



North Valleys Citizens Advisory Board
Minutes of the regular meeting of the North Valleys Citizens Advisory Board held on July 13, 2026, at 6:00 p.m. at the Reno Stead Airport.

1. CALL TO ORDER/ DETERMINATION QUORUM

Present: Chair Scott Finley, Vice Chair Aaron Jennings, Members Daniel Yriarte, Brenden Rasmussen, and Susan VanNess

Absent: Member Roger Edwards

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. APPROVAL OF THE MINUTES FOR THE MEETING OF June 8, 2026

There was no public comment on this item.

Member Yriarte moved to approve the June 8, 2026, North Valleys Citizens Advisory Board minutes as written. Vice Chair Jennings seconded the motion, which carried on a 4-0 vote, with Member Edwards absent.

4. GENERAL PUBLIC COMMENT

There was no response to the call for public comment.

5. COMMISSIONER/CAB CHAIR NEWS AND ANNOUNCEMENTS

Chair Finley welcomed Member Rasmussen to the Board. He announced that the Nevada Department of Transportation will make a presentation in October, not August as originally planned. He encouraged members of the public to suggest items they wished to see at future Citizens Advisory Board meetings.

6. PUBLIC SAFETY UPDATES

Truckee Meadows Fire Protection District

No one from the District was in attendance to give a presentation, but Program Assistant Sally Johnston indicated that the quarterly report the District submitted was included in the agenda packet.

This item was reopened later in the meeting.

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Citing the report submitted for this item, Division Chief Joe Schum acknowledged that activity had increased this year as compared to last year, but vehicle accident rates had declined by two. He remarked that most wildland fires this year were able to be addressed while they were

still small, an indication that the District has been lucky. He expected that a recent rainstorm would have no impact on fires by the weekend, so he urged residents to be firesafe and report smoke early. He discussed efforts taken to fight the Elephant Fire. He issued a reminder that open fires, charcoal, and backyard fire pits were prohibited, though propane fires could be used.

Washoe County Sheriff's Office

No one from the Sheriff's Office was available to give a presentation. Katherine Yriarte indicated that a two-person task force was specifically set up to handle driving under the influence violations, which was why those arrests had increased.

7. WASHOE COUNTY PUBLIC GUARDIAN AND PUBLIC ADMINISTRATOR

A representative from the Public Guardian's Office Sue Weyl, covering for Public Defender Tracey Bowles who could not make the meeting, conducted a PowerPoint presentation and reviewed slides with the following titles: Public Guardian; Definition of Guardianship; Reasons a Guardianship May Be Needed; Alternatives to Guardianship; Decisions Guardians Make; Decisions the Guardian Needs Court Permission; Guardian of "Last Resort"; Caseload Ratio; Referrals; Typical Day in the PG's Office; Inventorying a Safe Deposit Box; Medical Consent...; The Heart of the Work...; What can you do...; and Resources.

Sue explained that those for whom guardianships are established cannot vote, possess firearms, get married, or decide where they live. Protected persons are assigned counsel, she stated, which was uncommon throughout the rest of the country. Elderly individuals experiencing homelessness also sometimes come to the Public Guardian's (PG's) Office through the guardianship process. She brought up an incident where a woman lost more than \$500,000 due to exploiters. She urged people to complete guardianship paperwork early, before the situation becomes too dire. She noted that most people who are exploited are exploited by their own family members.

Sue defined "supported decision making" as finding ways to support individuals in making their decisions through people who care about them. She mentioned that the PG's current caseload is 320 cases, not 302 as indicated in the slideshow. She said she was passionate about helping the people her office is charged to serve, and she trained most of the case managers in the office.

Chair Finley wondered about the situations involved in most of the PG's cases. Sue responded that the majority of the PG's clients are older than 65 and have some level of dementia, either from natural causes or as a result of drinking and drug use. 40 percent of cases are for people who are mentally ill or developmentally delayed, she noted, but the PG tries to avoid taking cases involving people with chronic mental illness, instead suggesting that those people take their medications. In addition, the State of Nevada does not have resources for those individuals.

Member VanNess asked whether a spouse would have authority over their partner with dementia if guardianship was never established. Sue replied that every situation is unique. Spouses can be decision makers for their partners, particularly in medical situations, but they need to have the legal capacity to do so, such as through a power of attorney declaration. A power of attorney

without guardianship can experience difficulty with social security, pensions, and finances; guardianships are needed for individuals to be placed into geriatric psych facilities.

Chair Finley reopened Agenda Item 6. Please see that item for details.

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Public Administrator (PA) Nicole Kiltzke conducted a PowerPoint presentation and reviewed slides with the following titles or descriptions: What does the Public Administrator Do?; How Does the Public Administrator receive their cases?; The Investigation; Identify and Protect Assets; Identify Creditors; Levels of Administration; What Fees Are Charged By the Public Administrator; What happens when there is no family...; Do you have your Estate Planning Done?; Degrees of Relationship By Blood; and photos (3 slides).

PA Klitzke noted that her department's caseload was up to 188 cases this year, higher than the figure in the presentation. Though the PA's Office can be listed in people's wills, it has no jurisdictional authority in trust matters. She explained that referrals came to her office from the Medical Examiner's Office only when family members who are Nevada residents cannot be located. In this state, only Nevada residents can administer estates unless specifically identified in a will. She stated that Nevada Revised Statute (NRS) 253 gives the PA's Office authority to enter decedents' homes and look for wills, trusts, and information identifying family members. Being slow to work through its caseload was one of the cons of working with the AO's Office, she indicated.

PA Klitzke discussed some of the challenges in identifying decedents' assets. She noted she signed 288 tax returns over her 3.5 years as the PA, and her office sometimes needs to recreate four or five years' worth of tax returns. Most of her caseload has either no court involvement or involves PA affidavits, and around 90 percent of the estates involved are valued at under \$5,000. However, one recent estate involved multiple houses and was valued at \$4.5 million. In cases where the estate does not have the funds to pay the administrative fee, she continued, assets are often abandoned. She brought up an example of an estate that could not afford the fee, so a mobile home that belonged to it would likely be abandoned to the RV park to conduct a lien sale. Washoe County does not pay for the PA's Office to handle anyone's affairs. She noted that 257 guns were once removed from a house that also contained live grenades, requiring the participation of a bomb squad.

Cory McConnell asked whether there were certain thresholds, either related to age or net worth, where people should have their affairs in order. PA Klitzke replied that everyone should have their affairs in order. There are certain statutory provisions that people do not realize, including that spouses do not automatically get everything their partner owns when they pass away; in that scenario, the spouse would usually receive one-third of the estate, and any children would split the remainder. She commented that she made her children set up their affairs once they crossed a \$25,000 threshold.

Caitlin Finley wondered about the costs for an attorney to handle a low-income trust. PA Klitzke could not opine on that but said everyone will need to decide between a will and a trust. Trusts cost more up front, but wills do not result in attorneys fees or the involvement of attorneys.

Chair Finley asked whether the PA's Office audits charges on decedents' credit card bills. PA Klitzke responded that her office does that and files police reports if necessary. She said the District Attorney's Office does not represent the Public Administrator in estate matters; per NRS, they use a rotating schedule of local probate attorneys. She provided an example where her office saw a potentially invalid will and chose file suit to let a judge decide what to do with the assets. The caregivers that presented the invalid will also charged \$15,000 for services rendered in the months following the man's death, so her office is pursuing action against them for exploitation.

8. NEIGHBORHOOD DEVELOPMENT HUB & OTHER ENGAGEMENT OPPORTUNITIES

Program Assistant Sally Johnston displayed County's website and demonstrated how to find information about the Citizens Advisory Boards, other boards and committees, and the Neighborhood Development Hub. Each icon on the Upcoming Project Information screen shows information about a past or upcoming meeting, she explained, and documentation about this area's projects can be obtained by clicking the Washoe County Applications link and selecting District 5.

9. ELECTION OF CAB OFFICERS

There was no response to the call for public comment.

Scott Finley moved that he remain as the Chair of the North Valleys Citizens Advisory Board. Vice Chair Jennings seconded the motion, which carried on a 4-0 vote with Member Roger Edwards absent.

There was no response to the additional call for public comment.

Aaron Jennings moved that he remain as the Vice Chair of the North Valleys Citizens Advisory Board. Member Yriarte seconded the motion, which carried on a 4-0 vote with Member Roger Edwards absent.

10. CAB MEMBER/COMMISSIONER ANNOUNCEMENTS/REQUESTS

Chair Finley spoke about being certified through the Sheriff's Office's Community Emergency Response Team (CERT) academy, where he learned useful skills for disaster preparedness. He would try to arrange a presentation by the CERT program coordinator about the program's benefits, details about the academy, and data on CERT's overall financial impacts. He would also reach out to the Northern Nevada Legal Aid Senior Law Project about giving a presentation on wills and trusts, as well as trying to arrange a presentation by the Law Library to discuss their Lawyer in the Library program. He reiterated his request for members of the public to suggest items for future Citizens Advisory Board agendas.

11. GENERAL PUBLIC COMMENT

Public Administrator (PA) Nicole Klitzke indicated that her position is an elected position. She stressed the importance of institutional knowledge, highlighting her 20 years in the Public

Administrator's Office. She announced her reelection bid and encouraged people to support her.

Brian Wadsworth, a member of the Pyramid Lake Paiute Tribe, indicated he was running for the District 5 seat on the Board of County Commissioners. He spoke about attending prior meetings and a conversation he had with friends about the StoneGate Heinz Ranch development. One of his platforms is responsible growth and development, ensuring that sustainable resources are available before new development is approved. He discussed some of his accomplishments during his two terms on the Pyramid Lake Paiute Tribe Council, the impacts of the Truckee River Operating Agreement, and serving as the Tribe's water quality manager. He encouraged people to be safe during wildfire season.

Susan VanNess pointed out that the other candidate for Public Administrator runs his own business handling trusts, which she felt was a conflict of interests. She wondered whether his business would get preferential treatment if he became the PA, and she thought it would be unethical for him to keep his business if he were elected. She added that she was not registered as a Republican or a Democrat.

Katherine Yriarte noted that the Bureau of Land Management gave a presentation to the Warm Springs Citizens Advisory Board about how public lands were managed in this region. She requested an item about becoming a Firewise community, adding that Silver Knolls was already in the process of becoming one. Grants were available for those communities. She opined that the Washoe County School District could make a presentation, and the Sheriff's Office should be present more often to provide updates. Lastly, she wanted the presentation by the Nevada Department of Transportation to be rescheduled.

Chair Finley noted that the Sheriff's Office's Community Emergency Response Team offers training of fire hardening, though that is not their specialty. They could possibly cover the topic in their presentation. Program Assistant Sally Johnston indicated she could try to get someone from Fire Adapted Nevada to give a presentation about becoming a Firewise community.

Caitlin Finley wanted to hear more about the Parks Service.

Speaker Yriarte believed that a presentation by the Truckee Meadows Regional Planning Authority on the area's growth plan would be helpful, even if it was not too relevant to this area.

12. ADJOURNMENT

Member Yriarte moved to adjourn the meeting, seconded by Vice Chair Jennings.

The meeting was adjourned at 6:59 p.m.