

**REGIONAL STREET NAMING COMMITTEE  
(RSNC) RECOMMENDATION – October 19, 2023**



## Regional Street Naming Committee Recommendation

Decision: **Recommendation to Approve**

Decision Date: October 19, 2023

Applicant: Washoe County Health and Human Services

---

### **Request**

To rename Threlkel Street to Cares Drive between Fourth and Seventh Street and waive the 6-month waiting period. The street is roughly 0.02 miles long, runs in a north-south direction, and lies within the City of Reno limits.

### **Background**

The Regional Street Naming Committee (RSNC) was formed by an Interlocal Agreement to provide uniform standards for street naming and to prevent duplication of street names within the Cities of Reno, Sparks, and unincorporated Washoe County.

Per the Interlocal Agreement and the RSNC Manual, the RSNC is a recommending body where powers of final approval are left to the appropriate governing body (i.e., Reno City Council, Sparks City Council, or the Washoe County Board of County Commissioners).

The manual states, any name change, when approved by the appropriate governing body, shall become effective following expiration of a six-month waiting period commencing from the date said change was authorized by the governing body, or earlier at the discretion of the governing body.

### **Recommendation**

On October 19, 2023, the Regional Street Naming Committee recommended approval to rename Threlkel Street to Cares Drive as requested with a vote of nine in favor and none against.

Washoe County Community Services Department  
Engineering and Capital Projects Division

**Stephen Hein** Digitally signed by Stephen Hein  
Date: 2023.10.25 12:30:27 -07'00'

---

Stephen Hein  
Coordinator, Regional Street Naming Committee

# **RSNC 10/19/2023 - MEMO**



# WASHOE COUNTY

---

## COMMUNITY SERVICES DEPARTMENT

1001 E. 9TH STREET  
RENO, NEVADA 89512  
PHONE: (775) 328-3600  
FAX: (775) 328-3699

October 19, 2023

**TO:** Regional Street Naming Committee

**FROM:** Stephen Hein, Regional Street Naming Coordinator (RSNC)  
Licensed Engineer – Engineering & Cap. Projects Div.

**SUBJECT:** October 19, 2023, Regional Street Naming Memo

Regional Street Naming Committee:

One application for naming or renaming of existing streets, easements, or alleyways has been submitted for consideration. The application is as followed:

### **New Business**

#### **1) Renaming Threlkel Street to Cares Drive**

An application to rename Threlkel Street to Cares Drive between Fourth and Seventh Street (see exhibit A) was received on July 31, 2023. The street is located within the City of Reno and runs in a north-south direction. Three physical addresses, the Applicants (Washoe County Housing and Homeless Services Department), are anticipated to change as a result of this renaming. The Applicant requested to rename the street to avoid confusion with spelling and to better align with the services provided at this location (the Cares Campus).

Washoe County GIS performed due diligence by checking the newly proposed street names against the Master Street Directory for any existing, duplicate, or similar-sounding street names for the purpose of emergency management. The primary name choice, Cares Drive, is unique and has been accepted into the Street Reservation List.



QUALITY  
PUBLIC SERVICE



INTEGRITY



EFFECTIVE  
COMMUNICATION

# **APPLICATION PACKET: CARES DRIVE**

# Request for Street Name Change

Application Fee (non-refundable): \$100.00 Make checks payable to Washoe County. (The Applicant is responsible for all sign costs.)

## Applicant Information

Name: Washoe County Housing & Homeless Services  
Address: 170 S. Virginia St. Ste. 201  
Reno, NV 89501  
Phone: 775-325-8210 Email: jlmccauley@washoecounty.gov  
☐ Private Citizen ☐ Agency/Organization

## Street Name Requests

(No more than 14 letters or 15 if there is an "i" in the name. Attach extra sheet if necessary.)

Present Name	First Choice	Second Choice
Threlkel Street	Cares Drive	

## Location

General Location: Reno/Washoe County cross street is 4th and runs into 7th  
Parcel Numbers: 008-211-51 through the Governor's Bowl (now Safe Camp)  
☐ Reno ☐ Sparks ☐ Washoe County

## General Information

Approximate number of structures addressed on street: 3  
Reason for requested change: Threlkel is difficult with spelling and giving to vendors for an address.  
Cares Drive is better suited for the work done in that location.

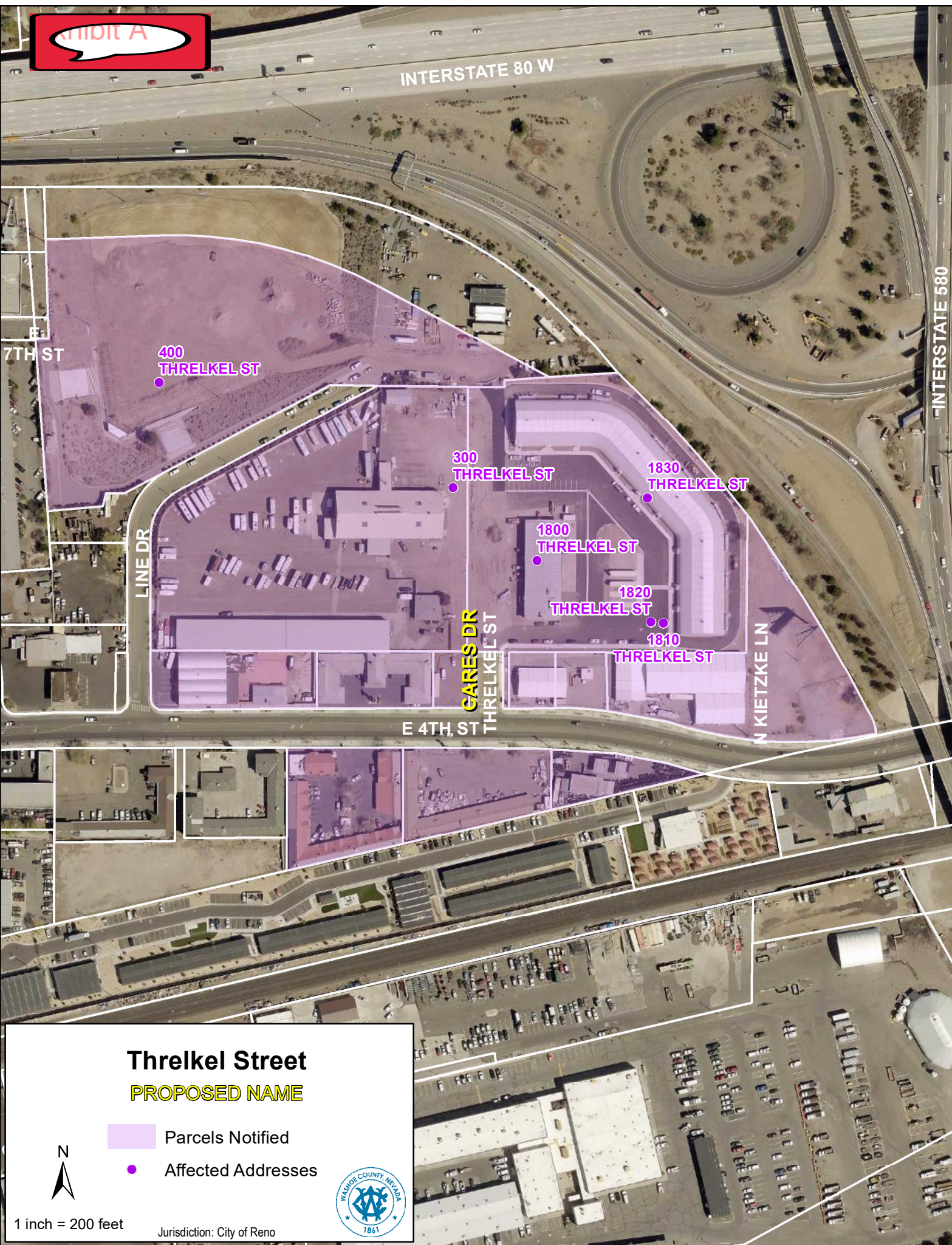
## Please attach check, maps, petitions and supplementary information.

Approved: \_\_\_\_\_ Date: 7/31/2023  
Regional Street Naming Coordinator  
☐ Except where noted  
Denied: \_\_\_\_\_ Date: \_\_\_\_\_  
Regional Street Naming Coordinator

## Washoe County Community Services Department



1001 E. 9th Street  
Reno, NV 89521  
Phone: (775) 328-2319 - Email: [streetnames@washoecounty.us](mailto:streetnames@washoecounty.us)





# Threlkel Street

PROPOSED NAME

-  Parcels Notified
-  Affected Addresses



1 inch = 200 feet

Jurisdiction: City of Reno



# RSNC 10/19/23 - AGENDA





# WASHOE COUNTY

## Regional Street Naming Committee

### Notice of Meeting and Agenda

#### Regional Street Naming Committee Members

Wayne Handrock - Chair  
Amanda Duncan – Vice Chair  
Brett Rodela  
Leah Brock  
Kaitlin Cortes  
Sean Chambers  
Jennifer Felter  
Robert Johnson  
Teresa Parkhurst  
Sara Skroch  
John Walker

Thursday October 19, 2023  
2:30 p.m.

Washoe County Administrative Complex  
1001 E 9<sup>th</sup> Street, Building A  
Reno, NV 89512

**Remote Technology Meeting Only**

---

**This meeting will be held via Zoom webinar only.** To participate via Zoom, please log into the Zoom webinar at the following link: <https://us02web.zoom.us/webinar/81401115663> or you can join the meeting by typing zoom.us into your computer browser, clicking “Join a Meeting” on the ZOOM website, and entering this **Meeting ID: 814 0111 5663**. NOTE: This option will require a computer with audio and video capabilities.

Alternatively, you can join the meeting by telephone only by dialing +1-669-900-9128, entering the **Meeting ID: 814 0111 5663** and pressing #.

---

**Possible Changes to Agenda and Timing.** All items numbered below are hereby designated “for possible action” where written next to each item (NRS 241.020). An item listed with “non-action” next to it is an item for which no action will be taken. Items on the agenda may be taken out of the order in which they appear, the Committee may combine two or more agenda items for consideration, and the Committee may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

**Public Comment.** Public comment, whether on action items or general public comment, is limited to three (3) minutes per person. Persons may not allocate unused time to other speakers. No action may be taken on a matter raised under general public comment until the matter is included on the agenda as an item on which action may be taken.

Members of the public may submit public comment via Zoom or by dialing into the meeting by telephone. To provide public comment via Zoom, log into the ZOOM webinar at the above link and utilize the “Raise Hand” feature during any public comment period. To provide public comment via telephone only, press \*9 to “Raise Hand” and \*6 to mute/unmute.

Additionally, public comment can be submitted via email to [washoe311@washoecounty.us](mailto:washoe311@washoecounty.us). The County will make reasonable efforts to send all email comments received by 4:00 p.m. on October 18, 2023, to the Committee members prior to the meeting.

**Orderly Conduct of Business.** The presiding officer may order the removal of any person whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive conduct may or may not be given before removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite others are examples of speech that may be reasonably limited.

**Posting of Agenda.** Pursuant to NRS 241.020, this notice has been posted at the Washoe County Administration Building (1001 East Ninth Street, Bldg. A), Reno City Hall (One East First Street), Sparks City Hall (431 Prater Way) and online at: <https://notice.nv.gov/> and [https://www.washoecounty.us/csd/planning\\_and\\_development/board\\_commission/regional\\_street\\_naming\\_committee/index.php](https://www.washoecounty.us/csd/planning_and_development/board_commission/regional_street_naming_committee/index.php)

**How to Get Copies of Agenda and Supporting Materials.** Copies of this agenda and supporting materials for agenda items are available on the Committee's website: [https://www.washoecounty.us/csd/planning\\_and\\_development/board\\_commission/regional\\_street\\_naming\\_committee/index.php](https://www.washoecounty.us/csd/planning_and_development/board_commission/regional_street_naming_committee/index.php) or at the Community Services Department (Contact: Brandon Roman, Office Support Specialist, 1001 E. Ninth Street, Building A, Room A275; by email: [broman@washoecounty.us](mailto:broman@washoecounty.us); or by phone: (775) 328-3606.

If you make a request, we can provide you with a link to a website, send you the material by email or prepare paper copies for you at no charge. Supporting materials are available to the public at the same time as they are available to Committee members. If materials are distributed at a meeting, they are available within one business day after the meeting.

- 
1. **CALL TO ORDER / DETERMINATION OF QUORUM** [Non-action item]
  2. **INSTRUCTIONS FOR PROVIDING PUBLIC COMMENT VIA ZOOM/TELEPHONE** [Non-action item]
  3. **PUBLIC COMMENT** [Non-action item]

Anyone may speak pertaining to any matter either on or off the agenda. Comments shall be limited to no more than three minutes. No action will be taken on a matter raised under this portion of the agenda until the matter has been included on the agenda as an item on which action may be taken. The Committee may ask that a matter be listed on a future agenda during the PUBLIC COMMENT periods or during the following item: MISCELLANEOUS / ANNOUNCEMENTS.
  4. **APPROVAL OF THE OCTOBER 19, 2023, AGENDA** [For possible action]
  5. **APPROVAL OF MINUTES FROM THE APRIL 20, 2023, MEETING** [For possible action].

Committee members may identify any additions or corrections to the draft minutes as transcribed.
  6. **NEW BUSINESS** [For possible action]
    - a. Discussion and possible action on a request to rename Threlkel Street to Cares Drive between Fourth and Seventh Street. The application to rename this portion of Threlkel Street was received on July 31, 2023. The street is located within the City of Reno and runs in a north-south direction. Three physical addresses, all of which are part of the Nevada Cares Campus (operated by the applicant, Washoe County Housing and Homeless Services Department), are anticipated to change as a result of this renaming.
  7. **MISCELLANEOUS / ANNOUNCEMENTS** [Non-action item]

Comments by the Committee or staff members, limited to announcements and/or topics or issues for future agendas. No discussion among committee members will take place on this item. The next regular meeting is scheduled for **2:30 p.m., Thursday, January 18, 2024.**

**8. PUBLIC COMMENT** [Non-action item]

Anyone may speak pertaining to any matter either on or off the agenda. Comments shall be limited to no more than three minutes. No action will be taken on a matter raised under this portion of the agenda until the matter has been included on the agenda as an item on which action may be taken. The Committee may ask that a matter be listed on a future agenda during the PUBLIC COMMENT periods or during the following item: MISCELLANEOUS / ANNOUNCEMENTS.

**9. ADJOURNMENT** [Non-action]

# **RSNC 10/19/2023 – DRAFT MEETING MINUTES**



# WASHOE COUNTY Regional Street Naming Committee **Draft** Meeting Minutes

October 19, 2023 – 2:30 p.m.  
Washoe County Administrative Complex  
**Via Zoom Web Conference Only**  
<https://us02web.zoom.us/join/81401115663>

## Members Present

Sean Chambers, City of Sparks Police Department  
Kaitlin Cortes, Nevada Department of Transportation Roadway Systems  
Amanda Duncan, Truckee Meadows Water Authority  
Wayne Handrock, Washoe County Community Services Department  
Leah Piccotti, City of Reno Community Development  
Karinah Prevost, Alternate for Washoe County Public Safety  
Brett Rodela, Washoe County School District  
Sara Skroch, City of Reno  
Jon Walker, City of Sparks GIS

## Members Absent

Jennifer Felter, Washoe County Public Safety  
Robert Johnson, City of Reno GIS  
Teresa Parkhurst, City of Sparks Building and Safety

## Legal Counsel

Jen Gustafson, Washoe County District Attorney's Office

## Non-Members Present

Brandon Roman, Office Support Specialist, Washoe County Community Services  
Stephen Hein, Washoe County Engineering, RSNC Coordinator  
Julie Orvald, Washoe County, Washoe County GIS

## Guests/Other parties present

Dana Searcy, Division Director, Housing and Homeless Services

### **1. Call to Order/Determination of Quorum** [Non-action item]

The meeting was called to order by Chair Wayne Handrock at 2:38 p.m.

Recording Secretary Brandon Roman called role, indicating that Karina Prevost, Washoe County Public Safety, would be standing in as alternate on behalf of Jennifer Felter.

A quorum of the Committee was established.

### **2. INSTRUCTIONS FOR PROVIDING PUBLIC COMMENT VIA ZOOM/TELEPHONE** [Non-action]

### **3. Public Comment** [Non-action item]

none

**4. Approval of the Agenda for the October 19, 2023, meeting of the Regional Street Naming Committee** [For possible action]

Upon motion by Sarah Skroch and seconded by Vice-Chair Amanda Duncan the agenda for the October 19, 2023, meeting of the Regional Street Naming Committee was approved as written. Motion passed unanimously, 9-0.

No public comment.

**5. Approval of Minutes from the April 20, 2023, meeting of the Regional Street Naming Committee** [For possible action]

Upon motion by Leah Piccotti and seconded by Karinah Prevost the minutes from the April 20, 2023, meeting of the Regional Street Naming Committee was approved as written. Motion passed unanimously 8-0 with Brett Rodela abstaining.

No public comment.

**6. New Business** [For possible action]

- a. Discussion and possible action on a request to rename Threlkel Street to Cares Drive between Fourth and Seventh Street. The application to rename this portion of Threlkel Street was received on July 31, 2023. The street is located within the City of Reno and runs in a north-south direction. Three physical addresses, all of which are part of the Nevada Cares Campus (operated by the applicant, Washoe County Housing and Homeless Services Department), are anticipated to change as a result of this renaming.

Stephen Hein gave a brief description of the application. He corrected the memo by stating that 6 addresses would be affected by the change and not 3. All six addresses are associated with Washoe County Housing and Homeless Services.

Applicant Dana Searcy, Director of Washoe County Housing and Homeless Services addressed the Committee and reiterated that all addresses are within the Cares Campus boundaries. Ms. Searcy stated that Threlkel is difficult to spell and that Cares Campus wishes to rename the street to Cares Drive for that reason.

Public Comment:

Parsh Pitel addressed the Committee stating he had the property known as the Threlkel Sandman Hotel. He is wondering if the property would be affected by the name change and the additional buildings that will be built.

Chair Handrock asked Julie Orvald if Mr. Pitel's property would be affected.

Sarah Skroch stated that the address was 1755 East 4th Street.

Mr. Pitel confirmed that was correct.

Chair Handrock stated that it would not affect his property since it was not on Threlkel. Chair Handrock informed Mr. Pitel that any construction taking place is not under the purview of the Committee. Chair Handrock informed Mr. Pitel that he could make a Freedom of Information Request from the County if he wished to gather more information regarding future construction on the Cares Campus site.



Mr. Pitel confirmed that he would look into that option. He had another issue with his property. He stated that Uber Eats mistakenly delivers food to his property rather than to Cares Campus. He was hoping the Committee could fix the issue.

Chair Handrock informed him that it would be most likely an issue with the delivery services mapping software and that would need to be addressed by them.

Mr. Pitel just wanted to voice the concern that maybe people at Cares Campus weren't getting their food.

Member Piccotti made a motion to approve the naming of Threlkel Street to Cares drive. Vice Chair Duncan seconded the motion.

Recording Secretary Roman did a roll call vote. Motion passed unanimously 9-0.

## **7. Miscellaneous / Announcements**

No comments by the Committee. Recording Secretary Roman announced to the Committee the next regular meeting is scheduled for 2:30 p.m., Thursday, January 18, 2024.

## **8. Public Comment**

None

## **9. Adjournment**

Chair Handrock adjourned the meeting at 2:55 p.m.

Submitted by Brandon Roman, Recording Secretary, Senior Office Specialist, Washoe County

Approved by Committee in session on January 18, 2024

---

Wayne Handrock  
Chair of the Regional Street Naming Committee