



## **NOTICE OF MEETING AND AGENDA** **TECHNICAL COMMITTEE**

### **SOUTHERN NEVADA REGIONAL PLANNING COALITION**

**NOTICE IS HEREBY GIVEN** that a meeting of the Southern Nevada Regional Planning Coalition Technical Committee has been called and will be held at **4:00 p.m., Thursday, April 7, 2016** in the **Clark County Commission Chambers at 500 S. Grand Central Parkway, Las Vegas, Nevada** to consider the following:

1. Call to Order; notice of agenda conformance with Nevada Open Meeting Law requirements.
2. Public Comment. *(No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken. Comments will be limited to three minutes).*
3. Approval of the Agenda for April 7, 2016. (For possible action)
4. Approval of the Minutes of the January 7, 2016 meeting. (For possible action)
5. Receive a presentation of the **FY 2016-17 Workplan and Budget** (For possible action)– Take appropriate action. *Recommended action – Accept and approve Workplan and Budget and forward to Coalition Board.*
6. Receive a presentation of the **RTC Land Use Projections** (For possible action) Take appropriate action. *Recommended action – Receive presentation and forward to Coalition Board.*
7. Set the Coalition Board Agenda for the April 26, 2016 meeting.
8. The next date and location for a regular meeting of the SNRPC Technical Committee is tentatively scheduled for Thursday, September 1, 2016 at 4:00 p.m., in the Clark County Commission Chambers.
9. Public Comment. *(No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken. Comments will be limited to three minutes).*
10. Adjournment.

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**Please be aware of the following: that items on the agenda may be taken out of order; the SNRPC Technical Committee may combine two or more agenda items for consideration; the SNRPC Technical Committee may remove an item from the agenda or delay discussion relating to an item on the agenda at any time; and the SNRPC Technical Committee may impose a time limit for speaking on an item on the agenda where public comment or testimony is allowed.**

**Notice to persons with special needs: For those requiring special assistance or accommodation at the meeting, please contact Nicole Maldonado at (702) 455-3135 at least 72 hours in advance. “Relay Nevada”, a service provider for hearing or speech impaired persons, may be contacted by dialing 7-1-1.**

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### **AGENDA POSTING**

Notice/Agenda was posted per Nevada Open Meeting Law requirements at the following locations:

Clark County Government Center, 500 S. Grand Central Parkway, Las Vegas, NV

City of Las Vegas, 495 S. Main Street, Las Vegas, NV

City of North Las Vegas, 2250 Las Vegas Boulevard N., North Las Vegas, NV

City of Henderson, 240 S. Water Street, Henderson, NV

City of Boulder City, 401 California Avenue, Boulder City, NV

Clark County School District, 5100 W. Sahara Avenue, Las Vegas, NV

[www.SNRPC.org](http://www.SNRPC.org)

Agenda and back up materials can be found on the SNRPC.org website under Agendas & Minutes or obtained upon request. Contact James McFarland (702) 455-5615 or email [James.mcfarland@clarkcountynv.gov](mailto:James.mcfarland@clarkcountynv.gov).

## MEETING MINUTES

### SOUTHERN NEVADA REGIONAL PLANNING COALITION TECHNICAL COMMITTEE January 7, 2016

**In attendance:** Brok Armantrout, Chair, City of Boulder City  
Nancy Amundsen, Vice-Chair, Clark County  
Gregory Blackburn, City of North Las Vegas  
Stephanie Garcia-Vause, City of Henderson  
Marci Henson, Clark County Department of Air Quality  
Robert Summerfield, City of Las Vegas  
Beth Xie, Alternate, Regional Transportation Commission of Southern Nevada  
Andy Belanger, Las Vegas Valley Water District

**Absent:** Linda Perri, Clark County School District

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#### **Agenda Item 1. Call to Order; notice of agenda conformance with Nevada Open Meeting Law requirements**

The meeting of the Southern Nevada Regional Planning Coalition Technical Committee was called to order by Brok Armantrout, Chair, Boulder City at 4:02 p.m., on Thursday, January 7, 2016, in the Clark County Commission Chambers, Clark County Government Center, 500 S. Grand Central Parkway, Las Vegas, Nevada. The agenda was duly posted in compliance with the Nevada Open Meeting Law requirements.

#### **Agenda Item 2. Public Comment**

No public comment was made.

#### **Agenda Item 3. Approval of the Agenda for the January 7, 2016 meeting**

A motion was made by Marci Henson to approve the agenda for January 7, 2016. The motion was approved unanimously.

#### **Agenda Item 4. Approval of the Minutes of the September 3, 2015 meeting**

A motion was made by Stephanie Garcia-Vause to approve the minutes from the September 3, 2015 meeting. The motion was approved unanimously.

#### **Agenda Item 5. Elect the SNRPC Technical Committee Chair and Vice Chair for the 2016 calendar year**

A motion was made by Stephanie Garcia-Vause to approve the recommended action of Clark County as Chair and Clark County School District as Vice Chair. The motion was approved unanimously.

#### **Agenda Item 6. Consent Item: 2015 Southern Nevada Consensus Population Estimate**

A motion was made by Stephanie Garcia-Vause to accept consent item and forward to the Coalition Board. The motion was approved unanimously.

#### **Agenda Item 7. Receive a report from the Foundation Assisting Seniors**

Sean Robertson from City of Henderson presented the item and stated that the Foundation Assisting Seniors is a volunteer association dedicated to helping senior citizens stay in their homes as long as possible. Information from their website was made available to the committee; however Mr. Robertson provided a brief summary of the services they provide, which include loaning durable goods such as wheel chairs, walkers or shower seats; providing clients a ride to the doctors; and doing minor house work such as replacing batteries in smoke detectors, changing light bulbs or changing air filters. They started in Henderson but are branching out valley-wide. They are on a public service campaign to spread the word on who they are and what they do. After presenting to the Henderson City Council in November, Councilwoman Schroeder suggested they present to the SNRPC Board to get the word out; therefore, it is requested that this item be placed on the January 26, 2016 Coalition Board agenda for a presentation.

A motion was made by Stephanie Garcia-Vause to accept the report and forward to the Coalition Board. The motion was approved unanimously.

#### **Agenda Item 8. Discuss the Technical Committee meeting schedule for 2016**

If the Technical Committee maintains their current pattern of meeting on the first Thursday of the month, their tentative meeting dates for 2016 will be as follows:

- February 4
- March 3
- April 7
- May 5
- June 2
- July 7
- August 4
- September 1
- October 6
- November 3
- December 1

Nancy Amundsen stated that the Board would probably limit the number of meetings like they did last year, and asked for discussion on whether to have the meetings once every other month or quarterly.

Stephanie Garcia-Vause suggested setting the schedule as presented but with the understanding that once the Board sets their meeting dates, there would be a Technical Committee meeting in advance of the Coalition Board meeting.

A motion was made by Stephanie Garcia-Vause to accept the meeting dates as tentative until the Board finalizes their schedule. The motion was approved unanimously.

#### **Agenda item 9. Set the Coalition Board Agenda for the January 26, 2016 meeting**

The following items will be sent to the Coalition Board for the January 26, 2016 meeting:

- 2015 Southern Nevada Consensus Population Estimate
- Receive a report from the Foundation Assisting Seniors
- Receive a progress report from the Regional Open Space and Trails Workgroup
- Election of the Chair and Vice-Chair
- Set the 2016 Coalition Board Meeting Schedule

#### **Agenda item 10. Set the next date and location of the SNRPC Technical Committee meeting**

The next date and location of the SNRPC Technical Committee is tentatively scheduled for Thursday, February 4, 2016, at 4:00 p.m., in the Clark County Commission Chambers.

**Agenda Item 11. Public Comment**

No public comment was made.

**Agenda item 12. Adjournment**

The meeting was adjourned at 4:12 p.m.



# SOUTHERN NEVADA REGIONAL PLANNING COALITION AGENDA ITEM - 5

**TYPE OF MEETING:** Technical Committee  
**MEETING DATE:** April 7, 2016

<b>SUBJECT</b>	FY 2016/2017 Work Plan and Budget
<b>SPONSORED BY</b>	Planning Directors
<b>AGENDA ITEM DESCRIPTION</b>	Consideration of Fiscal Year 2016 – 2017 SNRPC Work Plan and Budget

**VOTE PROCEDURE (if applicable):**

- Majority
- Super Majority (2/3, for budgets, expenditures, or contracts that create legal obligations)

**FISCAL IMPACT:**

No Impact     Impact    Estimated total: \$19,911    Per entity cost: \$3,983 – Cities of Las Vegas, North Las Vegas, Henderson, Clark County; \$1,992 – Boulder City and Clark County School District

**BACKGROUND INFORMATION:**

Staff has prepared a draft work plan and budget for Fiscal Year 2016-2017. The work plan includes on-going projects which are the Regional Open Space Plan (ROST), Sustainability and Outreach Education, and CBER/REMI Population Forecast. One new project is being proposed – the Southern Nevada Citizens Institute & Planning Academy. Changes from the previous work plan and budget includes a \$6,500 increase for ROST, a \$9,000 decrease for Sustainability and Outreach Education, and no funding for the Regional Emissions Inventory which is a \$10,000 savings. Overall, this represents a \$4,000 reduction from FY 2015/16.

If the Technical Committee prefers to have a higher contribution per entity in order to accommodate any unforeseen expenses, the budget can be adjusted to by increasing each entity's contribution.

**SUPPORTING DOCUMENTATION:**

- Fiscal Year 2016 – 2017 SNRPC Work Plan
- Fiscal Year 2016 – 2017 SNRPC Budget
- ROST Work Plan
- Memo re: the Southern Nevada Citizens Institute & Planning Academy

**RECOMMENDED MOTION:**

Approve the FY 2016-2017 Work Plan and Budget and forward to the Coalition Board for their consideration.

Contact Information: Name: Mario Bermudez Phone Number: (702) 455-5013

**SNRPC Work Plan Fiscal Year 2016 – 2017**

Task	Business License Workgroup	Regional Open Space Plan Implementation	Sustainability Outreach and Education	Regional Emissions Inventory	CBER/REMI Population Forecast	Conformity Review	Regional Consensus Population Estimates	Land Use Projections	Biennial Air Quality & Transportation Report	Southern Nevada Citizens Institute & Planning Academy
<b>Description</b>	Continue to work on multi-jurisdictional efforts to benefit the business community by easing business licensing paperwork requirements.	Facilitate SNRPC/SNAP collaboration on the Regional Open Space Plan Implementation. -Get Outdoors Nevada Day planning and marketing -Regional Trails Map update -Develop regional trail event permitting process Develop regional trail signage and marking policies	Possible projects: DRI Green Power: - EnergyWise Educators Program (\$2,500) - S. NV Bicycle Coalition (\$1,000)	Inter-local Agreement with UNLV to prepare updates of the Regional Emissions Inventory.	Partner with the RTC and SNWA to forecast the Valley's population to 2050 using the REMI model	Review plans and projects of regional significance for conformance with the Regional Policy Plan.	Continue to support the GILIS regional land use database and annual consensus population estimates.	Support RTC in preparing projection of land absorption by traffic analysis zone and the land use category for the development of Regional Transportation Plans.	LCB letter	Support a two-day workshop with the goal of increasing public understanding and involvement in SNRPC, the planning process in Southern Nevada, and the processes of SNRPC member agencies.
<b>Other Funding Source</b>		SNHD/CDC PICH \$50,000	Other Contributions to Programs		24,000 (2/3)					Possible in-kind from jurisdictions / U of NV / APA
<b>Projected SNRPC Budget</b>	0	\$40,000	\$3,500	0	12,000 (1/3)	0	0	0	0	\$9,000
<b>Source/ Goal</b>	SNRPC Board Request AB 494	Southern Nevada Strong Regional Policy Plan	Southern Nevada Strong Regional Policy Plan	Southern Nevada Strong Regional Policy Plan	Southern Nevada Strong Regional Policy Plan	NRS	Southern Nevada Strong Regional Policy Plan	Southern Nevada Strong Regional Policy Plan	NRS	Southern Nevada Regional Policy Plan
<b>Due Date</b>	Ongoing	Ongoing	Ongoing	2017-2018	Annual	Ongoing	Annual	March 2016	Bi-annual 2016	June 2017
<b>Lead Agency</b>	Henderson (Fucci)	North Las Vegas (J. Murphy)	Las Vegas (Velotta)	Las Vegas (Velotta)	SNWA (Ayoub)	All	Clark County	RTC (Xie)	DAQ, RTC (Langston, Xie)	Las Vegas (Robert Summerfield)

SNRPC Southern Nevada Regional Planning Coalition  
 SNWA Southern Nevada Water Authority  
 SNAP Southern Nevada Agency Partnership  
 NRS Nevada Revised Statutes

RTC Regional Transportation Commission  
 LCB Legislative Counsel Bureau  
 REMI Regional Economic Models, Inc.  
 DAQ Department of Air Quality

UPWP Unified Planning Work Program  
 NDF Nevada Dept. of Forestry  
 CBER Center for Business and Economic Research  
 GILIS Geographically Integrated Land Information System

DRI Desert Research Institute  
 CDSN Conservation District of Southern Nevada



**SNRPC Budget FY 2016-2017**

**Expenses Paid YTD**

"Vendor"	Amount	Description	
Outside LV Foundation	4,100	ROST Work March 2015	
	7,500	Get OutDoors Nevada Day	
	1,000	SNHD - Community Health	
	8,200		
	4,700	Get OutDoors Nevada Day	
	<b>Subtotal</b>		<b>25,500</b>
Green Chips		Star Community Grant	3,000
City of Las Vegas		FY 14/15 Community Resilience	8,500
UNLV		Regional Emmissions Inventory	10,000
City of Henderson		Believe \$2,330 is FY 15 Expense	<u>2,479</u>
		<b>Total Payments YTD</b>	<b>49,479</b>

**Cash on Hand (March 29, 2016)**

**\$97,236**

**Remaining Payments Expected for FY 2015-2016**

Administrative Costs			
Salaries	6,527		
Benefits	4,596		
Service & Supplies (including website hosting)	3,400		
	<b>Subtotal</b>		<b>(14,523)</b>
Work Program			
Population Forecast	12,000		
Open Space Implementation	12,100	Approved Work Program - YTD expenses + FY 15 Costs Paid In FY 16	
	<b>Subtotal</b>		<b>(24,100)</b>

**Expected Cash June 30, 2016**

**\$ 58,613**

**FY 2016-2017 Expenses**

WorkPlan	64,000		
Admin Costs	14,524		
	<b>Subtotal</b>		<b>78,524</b>

**Funding Needed**

**\$ 19,911**

**Contribution Per Entity Needed (except Boulder City and the School District)**

**\$ 3,982.20**

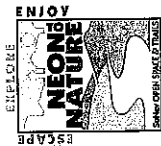
**Boulder City and CCSD Contribution**

**\$ 1,991**

**SNRPC Regional Open Space & Trails Workgroup  
Work Plan and Budget for FY 2016-2017**



Project	Southern Nevada Strong Goals	Proposed Action	Budget
<p><b>Trail Signage Guidance</b></p>	<p><b>Invest in Complete Communities</b>  <b>Goal 3:</b> Support Access to healthcare, healthy food, parks and community services.  <b>Objective 3.3</b> Prioritize access to parks, trails, open space, recreational facilities, and opportunities for physical exercise.  <b>Sub-Objective 3.3.6</b> – Provide Superior access to the valley’s natural environment (mid-term goal)  <b>Sub-Objective 3.3.9</b> – Develop and adopt uniform design and maintenance standards for trails and bike lanes  <b>Increase Transportation Choices</b>  <b>Goal 2:</b> Connect and Enhance Bike and Pedestrian Facilities throughout the Region  <b>Sub-Objective 2.1.1</b> – Work with RTC to implement a regional system of full multi-modal interconnected arterial and local streets, pathways and bikeways that are integrated with public transit in order to increase mode share  <b>Goal 3:</b> Develop a Safe, Efficient Road Network that Supports all Transportation Modes  <b>Sub-Objective 3.2.2</b> – Revise and adopt regional and local design standards to include multi-modal street design, safety and improved access.</p>	<p><b>Development of Regional Trail Signage Guidelines.</b>            Guidelines will assist in the signage of new trails and in the revision of signage for existing trails (as signs are replaced). The intent is to ensure that coherent and consistent information is provided to the public using trail resources.</p> <p>This request builds on an ongoing ROST effort supported through a grant by the Center for Disease Control (CDC) Partnership to Improve Community Health Program. The CDC funded initial research into what would be needed for a regional trail signage guidance document. Research identified that other cities and regions have worked with specialized firms to develop the document. CDC funding intended for the last phase of the project (retention of a consultant to produce a final document consistent with standards across the United States for our region) will not be available. The SNRPC support will allow the ROST to complete this project.</p> <p>Funds will be used to develop the final document for the regional trail signage guidelines for:</p> <ul style="list-style-type: none"> <li>● Trail branding</li> <li>● Level of signage</li> <li>● Interpretive themes</li> <li>● Signage types &amp; locations</li> <li>● Additional components found in signage in other regions</li> </ul>	<p>\$17,500</p>
<p><b>Get Outdoors Nevada Day</b></p>	<p><b>Increase Transportation Choices</b>  <b>Goal 2:</b> Connect and Enhance Bike and Pedestrian Facilities throughout the Region  <b>Sub-Objective 2.2.7</b> – Celebrate accomplishments through special events and community outreach activities  <b>Building Capacity for Public Engagement and Equitable Access to Community Engagement</b>  <b>Goal 1:</b> Continue to expand Public Engagement and Equitable Access Opportunities</p>	<p><b>Get Outdoors Nevada Day Sponsorship</b>            GON Day celebrates the outdoor places in Southern Nevada, and serves to highlight the tremendous outdoor resources that support a high quality of life. The event rotates to all jurisdictions. The first year was hosted by City of North Las Vegas (Craig Ranch), the second year was hosted by Clark County (Sunset Park), this year is hosted by City of Las Vegas (Lorenzi Park), and next year will be hosted by City of Henderson (location to be determined).</p> <p>For 2015 GON Day, SNRPC supported the special event with \$7,500</p>	<p>\$7,500</p>



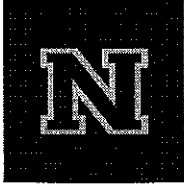
**SNRPC Regional Open Space & Trails Workgroup  
Work Plan and Budget for FY 2016-2017**

		<p>for printing and event-related outreach.</p> <p>FY 2016/2017 support would assist with the October 15, 2016 Get Outdoors Nevada Day at Lorenzi Park.</p>	
<p>Update Regional Trails Map</p>	<p><b>Increase Transportation Choice</b>  <b>Goal 2</b> – Connect and Enhance Bike and Pedestrian Facilities throughout the Region  <b>Sub-Objective 2.2.4</b> – Coordinate with and continue to support the Outside Las Vegas Foundation and the Regional Open Space &amp; Trails Workgroup to integrate priorities into local ordinances and/or comprehensive plans and support the development and funding of the regional trails system and supporting programs.  <b>Objective 3.3</b> Prioritize access to parks, trails, open space, recreational facilities, and opportunities for physical exercise.  <b>Sub-Objective 3.3.6</b> – Provide Superior access to the valley’s natural environment</p>	<p><b>Printing of Additional Trail Maps and minor updates</b>          In 2015, SNRPC allocated \$16,000 to an update of the map and printing. This update is in progress, and the most recent version will be available to the public by close of June 2016.</p> <p>The FY 2016/2017 funds would support an additional print run, and any minor revisions that would be necessary. Funds would only be accessed upon printing of the additional maps and associated revisions.</p> <p>Maps are distributed to the public at no cost at events and through community centers.</p>	<p>\$7,500</p>
<p>Increase Urban Open Space Access</p>	<p><b>Invest in Complete Communities</b>  <b>Goal 3:</b> Support Access to healthcare, healthy food, parks and community services.  <b>Objective 3.3</b> Prioritize access to parks, trails, open space, recreational facilities, and opportunities for physical exercise.  <b>Sub-Objective 3.3.2</b> – Identify vacant or underutilized land within low-income, at risk or underserved communities that can be repurposed for public spaces.</p>	<p><b>Identification of vacant or under-utilized land</b>          Funds would be allocated to the retention of a consultant to assist in the research of possible locations to increase access to open space throughout the urbanized area and produce a preliminary assessment of the feasibility of the utilizing of possible locations for public spaces / open space. This would assist the ROST in assessing the feasibility of moving further with any related planning processes.</p>	<p>\$5,000</p>
<p>Vegas Valley Rim Trail Planning</p>	<p><b>Invest in Complete Communities</b>  <b>Goal 3:</b> Support Access to healthcare, healthy food, parks and community services.  <b>Objective 3.3</b> Prioritize access to parks, trails, open space, recreational facilities, and opportunities for physical exercise.</p>	<p><b>Support continued planning for the Vegas Valley Rim Trail</b>          Funding will support outreach to the community regarding the planning and development of the Vegas Valley Rim Trail (VVRT). In addition, through OLVF the ROST will work with all members to ensure the inclusion of the VVRT in planning documents and to identify possible public and private funding sources.</p>	<p>\$2,500</p>

**SNRPC Regional Open Space & Trails Workgroup  
Work Plan and Budget for FY 2016-2017**



	<p><b>Sub-Objective 3.3.8</b> – Support the planning and development of the Vegas Valley Rim Trail connecting neighborhoods to open spaces</p>	
<p><b>Total</b></p>		<p><b>\$40,000</b></p>



College of Business  
University of Nevada, Reno

## TECHNICAL MEMORANDUM

Date: February 5, 2016

To: Southern Nevada Regional Planning Coalition  
Planning Directors

From: Frederick Steinmann, DPPD  
Assistant Research Professor  
Leadership and Economic Development Specialist  
University Center for Economic Development – Nevada Leadership Program  
University of Nevada, Reno

RE: Southern Nevada Citizens Institute and Planning Academy – Proposal Outline

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This University Center for Economic Development technical memorandum has been prepared at the request of the Southern Nevada Regional Planning Coalition. This technical memorandum outlines a two-day Southern Nevada Citizens Institute and Planning Academy with the goal of increasing the public's understanding and involvement in the planning process in southern Nevada.

The two-day Southern Nevada Citizens Institute and Planning Academy is divided into two separate days. Day 1 will focus on regional planning issues, including an introduction to Nevada state planning law, an overview of existing regional socio-demographic and economic trends, and a review of existing regional planning initiatives and planning authorities in southern Nevada. Day 1 will begin with an introduction of planning including a discussion on who planners are, what planners do, and how planning impacts the region's residents, businesses, and visitors. This introduction to planning in Nevada will also include an overview of key Nevada state statutes (NRS 278 Planning and Zoning, Title 20, Title 21, and Title 22). As part of this introductory discussion, workshop participants will also learn about different planning approaches (including Euclidian zoning, Planned Urban Development, New-Urbanism planning approaches, and Form Based Codes). This introductory discussion on Day 1 will conclude with a brief overview of special planning authorities and planning statutes included in the Nevada Revised Statutes (i.e. planning development, redevelopment, cooperative agreements, and regional transportation commissions) and the planning implementation process.

The afternoon sessions for Day 1 will begin with an overview of public participation in the planning process. In addition to discussing Nevada's Open Meeting Law and the relationship between the U.S. federal government, state governments, and local governments in Nevada (with particular focus on the difference between Home Rule and Dillon's Law), workshop participants will learn about why planning is important in southern Nevada and how individuals can engage in the planning process at the regional and local level. The afternoon sessions for Day 1 will also include a presentation of socio-demographic and

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economic trends in southern Nevada presented by faculty from the University of Nevada, Las Vegas Center for Business and Economic Research and University of Nevada Cooperative Extension Clark County faculty.

Day 1 of the Southern Nevada Citizens Institute and Planning Academy will conclude with a general overview of the southern Nevada region and regional planning initiatives and planning authorities in southern Nevada. Workshop participants will learn about different planning entities including, but not limited to, the Southern Nevada Regional Housing Authority (SNRHA), the Clark County School District (CCSD), the Las Vegas Global Economic Alliance (LVGEA), NV Energy, and South West Gas. Officials and representatives from each of these entities and organizations will be invited to participate and make a brief presentation regarding their organization, their organization's role in matters pertaining to planning, and how workshop participants can get additional information about each organization.

Day 2 of the Southern Nevada Citizens Institute and Planning Academy is designed to engage participants at a local level and will therefore be held in the community/jurisdiction for which a specific and customized agenda and curriculum will be developed for. The first half of Day 2 will include a brief introductory discussion and review of planning, the planning process, and important planning state statutes covered during Day 1 of the Southern Nevada Citizens Institute and Planning Academy. The morning of Day 2 will also include a presentation by faculty from the University of Nevada, Las Vegas Center for Business and Economic Research and University of Nevada Cooperative Extension Clark County faculty regarding socio-demographic and economic trends for the local community/jurisdiction. The morning of Day 2 will conclude with an overview of the planning process and responsible planning entities for the local community/jurisdiction as well as a review of key local planning documents including, but not limited to, that community's current Master Plan, Comprehensive Plan, Capital Improvement Plan, and Redevelopment Plan (if applicable).

The afternoon sessions of Day 2 of the Southern Nevada Citizens Institute and Planning Academy will include a number of customizable discussion blocks. Curriculum for each of these customizable discussion blocks will be developed in cooperation and collaboration with the local community's planning and administrative staff. For example, the City of Las Vegas has requested a number of topics be addressed during these customizable discussion blocks. For the City of Las Vegas Day 2 workshop, the afternoon sessions will begin with an in-depth discussion and presentation regarding various planning elements specific to the City of Las Vegas including, but not limited to, an overview of the City's departments and a discussion regarding relevant partner organizations responsible for utility provision (water, power, gas, etc.), transportation, housing, and economic development. The Day 2 workshop for the City of Las Vegas will also include an in-depth discussion regarding the plan development, permitting and implementation process and how individual residents, property owners, and businesses can engage and participate in this process.

Workshop participants for both days (Day 1 and Day 2) will receive a handout packet during registration. This packet will contain a copy of all the presentation materials (slides) used during each workshop along with other handout materials prepared by University Center for Economic Development – Nevada Leadership Program faculty, representatives from the Nevada Chapter of the American Planning Association, various state agencies including, but not limited to, the Nevada Attorney General's Office, the Nevada Commission on Ethics, and the Nevada Department of Taxation, faculty from the University of Nevada, Las Vegas Center for Business and Economic Research, University of Nevada Cooperative Extension Clark County faculty, and from representatives of other entities and organizations asked to

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participate during either Day 1 or Day 2. The University Center for Economic Development – Nevada Leadership Program will be responsible for producing and providing all printed materials used and handed out during both days of the two-day workshop.

The University of Nevada Cooperative Extension Clark County Lifelong Learning Center can be used for Day 1 of the Southern Nevada Citizens Institute and Planning Academy. The Lifelong Learning Center (located at 8050 Paradise Road in Las Vegas, Nevada) is centrally located near the McCarran International Airport and has multiple “smart” classrooms equipped with whiteboards, projector, computer, and other educational and instructional equipment. Local venues will be used for the Day 2 community/jurisdiction workshops. These local venues may include other Nevada System of Higher Education facilities (including the College of Southern Nevada and Nevada State College), public facilities including council/commission chambers or other appropriate facilities, or even privately owned and operated facilities. The Nevada Leadership Program will work with local community/jurisdiction representatives well in advance of each local community/jurisdiction Day 2 workshops to select a location within their community suitable for these Day 2 workshops.

The Nevada Leadership Program will also provide morning snacks and refreshments and a lunch for workshop participants during both days of the two-day workshop. Afternoon snacks and refreshments will also be provided by the Nevada Leadership Program for both days of the two-day workshop. The Nevada Leadership Program will also provide all educational and learning materials including paper, pens, and other appropriate supplies.

On behalf of the University of Nevada, Reno and the University Center for Economic Development – Nevada Leadership Program in the College of Business, I thank you for considering this proposal. I look forward to working with you and representatives from the various participating local jurisdictions to further develop and ultimately deliver the Southern Nevada Citizens Institute and Planning Academy.

If you have any further questions regarding the program outlined in this technical memorandum, please feel free to contact me via phone (775.784.1655) or by email ([fred@unr.edu](mailto:fred@unr.edu)). I have also attached a draft agenda for both Day 1 and Day 2 of the Southern Nevada Citizens Institute and Planning Academy that I look forward to discussing with you at the Southern Nevada Planning Coalition’s meeting on Monday, February 8, 2016 in Las Vegas.

Sincerely,

Frederick Steinmann, DPPD  
Assistant Research Professor

cc: Dr. Gregory Mosier, Dean of The College of Business, UNR  
Dr. Thomas Harris, Director of the University Center for Economic Development, UNR  
Mr. Richard Bartholet, Research Associate at the University Center for Economic Development  
Mr. Robert Miller, Budget and Personnel Director, The College of Business, UNR

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# SOUTHERN NEVADA REGIONAL PLANNING COALITION AGENDA ITEM - 6

**TYPE OF MEETING:** TECHNICAL COMMITTEE  
**MEETING DATE:** April 7, 2016

<b>SUBJECT:</b>	Population and Employment Projections for RTC Travel Demand Model
<b>SPONSORED BY</b>	Regional Transportation Commission of Southern Nevada
<b>AGENDA ITEM DESCRIPTION</b>	Population and Employment Projections for RTC Travel Demand Model for the Regional Transportation Plan

**VOTE PROCEDURE (if applicable):**

- Majority
- Super Majority (2/3, for budgets, expenditures, or contracts that create legal obligations)

**FISCAL IMPACT:**

No Impact     Impact    Estimated total:                      Per entity cost:

**BACKGROUND INFORMATION:**

Travel Demand Forecasting is an essential tool used by the Regional Transportation Commission (RTC) to estimate future travel conditions and regional mobility needs. These forecasts help determine future transportation system needs and guide the development of the Regional Transportation Plan (RTP). More important, the Transportation Conformity Rule established a regulatory requirement that includes minimum specifications for travel models used to forecast vehicle activity for regional emission analyses in conformity determinations in Ozone or Carbon non-attainment or maintenance areas that have an urbanized area population over 200,000.

Key inputs for travel demand forecasting include the location, nature and intensity of land use and its associated socio-economic and demographic characteristics (population, employment, households, school enrollment, etc.). The RTC has worked with the Southern Nevada Regional Planning Coalition (SNRPC) to update the land use forecasts and to correlate the population and employment projections with regional forecasts developed by the Center for Business and Economic Research at the University of Nevada Las Vegas. These population and employment forecasts are allocated to Traffic Analysis Zones (TAZs) by horizon year. The TAZ data is input into the Travel Demand Forecast model to forecast future traffic conditions. The RTC refers to the TAZ input data as the Planning Variables.

The report on Planning Variable Development and Methodology is included in the backup. RTC staff recommends approval of the Planning Variables.