



**NORTH VALLEYS  
CITIZEN ADVISORY BOARD  
AND  
WARD FOUR NORTH VALLEYS  
NEIGHBORHOOD ADVISORY BOARD**



**DRAFT:** Approval of these draft minutes, or any changes to the draft minutes, will be reflected in writing in the next meeting minutes and/or in the minutes of any future meeting where changes to these minutes are approved by the CAB.

Minutes of the special joint meeting of the North Valleys Citizen Advisory Board and the North Valleys Neighborhood Advisory Board held June 13, 2011 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 6:33 p.m. by Sarah Chvilicek, Chair. Sarah Chvilicek led the Pledge of Allegiance.
2. **NVCAB MEMBERS PRESENT** – Eric Arentz, Secretary, Cold Springs, Sarah Chvilicek, Chair, District 5, Francine Donshick, Vice Chair, District 3, Kathleen Eagan, North Valleys, Earl Walling, North Valleys, Linda Walls, North Valleys and John White, North Valleys.  
**NVCAB MEMBERS ABSENT** – Frank Schenk, Cold Springs, unexcused  
**NVNAB MEMBERS PRESENT** – Ed Hawkins, and Katherine McGrath, Chair. No Quorum was present.  
**NVNAB MEMBERS ABSENT** - Byron Davis, and Garret Idle, are no longer on the NVNAB.
3. **APPROVAL OF THE AGENDA** – Francine Donshick moved to approve the June 13, 2011 joint agenda as posted. John White seconded the motion. The motion carried unanimously.
- 4.\* **PUBLIC COMMENT:** Comment heard under this item will be limited to items not on the agenda. Public comment and/or testimony, as applicable, will also be allowed under each individual agenda. Any time limits for this public comment item and for public comment/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 and NAB as a whole.
  - Francine Donshick announced that the Reno Rodeo starts on June 16<sup>th</sup> and gave information on different events that are scheduled throughout the event. A special kid's day will be held on Saturday June 18<sup>th</sup>. Ms. Donshick also announced that the cattle drive is expected to come into town on Thursday.
  - Sarah Chvilicek asked for further public comment and hearing none, closed this item.
5. **SPECIAL 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. **North Valleys Regional Park Update** – Doug Doolittle, Director, Washoe County Regional Parks and Open Space Department, introduced the draft of the North Valleys Regional Park Revised Master Plan. Julee Conway, City of Reno, Director of Parks, Recreation and Community Services, Al Rogers, Assistant Director and Lynda Nelson, Planning Manager, Washoe County Parks and Open Space were available to address questions and concerns pertaining to the City of Reno. Mike Engle, Principle Landscape Architect, Wood Rodgers presented the proposed master plan and recreation alternatives for the park as well as possible options for funding any future improvements. Melissa Lindell, Wood Rodgers was available to address questions and concerns. Mr. Doolittle confirmed that the funding is going to stay with the North Valleys Regional Sports Complex. **MOTION:** Francine Donshick moved to recommend approval of the North Valleys Regional Park Revised Master Plan as presented. The motion was seconded. The motion carried unanimously. **MOTION:** Francine Donshick moved to prioritize the facilities as follows: Water feature; Babe Ruth 13/15 fields and 4 to 18 youth softball fields with concessions and restroom facilities; Dog park; flat fields and one million dollars set aside for operations and management. Linda Walls seconded the motion. Francine Donshick amended her motion as follows: Water feature, Babe Ruth fields with restrooms and concessions, a dog park and operations and management of all new features. Linda Walls seconded the amended motion. The motion carried unanimously.  
**Comments and Concerns**
    - In response to questions raised regarding management of the facility, Mr. Doolittle stated that Parks and Recreation will provide some management and will also consider contracting for maintenance and management services. Mr. Doolittle stated that costs would have to be investigated.
    - Byron Davis, past NVNAB member asked that the focus be on the water park and Babe Ruth fields and stated support for the proposed project as presented.

- In response to questions raised by Norman Mustain, Sarah Chvilicek stated that funds are available for construction of the facility but there are currently no funds for operation and maintenance. Mr. Doolittle stated that the proposed project would be reviewed by the Washoe County Commissioners who would provide direction to staff. Mr. Mustain asked if maintenance of the ball fields could be done by the leagues. Mr. Doolittle stated that current fees are at break-even levels.
- Mr. Doolittle clarified that any funds directed toward maintenance would be taken from funds that were designated for building. Mr. Doolittle stated that they are considering what amount of a increase in fees would be needed to meet the budget. Mr. Doolittle reminded citizens that this is a regional park with facilities available for public uses.
- Support was stated for the number of proposed concessions which would help generate funds.
- Mr. Doolittle stated that currently there is a leash requirement for dogs.
- Commissioner Bonnie Weber stated concern regarding the amount of parking in the middle of the proposed facility. Mr. Doolittle stated that the parking lots already exist and based on experience, vehicles need to accommodate the numbers of people who use the facilities. Commissioner Weber supported the number of walking paths and asked what the process is to maintain the ten acre managed by the City of Reno for a neighborhood park.
- Julee Conway stated that the Reno City Council and planning staff would participate in the planning process and depending on priorities, a decision would be made on what would be built and how it would be maintained. The City of Reno has an Adopt A Park program to help with the maintenance. An interlocal agreement would have to be adopted regarding maintenance of the park.
- In response to questions raised, Mr. Engle stated that they have developed the plan based on comments and recommendations from the community and the NVCAB and NVNAB. Ms. Chvilicek stated that the NVCAB and NVNAB worked together to make recommendations on how the facilities would be prioritized.
- Commissioner Weber stated that she is a local resident and thanked everyone for recommending paying off the debt and stated that she will be fighting for funds for operation and maintenance. Commissioner Weber stated that she would like to have a library included in the master plan.
- Byron Davis stated that it is vital that planners remember that there has been strong community support for a water facility and to use some funds to draw interest to pay for operation and maintenance.
- Ms. Chvilicek stated that recommendations by the NVCAB and NVNAB are a matter of record and the Parks Commission is also a recommending body. Citizens are encouraged to attend the Board of County Commissioners meeting and state their opinions.
- In response to questions raised, Mr. Doolittle stated that they would keep facilities open to the best of their ability considering the budget cuts that Regional Parks and Open Space is facing.
- Lynda Nelson stated that a copy of this master plan is on the web-site, [www.washoecountyparks.com](http://www.washoecountyparks.com)

## **6. APPROVAL OF MINUTES**

**A. FOR THE NVCAB MEETING OF APRIL 4, 2011 - MOTION:** Francine Donshick moved to approve the minutes of the April 4, 2011 NVCAB meeting as submitted. Linda Walls seconded the motion. The motion carried unanimously.

**B. FOR THE NVNAB MEETING OF APRIL 4, 2011 –** No action was taken.

**7.\* REPORTS AND UPDATES** – The following reports and updates will be informational only and no action will be taken and will be 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 the NVNAB is recruiting new members and also announced that Kathleen Eagan will be resigning from the CAB and is moving out of the area.

## **B. WASHOE COUNTY AND CITY OF RENO UPDATES**

- Commissioner Bonnie Weber was present to provide an update on County issues. Commissioner Weber noted that the Legislature has finalized this session. Commissioner Weber reviewed some of the steps that Washoe County is working on to manage the budget cuts. Commissioner Weber reported that she has cancelled her coffee on Saturday June 18, 2011. Commissioner Weber thanked Sarah Chvilicek for her efforts for the North Valleys Regional Sports Complex. Commissioner Weber was thanked for her efforts for Washoe County citizens. Commissioner Weber reported that Bud Solmonsson will be visiting the area later this summer.
- Commissioner Kitty Jung was not present to provide an update on County issues.
- Reno City Council Member Dwight Dortch was not present to provide an update on City issues.
- 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 3<sup>rd</sup> Saturday of each month at 10:00 a.m. at the Sierra Sage Golf Course, 6355 Silver Lake Road in Stead. Coffee with Commissioner Weber will not be held in July or August, but will resume in September on the 3<sup>rd</sup> Saturday.
- C. WASHOE COUNTY SHERIFF'S OFFICE ITEMS** – A representative of the Sheriff's Office was not available to present a report on public safety issues within the CAB's area, to include recent calls for service. If a Sheriff's Office representative is not available, please refer to the County Updates provided online at: [www.washoecounty.us/cab](http://www.washoecounty.us/cab) (follow the link to the North Valleys CAB).
- D. RENO POLICE DEPARTMENT ITEMS** – A representative of the City of Reno Police Department was not available to present a report on public safety issues within the NAB's area, to include recent calls for service.
- E. FIRE DEPARTMENT REPORT** – John Howe, Silver Knolls Volunteer Fire Department was not available to present a report. A representative from the Lemmon Valley Volunteer Fire Department was not available to present a report on fire safety issues within the CAB area, including recent calls for service and information related to residential fire safety. A representative of the City of Reno Fire Department was not available to present a report. Please refer to the County Updates provided online at [www.washoecounty.us/cab](http://www.washoecounty.us/cab) (follow the link to the North Valleys CAB). Commissioner Bonnie Weber noted the great service by the volunteer fire departments and commended the Silver Lake Volunteer Fire Department for their reaching out and training of volunteers.
- F. STEAD AIRPORT UPDATE** - Mike Dikun (phone: 328.6570), Stead Airport Manager was not available to present a report on activities and projects at the Stead Airport including the Reno-Stead Airport Master Plan Update.
- G. SIERRA NEVADA JOB CORPS UPDATE** – Helyse Sina, Business & Community Liaison, Sierra Nevada Job Corps was available to present a report on activities at the Sierra Nevada Job Corp. Ms. Sina provided copies of the Sierra Nevada Source publication. Ms. Sina reported that the Sierra Nevada Job Corps Center (SNJCC) was awarded the Best Place to Work in Greater Reno-Tahoe by the Northern Nevada Human Resources Association on April 28, 2011. Ms. Sina also reported that graduation was held on May 30, 2011 at the Lawler Events Center on May 30<sup>th</sup>.
- 8. 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.** There were no New Business items scheduled for review.
- 9. OLD BUSINESS**
- A.** There were no Old Business items scheduled for review.
- 10\* ANNOUNCEMENTS/BOARD MEMBER ITEMS**
- Sarah Chvilicek stated that there will be a NVCAB meeting in July and also urged citizens to consider serving on the NVNAB
- A. Next NVCAB Agenda Items:** - Wal-Mart property Update, Election of Officers.
- B. Next NVNAB Agenda Items:** - There were no agenda items presented for the next NVNAB meeting.
- 11. ADJOURNMENT** - Francine Donshick moved to adjourn the meeting at 8:06 p.m. Linda Walls seconded the motion. The motion carried unanimously.

Respectfully Submitted By: Allayne Donnelly-Everett, Recording Secretary