

WEST WASHOE VALLEY CITIZEN ADVISORY BOARD



DRAFT

Minutes of the regular meeting of the West Washoe Valley Citizen Advisory Board held July 12, 2010 at Bowers Volunteer Fire Department, 3905 Old US Highway 395, Washoe Valley, Nevada.

- 1.* **CALL TO ORDER** – Chairperson Countryman called the meeting to order at 7:00 p.m. She welcomed new member Jim Rummings to the Board.
- 2.* **ROLL CALL/DETERMINATION OF QUORUM** – Roll call was heard and a quorum of five members was determined.
MEMBERS PRESENT – Jane Countryman (Chairperson), Debbie Sheltra, Rod Smith, Bill Elliott, Jim Rummings
MEMBERS ABSENT – none
3. **APPROVAL OF AGENDA FOR JULY 12, 2010** – Chairperson Countryman announced it was requested to have agenda items 6B and 6C presented together. Debbie Sheltra moved to approve the July 12, 2010 meeting agenda as amended. Bill Elliott seconded the motion. The motion carried unanimously.
4. **APPROVAL OF MEETING MINUTES FOR MARCH 1, 2010 and MAY 3, 2010** – Debbie Sheltra moved to approve the March 1 2010 meeting minutes. Bill Elliott seconded the motion. The motion carried with one abstention from Rod Smith.

Regarding the May 3, 2010 meeting minutes, the following correction was noted: (a) on page 2, item 8A, “Lures Creek” should be changed to Lewers Creek. Debbie Sheltra moved to approve the May 3, 2010 meeting minutes as amended. Bill Elliott seconded the motion. The motion carried unanimously.

5.* **UPDATES/ANNOUNCEMENTS/CORRESPONDENCE**

- A Community Forum will be held at Bowers Fire Station starting at 7:00 p.m. on Monday, August 2, 2010 to provide an opportunity for the community to discuss issues related to West Washoe Valley. Relevant information from Washoe County Commission meetings will also be given. Discussion topics will include: updates on Fire and Emergency Medical Services, water being sold by the County to Truckee Meadows Water Authority and what this could mean to Washoe Valley, the Weston law suit, West Washoe Association’s Annual Picnic, and helping our Volunteer Fire Services with fund raisers, as well as any other issues affecting Washoe Valley and/or Washoe County. (Note: The Community Forum is not sponsored by either Washoe County or the West Washoe Valley CAB.)

The following events were announced:

- ◆ The next Community Forum will be held on Monday, August 2, 2010 at the Bowers Fire Station beginning at 7:00 p.m. All residents were welcome to attend.
- ◆ The West Washoe Picnic would be held on Saturday, August 21, 2010. The event is tentatively scheduled to begin at approximately 3:00 p.m. at the Webb’s House at Franktown Road and 395. All residents are welcome to attend. The West Washoe Association would provide refreshments. Individuals wishing to add additional refreshments can contact Board member Smith.

6. **ACTIVITY AND INCIDENT REPORTS BY REGIONAL/COUNTY DEPARTMENTS**

A. Washoe County Sheriff’s Office Items – There was no one in attendance to present a report.

B.* Fire Safety Issues – This item was presented with agenda item 6C.

C. Truckee Meadows Fire Protection District - Reno Fire Department representatives introduced themselves. Chief Mike Greene stated Sierra Fire Protection District and the Truckee Meadows Fire Protection District had worked together because the Board had asked both Districts for a review of data from the last six months. He noted there was an approximately 3% discrepancy in the data information because Truckee Meadows Fire was reviewing data from the dispatch center and Sierra Fire Protection was reviewing data from reports, but data showed the value of first response, an automatic aid agreement, the distribution of calls, and the need for two fire stations.

Sandy Munns, Reno Fire Department, stated the primary goal is to provide immediate assistance in an emergency, which is why the automatic aid agreement was developed. He distributed and reviewed maps locating districts for each fire station. He reported map data was reviewed for the past twelve months. One engine is dispatched for a “first alarm” emergency with back-up response from Sierra Fire District. Multiple engines and resources are dispatched to a “second alarm” emergency. He stated he did not have time to review data for response time to recreational areas, but maps provide information requested by the Board with regards to response times by geographic area and by Sierra Fire Protection District versus Station 16. He noted information supports the need for two stations in the Washoe Valley area.

Tim Alameda, Reno Fire Department, pointed out the number of vehicle accidents and extrications may vary depending on the actual nature of the call, but that this information provides an indication of the call volume and from which location.

Concerns/Comments

- Chairperson Countryman asked if there would be a follow-up report on what actually occurred at vehicle accident scenes. Mr. Alameda stated that was correct. He reviewed the dispatch process. He noted more equipment was provided for structure and brush fires and that Sierra Fire had a bigger pool of resources than the City. Sierra Fire was also covering areas that Truckee Meadows cannot respond to quickly.

- Chairperson Countryman asked if there was some apparatus that works in the City, but not in the County. Mr. Alameda replied that was true and provided some examples. He stated the Rapid Intervention Team (RIT) is on stand-by to rescue firefighters trapped in structure fires.
- Cliff Low asked for clarification regarding motor vehicle and extrication information. Mr. Munns explained data information. Chief Greene clarified an emergency in the Truckee Meadows District would receive a dual response.
- Board member Sheltra asked if Washoe Valley trucks still move south during emergency response. Mr. Munns stated as fill-ins.
- Board member Sheltra asked if all Reno-Truckee Meadows stations are manned or closed. Mr. Alameda stated they were rolling closures.
- Board member Sheltra asked if brush trucks are moved from a station that is closed to a station that is open. Mr. Munns stated stations that are closed are urban stations, but they have plotted and calculated how to maintain response times in those Districts where fire stations are closed. All open stations have the apparatus needed for their purpose. It was noted only Reno stations are “browned” out. Every single Truckee Meadows station has brush trucks as well as nine Reno stations.
- Board member Sheltra suggested four responders arrive in two different pieces of equipment. It was noted a water tender is dispatched with an engine.
- Board member Sheltra asked for a definition of a “boundary drop”. Mr. Munns explained a boundary drop sends in only one truck.
- Board member Sheltra stated she was requesting engines be moved in when stations are empty to reduce response time. Mr. Alameda explained fill-ins are provided. Board member Sheltra suggested Truckee Meadows District provide fill-ins when Sierra Fire District stations respond to emergencies and stations are left empty.
- Chairperson Countryman suggested reports be provided each month if only in writing.
- Board member Elliott asked how many stations were closed. Mr. Alameda stated there were no stations that were officially closed, but stations can be closed depending on the availability of staff. Board member Elliott asked if there were any planned closures. Mr. Alameda replied no.
- A question was asked regarding the total number of personnel in the Truckee Meadows Fire District. It was reported there were approximately twelve staff personnel per station plus additional “floaters” who fill in for absent personnel.
- Board member Elliott asked if fire hydrants were consistent. Mr. Alameda stated fire hydrants in Reno, Sparks and Washoe County were consistent and that adapters were provided to engines outside of the area to use those hydrants.
- Chief Greene summarized the meeting discussion.
- Board member Sheltra suggested a joint presentation be made to the City of Reno.

1. Washoe Valley Volunteer Fire Service – Alan Farley, Volunteer Fire Department Chief, introduced himself and stated that more volunteers were needed. Discussion followed. Board member Sheltra asked if there was a water tender at Mr. Farley’s station. Mr. Farley replied yes and no because an 1,800-gallon tender was provided, but they did not yet have a tender that can supply an engine for a structure fire.

D. * Reno Emergency Communications – Suzy Rogers reviewed calls for service. Board member Sheltra suggested phone numbers be checked in the area where the phone company is doing work.

7.* UPDATES AND LIAISON REPORTS

A.* Liaison Report – Barbara Scott was not in attendance to provide a report.

B. * County Commissioner/County Liaison Updates – Due to meeting time constraints, Chairperson Countryman made available the Washoe County Community Update Report for review.

C.* I-580 Project – There was no new information to report.

D.* Weston Property Update – There was no new information to report.

8.* PUBLIC COMMENT

A. Ginger Pierce distributed information regarding the new boundary of the City of Reno’s Sphere of Influence.

9. OLD BUSINESS – There was no Old Business agenda item for review.

10. NEW BUSINESS – Time for each item’s presentation is limited to no more than fifteen minutes to provide sufficient time for questions and comments; an extension may be granted by the chair.

A.* Fire Adapted Communities: The Next Step in Wildfire Preparedness – Ed Smith, from University of Nevada Cooperative Extension and a representative from the Sierra Fire Protection District will be in attendance for an approximately 15-20 minute presentation to discuss the knowledge and skills homeowners need to live safely in high fire hazard areas, including how to best prepare your home and safety evacuate your family should wildfire threaten your neighborhood. They will also introduce the concept of fire adapted communities, which exist when neighbors work together to implement important community-wide fire preparedness recommendations that can greatly reduce the likelihood your home would be destroyed by wildfire, even with little or no assistance from firefighters. (This item is for information only and the CAB will take no action.)

With a PowerPoint© presentation, Ed Smith, UNR Cooperative Extension, explained the Washoe County Fire Adapted Communities Project would provide training for communities to live in fire hazardous areas within Washoe County without the need for fire service. He reviewed the increasing fire hazard danger in Washoe County. He reported a workshop will be held at Station 39 on Joy Lake Road on Thursday, July 29, 2010 at 6:00 p.m. He distributed information regarding the workshop and stated the workshop was open to all residents. More information can be found at the "Living with Fire" website. He stated, the first year, six communities would be chosen for workshops that would teach homeowners the following:

- The three ways wildfires can threaten a home;
- The limitation of firefighters;
- How to create an ignition-resistant home;
- How to create defensible space;
- Understanding the environment during a wildfire event;
- Preparing a home before evacuation;
- How to do a safe and effective evacuation;
- What to do when returning home after a wildfire

Concerns/Comments

- Board member Sheltra asked what can be done for Caughlin Ranch residents when it's already a built-up area and the open space behind properties does not belong to the property owner. Mr. Smith stated the six communities chosen were determined by Fire Marshals within their District. Kurt Latipow added it was the built environments that were the challenge to make fire adaptive. Mr. Smith stated there were other things that can be done to prevent a fire hazard other than changing out roofs.

B.* Amendment of Conditions Case No. AC10-007 (Sid Ferris) – The CAB will review and make recommendations on the request to amend condition #2 of Special Use Permit case number SB08-011 to extend the time for completion of all structures for five additional years until October 2, 2015. The special use permit approval was for the development and operation of a heavy **equipment and truck rental/sales** business as authorized in Article 302 of the Washoe County Development Code and a free-standing sign structure greater than six feet in height as authorized in Section 110.504.15(d)(1) of the Washoe County Development Code. The project is located at 700 South US 395 North, at its intersection with Viola Way in Washoe Valley. The ±.55-acre parcel is designated General Commercial (GC) in the South Valleys Commercial Corridor of the South Valleys Area Plan, and is situated in a portion of Section 23, T17N, R19E, MDM, Washoe County, Nevada. The property is located in the West Washoe Valley Citizen Advisory Board boundary and Washoe County Commission District No. 2. (APN: 050-231-24). Staff Representative: Grace Sannazzaro, 775.328.3771. This application is scheduled for the August 5, 2010 Board of Adjustment meeting.

It was clarified the request for an extension of time to complete the project was because the intersection of Viola Way and 395 would need to be re-constructed to accommodate heavy truck traffic, but NDOT has not yet specified re-construction requirements. Sid Ferris stated he was granted easements for egress and ingress and parking, but current NDOT standards require the two adjacent properties utilize the intersection, but the intersection was sub-standard for commercial use.

Concerns/Comments

- Board member Elliott commented on the hazardous conditions of the area and stated he would be opposed to anything that did not provide safety coming off the highway. Mr. Ferris stated he hired Odyssey Engineering to study the safest way to provide access to the property. Board member Elliott commented that NDOT standards have not changed.
- Board member Smith clarified the request was for an extension of time to address this issue with NDOT.
- Mr. Ferris stated the issue is that the driveway to the property meets NDOT standards, but requiring access to the property from the intersection would require additional improvements to the intersection to meet NDOT standards, but that, in his opinion, were not his sole responsibility to meet.
- Board member Sheltra asked for clarification that condition changes were also being requested. Chairperson Countryman clarified this request only regarded the time extension. She noted she contacted the County and learned that if a time extension was requested, it would open up conditions for consideration including the signage condition. Mr. Ferris noted the signage was currently at the height that was required by Washoe County, but would be lowered.
- Board member Sheltra commented that the property was in operation with large, heavy equipment even though permission had not been granted to do so. Mr. Ferris stated he has received approval for outside storage of the tree nursery property and was cited for the use of U-haul trucks. Board member Sheltra commented that there was no line of site for the trucks going northbound. Mr. Ferris reported the fence was moved sixteen feet away from the limit line. He commented on the potential safety hazards from other commercial businesses in the area.
- Chairperson Countryman requested clarification that a time extension was being requested in order to work out the issue of the intersection with NDOT. Mr. Ferris clarified more time was needed because NDOT was vague on conditions being requested.

- Board member Sheltra asked if operation was not being planned until this issue was resolved. Mr. Ferris stated he would ask to have the original issues of the permit addressed if there were concerns about signage.
- Board member Elliott suggested the Board be allowed to review the original permit. Chairperson Countryman noted action would be taken at this meeting because this application was scheduled to be presented to the Board of Adjustment on August 5, 2010.
- Board member Sheltra noted operation of this business is not allowed until licenses obtained become active and that other businesses in the area also have NDOT issues that are being addressed.
- A question was asked regarding what would happen if a time extension was not granted. Chairperson Countryman clarified the process would start all over, but that time extensions have not been denied if requested and presented properly.
- The Board discussed and decided to support the time extension with no changes and conditions.

Rod Smith moved to support the time extension with the existing conditions. Debbie Sheltra seconded the motion. The motion carried unanimously.

- Board member Smith suggested concerns expressed during this discussion be heard at the Board of Adjustment meeting. Mr. Ferris agreed and stated NDOT should also address the issue.
- Chairperson Countryman stated she would request that these comments be presented to the Board of Adjustment.

C. Request from Washoe County Public Works for CAB Input for Potential Pedestrian and Bike Projects –

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 or calling her at 775.328.3603. Currently, the WWV CAB does not have any previously recommended pedestrian and bike path projects. 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 either recommend: (A) the top three community ranked priority pedestrian and bike path projects or (B) forward all suggested projects for consideration.

Chairperson Countryman stated Washoe County was looking for input regarding potential bike and pedestrian projects and can be submitted at clawson@washoecounty.us or by calling 328-3603. It was noted West Washoe Valley has no projects to submit.

D. Discussion on South Valleys Area Plan as it relates to Wind Machines – Jane Countryman will lead a discussion regarding the recent changes to Article 326, Wind Machines, in the Washoe County Development Code and how these changes relate to the adopted goals and policies within the South Valleys Area Plan. Discussion may include, but not be limited to, the location and type of residential and/or commercial wind machines that have recently been installed in Washoe Valley and the relationship of these wind machines to policies in the Area Plan. The CAB may also discuss specific examples of potential commercial and residential wind machine projects in Washoe Valley given the recent changes to Article 326 and balanced with the Area Plan policies. Following discussion, the CAB may take action to forward comments and/or questions to the Washoe County Commission.

Due to meeting time constraints, Chairperson Countryman continued this item to the next meeting.

E. Election of Officers - Election of Chair, Vice Chair, Secretary and Liaison to East Washoe Valley CAB for the July 2010 to June 2011 term.

Rod Smith moved to nominate Jane Countryman as Chairperson, Rod Smith as Vice Chair, Debbie Sheltra as Secretary, and Jim Rummings as Liaison. Debbie Sheltra seconded the motion. The motion carried unanimously.

F. Possible Cancellation or Rescheduling of the September Meeting – Discussion and possible recommendation to cancel or reschedule the September 6, 2009 CAB meeting due to the Labor Day holiday.

The Board discussed and decided the next meeting would be held on Monday, September 13, 2010. Rod Smith moved to hold the next WWVCAB meeting on Monday, September 13, 2010. Bill Elliott seconded the motion. The motion carried unanimously.

11. CHAIRMAN/BOARD MEMBER ITEMS – (This item limited to announcements of topics/issues posed for future workshops/agendas.)

Board member Sheltra requested to have an update on the volunteer fund-raising efforts for a water tender. Discussion followed about having an alternative to a water tender.

Future agenda items: (a) Discussion on South Valleys Area Plan as it relates to Wind Machines; (b) Update on volunteer fund-raising for a water tender

12. ADJOURNMENT – There being no further business, the meeting adjourned at 9:15 p.m. Debbie Sheltra moved to adjourn the meeting. Bill Elliott seconded the motion. The motion carried unanimously.