

SOUTHWEST TRUCKEE MEADOWS CITIZEN ADVISORY BOARD



DRAFT

Minutes of the regular meeting of the Southwest Truckee Meadows Citizen Advisory Board held July 15, 2010 at the South Valleys Library at 15650A Wedge Parkway, Reno, Nevada

1. **CALL TO ORDER** – The meeting was called to order at 6:02 p.m. by Patricia Phillips, Chair.
2. **MEMBERS PRESENT** – Matt Hansen, At-Large Alternate, Raymond Hebert, At-Large, Patricia Phillips, Chair, Jess Traver, At-Large, Brian Wheeler, At-Large Alternate and Richard Wood, arrived at 6:40 p.m.)
MEMBERS ABSENT - James Johns, South Hills, unexcused and Beverly Osowski, Zolezzi/Spring Valley/Westridge, excused.
3. **APPROVAL OF THE AGENDA** – Matt Hansen moved to approve the July 15, 2010 agenda as posted. Jess Traver seconded the motion. The motion carried unanimously.
4. **APPROVAL OF THE MINUTES OF MEETING** – Raymond Hebert moved to approve the minutes of the May 20, 2010 meeting as submitted. Jess Traver seconded the motion. The motion carried unanimously.
5. **UPDATES/ANNOUNCEMENTS/CORRESPONDENCE** – (CAB files and correspondence which are part of the public record are on file in the Washoe County Department of Community Development and are available for public review. Written correspondence and testimony will be included in the public record when a request is made to make the document a part of the public record and when a copy is provided to the CAB Chair, who forwards the document to the County. Copies of correspondence should be on file in the Washoe County Department of Community Development and are available for public review).
 - Patricia Phillips announced that information specific to the SWTM CAB planning area is available on the Washoe County web-site.
6. **PUBLIC COMMENT** - Comment heard under this item will be limited to items not on the agenda and will also be limited to three minutes per person. This three-minute rule shall also apply to public testimony given during an agenda item. The Chair may modify this time limit for all public comment and testimony at the beginning of the meeting, but the time limit per person shall be no less than three minutes. Testimony during an agenda item shall be limited to the subject of the agenda item. Comments are to be made to the CAB as a whole.
 - Roger Whomes, introduced himself and stated that he is a candidate for District Attorney. Mr. Whomes was available to talk with members of the audience and CAB after the meeting adjourned.
 - Patricia Phillips asked for further public comment and hearing none, closed this item.
- 7.* **FIRE SAFETY ITEMS** – Battalion Chief Jim Marquis, Sierra Fire Protection District was available to address fire safety issues and recent calls for service. Chief Marquis reported that the property that the ArrowCreek Fire Station has been secured with a long term lease from Washoe County. The original site will be sold with funds going to the fire district. Contracts should soon be out to bid with a possible completion in June 2011. An interim staffing plan has been submitted subject to a regional solution. Jack Snook, Snook and Associates has been hired for recruiting, training and maintaining volunteer fire fighters. Chief Marquis discussed the potential for a severe wildfire season.
- 8.* **WASHOE COUNTY SHERIFF'S DEPARTMENT** – Sergeant Harry Dixon, Washoe County Sheriff's Department was available to report on area law enforcement topics/issues, recent calls for service. Sergeant Dixon urged citizens to keep valuables out of sight and away from possible theft. Sergeant Dixon also urged citizens to keep vehicles and dwellings locked. There have been reports of theft of window air conditioners. There was a report of an 800 MHz radio stolen from a volunteer fire fighters station. Citizens are encouraged to report suspicious or illegal activity to the Sheriff's Department or through the secret witness program. Citizens are also urged to contact the Sheriff's Department regarding door to door solicitors.
- 9.* **COUNTY COMMISSIONER UPDATES:** Sarah Tone, County Liaison for Districts 1, 2, and 3 is available to answer questions and concerns. Please feel free to contact her at stone@washoecounty.us or (775) 328-2721. To sign up to receive email updates from the County visit www.washoecounty.us/cmail. The written County updates are available online at www.washoecounty.us/cab (follow the link to your CAB).
10. **NEW BUSINESS** - (The staff contact listed on items for Community Development may not be in attendance but can be contacted with code and policy questions.)
 - A.* **Fire Adapted Communities: The Next Step in Wildfire Preparedness** – Grant Nejedlo, University of Nevada Cooperative Extension introduced a free workshop on fire adapted communities that will take place from 6 p.m. to 7 p.m. on Thursday, July 29 at the Sierra Fire Protection District Fire Station 39 at 4000 Joy Lake Road. In collaboration with the Nevada Fire Safe Council and the Sierra Fire Protection District, the Living With Fire Program will present upon the benefits of fire adapted communities which exist when neighbors work together to implement important community-wide fire preparedness recommendations. Following these recommendations can greatly reduce the likelihood your home would be destroyed by wildfire, even with little or no assistance from firefighters. This workshop will provide homeowners the knowledge and skills needed to live safely in a high fire

hazard area, including how to best prepare your home and safely evacuate your family should wildfire threaten the neighborhood. Following his presentation, Mr. Nejedlo was available to address questions and concerns. (This item was for information only and the CAB took no action).

Comments and Concerns

- Concerns were raised regarding fire hazards at vacant/foreclosed properties that the water has been turned off and the landscape is drying out.

B.* Washoe County Building & Safety Department Programs – Don Jeppson, County Building Official, Building & Safety Department presented two new Building & Safety Department Programs. The “Got Permits?” Program is to educate the public about when permits are required and the value of having required permits. The Residential Amnesty Program beginning May 1, 2010 to October 31, 2010 will allow homeowners to obtain permits without additional penalties for projects completed without a permit and to have information recorded about the unpermitted work against the property. Penalties for work completed without a permit will be significantly increased and strictly enforced after conclusion of the program. Following his presentation, Mr. Jeppson was available to address questions and concerns. (This item was for information only and the CAB took no action.)

Comments and Concerns

- In response to questions raised, Mr. Jeppson discussed the review process and stated that there are plans to regionalize permit applications. Mr. Jeppson stated that to his knowledge, there are no new items on the list that need permits. Mr. Jeppson stated that citizens can access the Building and Safety web-site to enter designs for the application process.
- In response to questions raised, Mr. Jeppson reviewed the process for permitting within a Home Owners Association (HOA).
- In response to questions raised, Mr. Jeppson discussed permit fees and potential updates to regionalization of applications process and the determination of fees.
- Patricia Phillips asked that this be scheduled on the next agenda for recommendations to the Board of County Commissioners.

C. Request from Washoe County Public Works for CAB Input for Potential Pedestrian and Bike Projects – Discussion was held regarding Washoe County soliciting input from the CABs to develop a list of potential pedestrian and bicycle projects to be located within public right-of-way of County maintained public streets. Washoe County has the opportunity to apply for Transportation Equity Act (TEA) enhancement funds later this year. Projects for this funding source are transportation related and not recreational. As TEA enhancement project funding is limited to \$650,000 per project, a relatively small amount for construction, it is recommended that projects be segmented in sections of ½ mile (2640 feet). In the past, Washoe County has been granted one project on a 2-year funding cycle. Although County staff will not be at the CAB meeting, questions can be directed to Clara Lawson, P.E., P.T.O.E., with Washoe County Public Works, by emailing her at Clawson@washoecounty.us or calling her at 775.328.3603. Currently, the SWTM CAB has two previously recommended pedestrian and bike path projects on Foothill Road from S. Virginia to Caribou and Lakeside Drive from Sierra Vista to Bartley Ranch. During the July CAB meeting, the CAB may discuss possible areas for future pedestrian and bike paths. During the September CAB meeting, the CAB will have an action agenda item on this topic to recommend either (A.) the top three community ranked priority pedestrian and bike path projects or (B.) forward all suggested projects for consideration.

Comments and Concerns

- Patricia Phillips reported that someone has requested that a bike path be constructed along Lakeside between Windy Hill and Holcomb and also widening the road to accommodate vehicle traffic and pedestrian and bicycle traffic. Support has also been submitted for widening these roadways.

D. Election of Officers – Elections were held to elect the Chair, Vice Chair and Secretary for the 2010 - 2011 term of office. Richard Wood moved to elect Patricia Phillips, Chair. Matt Hansen seconded the motion. The motion carried unanimously. Richard Wood moved to elect Ray Hebert as Vice Chair. Mr. Hebert declined the nomination. Matt Hansen moved to elect James Johns, Vice Chair, subject to his acceptance. Jess Traver seconded the motion. The motion carried unanimously. Matt Hansen volunteered to serve as Secretary. The board accepted his offer.

11. OLD BUSINESS

A.* Sierra Fire Protection District (SFPD) Second Fire Station – Mark Regan from the SFPD was not available to provide an update on the status of a second fire station to be constructed at ArrowCreek and Thomas Creek and review the proposed site plans for the new fire station. This information was provided under item 7. by Chief Marquis. (This item was information only and no action will be taken.)

12.*CHAIRMAN/BOARD MEMBER ITEMS

- **Next Agenda Items:** Building Code Permits recommendations and Path Bike recommendations.

13. ADJOURNMENT – With no further business, Patricia Phillips adjourned the meeting at 7:07 p.m.

Respectfully submitted By: Allayne Donnelly-Everett, Recording Secretary