



**REGIONAL TRANSPORTATION COMMISSION**

*Metropolitan Planning · Public Transportation & Operations · Engineering & Construction*

Metropolitan Planning Organization of Washoe County, Nevada

April 18, 2016

John Martini  
Community Services Director  
City of Sparks  
431 Prater Way  
Sparks, NV 89431

**RE: Regional Road Impact Fee (RRIF) General Administrative Manual (GAM) Amendment No. 1**

Dear John:

The proposed Credit Extension Program implemented by the First Amendment to the GAM was reviewed by the RRIF Technical Advisory Committee (TAC) and recommended for approval by the RTC Board. The First Amendment was subsequently approved by the RTC Board, the Washoe County Board of County Commissioners and the Sparks City Council.

A presentation on the RRIF GAM Amendment No. 1 was made to the Reno City Council on May 27, 2015 where it was continued for a subsequent more in-depth presentation by staff on the credit system. Discussions were held with a number of City Council members and ultimately brought back for discussion at the Reno City Council on March 23, 2016. At the March 23, 2016 Council meeting, the Council voted to approve the RRIF GAM Amendment No. 1.

Because the initial amendment approved by the RTC Board, Washoe County Board of County Commissioners and Sparks City Council included a specific timeframe for a conversion period that can no longer be utilized, the amendment has been revised to include a 90 day conversion period to be determined by the RTC RRIF Administrator. Therefore, the revised amendment must subsequently be approved by the other jurisdictions before implementation.

We would like to bring RRIF GAM Amendment No. 1 back to the Sparks City Council for approval with the revised language. Please see the attached RRIF GAM Amendment No. 1.

If you have any questions, please don't hesitate to contact me.

A handwritten signature in blue ink that reads "Julie Masterpool". The signature is fluid and cursive, with a large initial "J" and "M".

Julie Masterpool, PE  
Senior Engineer/RRIF Program Manager