

**REGIONAL TRANSPORTATION COMMISSION (RTC)
REGIONAL ROAD IMPACT FEE (RRIF)
TECHNICAL ADVISORY COMMITTEE (TAC)
MEETING MINUTES
THURSDAY, MAY 22, 2025**

MEMBERS PRESENT

Dale Keller, Regional Transportation Commission
Vanessa Lacer, Regional Transportation Commission
Michon Reede, Washoe County
Mitchell Fink, Washoe County
Rob Pierce, Washoe County
Hans Meyer, City of Reno
Mike Mischel, City of Reno
Amber Sosa, City of Sparks
Karl Nieberlein, City of Sparks
Sienna Reid, City of Sparks
John Krmpotic, Private Sector
Kraig Knudsen, Private Sector
Randy Walter, Private Sector

MEMBERS ABSENT

Alex Velto, City of Reno

RTC STAFF

Jeff Wilbrecht Xuan Wang Yeni Russo

GUESTS

Angela Fuss, City of Reno

Item 1: Roll Call/Call to Order

The meeting was conducted as a Zoom meeting and was called to order at 8:31 a.m. Roll call was taken to ensure there was a quorum.

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

There were no public comments.

Item 4.1: Approval of the March 27, 2025, Meeting Minutes

The March 27, 2025, Meeting Minutes were approved with presented correction.

Item 5.1: Acknowledge Receipt of a Report on the Proposed Updates to the 8th Edition RRIF GAM and the RRIF CIP Draft Project List and Fee Calculation

Jeff Wilbrecht, RTC Engineering Manager, provided a report on the proposed updates to the 8th Edition RRIF General Administrative Manual (GAM) and RRIF Capital Improvement Plan (CIP). The report focused on summarizing key changes made since the last meeting and outlined the remaining steps for finalizing the update.

The committee reviewed several administrative and technical revisions. Updates were made to the Administrative Organization and Responsibilities. Definitions for various land use categories were revised to include clearer distinctions for facility types such as data centers, warehouses, logisticenters, and regional recreation facilities. Additionally, the RRIF Network definition was clarified to better align with the Regional Transportation Plan (RTP). Modifications were also made to the service area boundaries, with the North Service Area being more clearly defined as encompassing the region east of I-80 and Warm Springs.

A substantial portion of the discussion focused on refining the definitions related to residential land uses. In response to feedback from the previous meeting, the group emphasized the need to clarify distinctions among various residential categories, particularly the definition of a single-family dwelling. This included discussion of accessory dwelling units (ADUs), duplexes, mother-in-law units, and the classification of multi-family dwellings, including those related to duplexes, assisted

living facilities, and nursing homes. Jeff noted that additional research is needed on this topic and stated he will conduct further investigation, with plans to share his findings with the group.

The methodology used to develop RRIF fees was also presented. The fee calculations are based on the latest population and employment forecasts provided by the Truckee Meadows Regional Planning Agency (TMRPA), as well as trip generation rates by land use from the Institute of Transportation Engineers (ITE) 10th Edition. Additionally, a regional Travel Demand Model was used to determine average trip lengths within the North and South Service Areas. The model produced a 2035 daily average trip length of 2.91 miles in the North Area and 2.47 miles in the South Area. These figures were developed using the updated model created for the 2050 Regional Transportation Plan.

Further discussion addressed projected capital improvement costs and potential funding sources, including federal, state, and regional contributions. The committee also considered a cost-sharing approach for new developments, which will be incorporated into the final impact fee schedule.

Next steps include finalizing RRIF Vehicle Miles of Travel (VMT) calculations and completing the updated GAM and CIP manuals. The proposed fee schedule and documentation will undergo final review in June and July 2025. Adoption by the Planning Commission and local government bodies, including City Councils and County Commissions, is anticipated for August or September 2025.

Item 6: Member Announcements and Updates

There were no member items.

Item 7: Public Comment

There were no public comments.

Item 8: Adjournment

The meeting was adjourned at 9:30 a.m.