**Spanish Springs Citizen Advisory Board**

Minutes of the regular meeting of the Spanish Springs Citizen Advisory Board held on June 4, 2025, at 6:00 p.m. at the Spanish Springs Library.

1. **CALL TO ORDER/ DETERMINATION OF QUORUM**

PRESENT – Bonnie Billings, Bradley Young, Brandon Partain, Shannon Martell, Renate York, Jason Evans

ABSENT –

A quorum was established, and the meeting was brought to order.

1. **PLEDGE OF ALLEGIANCE**

The pledge of allegiance was recited.

1. **GENERAL PUBLIC COMMENT -

There was no public comment.**
2. **APPROVAL OF THE MINTURES FOR THE MEETINGS OF** May 7, 2025

Bradley Young moved to approve the minutes from the May 7, 2025, Spanish Springs CAB. Brandon Partain seconded the motion, and the minutes were approved unanimously.
3. **PUBLIC SAFETY UPDATES**

**Washoe County Sheriff’s Office**
The Washoe County Sheriff’s Office reported that burglaries and larceny/theft offenses are down, based on a three-year average, while destruction of property and DUI incidents have increased. Much of the recent vandalism appears to be caused by juveniles engaging in activities like throwing rocks and spray painting, especially with schools now out for the summer. Residents are advised to speak with their children about staying home at night and avoiding harmful or unlawful behavior. Vehicle break-ins continue to be an issue, often involving unlocked cars. Deputies emphasized the importance of locking car doors, noting that most thieves will move on if a vehicle is secure. DUIs have been notably high, particularly at night. Despite the availability of ride-sharing services, impaired driving remains a concern. The Sheriff's Office has been operating a dedicated DUI enforcement unit as a pilot program and has now added a second unit to increase patrols across the county. The department also expressed concern about juvenile DUIs involving marijuana and alcohol at gatherings like bonfires near Moon Rocks. Street racing has become another growing issue, with both local and out-of-town participants. Deputies have received intelligence through social media and agency channels, with the warehouse district identified as a common meetup spot. Officers are increasing their presence in those areas to deter activity and encourage residents to report any tips or suspicious behavior. The Sheriff’s Office closed by encouraging continued community awareness and cooperation to address these public safety concerns.

**Truckee Meadow Fire Protection District**

Division Chief Joe Schum provided an overview of operations for Truckee Meadows Fire Protection District, which covers 10 fire stations across the county operating year-round. He introduced newly promoted Battalion Chief Ryan Whitlock, who stepped into the role after a recent retirement, ensuring full staffing continues. Schum shared that the call volume has increased, averaging 170 calls per month compared to 150 this time last year. In May, Station 46 (serving Spanish Springs, Palomino Valley, and parts of Sparks) responded to 183 calls, including 9 fires, 114 EMS calls, 9 vehicle accidents, and 3 hazardous materials incidents. An additional 41 calls were mutual aid responses into Sparks, a service reciprocated by Sparks Fire Department under their automatic aid agreement. Schum announced that Fire Chief Edwards’ contract was approved and he will officially begin July 1. Preparations are underway to ensure a smooth transition and continued leadership. He also emphasized fire prevention due to recent fires caused by towing sparks and vehicle malfunctions. With dry grasses and fire-prone conditions returning early, residents were urged to avoid activities that could ignite wildfires and to be cautious with equipment, BBQs, and other heat sources. Additionally, he warned about heat-related illnesses as temperatures rise, advising hydration, sun protection, and monitoring for symptoms like dizziness or shortness of breath. Battalion Chief Ryan Whitlock then briefly introduced himself. A Northern Nevada native, military veteran, and career firefighter with nearly 19 years of service—13 of those with Truckee Meadows—he expressed enthusiasm for his new role and commitment to being an effective liaison for the community.

A CAB member raised a concern about emergency response coverage for neighborhoods like Shadow Ridge, Pebble Creek, and the newly developing Shadow Hills. They observed Engine 46 making a U-turn on Pyramid Highway while an accident occurred on the opposite side of the road, prompting recurring questions from residents about whether their area is adequately covered, especially with over 1,000 households in those neighborhoods and the next closest stations being Engine 51 in Wingfield Hills or Engine 41 on Los Altos. Division Chief Joe Schum responded by clarifying that Truckee Meadows Fire Protection District’s jurisdiction does include that stretch of Pyramid Highway, although the City of Sparks often assists in responding to those calls. On the day in question, Sparks units were likely already busy, so TMFPD handled the call. He reassured the CAB member that automatic aid agreements ensure the closest available engine—whether from TMFPD or Sparks—is dispatched, and backup units from Sun Valley are also activated as needed to ensure prompt response. Schum also offered to send a representative to upcoming homeowners meetings to address concerns like wildfire fuel mitigation and noted a successful defensible space project previously completed near Pebble Creek.

1. **DISCOVER THE HEART OF SPANISH SPRINGS – YOUR LIBRARY, YOUR COMMUNITY HUB**

Jana MacMillan, the branch manager of the Spanish Springs Library, gave a comprehensive presentation showcasing the library's wide array of services, events, and community impact. She began by highlighting the library's recent 20th birthday celebration, which featured cultural performances, a rededication of the Sarah Winnemucca statue, and four cakes provided through community donations. She then emphasized that the library offers much more than books and DVDs, including free meeting rooms, fire evacuation support, and serving as a voting site during elections. MacMillan explained that Washoe County residents can access free museum and Nevada state park passes through the library, as well as unique resources like 3D printing, blood pressure kits, and memory care kits for all ages. The library also provides digital services including downloadable ebooks, audiobooks, newspapers, and magazines, accessible 24/7 through apps like Libby. She warned that some research databases may soon disappear due to federal funding cuts, urging patrons to take advantage of them now. These include language-learning platforms, business research tools, test prep, and career assistance through services like Brainfuse and LinkedIn Learning. She shared the variety of literacy and youth engagement programs, including baby socials, toddler times, Lego robotics camps, craft studios, and Dungeons & Dragons for teens. The library recently remodeled its “Teens Only” area using American Rescue Plan funds, adding new furniture, a chalkboard wall, a gaming station, and a teen art gallery. Despite needing to replace faulty flooring, the space remains a popular, dedicated environment for teens. Outreach is another major focus. MacMillan described regular tours, visits to local schools and tribal communities, and participation in events like Juneteenth and the Santa Fly-In. The library also boasts a sensory sound garden open to the public 24/7, designed to be inclusive and engaging for people of all ages and sensory needs. MacMillan concluded by highlighting the many free programs for all ages, including coding clubs, gardening workshops, STEAM activities, escape rooms, and book clubs. The summer reading program, currently underway, features a heart-themed display filled with community messages about why patrons love the library—520 heartfelt submissions that now decorate the building. Her message throughout was clear: the Spanish Springs Library is a vibrant, inclusive hub for learning, connection, and creativity that everyone in the community is welcome to use and enjoy.

A resident asked about volunteer opportunities at the Spanish Springs Library. Jana MacMillan responded that the branch is currently full on volunteers, though the Washoe County Library System overall does have volunteer positions available. Volunteers perform a range of tasks including shelving, dusting, helping with book sales, and watering plants—a role that recently required two new helpers after the previous volunteer retired after 18 years. Storytime roles are restricted to former library staff due to training requirements. The library also hosts vocational volunteers through a state program to help young adults build job skills. Interested individuals can visit the library system’s website to view current openings and submit an application by branch.

A citizen asked whether there is a limit on the number of downloadable books available through the library. Jana MacMillan explained that while patrons can download up to 10 books at a time, the number of available copies for each title is limited due to licensing restrictions. Unlike physical books, downloadable titles require digital licenses that the library must purchase, often at a higher cost, and those licenses only allow a set number of checkouts. The citizen acknowledged familiarity with the system and expressed appreciation for the library’s services.

1. **REPORT ON REQUESTS FOR SERVICE FROM PREVIOUS CAB MEEITNGS –**

Bonnie Billings provided an update on how the board is handling community service requests made during previous CAB meetings. She explained that instead of reading a full report aloud, the chair’s report for May 2025 has been uploaded online for public access. This report includes community comments and the county’s follow-up actions. Bonnie emphasized the board’s commitment to responding to public input, even when it can’t be addressed during the meeting due to agenda limitations. She also noted that the Dignity Index is a topic of personal importance and will be incorporated into future board member training and upcoming discussions.

1. **NEIGHBORHOOD DEVELOPMENT HUB & OTHER ENGAGEMENT OPPORTUNITIES –**

Candee Ramos provided an overview of how residents can stay informed and get involved in Washoe County activities. She walked attendees through the county’s “Get Involved” webpage, which offers access to commissioner contact information, volunteer opportunities, and open positions on boards and committees. While Spanish Springs' most recent board vacancy just closed, she encouraged residents to check the page regularly for updates. Candee also demonstrated how to access the Neighborhood Development Hub, an external site that lists upcoming and past development project meetings, including details like parcel numbers, developer names, and public feedback. She explained that residents living within 750 feet—or a minimum of 30 properties—from a proposed project will receive a postcard notification, but anyone can view meeting information or submit feedback online. Finally, she showed how to sign up for email alerts, including district-specific news and developer meeting notifications, to help the public stay engaged in local government processes.

1. **CAB MEMBER/ COMMISSIONER ANNOUNCEMENTS/ REQUESTS -**

Bonnie Billings shared that Commissioner Clara Andriola was unable to attend the meeting because she was at a conference in Washington, D.C. but wanted residents to know she’s continuing to work on initiatives like Budget 101—a project aimed at promoting financial transparency through the Washoe County Checkbook. Flyers with more information were available at the meeting. Bonnie also explained how speakers are chosen for CAB meetings, noting that board members contribute based on neighborhood feedback, but public input is welcome as well. A QR code at the bottom of the agenda allows residents to suggest future speakers. She outlined upcoming meeting topics: the July 2 meeting is expected to feature updates on Pyramid Highway and the process for determining traffic signal needs; September will include a “Go Bag” demo on emergency preparedness; October is expected to cover the Spanish Springs Master Plan with the Truckee Meadows Regional Planning Agency; and November will include an RTC update on traffic and road projects. While these topics are planned, she emphasized there is no guarantee the speakers will be available and encouraged continued community suggestions.

1. **GENERAL PUBLIC COMMENT –**

There was no public comment.

**ADJOURNMENT –** The meetingadjourned at 6:56 p.m.