COMMISSIONER ANNOUNCEMENTS AND UPDATES

The Board congratulated Bill Thomas's five-year anniversary as Executive Director of the RTC. Bill Thomas thanked the Board for their support and trust, emphasizing that the organization's success is due to the collective efforts of the Board, executive leadership, and staff.

Item 8 PUBLIC COMMENT

Chair Hill opened the public comment period.

Carlos Elizondo, Local Resident, provided public comment regarding fare payment inconsistencies on RTC buses and concerns about enforcement and fairness in rider payment practices.

Item 9 ADJOURNMENT

The meeting was adjourned at 10:22 a.m.



ALEXIS HILL, Chair
Regional Transportation Commission

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