



Incline Village/Crystal Bay Citizens Advisory Board
Minutes of the regular meeting of the Incline Village/Crystal Bay Citizens Advisory Board
held on June 22, 2026, at 5:30 p.m. at Incline Village Library.

1. CALL TO ORDER/ DETERMINATION QUORUM

Present: Chair Roxanna Dunn, Members Denise Davis, Chris Wood, Mark Sasway, Kevin Lyons, Mike O'Neill, Jody Wright

Absent: none

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. GENERAL PUBLIC COMMENT

There was no response to the call for public comment.

4. ANNOUNCEMENTS FROM COMMISSIONER HILL

There were no announcements.

5. CAB MEMBER ANNOUNCEMENTS/REQUESTS/DISCUSSION

Member Wood stated the Tahoe Regional Planning Agency Governing Board would meet on June 24, and its Advisory Planning Commission would meet on July 8. Agendas for both meetings are available online.

6. PUBLIC SAFETY UPDATES

Washoe County Sheriff's Office

No one from the Sheriff's Office was available to provide public safety updates.

North Lake Tahoe Fire Protection District

No one from the Fire Protection District was available to provide public safety updates.

Noting that recent presentations were either very short or nobody from the two agencies was present to give them, Chair Dunn wondered whether previous direction to keep presentations on a specific meeting short were interpreted wrongly by the agencies. She asked Commissioner Support Program Liaison Alexandra Wilson to reach out to the agencies to find out what had happened. Liaison Wilson noted that Chief Ryan Sommers had confirmed he would be present for this meeting's item related to fire, so something more pressing may have come up.

7. FIRE ADAPTED NEVADA (FAN) AND THE COMMUNITY WILDFIRE PROTECTION PLAN

Chair Dunn introduced FAN Coordinator Kelli Nevills and mentioned discussions they had about grants. Coordinator Nevills conducted a slideshow presentation and reviewed slides with the following titles: Fire Adapted Nevada; What is FAN; What Does Your Community Need Most; Thank you; and Nobody Knows Nevada Better.

Coordinator Nevills stressed that FAN is not a regulatory agency; it was a volunteer organization intended to guide and coordinate. They helped coordinate evacuation planning and conducted trainings and outreach. She recognized that things which work in one area may not work in another, so FAN helps communities by learning what they need. FAN also conducts trainings in individual communities about defensible space inspections. She discussed how FAN leverages funds from agencies like NV Energy, the Forest Service, and the Bureau of Land Management to help move their projects into action. She offered to coordinate with the Ready Set Go program, which helped communities prepare for evacuations.

In response to Member Lyons's question about grants, Coordinator Nevills said FAN acts as a passthrough for some grants, including the Wildland Urban Interface (WUI) Grant, which is currently up to \$300,000. Grants up to \$10 million exist. She noted FAN is working on smaller grants, and it has a program called the Shared Stewardship Program which has funds in priority landscape areas, allowing them to provide small amounts of money for things like green waste chipping events. While her program works largely in rural and tribal areas, the Nevada Fire Chiefs' (NFC) Program acts statewide, providing grants up to \$70,000. NFC grants under \$100,000 can be put into communities with no match required. She believed the Fire Protection District had a couple of five-year WUI grants, with the next opportunity for those grants taking place in the fall. Hazard mitigation grants through the Federal Emergency Management Agency would also be available next year.

Member Wood inquired about FAN's relationship with the North Lake Tahoe Fire Protection District (NLTFPD). Coordinator Nevills responded that she only worked with NLTFPD matters related to defensible space and Firewise USA. Her role was a statewide role, but the Tahoe Resource Conservation District has a person like her who performs outreach and education on fire-adapted communities.

Responding to follow-up questions, Coordinator Nevills stated she felt home hardening and defensible space were the two biggest needs in the Incline Village/Crystal Bay (IVCB) area. Most fires do not start in trees but in debris around homes. She stressed the importance of clearing a five-foot zone around each home clear. She discussed other ways individuals could be firesafe. She acknowledged that even the most hardened home would still be in danger if the community did not do the same, and insurance companies now consider neighbors before approving policies. FAN has 30 Firewise ambassadors who can contact and educate any neighbors who need it. She encouraged people to contact her to arrange for the ambassadors to make contact with anyone else in the community.

Member Sasway brought up a homeowner who moved to New York and abandoned their home, which not only increased fire danger but caused it to be damaged by animals. Coordinator Nevills urged him to contact Code Enforcement, adding that Washoe County could also apply for grants to address

blighted properties. Member Davis noted that the Board of County Commissioners held a public hearing last Tuesday on blighted properties in Sun Valley.

Chair Dunn mentioned a five-page document of community suggestions that she had forwarded to Washoe County Emergency Management Administrator Kelly Echeverria. Coordinator Nevills urged her to send that to her as well. The Chair hoped the recommendations would be included as part of the Evacuation Study, noting that the study results would be made public but the report about it would not be.

Coordinator Nevills wondered about previous evacuation drills. Chair Dunn said no evacuation drills involving cars on the road ever took place. Member Davis recalled a drill that took place after the Caldor Fire, which focused on communication between all agencies. A search and rescue group went door-to-door in one neighborhood, and a safety fair was held, but specific evacuation details were dependent on the specific fire and weather. Coordinator Nevills thought Administrator Echeverria could give a presentation about the new alert system. She provided a small demonstration of the features on nevadafireinfo.org. Chair Dunn relayed Administrator Echeverria's explanation that the system should alert residents of danger, but many were not alerted during the Davis Fire.

Coordinator Nevills encouraged people to review the material on Firewise USA's website. That agency is a volunteer program that can be initiated by as few as eight homes in a neighborhood. Through the program, the fire department would conduct a community assessment, and a board of at least two individuals would need to be created to document the efforts made in that community. Inputting the required information into the portal takes no more than 12 hours a year. She said she or another representative would teach the community what to do, and a regional coordinator would make a presentation. The Firewise community would need to track what it did each year, and three insurance companies are currently offering discounts to residents in communities with Firewise certification. She spoke about the relationship between insurance companies and Firewise communities, adding that her program trains insurance agents on defensible space.

Member Davis asked whether there was a size of neighborhood that was more effective at being a fire-adapted community. Coordinator Nevills responded that she had one Firewise community that was comprised of only nine homes, while the Somerset community had 5,600 homes, requiring it to be divided into blocks. She always hoped that the community effort of smaller neighborhoods would spread. 100 percent participation was not required to be a fire-adapted neighborhood, but those residents who do not participate cannot get Firewise certifications to lower their insurance rates. Board members from that Firewise community are responsible for determining who gets certifications.

Coordinator Nevills stressed the importance of each of those neighborhoods having community action plans, and there is a specific formula to determine if those neighborhoods reached the required standards. She recognized the difficulty of getting involvement from people who only lived in the community part-time, though people are often receptive when the fire department points out that they need to address vegetation to comply with the WUI Code. Firewise USA can also send out letters letting residents know of the intent to create a Firewise community.

Member Davis expressed frustration that she had trouble renewing her home insurance every year.

Coordinator Nevills urged her to contact Nevada Insurance Commissioner Ned Gaines, who was trying to compile a record of such instances. She pointed out that the Nevada Division of Forestry (NDF) cannot use its funds on State conservation lands, but they can work with the State on conservation land projects. She offered to contact the State to discuss specific lands if Member Davis would send her information about them. Sometimes, the NDF requests to use those lands as training spaces for their own crews.

Member Wood asked about regulations pertaining to property maintenance for fire prevention. Coordinator Nevills responded that Washoe County has codes for maintaining vegetation, as does the Incline Village General Improvement District. NLTFPD can enforce WUI violations. She added that the State fire marshal adopted most of the WUI Code, giving NDF more leverage to start action on certain initiatives. She felt that the laxness in enforcement needed to stop, especially given the number of wildfires that were occurring. Code Enforcement can also do enforcement, and they forward complaints about conservation lands to the State. She explained that the WUI Code is established by the International Code Council, as are other codes like building codes. She provided a link for Board members to view a copy of the WUI Code.

Member Wright wondered whether law enforcement ever got involved WUI Code violations, to which Coordinator Nevills said the Sheriff's Office cannot cite for WUI or Fire Code violations; only Code Enforcement and fire departments can. Member Wright expressed concern that the fire insurance rates for her nonprofit business doubled. Coordinator Nevills remarked that buildings do not need to be retrofitted to meet the WUI Code, but any permits to upgrade anything would need to meet the code's standards.

Chair Dunn requested that Coordinator Nevills and representatives from NLTFPD be present when Administrator Echeverria presents the Evacuation Study. Coordinator Nellis agreed, adding that she would try to include the Nevada Department of Transportation in those discussions as well. Responding to the Chair's subsequent request, she provided contact information for three members of the Upper Tyner Firewise community. She said Firewise ambassadors do not need to be a part of a Firewise community, and anyone interested in being one should contact her.

Chair Dunn spoke about the proactive outreach measures taken by members of Santa Rosa community after being evacuated twice, and she felt that IVCB needed a better system for engagement. Coordinator Nevills thought that some of the efforts undertaken by the University of Nevada, Reno's Living with Fire program could be incorporated. She saw value in a community needs evaluation. The Chair expressed support for creating an action plan with specific actions the Citizens Advisory Board anticipates taking.

In response to additional Board member queries, Coordinator Nevills provided a list of nearly a dozen fire-adapted communities in IVCB, offering to provide the Board with a complete list. Discussion ensued about the insurance companies offering discounts to Firewise community members, with Coordinator Nevills relaying that at least one individual was denied insurance, but after providing his community's certification and action plan, his policy was reinstated. The insurance companies are County Preferred Insurance Company, Hartford Insurance Company of the Southeast, Imperial Fire and Casualty Company, USAA, and CSAA General Insurance Company.

8. NEIGHBORHOOD DEVELOPMENT HUB & OTHER ENGAGEMENT OPPORTUNITIES

Commissioner Support Program Liaison Alexandra Wilson indicated that no new development meetings were scheduled, though a vacancy on the Deferred Compensation Committee existed for previous County employees.

9. APPROVAL OF MINUTES for May 28, 2026

Chair Dunn indicated the Board members had an opportunity to submit their changes.

There was no public comment on this item.

Member Sasway moved to approve the May 28, 2026, Incline Village/Crystal Bay Citizens Advisory Board minutes as amended. Chair Dunn seconded the motion, which carried unanimously.

10. GENERAL PUBLIC COMMENT

Helen Neff opined that her efforts to prioritize the repainting of crosswalks in the Incline Village/Crystal Bay area has not been very successful. A few crosswalks were done, but two intersections where the crosswalks had completely faded – Village Boulevard and Southwood Boulevard, and Village Boulevard and Incline Way – had not been addressed. She planned to send pictures she took to Washoe County to spur action. Chair Dunn stated she would try to amplify Speaker Neff's request. The speaker also brought up a New York Times article about an increase in pedestrian crashes due to larger vehicles on the road, which she thought was relevant to the area.

ADJOURNMENT

Member Wood moved that the meeting be adjourned. Member Sasway seconded the motion, which carried unanimously.

The meeting was adjourned at 6:50 p.m.