



WASHOE COUNTY

Engineering & Capital Projects

INTEGRITY COMMUNICATION SERVICE

Community Services
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Regional Street Naming Committee

Meeting Minutes

July 20th, 2:30 p.m.

Washoe County Slide Mountain Conference Room, 2nd Floor, Bldg A
1001 East Ninth Street, Reno, NV 89512

Meeting was called to order by Chairman Jon Walker at 2:36 p.m.

Members Present:

Jon Walker, City of Sparks, Chair
Dave Erickson, Washoe County, Vice-Chair
Brad Kaneyuki, Washoe County, Coordinator
Stephan Hollandsworth, Washoe County District Attorney's Office
Jessica Calia, City of Reno
Nicholas Connolly, City of Sparks (Alternate)
Heather Edmunson, Truckee Meadows Washoe County
Teresa Parkhurst, City of Sparks
Randy Baxley, Washoe County School District
Jennifer Felter, Washoe County Public Safety

Non-Members Present:

Daniela Monteiro, City of Reno
Jennifer Purgitt, Washoe County Community Services Department
Tania Ewing, Washoe County Community Services Department

Apologies:

Rebecca Reid, NV Energy
Dixie Rudebusch, Washoe County
Sean Chambers, City of Sparks Police Department
Karren Little, USPS
Elaina Hooper, Reno Public Safety

Quorum Established

Public comment

Visitors were welcomed and public comment opened.

Public comment was received following a request by Washoe County resident Heather Randles to reserve the name Colibri Glen Place, serving four parcels, for an address change to enable trash pickup services. Several citizens spoke against renaming this access easement due to costs involved with a change in address. Upon further discussion, it was found that residents were concerned due to Waste Management discontinuing pick-up service of trash & recycling to the residents due to this been an unnamed easement.

The Committee will contact Waste Management to work on a possible solution.

No action taken at this meeting. Item to be placed on the agenda for the meeting to be held October 19th, 2017.

Approval of Minutes from April 20th, 2017 Meeting

Motion by Heather Edmunson, second by Randy Baxley to approve the minutes from the April 20th meeting. Motion carried unanimously.

Approval of Agenda for July 20th, 2017 Meeting

Motion by Randy Baxley, second by Brad Kaneyuki to accept agenda as written for this meeting. Motion carried unanimously.

New Business

- a. Discussion and possible action on request to name an unnamed easement to Deer Canyon Court.

A request was received from Karen Ferroni to reserve Deer Canyon Court in the Washoe County Master Street Directory Reservation table serving six parcels for address changes and direct trash pickup in lieu of Riverdale Circle.

Motion by Teresa Parkhurst, second by Dave Erickson to approve and reserve Deer Canyon Court in lieu of Riverdale Circle for these addresses. Motion carried unanimously.

- b. Discussion and possible action on request to name an unnamed street to Colibri Glen Place.

Discussion occurred during the public comments section of this meeting.

Unnamed easement currently addressed as off Sidehill Drive located in Washoe County, request received from Ms. Heather Randles, citizen to change the name to Colibri Glen Place. Request is being made to allow Waste Management to pick up trash & recycling from this location, (WM advised occupants they will no longer pickup from unnamed easements/streets). Karen McFall spoke on behalf of other residents to object to the name change due to costs involved with the name change.

A suggestion was made from a committee member to possibly change the name to Sidehill Court, the residents liked this. However, from the EMS point of view, Place indicates there is no access for EMS vehicles to turn around and Court indicates there is turn-around in a circular motion. For this circumstance Place would work, however Court would not work. In addition, if a change of name occurs EMS services may be delayed if houses are not clearly addressed because the system goes by a block range, i.e. if a caller uses a cell phone and doesn't specify Place, Court, etc. the EMS is unable to narrow down the area to the specific address.

Dave Erickson asked if Washoe County could contact Waste Management and obtain their affirmative to continue to pick up trash. Jenn Felter suggested checking with Code Enforcement as a first logical move. Chair Walker requested Brad Kaneyuki to find Washoe County contact who could review the agreement with Waste Management as to whether or not Waste Management should pick up from unnamed streets.

Chair Walker asked that this item to be placed on the agenda for the next meeting in October. Dixie Rudebusch, Washoe County GIS services is to be asked regarding the timeframe for updating new addresses into the regional address system.

Chair Walker speculated that as the parcels to the north are still receiving curbside service from Waste Management then the committee should be able to clear up the problem with trash pick-up on this unnamed street.

No action taken at this meeting. Item to be placed on the agenda for the meeting to be held October 19th, 2017.

Old Business

a. **Change of Name for Theobald Road to Theobald Lane**

A Certificate of Amendment was submitted to change the recorded street name from Theobald Road to Theobald Lane. This has now been completed and certified by the County Surveyor.

No further action required.

b. **Change name of existing Washoe County public road from Myers Avenue (off Heindel Road) to Meyers Avenue.**

Approval received from the Washoe County School District, and the USPS to change the name from Myers Avenue (off Heindel Road) to Meyers Avenue (spelling change of Meyers).

A request for a Certificate of Amendment has been submitted to the County Surveyor to correct the street name to match source references.

No action required at this time.

- c. Change name of existing Washoe County public road from Meyers Avenue (off Hoge Road) to Hoge Road

Committee reviewed map and verified location of Meyers Avenue and Hoge Road.

Motion made by Dave Erickson, second by Teresa Parkhurst to accept the renaming of Meyers Ave (off Hoge Road) to Hoge Road. Motion carried unanimously.

- d. Discussion and possible action regarding a process for appealing certain Regional Street Naming Committee decisions to the Board of County Commissioners, including the types of decisions that are or will be appealable and how to appeal such decisions.

The Regional Street Naming Committee's authority is an Interlocal Agreement (pursuant to NRS 277.180). No process for an appeal is included in this Agreement. Currently the procedure for appealing the naming of an unnamed easement or renaming a named street is to the Board of County Commissioners (BCC) and is not codified in the RSNC manual. An Appeal to the BCC application exists but the Master Fee Schedule does not accommodate street name appeals. Notice of appeal to the BCC is not listed in the Interlocal Agreement, but is shown on the Washoe County website.

Ms. Turner, Washoe County citizen, wished to appeal the name of the easement behind her house. At the time of the name change, the Turners had bought their new home (though Ms. Turner was unsure if they had physically moved into their home when the name change was effected). The Turners were never informed of the requested name change of an easement behind their house. Ms. Turner would like the easement name to be changed to a more neutral name.

In addition, the easement was previously open for local and emergency access only; no through traffic to SR395 granted. Would like to know if homeowners are still permitted to use the easement. The person requesting the original name change has now begun restricting access.

While this Committee is unable to recommend any action other than street naming, it is able to advise where a person can seek information. Dave Erickson advised Ms. Turner to go to the Code Enforcement desk and recorder's office, as it appears this easement is for emergency access only. Jenn Felter advised that if the road is blocked and emergency access is no longer allowed, then a call should be made to the Fire Marshall should be called, as this could be a safety issue.

Ms. Turner asked about appealing the name change. Due to the change of name being approved and recorded over one-year ago and there is no formal appeal at this time, Stephan Hollandsworth said the best thing at this time is for Ms. Turner to reapply for a name change. This would serve the same function as an appeal, parties could show up at the meeting and comments could be discussed. Chair Walker added that at that point the Board could make a decision.

Stephan Hollandsworth recommended that the RSNC review and update the Interlocal Agreement to provide further guidance on an appeal process and other advice in procedural processes. Chair Walker to send a copy of the Interlocal Agreement to Stephan Hollandsworth for review and recommendation on how to proceed.

Misc. Announcements

Request from Heather Edmunson to revise the current “Request for Street Name Change” form to include signature block and date for applicant. Brad Kaneyuki will arrange for the request form to be updated.

Committee discussed and concluded future requests for street name change notifications be sent via certified mail to ensure receipt of notification.

Thank you to Jenn Felter for advocating on behalf of public safety, it is very much appreciated.

Item regarding RSNC elections to be placed on the next meeting agenda.

Next meeting will be October 19th, 2017 at 2:30 p.m.

Adjournment

Chair Jon Walker adjourned the meeting at 3:40 p.m.

