

REGIONAL TRANSPORTATION COMMISSION (RTC)
REGIONAL ROAD IMPACT FEE (RRIF)
TECHNICAL ADVISORY COMMITTEE (TAC)
MEETING MINUTES
THURSDAY, JUNE 26, 2025

MEMBERS PRESENT

Jeff Wilbrecht, Regional Transportation Commission

Mitchell Fink, Washoe County

Douglas Buck, City of Reno

Khalil Wilson, City of Reno

Amber Sosa, City of Sparks

Karl Nieberlein, City of Sparks

Sienna Reid, City of Sparks

Kraig Knudsen, Private Sector

Randy Walter, Private Sector

MEMBERS ABSENT

Alex Velto, City of Reno

Dale Keller, RTC

Hans Meyer, City of Reno

John Krmpotic, Private Sector

Michon Reede, Washoe County

Mike Mischel, City of Reno

Rob Pierce, Washoe County

Vanessa Lacer, RTC

Item 1: Roll Call/Call to Order

The meeting was conducted via Zoom and called to order at 8:31 a.m. Roll was taken, and a quorum was confirmed.

Item 2: Verbal Instructions Required by Assembly Bill 219 (2023)

The verbal instructions were read by the committee Chair, Jeff Wilbrecht.

Item 3: Public Comment

No public comments were received.

Item 4.1: Approval of the May 22, 2025, Meeting Minutes

The May 22, 2025, meeting minutes were approved with a noted correction.

Item 5.1: Acknowledge Receipt of a Report on the Proposed Updates to the 8th Edition RRIF

GAM and the RRIF CIP

Jeff Wilbrecht, RTC Engineering Manager, presented an overview of the proposed updates to the 8th Edition RRIF General Administrative Manual (GAM) and RRIF Capital Improvement Plan (CIP). These updates stem from the completion of the RTC 2050 Regional Transportation Plan (RTP), which identified capital improvements needed to support regional growth and development.

Key updates to the GAM

- Clarified agency roles and responsibilities.
- Greater consistency in land use definitions and classifications.
- Revised residential categories: all detached units (including mobile homes) classified as single-family; attached units (e.g., townhomes, condos) as multifamily.
- Clarified accessory dwelling units (ADUs) as dual-use properties, treated as multifamily.

These changes incorporate feedback from participating jurisdictions and address ambiguities in residential development classifications.

Key Updates to the CIP

- Updated project lists for each service area.

- Refinement of the RRIF network definition.
- Inclusion of all arterials in the RRIF network, regardless of access control level.
- Clarified treatment of state-owned arterials (e.g., McCarran Boulevard) and freeway ramps.
- Updated service area boundaries and maps to align with the zoning code.

Fee Schedule Overview

Jeff reviewed the proposed 8th Edition Fee Schedule, which calculates cost per VMT based on the CIP's 10-year improvement plan and projected growth. Key points include:

- Reduced average trip lengths due to updated travel demand modeling and land use assumptions.
- Revised trip generation rates based on the Institute of Transportation Engineers (ITE) 11th Edition.
- Increased fees for certain land uses (e.g., manufacturing, schools/daycare) due to updated VMT rates.
- Slightly higher per-VMT costs in the South service area compared to the North.

The proposed fees will take effect upon adoption by all participating jurisdictions. They will not be subject to annual indexing until at least one year after adoption.

Adoption schedule and Outreach

- Local planning commission and council approvals anticipated in Fall 2025.
- Final adoption and implementation targeted for November 2025.
- Additional outreach planned, including presentations to stakeholder groups such as the Builders Alliance of Northern Nevada. Jeff welcomed suggestions for further community engagement.

Item 6: Member Announcements and Updates

Ted Erkan, Private Sector, will be stepping down from the RRIF TAC. Staff are working to identify a replacement.

Consideration is being given to establishing quarterly meetings to support coordination during the implementation phase.

Item 7: Public Comment

No public comments were received.

Item 8: Adjournment

The meeting adjourned at 9:32 a.m.

Approved