

SOUTHWEST TRUCKEE MEADOWS CITIZEN ADVISORY BOARD



DRAFT

Minutes of the regular meeting of the Southwest Truckee Meadows Citizen Advisory Board held August 21, 2008 at the South Valleys Library at 15650A Wedge Parkway, Reno, Nevada

1. **CALL TO ORDER** – The meeting was called to order at 6:30 p.m. by Steve Cohen, Acting Chair.
2. **MEMBERS PRESENT** – Steve Cohen, V. Chair, Connie Moberg, Patricia Phillips, Diane Smith and Richard Wood.
MEMBERS ABSENT - Nathan Robinson, unexcused
3. **APPROVAL OF THE AGENDA** – Diane Smith moved to approve the August 21, 2008 agenda as posted. Richard Wood seconded the motion. The motion carried.
4. **APPROVAL OF THE MINUTES OF MEETING** – Richard Wood moved to approve the minutes of the May 15, 2008 meeting as submitted. Diane Smith seconded the motion. The motion carried.
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).
 - Steve Cohen announced a Harvest Festival at Hunsberger Elementary School on September 21, 2008.
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.
 - Ron Chohamin stated that he brought an issue about drainage easement offered and dedicated by Washoe County to the attention of the CAB. He met with Washoe County to discuss the issue of potential damage from flooding and has been ignored since.
 - Robbin Palmer reported that the Water Initiative will be on the 2008 general election ballot. Ms. Palmer stated that there were 28,000 signatures on the petition and only 18,000 were required.
 - Steve Cohen asked for public comment and hearing none, closed this item.
- 7.* **FIRE SAFETY ITEMS** – Chief Michael Greene presented information on the Sierra Fire Protection District Facility Bond and Tax Override that will be on the November General Election ballot. The presentation included the facilities and equipment that are planned to improve the levels of service to the community. Chief Greene stated for the record that he is presenting the information and not an advocate in support or opposed to the ballot measure. Following his presentation, Chief Greene was available to address questions. Chief Mike Heikka, Sierra Fire Protection District was available to address fire safety issues. Chief Heikka announced that they have hired an inspector to contact property owners to help identify measures that can help protect dwellings from wildfire. Chief Heikka discussed efforts to help reduce wildfire fuels.
Comments and Concerns
 - Chief Greene stated that once the funds are approved, it takes about 1.5 years to complete a new fire station.
- 8.* **WASHOE COUNTY SHERIFF'S DEPARTMENT** – A representative of the Washoe County Sheriff's Department was not available to report on area law enforcement topics/issues and announcements from the Washoe County Sheriff's Dept. Suzy Rogers, City of Reno Emergency Communications Dispatch Center provided information on calling 9-1-1 to request emergency assistance. Ms. Rogers also discussed making 9-1-1 emergency calls for service on cellular phones. Ms. Rogers reminded citizens to know their location in order to advise emergency responders where the emergency is occurring.
Comments and Concerns
 - In response to concerns raised, Ms. Rogers stated that citizens can call 832-4110 Incline Village Dispatch to report illegal or suspicious activity at Pyramid Lake.
- 9.* **COUNTY COMMISSIONER/COMMUNITY LIAISON UPDATES:** Sarah Tone, Community Outreach Coordinator was available to report on Washoe County events and issues and information from the Board of County Commissioners. Ms. Tone provided the new CAB information brochures. Eric Scheetz was honored at the Board of County Commissioners for his work on the Board of Adjustment and Assistant Sheriff Emerson announced that the helicopter should be back in service in September. Ms. Tone reported that she will continue to follow up on Mr. Chohamin's issue. Ms. Tone reported on plans for a meeting of interest to the CAB scheduled in October.
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.)

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.* District Health Department Vector Borne Disease Program – Tracie Douglas, Public Information Officer, Washoe County District Health Department, Environmental Health Services Division provided a report on the current mosquito season. Information included symptoms of West Nile Virus, controls and protections against mosquito bites and information on mosquito breeding locations around your house. Ms. Douglas urged everyone to use mosquito repellent and keep standing water free of mosquito larvae and to vaccinate domestic horses against West Nile Virus. Following her presentation, Ms. Douglas was available to address questions and concerns. (This item was information only and no action was taken.)

B. CAB's Meeting Schedule and Community Forums – Sarah Tone facilitated the discussion and possible recommendation to change the CAB's meeting schedule from "every" month to "every other month." Discussion and recommendation may include creating Community Forums, as a new public engagement method for citizens to receive and exchange information in a format that would not be subject to the Nevada Open Meeting law, as no action/decisions would be taken. Community Forums may use one or more of the following models, but would not be limited to only: Facilitator-driven; workshop on specific topics; roundtable discussion; panel discussion; town hall; community fair and/or conversations with your commissioner. Note: community forums may take place at regional locations with involvement of more than one citizen advisory group (e.g. citizen advisory boards (CABs), neighborhood advisory boards (NABs) and citizen advisory council (CAC)). **MOTION:** Richard Wood moved to recommend keeping the monthly meetings at the discretion

Comments and Concerns

- Steve Cohen stated that in order to fill the meeting rooms, citizens need to be educated that the CAB exists and what services the CAB offer. Mr. Cohen stated opposition to cutting the meetings to every other month and the Chair has the option to cancel meetings when nothing is scheduled on an agenda and the SWTM CAB also traditionally cancels the December meeting.
- Connie Moberg stated a preference to go to every other month in consideration of budget issues.
- Patricia Phillips stated that she sees changes in the community as well as a slow down in building applications. Ms. Phillips was open to other meeting options.
- Mr. Cohen stated concern that if the CAB moves to every other month, it will not have the opportunity to go back to monthly meetings.
- Richard Wood supported meeting monthly and canceling if there is no agenda item to hear.
- Diane Smith supported meeting monthly with the option to cancel a meeting.
- Steve Cohen stated support for hearing from the Fire Department and Sheriff's Department. Mr. Cohen urged Washoe County notifying local school students with flyers announcing topics on the next agenda.
- In response to questions raised, Ms. Tone stated that Washoe County has to pay for meetings at other facilities. Ms. Tone offered to make flyers for distribution by the CAB members.
- Robbin Palmer asked if the community would be excluded if notifications are e-mail only. Ms. Palmer also questioned the timeline for hearing applications and whether the CAB meeting every other month would meet those time limits. Ms. Palmer stated a preference to not accessing information on-line.

C. Election of Officers - Elections were held and the following board members were elected as follows: Steve Cohen, Chair, Patricia Phillips, Vice Chair and Connie Moberg, Secretary for the 2008 – 2009 term of office.

11. OLD BUSINESS – There are no Old Business items scheduled for review.

12.*CHAIRMAN/BOARD MEMBER ITEMS

- Steve Cohen welcomed Richard Wood to the CAB.
- Richard Wood introduced himself and discussed his interest in the CAB and the community.
- Richard Wood stated concern regarding a shopping center being constructed on a wetlands and he has a client that made an application on that site and was denied.
- Patricia Phillips stated concern regarding test drives on rural roads and concerns about a ditch that drops off at a curve on DelMonte Lane. The concern is that the roadway becomes very hazardous during winter weather conditions.
- **Next Agenda Items** – Special Use Permit, School District Ballot Measure.

13. ADJOURNMENT – Connie Moberg moved to adjourn the meeting at 7:47 p.m. Diane Smith seconded the motion. The motion carried.

Respectfully submitted By: Allayne Donnelly-Everett, Recording Secretary