

# NORTH VALLEYS CITIZEN ADVISORY BOARD



## DRAFT

Minutes of the regular meeting of the North Valleys Citizen Advisory Board held July 12, 2010 at the North Valleys Regional Sports Complex Community Building 8085 Silver Lake Drive, Reno, Nevada

1. **CALL TO ORDER** – The meeting was called to order at 7:00 p.m. by, Sarah Chvilicek, Chair. Sarah Chvilicek led the Pledge of Allegiance.
2. **MEMBERS PRESENT** – Eric Arentz, Secretary, Cold Springs, Sarah Chvilicek, Chair. North Valleys, Francine Donshick, Vice Chair, District 3, Kathleen Egan, North Valleys, Frank Schenk, Cold Springs, Earl Walling, North Valleys, Linda Walls, North Valleys and John White, North Valleys.
3. **APPROVAL OF THE AGENDA** – Francine Donshick moved to approve the July 12, 2010 agenda as posted. Eric Arentz seconded the motion. The motion carried unanimously.
4. **APPROVAL OF THE MINUTES** – Francine Donshick moved to approve the minutes of the June 14, 2010 meeting as submitted. John White seconded the motion. The motion carried unanimously.
- 5.\* **REPORTS AND UPDATES** – The following reports and updates were informational only and no action was taken. The reports were limited to five minutes each.
  - A. **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.
    - Sarah Chvilicek announced that she, Eric Arentz, Cold Springs, Linda Walls, North Valleys and Earl Walling, North Valleys were reappointments and Kathleen Egan, North Valleys was appointed to the NVCAB. The CAB is still recruiting for a representative from Golden Valley.
    - CAB members and members of the community can receive the North Valleys update from Lorrie Adams, County Liaison.
    - The Notice of Possible Quorum for the July 21, 2010 for the Development Code Open House, Communications regarding RTC activities and information on Gary Feero's request for information on the US Forest Services plans regarding Peavine Mountain Road. Ms. Chvilicek reported that there has been a plan in place to obliterate roads that have been damaged by over use and re-vegetate those areas. Contact Katy Simon, Manager or Bill Whitney, Staff Representative for further information.
    - Citizens can sign up to receive the Washoe County update from Katy Simon, Manager.
    - Sarah Chvilicek reported that culvert work on Red Rock Road has been paved.
  - B. **WASHOE COUNTY SHERIFF'S OFFICE ITEMS** – A representative of the Washoe County Sheriff's Office was not available to report on public safety issues within the CAB's planning area, including recent calls for service.
  - C. **STEAD AIRPORT UPDATE** – Mike Dikun, Manager, Stead Airport Manager was not available to report on activities and projects at the Stead Airport. Contact Mr. Dikun at 3228-6570. Sarah Chvilicek read Mr. Dikun's report into the record. The report included an updated on "Pathways to Aviation" event on June 26, 2010. President Tom Hall presented former Airport Manager Skip Polak with a plaque recognizing his 10 years of tireless effort to improve the airport and it's place in the neighborhood. Mr. Polak also received a jacket from the Reno Air Race Association, CEO Mike Houghton in recognition of his "can do" attitude and cooperation over the years.
  - D. **FIRE DEPARTMENT REPORT** – A representative of the Reno Fire Department was not available to address fire safety concerns. John Howe, Silver Lake Volunteer Fire Department presented a report including the following information: wildfire danger is very high and there have been several wildfires reported in the north valleys already. Wildfires were fought by hand crews and aircraft. The Silver Lake station was on standby. Silver Lake Volunteers responded to seven medical calls, 2 vehicle accidents, one minor structure fire and one fuel spill in June. The Biomass Pile has been cleared and closed for the season. A BBQ fund raiser for the Scholarship Program for fire service and emergency medical students was held in June.
  - E. **WASHOE COUNTY UPDATE:**
    - Commissioner Bonnie Weber was available to provide an update on County issues. Commissioner Weber Invite everyone to attend the Meet and Greet on Friday evening for the NACo Conference. Commissioner Weber reported that she did not get the vote taken by the NVCAB memorandum. As a result, the Reno Stead Joint Corridor Plan was approved. The discussion is available on the web-site. (The recording secretary had confirmation that the memorandum was e-mailed to Commissioner Weber, Commissioner Jung, Roger Pelham, Bob Webb, Sheri Ingley and Sarah Chvilicek on June 7, 2010.) Sarah Chvilicek stated that the NVCAB and the NVNAB agreed that the Joint Corridor should stay in place. Concerns were raised that staff

is not forthcoming with citizens preferences regarding the Reno Stead Corridor Joint Plan. Commissioner Weber asked to meet with interested members of the community to address the plan and keeping plan in place. Concern were raised that Reno is pushing to dissolve the plan. Commissioner Weber stated that the TOD (Transit Oriented Development) should have been started in the North Valleys and not in the City of Reno. Commissioner Weber reported on consolidation efforts and stated that she is not in favor of consolidation and citizens need to review the advisory questions on the November ballot.

- Commissioner Kitty Jung was not available to provide an update on County issues. A written report from Commissioner Jung was read into the record.
- Lorrie Adams, County Liaison for Districts 4 and 5, is available to answer your questions and concerns. Please feel free to contact her at [ladams@washoecounty.us](mailto:ladams@washoecounty.us) (775) 328-2720. To sign up to receive email updates from the County, visit [www.washoecounty.us/cmail](http://www.washoecounty.us/cmail). Monthly updates on County issues in your area are available online at [www.washoecounty.us/cab](http://www.washoecounty.us/cab) (follow the link to your CAB).
- Meet with Commissioner Weber for coffee the 3rd Saturday of each month at 10:00 a.m. at the Sierra Sage Golf Course commencing in October.

**6.\* PUBLIC COMMENT:** Comment heard under this item will be limited to items not on the agenda. Any time limits for this public comment item and for public testimony during an agenda item will be set by the Chair at the beginning of the meeting, but the time limit per person shall be no less than three minutes. The Chair may also grant additional time for persons representing a group at the beginning of the meeting. 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.

- Sarah Chvilicek asked for public comment and hearing none, closed this item.

**7. 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.\* 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. (This item was informational only; no action was taken by the CAB.) This item was rescheduled from the June agenda.

#### **Comments and Concerns**

- Mr. Jeppson stated that Building and Safety are funded through an Enterprise Funds
- Find if permits were filed on-line with address or Assessors Parcel Number on-line.
- In response to questions raised, Mr. Jeppson stated that enforcement is usually complaint driven.
- Concerns were raised that this program seems to be punitive and an invasion of privacy.
- Commissioner Bonnie Weber stated that the County Commissioners are looking at the concerns that property owners have that they would be held liable for unpermitted work done by contractors. Mr. Jeppson stated that their concern is for safety and they want to work with citizens to get through the issues.
- It was suggested that the Amnesty Program include a forgiveness of fees and be extended.
- Commissioner Weber stated that they are considering extending the amnesty period.
- Mr. Jeppson stated that Building and Safety has a zero tolerance for unlicensed contractors and with contractors that do not pull the permits and they are turned over to the State Contractors Board. They are working with home improvement stores to encourage getting permits.
- Commissioner Weber asked Mr. Jeppson to inform the CAB’s when this is going before the Board of County Commissioners and urge citizens to state their opinions. Commissioner Weber stated that property owners would not be charged a permit fee when they already paid their contractor the permit fee and the contractor did not pull the permit.
- Mr. Jeppson stated that structure fires that he has reviewed have primarily been as a result of non-permitted work that was not up to code.
- Mr. Jeppson was asked to include renewable energy products on the list of needed permits.

**B. Request from Washoe County Public Works for CAB Input for Potential Pedestrian and Bike Projects –** Sarah Chvilicek introduced this item for discussion and possible recommendations. Washoe County is 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](mailto:Clawson@washoecounty.us) or calling her at 775.328.3603. Currently, the NVCAB has previously recommended pedestrian and bike path projects on: along Cold Springs Drive; extend existing pedestrian and bike path along Lemmon Drive; path along Red Rock Road and extend existing pedestrian and bike path from White Lake Parkway to Village Parkway. During the July CAB meeting, the CAB may discuss other 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 either recommend: (A) the top three community ranked priority pedestrian and bike path projects or (B) forward all suggested projects for consideration. This item will be brought back on the September agenda for final comments and recommendations.

#### **Comments and Concerns**

- Francine Donshick stated that some of the work has already been done on the drive project.
  - Sarah Chvilicek recommended that where there are existing bike and pedestrian paths need to be connected and extended.
  - John White stated concern that bicycle paths that negatively impact commercial traffic on local roadways can be hazardous.
  - Gary Feero cautioned citizens to be aware of safety measures when riding or driving on roadways and these roadways need to be made safer for bicyclists.
  - Liz Howe stated that Red Rock Road has many cyclists and they can not be easily seen by vehicle drivers.
  - Questions were raised whether bicycle corridors adjacent to roadways should be designated.
- C. Election of Officers** – Elections were held to elect the Chair, Vice Chair and Secretary to serve for the 2010 – 2011 term of office. Earl Walling moved to keep the current slate of officers, Sarah Chvilicek, Chair., Francine Donshick, Vice Chair., and Eric Arentz, Secretary. John White seconded the motion. The motion carried unanimously.
- 8. OLD BUSINESS** – There were no Old Business items scheduled for review.
- 9.\* CHAIRMAN/MEMBER COMMENTS** - (This item limited to announcements of topics/issues posed for future workshops/agendas).
- **Next Agenda Items:** Transit Oriented Development Update and Consolidation Pros and Cons.
- 10. Adjournment** – Francine Donshick moved to adjourn the meeting at 8:48 p.m. John White seconded the motion. The motion carried unanimously.

Respectfully Submitted By: Allayne Donnelly-Everett, Recording Secretary