

**CAPITAL IMPROVEMENTS ADVISORY COMMITTEE
STAFF REPORT**

Date: August 21, 2019

To: City of Reno Capital Improvements Advisory Committee

Subject: **3.1. Staff Report (For Possible Action - Recommendation to City Council):**
The City of Reno Planning Commission will convene as the Capital Improvements Advisory Committee (CIAC) for a presentation by the Regional Transportation Commission (RTC) of the 6th Edition Regional Road Impact Fee (RRIF) General Administrative Manual (GAM), Capital Improvement Plan (CIP) and revised fees, for recommendation of adoption to the Reno City Council.

From: Michael Mischel, Engineering Manager

Ward #: All

Applicant: City of Reno

Request: This is a request for the review and approval of the Regional Transportation Commission (RTC) 6th Edition Regional Road Impact Fee (RRIF) General Administrative Manual (GAM), Capital Improvements Plan (CIP), and Associated Fees for recommendation of approval to the City Council.

Location: Citywide, including the entire sphere of influence.

Proposed Motion: I move that the Capital Improvements Advisory Committee forward a recommendation of approval to the City Council of the 6th Edition Regional Road Impact Fee (RRIF) General Administrative Manual (GAM), associated land use assumptions, Capital Improvement Plan, and Fee Schedule as outlined in the staff report.

BACKGROUND: The Regional Road Impact Fee (RRIF) was created in 1996 as a funding mechanism for roadway capacity improvement projects which are directly related to new development. Nevada Revised Statutes (NRS 278B) allows the imposition of such a fee. An impact fee is defined as: A charge imposed by a local government on new development to finance the costs of a capital improvement or facility expansion necessitated by and attributable to the new development.

Part of enacting an impact fee is the creation of a capital improvement plan. This plan indicates the nominal capacity improvement needs on the regional road network within the following ten years to accommodate future development, the cost of which is the basis of the impact fees. The

nominal capacity improvements, such as new and widened roads, as well as intersection and ramp improvements, are listed in the RRIF Capital Improvements Plan (CIP).

Per NRS 278B.150, the City Council may establish the Planning Commission as the Capital Improvements Advisory Committee (CIAC). On January 28, 2009, the City Council passed Resolution No. 7285 establishing the City of Reno Planning Commission as the City's Capital Improvements Advisory Committee for Impact Fees pursuant to NRS 278B.150.

Provisions in NRS 278B require the Capital Improvements Advisory Committee to review the land use assumptions and determine whether they are in conformance with the Master Plan; review the capital improvements plan; and file written comments to the governing body reporting any perceived inequities in the implementation of the capital improvements plan or the imposition of an impact fee.

The RRIF program is jointly administered by the RTC, the City of Reno, the City of Sparks, and Washoe County through an Interlocal Cooperative Agreement. Day to day operations are conducted by a RRIF Administrator for each participating agency with RTC responsible for updates to the RRIF program, establishing a list of projects for which the fees are based and expending RRIF revenue on eligible capacity improvements. The RRIF GAM and RRIF CIP provide the methodology used to develop the impact fee and the guidelines and procedures for implementation of the RRIF program. The update process is undertaken by the RTC in conjunction with the RRIF Technical Advisory Committee (RRIF TAC), which includes local government experts, development representatives from the private sector, and members of the local planning commissions and the RTC.

The RIFF TAC recommended approval of the 6th Edition RRIF GAM and RRIF CIP on March 28, 2019, the RTC TAC and the RTC Citizens Multimodal Advisory Committee (RTC CMAC) also recommended approval on May 1, 2019 to the RTC Board. The RTC Board acknowledged receipt of, and authorized staff to present the 6th Edition RRIF GAM and RRIF CIP to each participating local government for adoption on May 20, 2019.

ANALYSIS: The analysis behind the development of the CIP and proposed changes to the RRIF GAM are detailed in the attached Staff Report for the request to Approve proposed modifications to the Regional Road Impact Fee (RRIF) General Administrative Manual (GAM) and Capital Improvements Plan (CIP) by the RTC Board. The RTC Board unanimously approved the GAM and CIP in the included staff report.

Recommendation: I move that the Capital Improvements Advisory Committee (CIAC) recommend approval to the Reno City Council to adopt the 6th Edition of the Regional Road Impact Fee (RRIF) General Administrative Manual (GAM), the Capital Improvement Plan

(CIP), and revised fees for the City of Reno.

Proposed Motion: I move that the Capital Improvements Advisory Committee forward a recommendation of approval to the City Council of the 6th Edition Regional Road Impact Fee (RRIF) General Administrative Manual (GAM), associated land use assumptions, Capital Improvement Plan, and Fee Schedule as outlined in the staff report.

Attachments:

- 6th Ed RRIF GAM-CIP RTC Staff Report (PDF)
- 6th Ed RRIF CIP (PDF)
- 6th Ed RRIF GAM (PDF)
- 6th Ed RRIF Fee Schedule DRAFT (PDF)