



GARDNERVILLE TOWN BOARD

Meeting Agenda

Mary Wenner, Chairwoman
Ken Miller, Vice Chairman
Cassandra Jones, Board Member
Linda Slater, Board Member
Lloyd Higuera, Board Member

1407 Highway 395 N.
Gardnerville, Nevada 89410
(p)775-782-7134 (f) 775-782-7135
www.gardnerville-nv.gov

Contact: Carol Louthan, Office Manager
Senior for any questions or additional
information. You may also view the
board packet online at the town's website.

Tuesday, February 2, 2016

4:30 p.m.

Gardnerville Town Hall

MISSION STATEMENT

"The Town of Gardnerville provides high quality services based on community needs in a cost effective and efficient manner. We will strive to protect the community's quality of life while proactively preparing for the future. We will be accessible and fully accountable to our community."

Copies of the finalized agenda were posted on January 28, 2016, on or before the third day prior to the meeting date, by Carol Louthan, Office Manager. Signed: Carol Louthan; in accordance with NRS Chapter 241 at following locations:
Carson Valley Chamber of Commerce, 1477 Hwy 395 N, Gardnerville NV 89410 at 8:39 A.M.
Douglas County Historic Courthouse, 1616 8th Street, Minden NV 89423, at 8:48 A.M.
Gardnerville Post Office, 1267 US HWY 395 #L, Gardnerville NV 89410 at 8:33 A.M.
Gardnerville Town Offices, 1407 HWY 395 N, Gardnerville NV 89410 at 8:55 A.M. and on the Internet at www.gardnerville-nv.gov.

Notice to Persons with Disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Gardnerville Town Offices in writing at 1407 Highway 395, Gardnerville NV 89410, or by calling (775) 782-7134 at least 24 hours in advance.

Notice regarding NRS 237: The Gardnerville Town Board has adopted a Standard Policy No. 7, which contains a motion regarding Business Impact Statements (BIS). When the Town Board approves its agenda, it also approves a motion which includes ratification of staff action taken pursuant to NRS 237-030 et seq. with respect to items on the agenda, and determines that each Rule which is on the agenda for which a BIS has been prepared does impose a direct and significant economic burden on a business or directly restricts the formation, operation or expansion of a business, and each Rule which is on the agenda for which a BIS has not been prepared does not impose a direct and significant economic impact on a business or directly restrict the formation, operation or expansion of a business.

Notice: Items on the agenda may be taken out of order; the Gardnerville Town Board may combine two or more agenda items for consideration; and the Gardnerville Town Board may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. All items shall include discussion and possible action to approve, modify, deny, or continue.

Notice: "Any invocation that may be offered before the official start of the Board meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Board. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Board and do not necessarily represent the religious beliefs or views of the Board in part or as a whole. No member of the community is required to attend or participate in the invocation and such decision will have no impact on their right to actively participate in the business of the Board. Copies of the policy governing invocations and setting forth the procedure to have a volunteer deliver an invocation are available upon written request submitted to the Town Board of Gardnerville"

INVOCATION – Pastor Norm, Shepherd of Sierra Lutheran

4:30 P.M. Call to Order and Determination of a Quorum

PLEDGE OF ALLEGIANCE – Ken Miller

PUBLIC INTEREST COMMENTS (No Action)

This portion of the meeting is open to the public to speak on any topic not on the agenda and must be limited to 3 minutes. The Gardnerville Town Board is prohibited by law from taking immediate action on issues raised by the public that are not listed on the agenda.

FOR POSSIBLE ACTION: APPROVAL OF AGENDA, with public comment prior to Board action.

The Gardnerville Town Board reserves the right to take items in a different order to accomplish business in the most efficient manner.

FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:

January 5, 2016 Regular Board meeting, with public comment prior to Board action.



GARDNERVILLE TOWN BOARD MEETING AGENDA – CONT'D

CONSENT CALENDAR FOR POSSIBLE ACTION

Items appearing on the Consent Calendar are items that may be adopted with one motion **after public comment**. Consent items may be pulled at the request of Town Board members wishing to have an item or items discussed further. When items are pulled for discussion, they will be automatically placed at the beginning of the Administrative Agenda.

1. **For Possible Action:** Correspondence
2. **For Possible Action:** Health and Sanitation & Public Works Departments Monthly Report of activities
3. **For Possible Action:** Approve January 2016 claims

ADMINISTRATIVE AGENDA

(Any agenda items pulled from the Consent Calendar will be heard at this point)

4. **Not for Possible Action:** Discussion on the Main Street Program Manager's Monthly Report of activities for January 2016. (approx. 10 minutes)
5. **For Possible Action:** Discussion to accept legal counsel's summary of claims for tortious conduct as required annually per NRS 41.0385, with public comment prior to Board action.
6. **For Possible Action:** Approve Resolution No. 2016R-006 augmenting the Town of Gardnerville budget for fiscal year 2015-2016; with public comment prior to Board action. (approx. 5 minutes)
7. **For Possible Action:** Approve budget transfers for fiscal year 2015/2016; with public comment prior to board action. (approx. 5 minutes)
8. **For Possible Action:** Approve, approve with modifications, or deny; the following updated town policies;
 - a. Bid Advertisement policy 12.1
 - b. Movies in the Park policy 18.35
 - c. Overhead Street Banner policy 29.1
9. **For Possible Action:** Discussion to provide direction to staff on Town's Capital Improvement Plan (CIP) 2016-2020 to be submitted to the County and used for Town's budget development for Fiscal Year 2016/2017, including but not limited to;
 - a. Discuss finished projects
 - b. Discuss pending projects
 - c. Discuss and provide update to the town's 5 year CIP, fiscal years 2016-2020 and discussion on other matters, properly related thereto; with public comment prior to Board action. (approx. 60 minutes)
10. **Not For Possible Action:** Discussion on the Town Attorney's Monthly Report of activities for January 2016. (approx. 5 minutes)
11. **Not For Possible Action:** Discussion on the Town Manager's Monthly Report of activities for January 2016. (approx. 15 minutes)

2nd PUBLIC INTEREST COMMENTS period (No action will be taken)

Adjourn

Next monthly meeting March 1, 2016



GARDNERVILLE TOWN BOARD

Meeting Minutes

Mary Wenner, Chairwoman
Ken Miller, Vice Chairman
Lloyd Higuera, Board Member
Cassandra Jones, Board Member
Linda Slater, Board Member

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Tuesday, January 5, 2016

4:30 p.m.

Gardnerville Town Hall

 Chairwoman Wenner went over the invocation policy.

 **INVOCATION – Pastor Bill from Lifepoint Church**

Present:

Mary Wenner, Chairwoman
Ken Miller, Vice-Chairman
Lloyd Higuera
Cassandra Jones (joined the meeting at 4:57 p.m.)
Linda Slater

Tom Dallaire, Town Manager/Engineer
Paula Lochridge, Main Street Manager
Geoff LaCost, Maintenance Superintendent
Carol Louthan, Administrative Services Manager

 Chairwoman Wenner called the meeting to order and made the determination of a quorum. Please note that Cassandra Jones is not present.

 **PLEDGE OF ALLEGIANCE – Chairwoman Wenner led the flag salute.**

 **PUBLIC INTEREST COMMENTS (No Action)**

This portion of the meeting is open to the public to speak on any topic not on the agenda and must be limited to 3 minutes. The Gardnerville Town Board is prohibited by law from taking immediate action on issues raised by the public that are not listed on the agenda.

No public comment.

 **FOR POSSIBLE ACTION: APPROVAL OF AGENDA, with public comment prior to Board action.**

The Gardnerville Town Board reserves the right to take items in a different order to accomplish business in the most efficient manner.

Motion Higuera/Slater to approve the agenda.

No public comment.

Upon call for the vote, motion carried unanimously.

 **FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:**

December 1, 2015 Regular Board meeting, with public comment prior to Board action.

Motion Higuera/Slater to approve the previous minutes.

No public comment.

Motion carried unanimously.

 **CONSENT CALENDAR FOR POSSIBLE ACTION**

Items appearing on the Consent Calendar are items that may be adopted with one motion **after public comment**. Consent items may be pulled at the request of Town Board members wishing to have an item or items discussed further. When items are pulled for discussion, they will be automatically placed at the beginning of the Administrative Agenda.

1. **For Possible Action:** Correspondence
Read and noted.
2. **For Possible Action:** Health and Sanitation & Public Works Departments Monthly Report of activities
Accepted.
3. **For Possible Action:** Approve December 2015 claims
Approved.

Motion Slater/Higuera to approve the consent calendar.

No public comment.

Motion carried unanimously.

ADMINISTRATIVE AGENDA

(Any agenda items pulled from the Consent Calendar will be heard at this point)

4.  **Not for Possible Action:** Discussion on the Main Street Program Manager's Monthly Report of activities for December 2015.

Mrs. Lochridge passed out, prior to the meeting, a copy of the county's economic development annual performance measures report for 2015. We have a mingle scheduled for January 26 at the museum. The focus will be on the 2015 wine walk season and planning for 2016. We are hoping to encourage a lot of our businesses that typically participate. I will send out a special email to all of the wine walkers we had registered. We really want to get as much feedback as we can. Committees are working on the accomplishments list for 2015 and revising their action plans for fiscal year 16/17. Another bench has been installed in front of the Overland. We received money for another bench. We are working on a location for that one. Tom and I met with Lt. Governor Hutchison and Chief of Staff Ryan Cherry on December 4th for maybe five minutes. Just wanted to share in my talks with Lt. Governor Hutchison he was very complimentary of our main street program and excited that Minden has started one. He really wants to see a state program. That's just one more person to add to our list of people we need to help us move that forward. We presented certificates to the Lowe's volunteers on December 2. The volunteers that worked on the project in the garden were excited and looking forward to helping us again next year. The second annual New Year's Candlelight Labyrinth Walk had about 100 people show up. The committee will regroup and discuss whether they want to keep this particular tradition going or if they want to move it to a warmer time of the year. They may do a couple. We do have the next national conference scheduled for Milwaukee May 23rd through 25th. We are hoping Tom and or a representative from the board can also attend.

No public comment.

5.  **For Possible Action:** Discussion and provide direction to staff regarding purchase of and proceed preparing a boundary line adjustment for a portion (less than 3,100 sf) of the Village Motel property to be used to extend the new Hellwinkel channel to the existing culvert at Toler Lane, located at 1383 Highway 395 APN 1320-33-402-057; with public comment prior to board action.

Mr. Dallaire reported the trail is 95% complete. They still have some issues with Charter Cable and the power company will finish their work once the utilities are removed from the poles. In working with Dave at the motel we talked about this little section. The original plan was to go with a pole at the end of the school property. But we were going to have to add a pole and a guy wire in the parking area. We had NV Energy come up with a concept to realign the power across the property to the power pole. We have to do an easement for that. I am going forward with the title report, but in talking with Dave it isn't a huge benefit and he would be open to selling that. We need that property in order to widen the channel to a 20 foot wide section. You have in the packet a picture of a section taking that pipe underneath Hwy 395 on page 5-3. Dave is looking for an agreement with the town that once the channel came through and this was no longer required we would remove the wall and fill it in with dirt. The other thing is the existing hotel has a parking lot that supposedly drains to the ditch. I am not sure it drains to the ditch. I cannot find the pipe. I want to make sure that drainage doesn't get impeded with the improvements in the future whether Dave owns it or not. We will work with him through this process.

Mrs. Slater stressed, as long as it is a partnership.

Mr. Dallaire believed it is better to do it now while he is willing. We have saved for the last six years for this project. We anticipated this project would be just under \$700,000. With NRS, it's our job to get the appraisal done. We need the property for the future extension of the ditch to the culvert.

Mr. Higuera asked if there is an estimate on how much the project would cost.

Mr. Dallaire thought the title report would be about \$500. The boundary line adjustment is estimated at about \$8,000 or \$9,000. RO Anderson has already done three quarters of the work. I haven't contacted anyone yet on the appraisal. The last time it cost around \$3500. The only thing we have left is the final flood study that needs to be done with all the completed improvements. Once that is complete we will get a quote from Anderson to finish that up.

(Cassandra Jones joined the meeting at 4:57 p.m.)

Mr. Higuera felt it was wise to move ahead while he is in agreement.

Mr. Dallaire will negotiate on a cost for the property. I estimate anywhere between \$15,000 and \$25,000. It is a huge benefit in the future.

Mr. Miller asked since this is in our approved funds do we need a motion.

Mr. Rowe thought so.

No public comment.

Motion Higuera/Slater to move ahead with the purchase of and to proceed preparing a boundary line adjustment for a portion less than 3100 square feet of the Village Motel property to be used to extend the new Hellwinkel channel to the existing culvert at Toler Lane located at 1383 Highway 395, APN 1320-33-402-057. Motion carried unanimously.

6.  **For Possible Action: Discussion on the Gardnerville Station project, receive an update report and provide direction to staff on the next steps for the town project, APN 1320-33-402-086, located at 1395 US Highway 395 N, within the Town of Gardnerville; with public comment prior to board action.**

Mr. Dallaire received a call from Hope Sullivan, Douglas County Planning Manager, clarifying this project was not ranked four out of six; it was three out of five for CDBG funds. He went over what has been done and what needs to be done on the project.

Mr. Higuera asked what they are faced with now is really finishing the project: the building, the sign...

Mr. Dallaire explained the CDBG application was to get the construction plans done. Candace and I are meeting with Pete Dube` this week to find out how much plans would be to finish the building. Right now I don't know that we could use it. We could do some improvements to the doors. Main Street could use it for their wine walks. It we are going to use the building, the things we need to do are: the heating and cooling system, fix the doors and bathrooms.

Mr. Higuera pointed out they would still have parking there. I think it's worth moving ahead on the project.

Vice-Chairman Miller would like to look for options to complete the project.

Chairwoman Wenner asked if there are things they can do until they can apply for the CDBG grant again.

Mr. Dallaire can do the monument sign. We could also fix the doors on the building and air conditioning and heating unit. Paint is cheap, but the finish needs to be redone.

Vice-Chairman Miller noticed the perimeter area is utilized as a parking lot by the restaurant across the street.

Mrs. Slater noticed there is a hole. Is that because the grate is not in place?

Mr. Dallaire advised there are two pieces of metal and those don't connect. The open part is 15 feet deep.

Mrs. Slater asked if we are in a position where it is a safety hazard.

Mr. Dallaire answered the perimeter fence is there. The deep holes are covered.

Mrs. Jones asked when we are all done how much does it cost just to carry the building?

Mr. Dallaire answered everything is turned off.

Mrs. Slater thought if they move forward with things that would be beneficial, as in fixing the door, the heating and air. Personally I think the signage could be left off until the improvements are done. Whatever else we can do to enhance the building so when CDBG funds come in we can move forward and we will already have these other items in place. I guess I would defer to you what would be a priority to enhance the building.

Mr. Dallaire will ask the architect. If we are going to replace the doors we will have to hire an architect.

Mrs. Slater felt we can do the building improvements that are behind the scenes until the other funds come into play.

Mr. Higuera would like to see the sign. I would like to know what the sign would cost. We know the building has to be refurbished. We know the doors and air conditioning have to be fixed. Maybe we can just tick them off as we can afford them. Once you pave that and have parking that will make a big difference.

Vice-Chairman Miller asked about the bay area. We don't know what is under the concrete.

Mr. Dallaire was going to leave it. I think there is still a lift in the ground. We haven't found a tank for the hydraulic fluid for the ram.

Chairwoman Wenner called for public comment.

Mrs. Lochridge agreed with Linda Slater to wait until the lot is actually improved before you actually put a sign up. But if it helps, you can always do phases of the sign just so you have that in place. Also there are various funding opportunities that Main Street Gardnerville can apply for to help with the funding.

Mr. Dallaire mentioned the project in Winnemucca had used some private foundation funds. Candace is looking into that.

Mrs. Lochridge stated they might be able to partner with the historical society on a grant application.

Mrs. Jones suggested the landscaping might be done by the boy scouts or the design committee of Main Street Gardnerville.

Mrs. Sandmeier sees no reason to spend \$87,000 on landscaping. I think we have resources within the community that can lower that cost tremendously.

Mr. Miller shared the building could be done like the community center and eventually get donation or grants to finish.

Mrs. Sandmeier asked if it would be usable again if you dismantled the canopy and then used the same materials and put it up again. Historically it would be nice to preserve that. The other part is the solar panels, if that's way off in the distance, could the canopy be dismantled and the work done and put that one up again?

Mr. Dallaire answered the existing canopy is missing four lights and siding where all the pigeons have moved from the Pyrenees and the East Fork.

Mrs. Lochridge agreed. If we can use even a portion of it I think that would be great to do.

Mr. Higuera felt the direction should be for you to proceed with estimates and maybe we should have another meeting that we put on similar to the meetings where we can gather some more public input and come up with a solid plan.

No further public comment.

Mr. Higuera added maybe even have a subcommittee. Once we get all the data the subcommittee could study it and bring a plan back to the board.

Motion Higuera/Slater to direct staff to proceed with estimates for the monument sign and building remodel plans, which would include the doors, heating and air conditioning and paving, which I will call site improvements. Motion carried unanimously.

7.  **For Possible Action: Discussion to approve, or deny the purchase of one used Crafcro Supershot 250 melter, used to apply crack seal to town maintained streets, for the price of \$17,500 from unused budgeted monies within the Town's 614 fund; with public comment prior to board action.**

Mr. Dallaire went through the background on the Reno 250 gallon crack sealer that had to be returned. The one we have currently is a 60 gallon pot. We have a lot of gutter pans to do. We are in need of a larger machine. Geoff found this online. It is in Southern California. We were under budget with the bucket truck and can utilize those funds after the augmentation. We had the crack sealer in the budget last year but never purchased it. We can see how much we could get for the old crack sealer, but it would work for the smaller projects.

Vice-Chairman Miller asked as we acquire more equipment, where will it be stored.

Mr. Dallaire is working on the barns so we can keep some things in there. Once that gets done we will have more storage room.

Mrs. Jones noticed on the survey street repairs is one of the things that is highest on the priority list.

Mrs. Slater believed Ken brought up a good point about storage. It sounds like this would be a good purchase. We certainly have a need for it. The price sounds reasonable and is already budgeted.

Chairwoman Wenner called for public comment.

Mr. Linderman would like more cracks sealed.

No further public comment.

Motion Slater/Miller to approve the purchase of one used Crafcro Supershot 250 melter used to apply crack seal to town maintained streets for the price of \$17,500 from unused budgeted monies from the town's 614 fund. Motion carried unanimously.

8.  **For Possible Action: Discussion to approve, approve with modifications or deny the updated town policy 2.1, Personnel Management updating for the newly recorded interlocal agreement between the town and county; with public comment prior to board action.**

Mr. Dallaire is looking at updating some of the policies. This was a big priority because the county commissioners approved the interlocal agreement. We will bring back more policies through the coming months.

Mrs. Jones noticed on page 8-2 right after the first date November 5th 2015 there is no space between 2015 and the word "with." The third line says human resources and finance is missing a period.

Chairwoman Wenner asked where it says procedure 2014. Is it 2014 or was it 2015 when that procedure took place.

Mr. LaCost believed it was implemented in 2015. But I believe the compensation study was done in 2014.

No public comment.

Motion Jones/Higuera to approve, with the two typographical corrections, the updated town policy 2.1 personnel management, updating the policy for the newly recorded interlocal agreement between the town and the county. Motion carried unanimously.

9.  **Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for December 2015.**

Mr. Rowe reported one of the items included in your packet is the annual letter written to the auditor of the town to talk about any possible claims asserted or unasserted. We didn't have anything to report. So I asked Tom to put that in the packet for you to take a look at. The one previous item on the updated town policy I had a few comments about, which I sent to Tom and they are incorporated in the draft. I did take a look at the question Mary raised. You do have the authority to enter into a lease of the gas station. The quirk is under the county code 18.06.030 it authorizes management of town property subject to review and approval by the board of county commissioners. If we did a lease we would have to take it before the BOC and make sure they don't have any issues with it. In regard to that, Tom did solicit the DA's opinion. Doug wrote back and said even though the town acquired title under the public facility exemption, as long as a long term goal of the town was being served by what appears to be a proprietary or for profit lease, as long as that was serving the long term interest of converting it or completing it as a town facility, the county wouldn't raise any objection to it. So you could do it if it ever became viable. It's hard to think, after the presentation tonight, who might be interested in leasing it.

Vice-Chairman Miller asked in the event it qualifies for grants through the Main Street program, would we have to lease it to Main Street possibly to get the grants and how would we go about that.

Mr. Rowe did not know.

Mrs. Jones believed that question has more to do with the terms of the grant than our authority.

Mr. Rowe agreed with Cassandra on that. I think it would be dependent upon to whom the application was made and whether they would require MSG to be rightfully in possession. Lastly we did get resolution to the title issue on the alley next to the French. It does appear by virtue of a September 30th 1913 deed that the property was conveyed to the county. It was 13 ½ feet wide, 219 feet long, to be used as a public alley, is the first of two deeds that were recorded on that day. The next was for an additional 58 feet to be used as an alley for the public. The alley does appear to be the property of the county. You may or may not want to ask for that so you could ensure the maintenance was performed. I don't think that would affect any claim that may be out there now. It's something the board might want to think about in terms of having the county deed over the alley so you could ensure it receives maintenance.

Vice-Chairman Miller asked about abandonment of the alleyway.

Mr. Rowe answered if it was abandoned it would go back to the adjoining property owners.

Mrs. Slater asked if that is something they could legally block off with bollards.

Mr. Rowe advised if it was the town's property, we could look at making it a pedestrian access only.

Mrs. Slater asked if we could put up something to prevent automobiles from going through and post it as a public alley.

Mr. Rowe stated going in and coming out of it is extremely dangerous. The site distance on the side is blocked by the buildings.

Mrs. Slater believed as long as it is existing they could still do it. If we owned it we could stop the inflow and outflow of vehicles.

Mr. Rowe thought more of the maintenance side of it because we all know what the county's ability is to maintain its roads. If it were a town thoroughfare it would get more attention. As Tom reported a couple meetings ago, we agreed with the county we would split the cost of the research that went into the title work. The total bill was \$1,100.

Mr. Dallaire has not heard from Doug Ritchie.

Vice-Chairman Miller asked about creating letters to organizations on the invocation. Is it a possibility we can do it through a letter to the editor rather than approaching each entity? You indicated we should approach service clubs and things like that. I'm thinking I might leave somebody out. If I could do a letter to the editor, would that suffice?

Mr. Rowe mentioned a notice of the policy is published annually. You can do that. I don't see any problem with inviting any interested organization. The conversation that Ken and I had after the meeting was that I had attended a service in Fallon and it was for a veteran. The VFW had a chaplain. That role, whether it's a chaplain with VFW or the sheriff or any other organization, falls within the resolution and the policy.

Vice-Chairman Miller is having Carol email a copy of the resolution.

Mr. Rowe will send the resolution to Mr. Miller.

10.  Not For Possible Action: Discussion on the Town Manager's Monthly Report of activities for December 2015.

Mr. Dallaire reported Trinity Lutheran's parking lot is moving forward. They were looking for my comments. I got those done before I left on vacation. I got the response back but haven't reviewed it yet. We have identified a lot of grading issues on Mill Street. Anderson Engineering has identified there are drainage issues all the way along. We need to come up with a plan on that. It will have to be in addition to the contract. The existing valley gutter across Douglas at Mill is flat. We can fix all of that and include a handicapped ramp. We will have to coordinate with Anderson and Trinity Lutheran on getting those improvements done.

Vice-Chairman Miller shared Trinity is in the process of getting bids. We have the final plans.

Mr. Dallaire mentioned the county is still reviewing it. I just wanted to let you know this will be part of the budgeted work next year. Scott, with Main Street Gardnerville and I are doing a presentation to Sertoma on the Great Race. We still haven't heard from the Overland. The 2016 calendar of events for elected officials was sent out.

Mrs. Slater asked about rural housing wanting to meet on site at Crestmore Village to see about doing changes to the pond.

Mr. Dallaire talked with Rural Housing, Eddie Hult. He is working with WAVE on providing two more building units and they want to encroach onto the pond. They might have to acquire some property and relocate it back further. The outlets have to stay the same and those are toward the middle of the existing pond. They are talking about putting the buildings at the end of the existing structure.

Vice-Chairman Miller explained Crestmore Village was acquired very recently. When that happened they approached WAVE. We would get 20 or 30 more units on the existing land that is there. But because of the increased buildings the detention pond would have to be increased. That being the case Nevada Rural Housing would provide the monies to build that additional building.

Mrs. Slater asked if they would pay for the cost of changing the pond?

Vice-Chairman Miller answered that's what they need to find out if the pond has to be abandoned first.

Mr. Dallaire believed they would need to acquire property in the back, move the trail around there. If we are going to redo the pond I am hoping to get rid of the super steep side slopes and the fence so it looks like the pond across the street. The outlet still is on the other side at the Heritage Bank parking lot. Supposedly those ponds are connected. It fills up and actually discharges there.

Mrs. Jones noticed the bullet point on High Sierra Fellowship looking at the land by the park.

Mr. Dallaire met with two gentlemen from High Sierra. They are looking at building a church on the site. They would have to go through the special permit use process. They were thinking the building itself would be down by Maple or High School Street.

Mrs. Jones thought while it would require a special use permit, it would be a compatible use with the housing, park and the commercial development that is already there. It is a lot better than some of the things I have heard over the years that might go in there.

Mr. Dallaire called attention to the plan for prosperity specifically shows it's supposed to be multifamily/multiuse facilities. It just depends on how you want to interpret the plan.

Mrs. Jones supposes if this came up, my question would be is our zoning meeting the needs for multifamily units. If we are going to change it, it's the same idea if you remove the RV parking requirement where do the RV's go? But also if the purpose was to be a buffer or transition between the Overland and the park into the housing, I can see a church being a great transition piece.

Mr. Dallaire sent the county survey link. The gas indexing is going to be on the ballot. It could generate the county a lot of money. It's another tax on top. Indexing is per gallon based on a ten year period. The tax can go up over that 10 year period. It's tied back to inflation. I don't see this county approving that. If it gets approved then it's up to the county commissioners over the next ten years to do a rate adjustment every year. I heard the new gas tax will go into effect February 1st 2016. The other thing is did you want to do a workshop for the budget?

Mr. Higuera would like one meeting for the budget and the CIP another meeting.

Mr. Miller thought we were doing a workshop.

Mrs. Jones is for a workshop.

Mr. Dallaire noted the other thing is training dates. I sent an email to Jennifer and Phil and Jim. I haven't gotten any response yet. We try to do it in January. Last year it was the first Thursday of the month.

2nd PUBLIC INTEREST COMMENTS period (No action will be taken)

No public comment.

Chairwoman Wenner thanked everyone for helping me today.

Motion Wenner/Miller to adjourn the meeting at 6:13 p.m.

Respectfully submitted,

Mary Wenner
Chairman

Tom Dallaire
Town Manager

Gardnerville Town Board
AGENDA ACTION SHEET



1. **For Possible Action:** Correspondence

2. **Recommended Motion:** Receive and file
Funds Available: Yes N/A

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** February 2, 2016 **Time Requested:** N/A

5. **Agenda:** Consent Administrative

6. **Background Information:** See attached.

7. **Other Agency Review of Action:** Douglas County N/A

8. **Board Action:**

- | | |
|-----------------------------------|--|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Approved with Modifications |
| <input type="checkbox"/> Denied | <input type="checkbox"/> Continued |

Dear Tom,

Thank you for being apart of my Eagle Scout Court of Honor. I would also like to thank you for all the help you gave me while I was working on my Eagle project.

Zach Kruse

JAN 04 2015

Thank You From

Zachary
Kruse



Museum Matters



Carson Valley Museum and Cultural Center

1477 US Highway 395 N.

Gardnerville, NV 89410-5214

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Museum Matters is the quarterly
newsletter publication of the
Douglas County Historical Society.

It is distributed via email, on our website,
and a limited number of printed copies
are available for those members
who do not have access to the internet.

President's Message

Over Five Thousand Hours!

Thank you, Douglas County Historical Society Volunteers! Without you we could not keep our doors open. Your dedication and service throughout the year is greatly appreciated by the Trustees and Officers.

Many hours are spent helping us at our fundraisers and special events, including our annual Melodrama. The actors spend weeks studying their lines and then more hours putting on their performances. The writer, director and producer spend additional time on perfecting the performances. Setting up tables and taking them down again requires more time spent by volunteers.

Thanks to the volunteers at the desks in Genoa and Gardnerville; thanks for the welcoming way they greet visitors and answer questions. Thanks for assisting customers as they buy books and tickets to our events in our bookstores. Thanks go to all who participate in our Holiday Galas. Thanks especially for the bakers of all those wonderful cookies.

Thanks to the coordinator, barn owners, guides, traffic control, et al, who produced this year's very successful Barn Tour. Thanks for the volunteers who helped put on our Haunted Weekend, standing in the pouring rain (we know who you are). And, thanks to all the brave souls who came out in that weather to buy tickets and support the event. Thanks for all those volunteers and homeowners who helped with our Minden Home Tour. Thanks to those who set up and take down our exhibits in both museums. Thanks for those who serve as docents and give tours. Thanks for our Volunteer Coordinator who manages the volunteer calendar.

For all you volunteers do, the Trustees want to give you a huge THANK YOU. We are planning a Thank You Barbeque to be held at the end of June. We are switching this yearly thank you event from our usual April date for weather-related reasons. This barbeque will be held outdoors at a ranch in Hope Valley. You are our lifeline and the Trustees want to show you our appreciation for all you do. (More details will be coming soon!)

P.S. Please be sure you turn in your time cards each month. Volunteer hours also count in our applications for grants; yes, every hour counts. We also have a volunteer helping us apply for these grants. We need grants to help with our capital improvements and right now we are in need of air conditioners, water heaters, and repair of the front stairs at the Carson Museum & Cultural Center in Gardnerville.

-Patty Maebe, Board President

In Memory of Grace Bower

We are very sad to report that longtime supporter and former president of the DCHS passed away at her home on December 22. Grace fought a long and courageous battle with cancer. The ultimate volunteer, she worked tirelessly and was always ready to pitch in wherever needed, from emptying trash, through preparing meals and her famous cobbler for the melodramas. She was always there to support every activity that we presented. Grace will be remembered fondly for her countless hours of service and all that she contributed toward keeping our local history alive and the DCHS afloat.

-Editor

Reception in Honor of Women's History Month

Sunday, March 19th
2 to 4 p.m.



PIONEER WOMEN AT CARSON VALLEY HOMEMAKERS' PARTY FOR PIONEER WOMEN. SEATED: MRS. FRANK FETTIC, MRS. M. HANSEN, MRS. WALTER FREY, MRS. HENRY GODECKE, SR., MRS. ARNOLD SETTELMAYER, SR., DR. ELIZA COOK, MRS. BELLE BROWN. STANDING: MRS. FRED BRUNS, MRS. MAY KYLE, MRS. RICHARD WINKELMAN, MRS. WILLIAM STODIECK, MRS. FRITZ (MINNIE) DRESSLER, MRS. H. F. DANGBERG JR., MRS. FRITZ DANGBERG, MRS. HERMAN RIEMAN SR. (PHOTO FROM THE DCHS LIBRARY)

Douglas County Historical Society's "Annual Women's History Remembering Project" will honor six women on March 19, 2016 at the Carson Valley Museum & Cultural Center from 2 to 4 p.m. Wonderful refreshments are always provided by *Harvey's* and *Harrah's* and there is no charge for admission.

March is *Women's History Month*; our project was inspired by the National and Nevada's Women's History Project. It is designed to honor and collect stories of Douglas County Women who otherwise might be forgotten. This ongoing program has been in existence since 2000. The information about these women will be archived in the Van Sickle Library at the Carson Valley Museum and Cultural Center in Gardnerville and also at the Nevada Women's History Project in Reno.

Please, if you know a woman who deserves this award and has made a significant contribution to the quality of life in Douglas County—past or present--nominate her. And, join us on Sunday March 19, as we celebrate these women. Applications are available online at HistoricNV.org (under the menu bar at top of page labeled DOWNLOAD DCHS FORMS HERE).

Or, you may pick one up at the Carson Valley Museum & Cultural Center front desk. Qualifying applicants are chosen by the order in which they are received, so time is of the essence in submitting them.

THE DEADLINE FOR SUBMITTING APPLICATIONS IS MARCH 1, 2016.

Director's Note:

Grace was a great supporter of the Historical Society and in her volunteering over the years she served in so many important positions. I have worked with Grace for more than seven years and she kept us all on our toes! She was always out in front leading. She worked hard and always had her "to do list" finished so far in advance that at times she would forget that she had taken care of the details of her project. I had the privilege to visit her at her home the day before she passed away. She fought long and we will miss her.

A New Year... Time for Resolutions?

While researching the history of resolutions, I found they started thousands of years ago with the Babylonians. Today, many people don't bother with this tradition, but for those who still make the effort, some of the most popular resolutions are to lose weight, get fit, get out of debt, improve education, travel more and to volunteer more.

If volunteering more is your goal, we can help! It is said that volunteering gives one the opportunity to make a difference while practicing life skills. It keeps one connected to those who share similar interests, and provides the satisfaction of giving of oneself in order to help others. We have many wonderful volunteers who share their time and talents with the Historical Society. There is always plenty to do, and I invite *you* to participate! Please give me a call to explore the many ways in which you might like to put your skills to work here at the museum. Whatever your interests may be, we can use your help.

So whether or not you make a tradition of setting resolutions, we hope you will remember the Douglas County Historical Society this year and volunteer more!

—Cindy Rogers, Director

The DCHS Board Remembers Grace

Grace was the most totally dedicated and tenacious person I have ever known. A person that was totally dedicated to the Douglas County Historical Society and its commitment to the community. She fought hard to keep the organization strong, organizing events, *Taste of the Towns*, *Women in History*, *Home Tours* (to mention a few) and making them a success. She will say that it couldn't have been done without the many volunteers – that is true, but she was the leader! I enjoyed working with her on several committees and felt we were a team. There were many times when health issues wanted to get the best of her, but she refused to let that happen, until it was beyond her grasp. She was a good friend, she will be missed by so many!

– Marlena Hellwinkel

I have had the pleasure of being a part of Douglas County Historical Society (then Carson Valley Historical Society) since 2002 when Irene Marshall decided I needed something to do. Since then my memories of Grace are constant; she was always there.

When I was a part of the Exhibit Committee, Grace was there to help us find whatever we needed to make the exhibit perfect. When John and Sue Smith started the Melodrama and I became *Switch*, Grace was there to feed the crowds and make sure the main gallery was cleaned up in time for the performances. In fact, she made sure things were ready early so most every performance began right on time. When I started the "Main Street Moments" column, Grace was there. The first thing she did was see to it I was a member of the Fund Raising committee so I would know what was going on and could talk about it in the paper.

Grace took care of the museum but, more than that, she took care of the people who volunteered at the museum. She was there every Saturday so that the museum could be open for the full six hours as advertised on the sign near the parking lot. She is already sorely missed.

–Ellen Caywood

I have known Grace for over 10 years. I will never forget her, as long as I live. I started working at the Carson Valley Museum in 2004. I was hired as the office manager. Grace shared a corner of my office with me. She had a red-colored Smith-Corona Selectric typewriter that sat on a small table. She used that to type up everything. TAP, TAP, TAP, all day long! She referred to computers at "that machine".

Grace absolutely loved everything about the museums, and loved serving on committees. Her dream came true when she became the President of the Board. She deserved it, after all the hard work she did. Grace reminded me of Auntie Mame. She was a real trooper—loved to dance, have fun and enjoyed life. When I retired as office manager in 2008, Cindy Rogers was hired as my replacement. I remained a volunteer and joined the Board of Trustees, thanks to Grace (she chased me down the hall), and I became vice president for two terms, then president.

Grace could see what was "coming down the pike." For her last President's letter, Grace relayed that it was time for her to step down. Grace did step down, however, still attended all our Board meetings "to keep an eye on things." She still participated in all the fundraising events and helped out all the other committees until the end. I just know she is still "keeping her eye on things," and Grace, that is just fine with me.

–Patty Maebe, President

Grace's Famous Peach Cobbler

Your choice of fruit (if canned drain liquid)

Put fruit in bottom of 8' x 8' dish

Sprinkle with cinnamon

Mix together:

1 cup of flour

1 cup of sugar

1 tsp. of baking powder

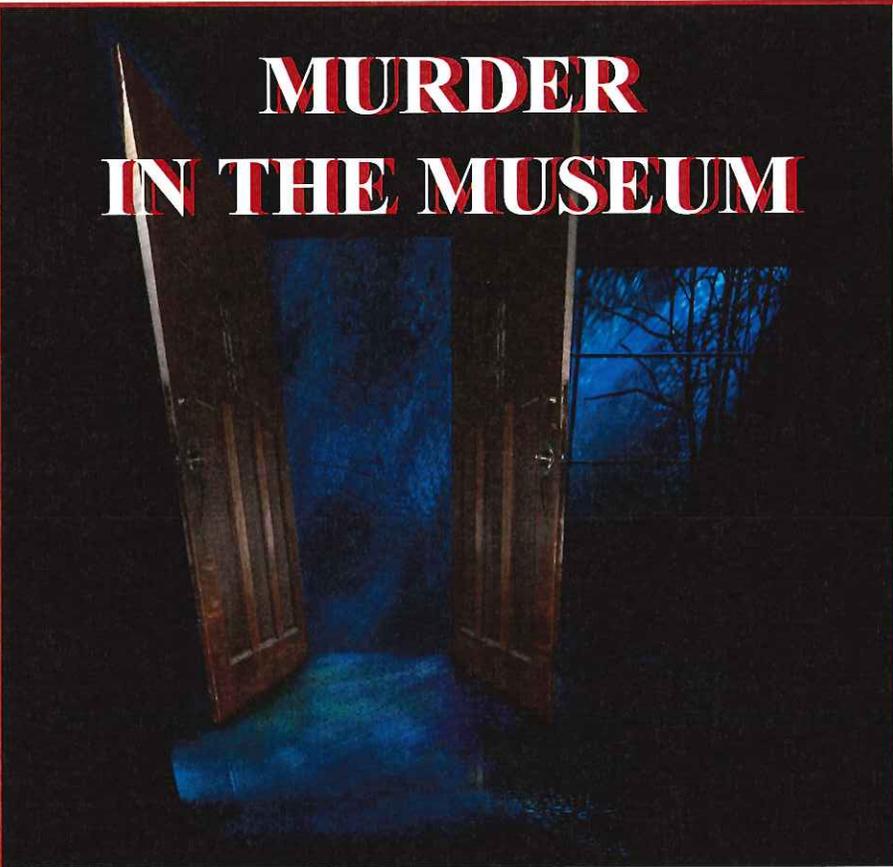
1 tsp. of salt

Add 1 beaten egg. Stir till well mixed. Sprinkle over fruit. Pour 1/3 vegetable oil over top.

Bake at 350 degrees for 45 minutes or until brown on top.



MURDER IN THE MUSEUM



SIX PERFORMANCES:

February 26, 27 & 28 and March 4, 5 & 6

**Ticket Prices: \$15 members
\$20 non-members**

**New Interactive Murder Mystery Play
Performance Times:**

Friday and Saturday Nights: 7 p.m.

Sunday Matinees: 2 p.m.

**Complimentary Hors d'oeuvres ~ No Host Bar
Carson Valley Museum & Cultural Center
1477 Highway 395 N., Gardnerville**

Call: 775-782-2555 to order tickets by phone

*Avoid Disappointment
Get Your Tickets Early*

SEE OUR WEBSITE: HistoricNV.org



Updates from the Museum:

We hope you enjoyed Nevada Day. Although we didn't have an entry in 2015, we are looking forward to participating in the 2016 Carson Valley Day Parade. As we begin the new year, it may seem June 11, 2016 is still a long way off. However, it isn't too soon to start making plans to take part in the next parade. If you have ideas to share or would like be part of the team, please check with Cindy in the DCHS office: 775-782-2555, and watch our website: HistoricNV.org for the latest information.



Did you notice the new trees planted near the pergolas out in front of the Gardnerville Museum & Cultural Center? Thanks to the generous support of our members, we were able to plant two Pin Oaks. This is a favorite spot for both the community and tourists visiting our museum. We have been pleasantly surprised at the number of people picnicking on our front lawn and thanks to these new trees we are able to provide even more shade and enjoyment for our guests.



We are in the final steps of placing the dedication plaques at the flagpole recognizing the *Class of 1962* and *Wells Fargo Advisors, LLC*, Minden office, for their contributions and support to the museum.



All Class Reunion: Help transcribe the handwritten "remembrances" we are receiving for the building's centennial celebration. Check with Dennis Little if you would like to help.

*Volunteers are the lifeblood
of our museums.
We couldn't do
it without You!*



Second Thursdays, Historical Lecture Series

IMPORTANT Changes for the 2016 Monthly Lecture Series:

Due to several requests, we have moved lecture times up to **6:30 p.m.**, for the new year. Doors will still open at 6 p.m., but *lectures will begin a half hour earlier.* The newly appointed Historical Lecture Series Committee is making a special effort to have our lectures more involved with local Carson Valley and Western Nevada history. Each month (except December) we present a different speaker on a new topic and are constantly adding to this series. Please check the latest information on our website: HistoricNV.org (under the EVENTS tab).



FREE ADMISSION FOR DCHS MEMBERS, \$3 FOR OTHERS
NEW EARLIER STARTING TIME IS 6:30 P.M. (INSTEAD OF 7)

(Doors open at 6 p.m.)

January 14, 6:30 p.m.

Guest Speaker: Laurie Hickey

Would the Real Lucky Bill Please Stand Up?

Folklore versus Fact and Some Things in Between

Laurie Hickey has devoted much of her life to historical research and the support of our the Douglas County Historical Society. Her research on Lucky Bill has unearthed new facts, debunked some old myths and opened up a new chapter on Bill's activities. At this lecture you will discover whether you learned *history* or *myth* about one of the more famous Border Ruffians!

After trying in vain to find any actual facts about Lucky Bill's early life before coming west, Laurie concluded she would have to find out just who this colorful character was for herself. She also had a deep curiosity about his wife Maria, her maiden name, her background and what happened to her after Lucky Bill's hanging. Many stories had wife Maria in a mental institution in California a few years after the hanging. Who wouldn't want to know about his mistress Martha Lamb? Who was she, where was she from? Some writers thought the two women might be related—Martha possibly a cousin of Maria's. A few thought Martha may have been a *working girl* from Placerville or Sacramento, California. Come learn more about these intriguing questions at January's historical lecture.

February 11, 6:30 p.m.

Guest Speaker: Helen Townsell-Parker

In honor of Black History month, our guest speaker will be Helen Townsell-Parker. She is the founder of the Westbrook Foundation and author of *A Cry For Help*, the story of the struggles and victories of the Black Springs community.

Ms. Townsell-Parker received her Sociology degree from Contra Costa College in California in 1991, and worked in the property management field, concentrating on low-income neighborhoods. In March 2006, she was responsible for renaming the once *Black Springs Community Center* to the *Westbrook Community Center*. In 2007, she was instrumental in reopening the doors of the *Westbrook Community Center*, in order to promote community activities. Ms. Townsell-Parker shares her story of the struggles and victories of the *Black Springs* community of Northern Nevada at our February lecture.

Her book chronicles the fifty-years of documented history, of a once small but mighty black community, located North of Reno. In 1954 an African American could not buy a house, get a mortgage, a construction loan or purchase property in Nevada, which was once called *Mississippi of the West*.

March 10, 6:30 p.m.

Guest Speaker: Allen Biaggi

Which one is Job's Peak Anyway? You might be Surprised!

Allen Biaggi's roots run deep in Carson Valley! He served as Director of the State of Nevada's Department of Conservation and Natural Resources and was an influential member of the Governor's Cabinet. His love of the outdoors, hiking and skiing has led to a great knowledge of the mountains that surround our Valley. We all know which is Job's Peak, right? Or maybe we do not! Allen will help us understand Job's, Job's Sister, Freel, Monument and Genoa Peaks, Silver Mountain, Mount Siegel and the Pinenuts. Oh, and why is Lake Tahoe there anyhow? All the old-timers knew the hills because their lives depended on it! *Now you can know, without risking yours!*

—The Lecture Series Committee

Holiday Gala 2015

Selfies with Santa got off to a slow start. Santa was detained by those high winds in the Washoe Valley, or at least that's the story we told, but once in gear we had another great round of Santa photos. Santa's secret... it seems Barbie's playhouse and remote control dinosaurs were all the rage.

We were swamped with Cookie Walk shoppers. The word has gotten out to arrive at 10 a.m. for the best selection and we sold out before noon. In previous years we always had an informal bet as to how long the cookies would last before we had to shut the door. No one came close this year! This tells us we need a few more bakers in 2016. Although a year away, and no, you cannot start baking now, we hope you will join our fabulous cookie baking crew next December.

We had 17 of the most lovely trees in the gallery this year. What was the favorite tree? That's a question you could argue in circles for the rest of the month. From the lovely traditional tree by Life Point Church to the pink and black top hat themed "Puttin' on the Glitz" by the Main Street Gardnerville Flower Committee, there is no possible way of saying which tree was the best. Of course, the big question is, which tree was the top-earner for our annual fundraiser. As the collections continued after we went to press, that is still a mystery. So watch for our listing in the *Record Courier* and check out our website for the final contest results and details.

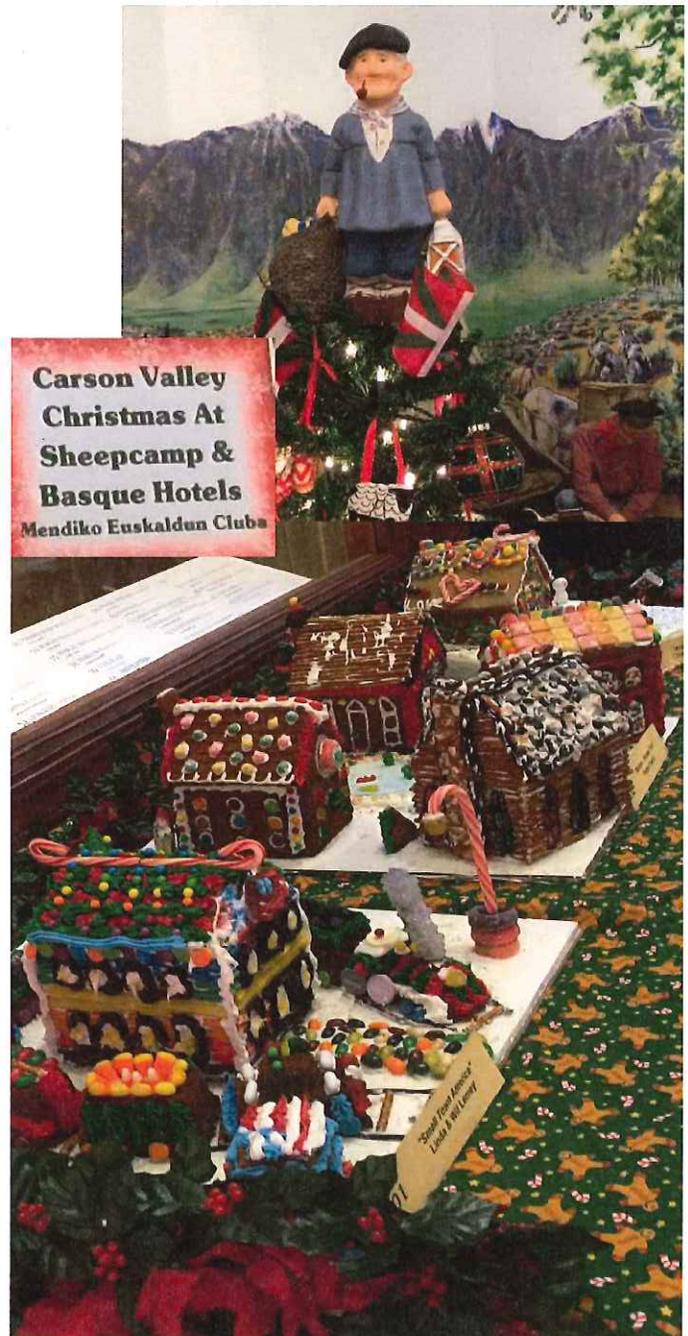
DCHS Volunteers were having a little bit too much fun with the Gallery of Trees. Though we were disappointed that one tree had to cancel leaving a blank space in the corner, it wasn't long before a sign appeared next to an empty tree stand, "The Emperor's New Christmas Tree—Only the wisest of wise can see it."

In amongst the trees we had 23 Gingerbread Houses. New for 2015 we added the category of nontraditional materials. We offered, and the community responded. We had two fantastic entries in this category. Who would have ever thought of crocheting a gingerbread house, but the *Never Give Up Crochet Group* did, only to be rivaled by the pressed bead gingerbread house created by the *Douglas County Recreation Department's Pinon Kid's Club*.

Speaking of new, we added a waterless snow globe category to the Gala. If you ever enjoyed creating a diorama, this is an art you need to consider. Using mason jars, or any suitable size glass container, you simply create your favorite winter scene, add a little Epson salt and screw on the lid--the effects are stunning. We hope to grow this feature in 2016 and by the conversations we had with our guests you could see many of them are already making plans.

—Dennis Little, Event Chair

The bookstore, offering a 20% discount throughout December, was alive with activity. It always pleases us to see the number of people interested in giving books as gifts. One very popular book was "The Old Farmhouse Kitchen Recipes and Old-Time Nostalgia." It contains just the right amount of campy stories, photos and recipes to make it a great read just for the fun of it, even if you never cook a thing. Copies are still available! Incidentally, did you know we are one of the last brick and mortar bookstores left in Douglas County? Once again we wish to extend our thanks to all who participated and visited us in December.



Notes From Our Collection's Corner

The New Year is upon us and I thought it might be fun to look back 100 years and see some images from around 1916 and see what was going on here in Douglas County.

There were some big changes in the works in 1916. The county seat was moved from Genoa to Minden. The county business was moved into this brand new courthouse building.



This is an image giving an idea as to what the new courthouse building looked like immediately after its completion.

The old courthouse in Genoa then became the public school. Here is one of the early classes from 1919.

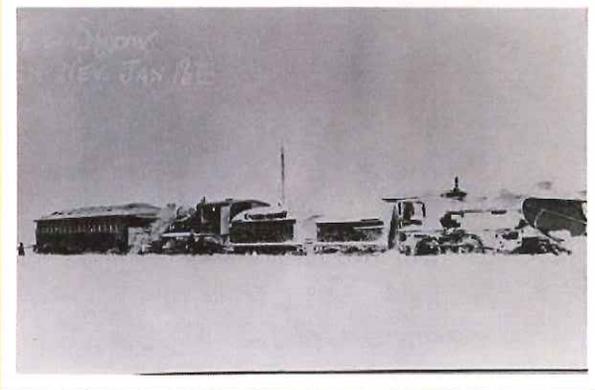


This image was taken in front of the Genoa School (formerly the courthouse) and includes the teacher, students, a dog and a lamb.

Attention Educators:

All students from public, private, parochial, charter, and home schools are invited to enjoy free admission field trips at our two museums. Simply call ahead to reserve your date and time. **775-782-2555**

And, 1916 was a very snowy year. Isn't this what we are anticipating?



This is an image of the V & T Railway taken in Minden and dated January 18, 1916.

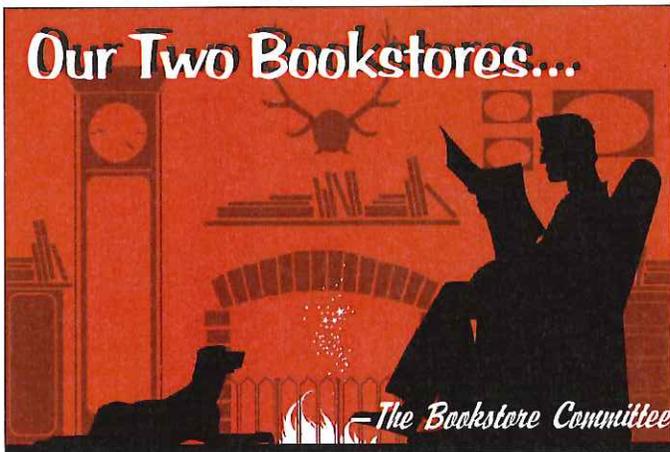
And here is a glimpse at what women were wearing in 1916. *This image shows some well-dressed and up-to-date ladies of fashion. The young woman on the right is Grace Dangberg.*



I hope you have enjoyed this look back to 1916 and seeing a few of the wonderful images in our collection.

2015 was a busy year and it looks like 2016 will be the same. I want to express my gratitude for the many volunteers who have offered their time and skills to work with the DCHS collections. The tasks they have undertaken have been varied. Some are more interesting than others, but all are important for DCHS to fulfill its mission "to enrich lives by preserving local history and making it accessible to our communities and visitors." If working with the collections is something which would interest you, please call or email me. My telephone number is 775-782-2555 or you can email me at curator@HistoricNV.org.

—Gail Allen, Collections Manager



A New Year is here, along with the rain, snow and cold weather of Winter. Remembering that the Courthouse Museum in Genoa is closed until May, on our shelves in the Bookstore at the Carson Valley Museum are some fascinating historical books to keep you company during these chilly weeks. Both *Cowboys and Indians* hold an important part in the history of this country and the settling of the West. *The Cowboy Way: Wisdom, Wit and Lore* by Duane S. Radford, recently published, is a tribute to the classic image of the cowboy, old time lore and its influence on popular culture. In his dedication, the author acknowledges with appreciation the part cowboys and their families contributed to North American society. This book is about real-life cowboys, their ranches, their music, their rodeos, their treatment in movies, their history and much more. For stories that capture the bold spirit of the Wild West, Matthew P. Mayo has assembled fifty of the grittiest moments in the history of the Wild West in his book, *Cowboys, Mountain Men and Grizzly Bears*. These stories are set on the plains, mountains, and deserts of the West and arranged chronologically, capturing the mystique and allure of that special time and place in America's history. A tribute to the legendary Indian Chiefs and warriors is found in *Great Chiefs, Volume 1*, by Tony Hollihan. Seeking to protect the traditional ways of their people, the author relates many of the struggles these leaders (Sitting Bull, Chief Joseph, Quanah Parker, Red Cloud, Sequoyah and Louis Riel) faced during times of change. These men were leaders with wisdom, bravery and strength trying to help their people withstand the inevitable encroachment of those sent to eliminate them or relocate them to distant reservations.

For young and old, check out the *Pocket Naturalist Guides* which introduce novices to nature, science, travel and languages. There are eight different subjects available in our Bookstore: *Nevada Trees & Wildflowers*, *Nevada Wildlife*, *Nevada Birds*, *Animal Tracks*, *Hummingbirds*, *Birds of Prey*, *Roadside Wildflowers*, and *Weather*. They are all attractively illustrated in color with pertinent

comments. The popular finger puppets have been restocked with some new additions including a perky penguin, tolerable toad and lovable lop ear rabbit, There is a total of 20 different animals and birds available. Fun for all! Thank you for your support and wishing everyone a successful and happy 2016!

2016 Board of Trustees Election Nominations

There are three seats to be filled on the DCHS Board of Trustees at the end of our fiscal year in May. The incumbent board members whose terms are ending are: Marlena Hellwinkel, Dennis Little, and Gary Weidner. We will also be electing a new board president.

Nominations for prospective board members open February 1, after the next regular board meeting in January when criteria for candidates has been reviewed. In the meantime, please consider either running yourself, or be thinking of someone you would like to recommend as a board member. Each qualifying candidate will be required to provide a brief, professional bio of 100 words or less.

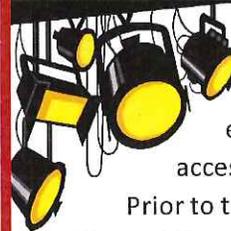
Please call the DCHS office 775-782-2555 or email: dchs@historicnv.org for candidate criteria. Visit the website: HistoricNV.org for more information as of **February 1, 2016.**

DEADLINE FOR SUBMITTING NOMINATIONS IS MARCH 1, 2016.

DCHS Trustee Meetings:

Trustee meetings are held on the third Thursday of every month at 4 p.m., at Carson Valley Museum and Cultural Center in Gardnerville. The 2016 Annual Board of Trustees Election results will be announced at this year's Annual Membership Meeting in May (details to follow). The community is invited to attend.

Volunteer Spotlight



Our new volunteer, Robert Gonzales, donated his time and effort to add hidden door panels to access two downstairs exhibit spaces.

Prior to this change, our staff had to crawl through the window openings to maintain the barbershop and pharmacy exhibits. Robert has also been repairing various other exhibit room features.

Others joining our family of volunteers include Roland Ivy, Mary Kammann, Kathy Ransom, Jim and Janice Wurschum, Virginia Towner, Jack and Roxanne Linderman, and Kat Long. We welcome all of you and thank you for your help.

Youth Education

Young Chautauqua is a free program running from February through April and is open to all local families with youths ages eight and up. The Education Committee is excited about the upcoming Young Chautauquan program. With the addition of Dianna Borges, Kim Copél and Chuck Baldauskas to the team they anticipate seeing an active, dynamic program for 2016. The season kicks off with an open house on February 6, and will give participants a firsthand introduction to what it takes to be a Chautauqua performer. To add to the fun, the team has pulled out our collection of non-accessioned historical wear for the kids to try on.

On a side note, we were dismayed to see how many young adults have lost the ability to read cursive writing. If inclined to say, "who cares" we are reminded that virtually all of our archived letters are written in cursive. To help preserve these letters and make them available for historic research, we've developed a team of *Cursive Translators*. Our handwritten documents are in the process of being read and typed into our database. Anyone able to read cursive is invited to consider joining the team.

As always, if you have an educational skill we hope you will think about sharing it with us on Family Day, the first Saturday of every month. Contact the DCHS office at 775-782-2555 for information.

Historic Preservation Awards

May is National Historic Preservation Month and the DCHS will celebrate by presenting a *Preservation Recognition Award* to an individual and/or organization that has renovated or preserved a Douglas County historic building, while demonstrating excellence in historic preservation.

The Historical Society invites you, the community, to nominate the person or organization you believe is most deserving of the award. Your nomination must include a concise description of the organization's or individual's preservation project. Please explain the historical significance, challenges overcome, unique strategies and activities carried out, and the impact this project has on the community, including the people involved. Describe the accomplishment and/or contributions in the area of historic preservation. If possible, include the original date of construction and any before and after photos. Photos will not be returned.

A jury selected by the DCHS will review the nominations and select the recipient(s) for the *2016 Historic Preservation Recognition Award of Excellence*. Nomination forms are available at the DCHS office, or visit our website: HistoricNV.org to download the application form: Call DCHS office at 775-782-2555 or Marlena Hellwinkel 775-721-9599, for further details.

DEADLINE FOR SUBMISSION OF ENTRIES IS MAY 1, 2016

Attention Parents and
Students Ages 8 & Up
Come Join Us



We are actively looking for new participants in this annual program. Meetings are held on Thursday afternoons from February to April.

There is no charge, you'll learn a lot, and we promise it will be fun!

Have you ever wondered what it would feel like to be famous? What do famous people wear? What foods do they eat? What are their families like? How did they become FAMOUS? If you would like to know more about the Rich and Famous and you have an imagination for the World of Make Believe, then maybe the Art of Chautauqua is for you. Pick a historical person, learn about his or her life and the time period they lived, then step into their shoes and pretend to be them. Be any famous, brave, adventurous, smart and remarkable person from our history. Live their lives, wear their style of clothes and look at the world through their eyes. You might find out how much you have in common.

The Douglas County Historical Society is offering a Young Chautauqua program hosted by historians, educators and adult Chautauqua performers who will educate, inspire and transform you into one of the positive role models that built this country. At the end of the program your family and friends are invited to be inspired by the famous person you have become. Don't worry about being shy. Our Young Chautauqua Program helps you learn the skills and gain the confidence to conquer the challenges of life. It's a fun way of learning while teaching others. Explore the lives of the famous and join our Young Chautauqua Group today. **The program is free!**

Come find out what it's all about at our introductory meeting to the world of the Young Chautauquan:

Saturday, February 6, 2016, 10 a.m.

Carson Valley Museum & Cultural Center
1477 U.S. Highway 395 N, Gardnerville.

FREE ADMISSION TO THE MUSEUM

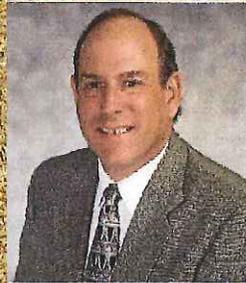
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CAR 0115-00472

WELCOME NEW MEMBERS

We are pleased to introduce the following new members to the Douglas County Historical Society:

- Richard & Cheryl Godon
- Raymond & Susan Hamarlund
- Clarence Rollano Ivy
- Diana Jonmarie
- Mary Kammann
- William & Sharon Kosenski
- Art & Kathleen Long
- Dan & Kathy Martin
- Kathy & Cliff Ransom
- Catherine Smith
- William & Gail Souigny
- Jim & Pat Wehner
- Ernest & Janice Wurschum

Join the DCHS Today!

- ___ \$30 Individual
- ___ \$40 Family (Parents & Children under 18)
- ___ \$20 Students
- ___ \$20 Senior Individual (60+)
- ___ \$30 Senior Couple (60+)
- ___ \$ 500 Lifetime Individual
- ___ \$ 750 Lifetime Couple

We now offer business memberships and benefits in the \$500, \$1,000 and \$2,500 range.

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NOTE: we do not share your personal information, and use this email address only to notify you of DCHS events.

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Contact me for volunteer options _____

Please print this page, fill in the blanks and mail to: Douglas County Historical Society
1477 Highway 395 N., Suite B
Gardnerville, NV 89410-5214

or drop it by the Carson Valley Museum & Cultural Center at the above address.

**PLEASE DO NOT FORGET TO INCLUDE
A CHECK FOR YOUR DUES PAYABLE TO "DCHS."**



IN MEMORIAM

Charlotte Godecke

Minden, Nevada

September 20, 1927 - October 25, 2015

Gifts & Memorial Giving to DCHS

Douglas County Historical Society gratefully accepts monetary gifts, and memorials in honor of loved ones.

To make a donation, please complete the gift form below and send it to:

Douglas County Historical Society
1477 US Highway 395 North, Suite B,
Gardnerville, NV 89410-5214

You may earmark your donation to a specific area; otherwise the money goes to our Endowment Fund.

Thank you!

GIFT IN HONOR/MEMORY

Of: _____

Donation By: _____

Address: _____

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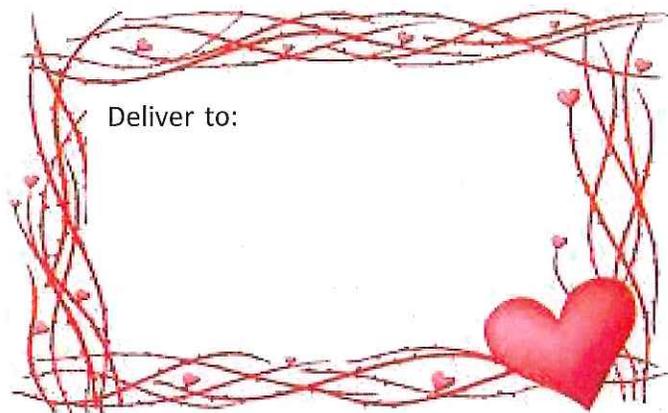
Date: _____

Erratum

In our last quarterly newsletter we printed an incorrect name for the former high school principal who visited at the September 13, *All Class Reunion* in celebration of the 100th anniversary of the building. It was **Phil McKinnon** (not Bill McKenna as shown). Our sincere apologies.

-Editor

Carson Valley Museum & Cultural Center
 1477 US Highway 395 N., Suite B
 Gardnerville, NV 89410-5214



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Advertising space is available to the community for promoting businesses and services. Not only will you be helping support the Historical Society, but your business will benefit as well. Funds received from this effort help defray costs of printing and postage for this newsletter. Rates are as follows:

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 1477 US Hwy. 395 N., Suite B,
 Gardnerville, NV 89410-5214.
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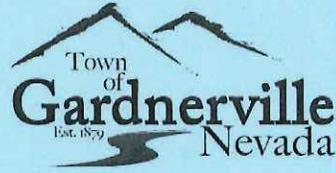
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 Minden NV 89423

Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Health and Sanitation & Public Works Departments Monthly Report of activities
2. **Recommended Motion: Accept as submitted**
 Funds Available: Yes N/A
3. **Department: Administration**
 Prepared by: Carol Louthan
4. **Meeting Date: February 2, 2016**
5. **Time Requested: N/A**
6. **Agenda:** Consent Administrative

7. **Background Information:**

Residential Accounts	<i>1782</i>
Commercial Accounts	<i>223</i>
Green Waste Accounts	<i>1304</i>
Cleanup Dumpsters	<i>2</i>
X-cans	<i>412</i>
# of new residential accounts	<i>7 accts transferred to new owners</i>
# of new commercial accounts	<i>0</i>
Minimum User Accounts	<i>35</i>
Total tons of trash	<i>340.93</i>
Total tons of Greenwaste	<i>16.83</i>

8. **Other Agency Review of Action:** Douglas County N/A

9. **Board Action:**

- Approved Approved with Modifications
 Denied Continued

Superintendent Town Public Works Monthly Report

Public Works & Parks – 01/2016

1. Christmas decorations are down and the pavilion is back to normal status.
2. Main Street and Carson Valley Visitors Authority banners have been put up on the light poles.
3. Summit Septic has cleaned out the sand/oil interceptor at the town maintenance facility.
4. The first banner of the year was put up January 11th at the Eddy Street crossing.
5. We have received our new/used lift truck and received certification training on it. Town of Gardnerville logos for the doors should be installed early February.
6. Both lift trucks have received their annual certification inspection.
7. The welcome to Gardnerville sign on Spruce was blown over in the wind and replaced with more concrete in the base as well as the stop sign at Cemetery and Douglas. A private road and information sign was installed off Grant Street at the Carrick Regional Detention Pond.
8. The wire rope holding the flag at Heritage Park broke and was repaired with our new lift truck. As the new truck reaches the top of that pole, we were able to do it ourselves. The light was also repaired for the flag at the town maintenance facility.
9. Pre-emergent has been applied as weather permits.
10. We are repairing potholes around town. South Industrial, Easton, Northampton, Douglas, and Southgate have had repairs.
11. Street sweeping of the town was performed on January 11th, 12th, 13th, 25th, and 26th.
12. We are crack sealing with the 60 Crafcoc crack sealer and have completed repairs on the trail system and Town Office parking lot.
13. Boy Scout "Micah" completed the second half of the rehab for the Waterloo Islands. Our staff still needs to replace the drip irrigation and install boulders.
14. A used 250 Crafcoc crack sealer has been identified and recommended for purchase. The 60 Crafcoc crack sealer is too small to keep up with the workload.
15. A field staff representative is being sent to Los Angeles on February 2-3 to inspect the crack sealer before purchase.
16. Truck inventories are complete.

Health and Sanitation – 01/2016

1. Interviews for the Sanitation position are complete and the top choice candidate accepted the position.
2. Refuse Truck 615 has mechanical issues and is out of service till repairs are complete.
3. Refuse Truck 617 will be sent to Reno soon to have electrical glitches resolved by Amrep.

Engineering – 01/2016

1. Hellwinkel Channel and Pedestrian Path Improvements project has moved forward with Charter removing the last overhead line for the project. The next step is for NV Energy to remove the detached power poles before sidewalks can be replaced.
2. We are moving forward with a planned maintenance rehabilitation of a storm drain line on Hussman Ave. The project will improve drainage in the area and reduce potential flooding.

Gardnerville Town Board
AGENDA ACTION SHEET



1. **For Possible Action: Approve January 2016 claims.**
2. **Recommended Motion: Approve as submitted**
Funds Available: Yes N/A
3. **Department: Administration**

Prepared by: Carol Louthan
4. **Meeting Date: February 2, 2016 Time Requested: N/A**
5. **Agenda: Consent Administrative**
6. **Background Information:** See attached.
7. **Other Agency Review of Action: Douglas County N/A**
8. **Board Action:**
 Approved **Approved with Modifications**
 Denied **Continued**



Accounts Payable by G/L Distribution Report

G/L Date Range 01/01/16 - 01/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town Department 921 - Gardnerville Admin Account 510.150 - Board Compensation										
4288 - Figuera Lloyd W	1/16 BOARD	G'VILLE	Paid by Check # 643942		12/31/2015	01/08/2016	01/08/2016		01/08/2016	250.00
24008 - Jones Cassandra Esq	1/16 BOARD	G'VILLE	Paid by Check # 643955		12/31/2015	01/08/2016	01/08/2016		01/08/2016	250.00
28960 - Miller Kenneth	1/16 BOARD	G'VILLE	Paid by Check # 643967		12/31/2015	01/08/2016	01/08/2016		01/08/2016	250.00
2969 - Slater Linda	1-16 BOARD	G'VILLE	Paid by Check # 644018		12/31/2015	01/08/2016	01/08/2016		01/08/2016	250.00
Account 510.150 - Board Compensation Totals Invoice Transactions 4										
<u>\$1,000.00</u>										
20219 - NV ST Public Employees	1-16 PREMIUMS	731	Paid by Check # 644212		01/04/2016	01/15/2016	01/15/2016		01/15/2016	8.88
Account 511.201 - PEBS-Ret.Medical Totals Invoice Transactions 1										
<u>\$8.88</u>										
13097 - Verizon Wireless	Account 520.055 - Telephone Expense 9758143220	842011146-00001	Paid by Check # 644487		01/01/2016	01/22/2016	01/22/2016		01/22/2016	96.96
Account 520.055 - Telephone Expense Totals Invoice Transactions 1										
<u>\$96.96</u>										
12997 - Do Co Procurement Program	Account 520.064 - Travel 12-15 LOUTHAN	G'VILLE	Paid by Check # 644351		12/27/2015	01/19/2016	01/19/2016		01/22/2016	199.96
2969 - Slater Linda	1-11-16	MILEAGE/PARKING	Paid by Check # 644451		01/14/2016	01/22/2016	01/22/2016		01/22/2016	64.22
Account 520.064 - Travel Totals Invoice Transactions 2										
<u>\$264.18</u>										
12997 - Do Co Procurement Program	Account 520.072 - Advertising 12-15 DALLAIRE	G'VILLE	Paid by Check # 644351		12/27/2015	01/22/2016	01/22/2016		01/22/2016	437.80
22633 - Sierra Nevada Media Group	1063912123115	1063912	Paid by Check # 644444		12/31/2015	01/22/2016	01/22/2016		01/22/2016	123.67
Account 520.072 - Advertising Totals Invoice Transactions 2										
<u>\$561.47</u>										
11558 - Costco-Comptroller	Account 520.084 - Replacement & Repair 7237 12/15,	7003731100017237	Paid by Check # 643897		12/26/2015	01/08/2016	01/08/2016		01/08/2016	149.99
12997 - Do Co Procurement Program	12-15 PLUT	G'VILLE	Paid by Check # 644351		12/27/2015	01/22/2016	01/22/2016		01/22/2016	13.97
Account 520.084 - Replacement & Repair Totals Invoice Transactions 2										
<u>\$163.96</u>										
2924 - NV Energy	Account 520.089 - Power 791804 12-15	791804	Paid by Check # 643979		12/23/2015	01/08/2016	01/05/2016		01/08/2016	223.06
Account 520.089 - Power Totals Invoice Transactions 1										
<u>\$223.06</u>										

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Accounts Payable by G/L Distribution Report

G/L Date Range 01/01/16 - 01/31/16



Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town Department 921 - Gardnerville Admin										
Account 520.090 - Water										
1429 - Gardnerville Water Company	640.01 12/15	640.01	Paid by Check # 644141		01/04/2016	01/15/2016	01/15/2016		01/15/2016	22.61
1429 - Gardnerville Water Company	690.01 12/15	690.01	Paid by Check # 644141		01/04/2016	01/15/2016	01/15/2016		01/15/2016	44.36
				Account 520.090 - Water Totals				Invoice Transactions 2		\$66.97
Account 520.093 - Utilities-Sewer										
2030 - Minden-Gardnerville Sanitation	INV0006619	0296	Paid by Check # 644390		01/01/2016	01/22/2016	01/22/2016		01/22/2016	66.80
2030 - Minden-Gardnerville Sanitation	INV0006908	0594	Paid by Check # 644390		01/01/2016	01/22/2016	01/22/2016		01/22/2016	20.87
				Account 520.093 - Utilities-Sewer Totals				Invoice Transactions 2		\$87.67
Account 520.187 - Internet Expense										
15887 - Charter Communications	0012509 1/16	8354110060012509	Paid by Check # 644340		01/02/2016	01/22/2016	01/22/2016		01/22/2016	65.00
				Account 520.187 - Internet Expense Totals				Invoice Transactions 1		\$65.00
Account 520.200 - Training & Education										
12997 - Do Co Procurement Program	12-15 DALLAIRE	G'VILLE	Paid by Check # 644351		12/27/2015	01/22/2016	01/22/2016		01/22/2016	20.00
				Account 520.200 - Training & Education Totals				Invoice Transactions 1		\$20.00
Account 521.100 - Professional Services										
13173 - First American Title Ins Co	129-901547486	2486440	Paid by Check # 643919		12/10/2015	01/08/2016	01/08/2016		01/08/2016	550.00
				Account 521.100 - Professional Services Totals				Invoice Transactions 1		\$550.00
Account 533.800 - Office Supplies										
12997 - Do Co Procurement Program	12-15 LOUTHAN	G'VILLE	Paid by Check # 644351		12/27/2015	01/19/2016	01/19/2016		01/22/2016	60.61
8479 - Tahoe Supply Co	603502	TOWNGV	Paid by Check # 644471		01/07/2016	01/22/2016	01/22/2016		01/22/2016	65.50
				Account 533.800 - Office Supplies Totals				Invoice Transactions 2		\$126.11
Account 533.806 - Software										
16648 - E Squared C Inc	43587	G'VILLE	Paid by Check # 644123		01/04/2016	01/15/2016	01/15/2016		01/15/2016	37.50
				Account 533.806 - Software Totals				Invoice Transactions 1		\$37.50
Account 550.001 - Miscellaneous Expenses										
4337 - NV ST Dept of Public Safety	38573 G'VILLE	880005	Paid by Check # 644405		01/04/2016	01/22/2016	01/22/2016		01/22/2016	38.25
				Account 550.001 - Miscellaneous Expenses Totals				Invoice Transactions 1		\$38.25
				Department 921 - Gardnerville Admin Totals				Invoice Transactions 24		\$3,310.01

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Accounts Payable by G/L Distribution Report

G/L Date Range 01/01/16 - 01/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardinerville Town Department 923 - Parks & Recreation Account 520.037 - Weed Spraying 1435										
1130 - Do Co Weed Control		GVILLE	Paid by Check # 644118		12/31/2015	01/15/2016	01/15/2016		01/15/2016	1,169.25
Account 520.037 - Weed Spraying Totals Invoice Transactions 1										
13485 - Ahern Rentals Inc	15477396-1	205304	Paid by Check # 644060		12/01/2015	01/15/2016	01/15/2016		01/15/2016	1.49
13485 - Ahern Rentals Inc	15250588-2	205304	Paid by Check # 644060		12/04/2015	01/15/2016	01/15/2016		01/15/2016	(359.95)
13485 - Ahern Rentals Inc	15492563-1	205304	Paid by Check # 644060		12/04/2015	01/15/2016	01/15/2016		01/15/2016	359.95
13485 - Ahern Rentals Inc	15502082-1	205304	Paid by Check # 644060		12/08/2015	01/15/2016	01/15/2016		01/15/2016	3.79
13485 - Ahern Rentals Inc	15551097-1	205304	Paid by Check # 644060		12/21/2015	01/15/2016	01/15/2016		01/15/2016	33.98
13485 - Ahern Rentals Inc	15582056-1	205304	Paid by Check # 644060		12/31/2015	01/15/2016	01/15/2016		01/15/2016	8.97
18821 - Fastenal Industrial/Cons Suppl	NVMINS2777	NVMIN0011	Paid by Check # 644130		12/21/2015	01/15/2016	01/15/2016		01/15/2016	26.10
Account 520.084 - Replacement & Repair Totals Invoice Transactions 7										
2924 - NV Energy	791804 12-15	791804	Paid by Check # 643979		12/23/2015	01/08/2016	01/05/2016		01/08/2016	835.77
Account 520.089 - Power Totals Invoice Transactions 1										
										\$1,169.25
										\$74.33
										\$835.77

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Accounts Payable by G/L Distribution Report

G/L Date Range 01/01/16 - 01/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town										
Department 923 - Parks & Recreation										
Account 520.090 - Water										
1429 - Gardnerville Water Company	1302.01 12/15	1302.01	Paid by Check # 644141		01/04/2016	01/15/2016	01/15/2016		01/15/2016	78.04
1429 - Gardnerville Water Company	1321.01 12/15	1321.01	Paid by Check # 644141		01/04/2016	01/15/2016	01/15/2016		01/15/2016	78.21
1429 - Gardnerville Water Company	1340.01 12/15	1340.01	Paid by Check # 644141		01/04/2016	01/15/2016	01/15/2016		01/15/2016	39.09
1429 - Gardnerville Water Company	1348.01 12/15	1348.01	Paid by Check # 644141		01/04/2016	01/15/2016	01/15/2016		01/15/2016	78.00
1429 - Gardnerville Water Company	1373.01 12/15	1373.01	Paid by Check # 644141		01/04/2016	01/15/2016	01/15/2016		01/15/2016	78.25
1429 - Gardnerville Water Company	1745.01 12/15	1745.01	Paid by Check # 644141		01/04/2016	01/15/2016	01/15/2016		01/15/2016	63.00
1429 - Gardnerville Water Company	2139.01 12/15	2139.01	Paid by Check # 644141		01/04/2016	01/15/2016	01/15/2016		01/15/2016	40.07
1429 - Gardnerville Water Company	2140.01 12/15	2140.01	Paid by Check # 644141		01/04/2016	01/15/2016	01/15/2016		01/15/2016	39.00
1429 - Gardnerville Water Company	2226.01 12/15	2226.01	Paid by Check # 644141		01/04/2016	01/15/2016	01/15/2016		01/15/2016	63.96
1429 - Gardnerville Water Company	2297.01 12/15	2297.01	Paid by Check # 644141		01/04/2016	01/15/2016	01/15/2016		01/15/2016	63.00
1429 - Gardnerville Water Company	2431.01 12/15	2431.01	Paid by Check # 644141		01/04/2016	01/15/2016	01/15/2016		01/15/2016	48.00
1429 - Gardnerville Water Company	2593.01 12/15	2593.01	Paid by Check # 644141		01/04/2016	01/15/2016	01/15/2016		01/15/2016	78.00
1429 - Gardnerville Water Company	2624.01 12/15	2624.01	Paid by Check # 644141		01/04/2016	01/15/2016	01/15/2016		01/15/2016	78.00
1429 - Gardnerville Water Company	2641.02 12/15	2641.02	Paid by Check # 644141		01/04/2016	01/15/2016	01/15/2016		01/15/2016	78.51
2153 - Minden Town of	1862.01 12/15	1862.01	Paid by Check # 644184		12/28/2015	01/15/2016	01/15/2016		01/15/2016	24.05
Account 520.090 - Water Totals										Invoice Transactions 15
Account 520.093 - Utilities-Sewer										\$927.18
2030 - Minden-Gardnerville Sanitation	INV0007090	0778	Paid by Check # 644390		01/01/2016	01/22/2016	01/22/2016		01/22/2016	125.24
Account 520.093 - Utilities-Sewer Totals										Invoice Transactions 1
Account 520.093 - Utilities-Sewer Totals										\$125.24
12997 - Do Co Procurement Program	12-15 DALLAIRE	G'VILLE	Paid by Check # 644351		12/27/2015	01/22/2016	01/22/2016		01/22/2016	255.00
Account 532.001 - Op.Supplies										Invoice Transactions 1
Account 532.001 - Op.Supplies Totals										\$255.00
3814 - Flyers Energy LLC	CFS1140161	8308	Paid by Check # 644360		12/31/2015	01/20/2016	01/20/2016		01/22/2016	30.70
Account 532.003 - Gas & Oil										Invoice Transactions 1
Account 532.003 - Gas & Oil Totals										\$30.70

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Accounts Payable by G/L Distribution Report

G/L Date Range 01/01/16 - 01/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town Department 923 - Parks & Recreation Account 533.817 - Small Projects										
11558 - Costco-Comptroller	7237 12/15...	7003731100017237	Paid by Check # 643897		12/26/2015	01/08/2016	01/08/2016		01/08/2016	154.81
11985 - Ace Hardware	104139/1	1236	Paid by Check # 644058		12/03/2015	01/15/2016	01/15/2016		01/15/2016	36.94
11985 - Ace Hardware	104168/1	1236	Paid by Check # 644058		12/04/2015	01/15/2016	01/15/2016		01/15/2016	77.71
13485 - Ahern Rentals Inc	15491963-1	205304	Paid by Check # 644060		12/07/2015	01/15/2016	01/15/2016		01/15/2016	140.00
13485 - Ahern Rentals Inc	15491996-1	205304	Paid by Check # 644060		12/07/2015	01/15/2016	01/15/2016		01/15/2016	80.84
2121 - Meeks Lumber	922650	06G1570	Paid by Check # 644181		12/05/2015	01/15/2016	01/15/2016		01/15/2016	27.24
12997 - Do Co Procurement Program	12-15 LOUTHAN 594333	G'VILLE	Paid by Check # 644351		12/27/2015	01/19/2016	01/19/2016		01/22/2016	219.55
3953 - Eastern Sierra Feed	594333	19530	Paid by Check # 644355		12/05/2015	01/22/2016	01/22/2016		01/22/2016	23.50
Account 533.817 - Small Projects Totals Invoice Transactions 8 Department 923 - Parks & Recreation Totals Invoice Transactions 35										<u>\$760.59</u> <u>\$4,178.06</u>

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Accounts Payable by G/L Distribution Report

G/L Date Range 01/01/16 - 01/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town										
Department 926 - Other Public Works										
Account 520.017 - Snow Removal										
13485 - Ahern Rentals Inc	15539609-1	205304	Paid by Check # 644060		12/17/2015	01/15/2016	01/15/2016		01/15/2016	59.90
13485 - Ahern Rentals Inc	15569117-1	205304	Paid by Check # 644060		12/29/2015	01/15/2016	01/15/2016		01/15/2016	49.97
				Account 520.017 - Snow Removal Totals				Invoice Transactions 2		\$109.87
1130 - Do Co Weed Control										
Account 520.037 - Weed Spraying										
1435		GVILLE	Paid by Check # 644118		12/31/2015	01/15/2016	01/15/2016		01/15/2016	3,507.75
				Account 520.037 - Weed Spraying Totals				Invoice Transactions 1		\$3,507.75
11985 - Ace Hardware										
Account 520.084 - Replacement & Repair										
104716/1		1236	Paid by Check # 644058		12/31/2015	01/15/2016	01/15/2016		01/15/2016	5.37
13485 - Ahern Rentals Inc	15504707-1	205304	Paid by Check # 644060		12/08/2015	01/15/2016	01/15/2016		01/15/2016	554.52
13485 - Ahern Rentals Inc	15524115-1	205304	Paid by Check # 644060		12/14/2015	01/15/2016	01/15/2016		01/15/2016	17.98
18358 - Bobcat of Reno	P00945	NWTO00	Paid by Check # 644084		12/28/2015	01/15/2016	01/15/2016		01/15/2016	356.68
				Account 520.084 - Replacement & Repair Totals				Invoice Transactions 4		\$934.55
2924 - NV Energy										
Account 520.095 - Street Lights										
791804 12-15		791804	Paid by Check # 643979		12/23/2015	01/08/2016	01/05/2016		01/08/2016	6,848.10
				Account 520.095 - Street Lights Totals				Invoice Transactions 1		\$6,848.10
11985 - Ace Hardware										
Account 520.103 - Maint Road										
104110/1		1236	Paid by Check # 644058		12/03/2015	01/15/2016	01/15/2016		01/15/2016	173.94
13485 - Ahern Rentals Inc	15474146-1	205304	Paid by Check # 644060		12/01/2015	01/15/2016	01/15/2016		01/15/2016	14.99
13485 - Ahern Rentals Inc	15492036-1	205304	Paid by Check # 644060		12/04/2015	01/15/2016	01/15/2016		01/15/2016	172.69
13485 - Ahern Rentals Inc	15511993-1	205304	Paid by Check # 644060		12/10/2015	01/15/2016	01/15/2016		01/15/2016	47.97
				Account 520.103 - Maint Road Totals				Invoice Transactions 4		\$409.59
12997 - Do Co Procurement Program										
Account 532.001 - Op.Supplies										
12-15		GVILLE	Paid by Check # 644351		12/27/2015	01/22/2016	01/22/2016		01/22/2016	255.00
DALLAIRE				Account 532.001 - Op.Supplies Totals				Invoice Transactions 1		\$255.00
3814 - Flyers Energy LLC										
Account 532.003 - Gas & Oil										
CFS1140161		8308	Paid by Check # 644360		12/31/2015	01/20/2016	01/20/2016		01/22/2016	362.54
				Account 532.003 - Gas & Oil Totals				Invoice Transactions 1		\$362.54

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Accounts Payable by G/L Distribution Report

G/L Date Range 01/01/16 - 01/31/16



Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town										
Department 926 - Other Public Works										
Account 532.028 - Uniforms										
5785 - Alisco Inc	LREN1095884	000330	Paid by Check # 643865		12/01/2015	01/08/2016	01/08/2016	01/08/2016	01/08/2016	4.39
5785 - Alisco Inc	LREN1097994	000330	Paid by Check # 643865		12/08/2015	01/08/2016	01/08/2016	01/08/2016	01/08/2016	4.39
5785 - Alisco Inc	LREN1100099	000330	Paid by Check # 643865		12/15/2015	01/08/2016	01/08/2016	01/08/2016	01/08/2016	4.39
5785 - Alisco Inc	LREN1102129	000330	Paid by Check # 643865		12/22/2015	01/08/2016	01/08/2016	01/08/2016	01/08/2016	4.39
5785 - Alisco Inc	LREN1104239	000330	Paid by Check # 643865		12/29/2015	01/08/2016	01/08/2016	01/08/2016	01/08/2016	4.39
13485 - Ahern Rentals Inc	15519786-1	205304	Paid by Check # 644060		12/11/2015	01/15/2016	01/15/2016	01/15/2016	01/15/2016	56.25
12997 - Do Co Procurement Program	12-15 LACOST	G'VILLE	Paid by Check # 644351		12/27/2015	01/19/2016	01/19/2016	01/19/2016	01/22/2016	24.99
Account 532.028 - Uniforms Totals										\$103.19
Account 532.116 - Crack Seal Maintenance										
13485 - Ahern Rentals Inc	15557906-1	205304	Paid by Check # 644060		12/23/2015	01/15/2016	01/15/2016	01/15/2016	01/15/2016	74.99
Account 532.116 - Crack Seal Maintenance Totals										\$74.99
Account 562.000 - Capital Projects										
8603 - Applied Engineering Consultant	2879	G'VILLE	Paid by Check # 643871		12/28/2015	01/08/2016	01/08/2016	01/08/2016	01/08/2016	2,010.00
14825 - McGinley and Associates Inc	13709	G'VILLE	Paid by Check # 643964		08/31/2015	01/08/2016	01/08/2016	01/08/2016	01/08/2016	190.00
14825 - McGinley and Associates Inc	13906	G'VILLE	Paid by Check # 643964		09/30/2015	01/08/2016	01/08/2016	01/08/2016	01/08/2016	392.50
5189 - R O Anderson Engineering Inc	37012	G'VILLE	Paid by Check # 643996		12/07/2015	01/08/2016	01/08/2016	01/08/2016	01/08/2016	402.50
2514 - Stowell Candace	TM1 (DEC 2015)	G'VILLE	Paid by Check # 644266		12/31/2015	01/15/2016	01/15/2016	01/15/2016	01/15/2016	175.00
Account 562.000 - Capital Projects Totals										\$3,170.00
Department 926 - Other Public Works Totals										\$15,775.58
Fund 610 - Gardnerville Town Totals										\$23,263.65

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Accounts Payable by G/L Distribution Report

G/L Date Range 01/01/16 - 01/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation										
	Account 510.150 - Board Compensation									
4288 - Higuera Lloyd W	1/16 BOARD	G'VILLE	Paid by Check # 643942		12/31/2015	01/08/2016	01/08/2016		01/08/2016	250.00
24008 - Jones Cassandra Esq	1/16 BOARD	G'VILLE	Paid by Check # 643955		12/31/2015	01/08/2016	01/08/2016		01/08/2016	250.00
28960 - Miller Kenneth	1/16 BOARD	G'VILLE	Paid by Check # 643967		12/31/2015	01/08/2016	01/08/2016		01/08/2016	250.00
2969 - Slater Linda	1-16 BOARD	G'VILLE	Paid by Check # 644018		12/31/2015	01/08/2016	01/08/2016		01/08/2016	250.00
			Account 510.150 - Board Compensation Totals					Invoice Transactions 4		\$1,000.00
	Account 516.120 - Contract Salaries									
21697 - Blue Ribbon Personnel Services	34755	653202	Paid by Check # 644083		12/31/2015	01/15/2016	01/15/2016		01/15/2016	592.00
			Account 516.120 - Contract Salaries Totals					Invoice Transactions 1		\$592.00
	Account 520.055 - Telephone Expense									
13097 - Verizon Wireless	9758143220	842011146-00001	Paid by Check # 644487		01/01/2016	01/22/2016	01/22/2016		01/22/2016	96.95
			Account 520.055 - Telephone Expense Totals					Invoice Transactions 1		\$96.95
	Account 520.060 - Postage/Po Box Rent									
2549 - Dallaire Tom-Petty Cash	1-16 G'VILLE	PETTY CASH	Paid by Check # 644111		01/07/2016	01/15/2016	01/15/2016		01/15/2016	137.00
3286 - U S Postmaster-G'VILLE	1-16 BULK MAIL	G'VILLE	Paid by Check # 644284		01/07/2016	01/15/2016	01/15/2016		01/15/2016	1,000.00
			Account 520.060 - Postage/Po Box Rent Totals					Invoice Transactions 2		\$1,137.00
	Account 520.072 - Advertising									
22633 - Sierra Nevada Media Group	1057644123115	1057644	Paid by Check # 644443		12/31/2015	01/22/2016	01/22/2016		01/22/2016	330.00
			Account 520.072 - Advertising Totals					Invoice Transactions 1		\$330.00

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Accounts Payable by G/L Distribution Report

G/L Date Range 01/01/16 - 01/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & Sanitation Department 925 - Health & Sanitation Account 520.084 - Replacement & Repair										
11558 - Costco-Comptroller	7237 12/15.	7003731100017237	Paid by Check # 643897		12/26/2015	01/08/2016	01/08/2016		01/08/2016	149.99
7100 - Anrep Inc	274821	GAR050	Paid by Check # 644067		12/09/2015	01/15/2016	01/15/2016		01/15/2016	118.20
2510 - Parts House	650544	4170	Paid by Check # 644223		12/03/2015	01/15/2016	01/15/2016		01/15/2016	21.96
2510 - Parts House	650956	4170	Paid by Check # 644223		12/07/2015	01/15/2016	01/15/2016		01/15/2016	118.82
2510 - Parts House	653529	4170	Paid by Check # 644223		12/22/2015	01/15/2016	01/15/2016		01/15/2016	5.76
12997 - Do Co Procurement Program	12-15 PLUT	G'VILLE	Paid by Check # 644351		12/27/2015	01/22/2016	01/22/2016		01/22/2016	13.97
12997 - Do Co Procurement Program	12-15 TUTHILL	G'VILLE	Paid by Check # 644351		12/27/2015	01/22/2016	01/22/2016		01/22/2016	45.47
			Account 520.084 - Replacement & Repair Totals					Invoice Transactions 7		\$474.17
2924 - NV Energy	791804 12-15	791804	Paid by Check # 643979		12/23/2015	01/08/2016	01/05/2016		01/08/2016	269.28
			Account 520.089 - Power					Invoice Transactions 1		\$269.28
1429 - Gardnerville Water Company	640.01 12/15	640.01	Paid by Check # 644141		01/04/2016	01/15/2016	01/15/2016		01/15/2016	22.62
1429 - Gardnerville Water Company	690.01 12/15	690.01	Paid by Check # 644141		01/04/2016	01/15/2016	01/15/2016		01/15/2016	44.35
1429 - Gardnerville Water Company	1583	2	Paid by Check # 644141		10/31/2015	01/15/2016	01/15/2016		01/15/2016	7.77
1429 - Gardnerville Water Company	1612	2	Paid by Check # 644141		11/30/2015	01/15/2016	01/15/2016		01/15/2016	1.56
1429 - Gardnerville Water Company	1624	2	Paid by Check # 644141		12/31/2015	01/15/2016	01/15/2016		01/15/2016	2.79
			Account 520.090 - Water Totals					Invoice Transactions 5		\$79.09
2030 - Minden-Gardnerville Sanitation	INV0006619	0296	Paid by Check # 644390		01/01/2016	01/22/2016	01/22/2016		01/22/2016	66.79
2030 - Minden-Gardnerville Sanitation	INV0006908	0594	Paid by Check # 644390		01/01/2016	01/22/2016	01/22/2016		01/22/2016	20.88
			Account 520.093 - Utilities-Sewer Totals					Invoice Transactions 2		\$87.67
31444 - Negrete Eric	1-16 CDL	REIMBURSEMENT/GVI LLE	Paid by Check # 644395		01/12/2016	01/22/2016	01/22/2016		01/22/2016	88.25
			Account 520.155 - Licensing Totals					Invoice Transactions 1		\$88.25

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Accounts Payable by G/L Distribution Report

G/L Date Range 01/01/16 - 01/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardinerville Health & Sanitation										
Department 925 - Health & Sanitation										
Account 520.187 - Internet Expense										
15887 - Charter Communications	0012509 1/16	8354110060012509	Paid by Check # 644340		01/02/2016	01/22/2016	01/22/2016		01/22/2016	65.00
Account 520.187 - Internet Expense Totals										\$65.00
Account 520.197 - Landfill Expense										
9016 - Douglas Disposal Inc	40990612	40990612	Paid by Check # 644353		01/01/2016	01/20/2016	01/20/2016		01/22/2016	9,419.87
13443 - Bently Ranch	146365	G'VILLE	Paid by Check # 644330		12/04/2015	01/22/2016	01/22/2016		01/22/2016	80.60
13443 - Bently Ranch	146456	G'VILLE	Paid by Check # 644330		12/11/2015	01/22/2016	01/22/2016		01/22/2016	34.80
13443 - Bently Ranch	146508	G'VILLE	Paid by Check # 644330		12/18/2015	01/22/2016	01/22/2016		01/22/2016	71.40
13443 - Bently Ranch	146573	G'VILLE	Paid by Check # 644330		12/25/2015	01/22/2016	01/22/2016		01/22/2016	34.00
13443 - Bently Ranch	146613	G'VILLE	Paid by Check # 644330		12/31/2015	01/22/2016	01/22/2016		01/22/2016	15.00
15853 - Carson City Landfill	228079 12-15	228079	Paid by Check # 644338		01/04/2016	01/22/2016	01/22/2016		01/22/2016	14,559.16
Account 520.197 - Landfill Expense Totals										\$24,214.83
Account 532.003 - Gas & Oil										
3814 - Flyers Energy LLC	CFS1140161	8308	Paid by Check # 644360		12/31/2015	01/20/2016	01/20/2016		01/22/2016	816.39
Account 532.003 - Gas & Oil Totals										\$816.39
Account 532.028 - Uniforms										
5785 - AlSCO Inc	LREN1095884	000330	Paid by Check # 643865		12/01/2015	01/08/2016	01/08/2016		01/08/2016	4.39
5785 - AlSCO Inc	LREN1097994	000330	Paid by Check # 643865		12/08/2015	01/08/2016	01/08/2016		01/08/2016	4.39
5785 - AlSCO Inc	LREN1100099	000330	Paid by Check # 643865		12/15/2015	01/08/2016	01/08/2016		01/08/2016	4.39
5785 - AlSCO Inc	LREN1102129	000330	Paid by Check # 643865		12/22/2015	01/08/2016	01/08/2016		01/08/2016	4.39
5785 - AlSCO Inc	LREN1104239	000330	Paid by Check # 643865		12/29/2015	01/08/2016	01/08/2016		01/08/2016	4.39
13485 - Ahern Rentals Inc	15519786-1	205304	Paid by Check # 644060		12/11/2015	01/15/2016	01/15/2016		01/15/2016	56.25
12997 - Do Co Procurement Program	12-15 LACOST	G'VILLE	Paid by Check # 644351		12/27/2015	01/19/2016	01/19/2016		01/22/2016	24.99
Account 532.028 - Uniforms Totals										\$103.19

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Accounts Payable by G/L Distribution Report

G/L Date Range 01/01/16 - 01/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation Account 533.800 - Office Supplies										
12997 - Do Co Procurement Program	12-15 LOUTHAN 603502	G'VILLE	Paid by Check # 644351		12/27/2015	01/19/2016	01/19/2016		01/22/2016	60.60
8479 - Tahoe Supply Co		TOWNGV	Paid by Check # 644471		01/07/2016	01/22/2016	01/22/2016		01/22/2016	65.50
				Account 533.800 - Office Supplies Totals				Invoice Transactions 2		\$126.10
16648 - E Squared C Inc	43587	GVILLE	Paid by Check # 644123		01/04/2016	01/15/2016	01/15/2016		01/15/2016	37.50
				Account 533.806 - Software Totals				Invoice Transactions 1		\$37.50
				Department 925 - Health & Sanitation Totals				Invoice Transactions 44		\$29,517.42
				Fund 611 - Gardnerville Health & San Totals				Invoice Transactions 44		\$29,517.42
				Grand Totals				Invoice Transactions 130		\$52,781.07

* = Prior Fiscal Year Activity

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Gardnerville Town Board
AGENDA ACTION SHEET



1. **Not For Possible Action:** Discussion on the Main Street Program Manager's Monthly Report of activities for January 2016.

2. **Recommended Motion: Receive and file**
a. **Funds Available:** Yes N/A

3. **Department:** Administration

4. **Prepared by:** Paula Lochridge

5. **Meeting Date:** February 2, 2016 **Time Requested:** 5 minutes

6. **Agenda:** Consent Administrative

7. **Background Information** N/A

8. **Other Agency Review of Action:** Douglas County N/A

9. **Board Action:**

- Approved Approved with Modifications
 Denied Continued



Main Street Gardnerville's Program Manager Report February 2, 2016

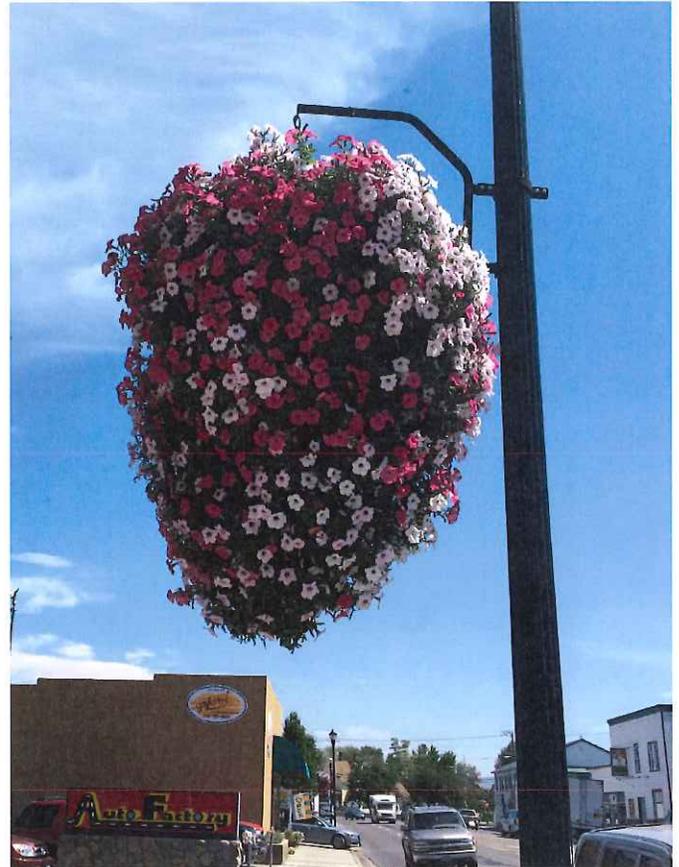
- I took the final class from the Main Street America Institute on Advanced Fundamentals of Economic Vitality I on January 26th. The classes focused on: Developing Transformative Strategies; Market Analysis – Leveraging for Business Development; Real Estate Deal Structuring. All very informative. If you would like to have any of the handout materials from these three classes, please let me know and I can email them to you.
- Tom and I will be attending a “Using Census Data for Community Analysis and Strategy Development” workshop in Reno on January 27th.
- Sponsorship efforts for our Flower Baskets are currently underway. As with last year, the sponsorship rate is \$85 until March 1st when the cost will go up to \$95. *(Flyer and press release are included.)*
- Community Garden plot rental efforts are currently underway. Costs for the plots are \$30 for small; \$50 for medium and \$70 for large. *(Flyer included.)*
- The MSG Board approved sending our Board Member Meredith Fischer and me to the National Main Street Conference in Wisconsin, May 23-25th.
- We will be receiving \$10,000 once again from the county’s Economic Vitality Budget for the current fiscal year.
- Both Main Street Gardnerville and Main Street Minden have been asked by Lisa Granahan, Douglas County’s Economic Vitality Manager, to provide information and possibly participate in a session during the next Nevada Economic Development Conference in September in Reno. Barbra Coffee, the Director of Economic Development/Redevelopment for the City of Henderson and former Main Street Director, will be presenting a session on Downtown Revitalization and would like to include something on our programs.
- Mural Status-I spoke with Mike Walter and it looks like the mural will be going up in early March. He’s trying to fit this project in around his current work schedule.
- We have a bench dedication scheduled for February 13th at 3 pm at the Overland. The bench was sponsored in honor of Sgt. Ronald Bushey. Members of both the Bushey Family and DCSO will be there for the dedication.
- A Main Street Mingle will be held on January 26th at the Museum. It will be focused on the wine walk season.
- The Board has approved our setting up a Facebook Page dedicated to our Business Members and Sponsors. This page will be separate from our original Main Street Gardnerville Facebook Page. It serves as an additional benefit for our members and sponsors and another way to help promote them.
- Board Members Margaret Pross and Linda Dibble did a radio interview with Steve Funk with “Grow Nevada Team Show” on January 20th. The focus was, of course, on our program but also on the Revolving Loan Fund. *(I have the audio available if you would like me to email it to you.)*



Let's Make Gardnerville Bloom

Sponsor a *"Basket of Flowers"* and keep the Main Street Gardnerville District in bloom all summer!

Sponsoring a "Basket of Flowers" supports the beautification efforts for downtown Gardnerville and the Horticultural Programs at China Spring Facility, Douglas High School, and Smith Valley School.



The donation cost is \$85 per basket
Price increases to \$95 after 3/1/2016

Please contact:

Main Street Gardnerville
1407 Main Street, Hwy 395
Gardnerville, NV 89410
Phone: 775.782.8027

Email: Info@MainStreetGardnerville.org
Website: MainStreetGardnerville.org

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Press Release: Main Street Gardnerville's Flower Baskets for 2016

Release Date: Immediate Release, January 21, 2016

Contact: Paula Lochridge, Program Manager

Phone: 775.782.8027

E-Mail: plochridge@mainstreetgardnerville.org

In the blink of an eye we watched summer flowers fade into autumn leaves and suddenly it's winter in our valley. Now the winter holidays are a memory and Valentine's Day is fast approaching. It's time to think about that special someone in your life and "give" a Basket of Flowers to express how much you care. The basket you sponsor will be hung on Main Street at the start of summer as part of the Main Street Gardnerville Flower Committee's continuous efforts to beautify downtown Gardnerville.

The flower baskets are grown by students in the Horticultural and FFA Programs at Douglas High and Smith Valley Schools as well as staff and students at China Spring Youth Camp.

The donation amount per basket is \$85, but as of March 1, 2016 the price will increase to \$95. As in previous years the goal is to hang 68 beautiful flowering baskets on lamp posts in the Main Street District. With your help we will be able to keep "Main Street in Bloom" all summer long while you and your Valentine enjoy these gorgeous flower arrangements.



To sponsor a basket, call the Main Street Gardnerville office at 775-782-8027. In return for your payment, you will receive a card with a special message intended for your use. Consider this opportunity as a thoughtful way to say Happy Valentine's Day or, perhaps the perfect gift for a birthday, anniversary or other special occasion.

Please pre-order now and become a sponsor either for the first time or once again. The proceeds from these donations are twofold: two-thirds of the funds support schools and their valuable programs and the remainder supports the Main Street Gardnerville Flower Program.

For more information on the Main Street Gardnerville Program, please visit our website at MainStreetGardnerville.org. Main Street Gardnerville is a 501(c)6 non-profit corporation and an equal opportunity provider and employer.

Main Street Gardnerville

Ph: 775.782.80271407 Main Street (Hwy 395 N), Gardnerville, NV 89410 Fax: 775.782.7135

Info@MainStreetGardnerville.org www.MainStreetGardnerville.org

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Heritage Park Gardens... Growing Soon!



Pick a plot and get growing!

Community garden plots with irrigation are available at Heritage Park Gardens, conveniently located next to Heritage Park in downtown Gardnerville.

Annual prices cover the growing season from

April 1st through March 30th:

Small (approx. 4' x 5') --- \$30

Medium (approx. 4' x 10') --- \$50

Large (approx. 4' x 15') --- \$70

For more information please contact

Carol Sandmeier, CJSandmeier@aol.com

Paula Lochridge, In-



MAIN STREET
Gardnerville
NEVADA





2016 Events in the Main Street District include...

"Main Street Mingles",
Quarterly; locations TBD

"Heritage Park Gardens Opener",
in April

"Celebrating Success On Main Street",
in April

"Thirsty Third Thursday Wine Walks",
The 3rd Thursday of each month, May-
September

"Great Race-Lunch Stop",
June 19th at Heritage Park

"Movies in the Park",
Town of Gardnerville Event at Heritage
Park, June 24th, July 8th, July 29th &
Aug. 19th

"Heritage Park Gardens Open House",
at Heritage Park Gardens, May 21st

"Freedom 5K Fun Run/Walk &
Yankee Doodle Dash",
July 4th at Heritage Park

"Heritage Park Gardens Fall Festival",
at Heritage Park Gardens, October 1st

"Slaughterhouse Lane Coffin Races",
at Heritage Park, October 8th

"Small Business Saturday",
In the Carson Valley, November 26th
Partnering with CVCC & Main Street
Minden

"Carson Valley Christmas Kickoff",
at Heritage Park, December 1st

"Merry Main Street",
December 3rd with various activities
in the downtown district leading up
to the Carson Valley Chamber of
Commerce's Annual Parade of Lights.
Announcing Stand at the Museum

Events subject to change.

For more information, please visit
MainStreetGardnerville.org, like us on
Facebook or call 775-782-8027.



Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Discussion to accept legal counsel's summary of claims for tortious conduct as required annually per NRS 41.0385, with public comment prior to Board action.

2. **Recommended Motion:** Accept legal counsel's summary of claims for tortious conduct as required annually by NRS 41.0385.

Funds Available: Yes N/A

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** February 2, 2016 **Time Requested:** 5 minutes

5. **Agenda:** Consent Administrative

Background Information: See attached

6. **Other Agency Review of Action:** Douglas County N/A

7. **Board Action:**

Approved

Approved with Modifications

Denied

Continued

ROWE HALES YTURBIDE

A LIMITED LIABILITY PARTNERSHIP

ATTORNEYS AT LAW

RECEIVED
JAN 20 2015

P.O. Box 2080
1638 Esmeralda Avenue
Minden, NV 89423

Telephone (775) 782-8141
Facsimile (775) 782-3685

BY: Michael Smiley Rowe
James R. Hales
Jennifer A. Yturbide

MEMORANDUM

To: Tom Dallaire, Town Manager
Town of Gardnerville

From: Rowe Hales Yturbide, LLP *RY*

Subject: Summary of All Claims - 2014

Date: 15 January 2015

As I have reported to the Board in the past, NRS 41.0385 requires that an attorney who acts on behalf of each local government as its general counsel shall compile and file with the Clerk of the governing body a Summary of All Claims made against that governing body for tortious conduct. The statute further requires that the summary is a public record and must be open to inspection.

The NRS require that the Summary of Claims report made by counsel to the governing body must be filed with the governing body on or before 1 February of each year. The time covered by each report is the preceding calendar year.

Fortunately, this job is made much easier by the Town's enrollment with the Nevada Public Agency Insurance Pool ("Pool"). Every year the Pool submits a summary of claims, a copy of which is attached for the Board's review.

Please include a copy of this memorandum, and the Pool's accompanying summary, in the Board's packet for the next agenda for review, comment by the public, if any, and a motion, duly made and seconded, to accept the annual Summary of Claims report for the year 2014 as submitted by this office and the Pool.

As the Board will ascertain from the enclosure, the 2014 summary is positive. There was one claim paid for property damage to John Scott, and there are no open or unpaid claims.

**SUMMARY OF CLAIMS
FOR 2014
TOWN OF GARDNERVILLE**

No admission is made for any liability for such claim or any amount requested for any claim. This report is prepared pursuant to statutory requirements.

TOTAL OF ALL CATEGORIES (I - III)

TOTALS:

P#	<u>1</u>	P\$	<u>462.50</u>
O#	<u>0</u>	O\$	<u>0</u>
J#	<u>0</u>	J\$	<u>0</u>
C#	<u>0</u>		

See attached for detailed breakdown per category of wrong alleged.

STATUS CODES:

P =Paid
O =Open or Pending
J =Judgment entered but not Paid
C =Closed with no payment

Amounts shown include fees and costs (if any).

I. Law Enforcement Liability

A. Assault / Battery / Excessive Use of Force

<u>Claimant Name</u>	<u>Status</u>	<u>Amount Claimed</u>	<u>Judgment Amount</u>	<u>Amount Paid</u>
----------------------	---------------	-----------------------	------------------------	--------------------

TOTALS:	P#	<u>0</u>	P\$	<u>0</u>
	O#	<u>0</u>	O\$	<u>0</u>
	J#	<u>0</u>	J\$	<u>0</u>
	C#	<u>0</u>		

B. False Arrest / False Imprisonment

<u>Claimant Name</u>	<u>Status</u>	<u>Amount Claimed</u>	<u>Judgment Amount</u>	<u>Amount Paid</u>
----------------------	---------------	-----------------------	------------------------	--------------------

TOTALS:	P#	<u>0</u>	P\$	<u>0</u>
	O#	<u>0</u>	O\$	<u>0</u>
	J#	<u>0</u>	J\$	<u>0</u>
	C#	<u>0</u>		

C. Automobile Liability

<u>Claimant Name</u>	<u>Status</u>	<u>Amount Claimed</u>	<u>Judgment Amount</u>	<u>Amount Paid</u>
----------------------	---------------	-----------------------	------------------------	--------------------

TOTALS:	P#	<u>0</u>	P\$	<u>0</u>
	O#	<u>0</u>	O\$	<u>0</u>
	J#	<u>0</u>	J\$	<u>0</u>
	C#	<u>0</u>		

D. Other

<u>Claimant Name</u>	<u>Status</u>	<u>Amount Claimed</u>	<u>Judgment Amount</u>	<u>Amount Paid</u>
----------------------	---------------	-----------------------	------------------------	--------------------

TOTALS:	P#	<u>0</u>	P\$	<u>0</u>
	O#	<u>0</u>	O\$	<u>0</u>
	J#	<u>0</u>	J\$	<u>0</u>
	C#	<u>0</u>		

E. Total of Categories I. A-D:

TOTALS:	P#	<u>0</u>	P\$	<u>0</u>
	O#	<u>0</u>	O\$	<u>0</u>
	J#	<u>0</u>	J\$	<u>0</u>
	C#	<u>0</u>		

II. Negligent Injury (Other than auto or law enforcement)

A. Bodily Injury

<u>Claimant Name</u>	<u>Status</u>	<u>Amount Claimed</u>	<u>Judgment Amount</u>	<u>Amount Paid</u>
TOTALS:	P# <u>0</u>	P\$ <u>0</u>		
	O# <u>0</u>	O\$ <u>0</u>		
	J# <u>0</u>	J\$ <u>0</u>		
	C# <u>0</u>			

B. Property Damage

<u>Claimant Name</u>	<u>Status</u>	<u>Amount Claimed</u>	<u>Judgment Amount</u>	<u>Amount Paid</u>
SHOP SMALL NORTHERN NEVADA	P	462.50		462.50
TOTALS:	P# <u>1</u>	P\$ <u>462.50</u>		
	O# <u>0</u>	O\$ <u>0</u>		
	J# <u>0</u>	J\$ <u>0</u>		
	C# <u>0</u>			

C. Libel, Slander, Defamation

<u>Claimant Name</u>	<u>Status</u>	<u>Amount Claimed</u>	<u>Judgment Amount</u>	<u>Amount Paid</u>
TOTALS:	P# <u>0</u>	P\$ <u>0</u>		
	O# <u>0</u>	O\$ <u>0</u>		
	J# <u>0</u>	J\$ <u>0</u>		
	C# <u>0</u>			

D. Wrongful Death

<u>Claimant Name</u>	<u>Status</u>	<u>Amount Claimed</u>	<u>Judgment Amount</u>	<u>Amount Paid</u>
TOTALS:	P# <u>0</u>	P\$ <u>0</u>		
	O# <u>0</u>	O\$ <u>0</u>		
	J# <u>0</u>	J\$ <u>0</u>		
	C# <u>0</u>			

E. Totals of Categories II. A-D:

TOTALS:	P# <u>1</u>	P\$ <u>462.50</u>		
	O# <u>0</u>	O\$ <u>0</u>		
	J# <u>0</u>	J\$ <u>0</u>		
	C# <u>0</u>			

III. Negligent Injury - Auto (Excluding Law Enforcement)

A. Bodily Injury

<u>Claimant Name</u>	<u>Status</u>	<u>Amount Claimed</u>	<u>Judgment Amount</u>	<u>Amount Paid</u>
TOTALS:	P# <u>0</u>	P\$ <u>0</u>		
	O# <u>0</u>	O\$ <u>0</u>		
	J# <u>0</u>	J\$ <u>0</u>		
	C# <u>0</u>			

B. Property Damage

<u>Claimant Name</u>	<u>Status</u>	<u>Amount Claimed</u>	<u>Judgment Amount</u>	<u>Amount Paid</u>
TOTALS:	P# <u>0</u>	P\$ <u>0</u>		
	O# <u>0</u>	O\$ <u>0</u>		
	J# <u>0</u>	J\$ <u>0</u>		
	C# <u>0</u>			

C. Wrongful Death

<u>Claimant Name</u>	<u>Status</u>	<u>Amount Claimed</u>	<u>Judgment Amount</u>	<u>Amount Paid</u>
TOTALS:	P# <u>0</u>	P\$ <u>0</u>		
	O# <u>0</u>	O\$ <u>0</u>		
	J# <u>0</u>	J\$ <u>0</u>		
	C# <u>0</u>			

D. Total of Categories III. A-C:

TOTALS:	P# <u>0</u>	P\$ <u>0</u>		
	O# <u>0</u>	O\$ <u>0</u>		
	J# <u>0</u>	J\$ <u>0</u>		
	C# <u>0</u>			

Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Approve Resolution No. 2016R-006 augmenting the Town of Gardnerville budget for fiscal year 2015-2016; with public comment prior to Board action.
2. **Recommended Motion:** Approve Resolution No. 2016R-006 augmenting the Town of Gardnerville budget for fiscal year 2015-2016.
Funds Available: Yes N/A
3. **Department:** Administration
4. **Prepared by:** Tom Dallaire
5. **Meeting Date:** February 2, 2016 **Time Requested:** 5 minutes
6. **Agenda:** Consent Administrative
7. **Background Information:** Funds not previously used during the 2014-2015 budget year will increase the opening fund balance of the 2015-2016 budget. Also we are adding funds from grants, reimbursements and donations received since July 2015. See the budget augmentation and budget transfers (next item) to review where the funds are being distributed.
8. **Other Agency Review of Action:** Douglas County N/A
9. **Board Action:**
 Approved Approved with Modifications
 Denied Continued

RESOLUTION NO. 2016R-006

RESOLUTION AUGMENTING THE TOWN OF GARDNERVILLE
2015-2016 FISCAL YEAR BUDGET

WHEREAS, there is a need to revise the 2015-2016 Budget as follows:

GENERAL FUND

Revenue

Opening Fund Balance	\$102,556
Grant (CDBG)	88,700
Grant (Petroleum Fund)	822
Donations	<u>1,499</u>
	\$193,577

Expenditures

Capital Projects	\$183,078
Small Projects	1,499
Replace/Repair	5,000
Water	2,000
Operating Supplies	1,000
Small Equipment	<u>1,000</u>
	\$193,577

HEALTH & SANITATION

Revenue

Capital Res - Beginning	<u>\$260,767</u>
	\$260,767

Expenditures

Capital Res - Ending	<u>\$260,767</u>
	\$260,767

GARDNERVILLE AD VALOREM

Revenue

Opening Fund Balance	\$ 41,463
----------------------	-----------

Expenditures

Motor Vehicles	\$ 41,463
----------------	-----------

ADOPTED THIS 2nd day of February 2016.

AYES

NAYE

GARDNERVILLE TOWN BOARD
DOUGLAS COUNTY, NEVADA

By: _____
Mary Wenner, Chairwoman

ATTEST: _____
Tom Dallaire, Clerk to the Board

NOW THEREFORE BE IT RESOLVED that the 2015-2016 Fiscal Year Budget Augmentation is herein approved.

ADOPTED THIS ____ day of _____, 2016 by the following vote:

AYES

COMMISSIONERS _____

NAYS

ABSENT

By: _____

Chairman
Douglas County Board of Commissioners

ATTEST:

Clerk to the Board

Douglas County Comptroller's Office

Budget Augmentation

Date of Request: 2/2/2016
 For Fiscal Year: 15/16

Requested By: Tom Dallaire
 Fund/Department: 610

					DR	CR	CR	DR
Account Name					Revenue Increase	Revenue Decrease	Expend Increase	Expend Decrease
1	Opening Fund Balance	610	000	301 000	102,556			
2	Grant - CDBG	610	000	332 510	88,700			
3	State Reimbursement	610	000	337 100	822			
4	Donations	610	000	367 102	1,499			
5	Replacement & Repair	610	923	520 084			5,000	
6	Water	610	923	520 090			2,000	
7	Small Projects	610	923	533 817			1,499	
8	Capital Projects	610	926	562 000			183,078	
9	Operating Supplies	610	926	532 001			1,000	
10	Small Equipment	610	926	533 802			1,000	
11								
12								
13								
14								
Totals					193,577	-	193,577	-
Net Change					193,577		193,577	

Purpose: Grant from CDBG for Gardnerville Station
Reimbursement from Petroleum Fund for Gardnerville Station
Donations for movies & fireworks

Department Head or Comptroller Signature: _____

Comptroller's Office Use Only

Approved By: _____
 Date: _____

Journal # _____

Budget Augmentation Form

Date of Request: 1/14/2015
 For Fiscal Year: 15/16

Requested By: Carol Louthan
 Department: Gardnerville H & S

						DR	CR	CR	DR
Account Name						Revenue	Revenue	Expend	Expend
						Increase	Decrease	Increase	Decrease
1	Capital Res - Beginning	611	000	301	250	260,767			
2	Cap Impr Res - Ending	611	925	625	250			260,767	
3									
4									
5									
6									
7									
8									
10									
11									
12									
13									
14									
Totals						260,767	-	260,767	-
Net Change						260,767		260,767	

Purpose of Budget Change: _____

To adjust Budgeted Opening Capital Reserves to equal prior year Actual Ending Capital Reserves

15/16 Budgeted Opening Capital Reserves	\$398,398
14/15 Actual Ending Capital Reserves	\$659,165
Augmentation amount	\$260,767

Department Head or Finance Director Signature: _____

Finance Division Use Only

Keyed By: _____
 Date: _____

Journal # _____

Douglas County Comptroller's Office

Budget Augmentation

Date of Request:		2/2/2016				Requested By:		Tom Dallaire		
For Fiscal Year:		15/16				Fund/Department:		614		
						DR	CR	CR	DR	
						Revenue	Revenue	Expend	Expend	
						Increase	Decrease	Increase	Decrease	
Account Name	Fund	Dept	Account							
1 Amended Opening Fnd Bal	614	000	301	100	41,463					
2 Motor Vehicles	614	730	564	700			41,463			
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
Totals					41,463	-	41,463	-		
Net Change					41,463		41,463			
Purpose:		Amended Opening fund balance for FY 15/16								
Department Head or Comptroller Signature:										
<i>Comptroller's Office Use Only</i>										
Approved By:										
Date:									Journal #	

6-7

Gardnerville Town Board
AGENDA ACTION SHEET



1. **For Possible Action:** Approve budget transfers for fiscal year 2015/2016; with public comment prior to board action.

2.

3. **Recommended Motion:**

Funds Available: Yes N/A

4. **Department:** Administration

5. **Prepared by:** Tom Dallaire

6. **Meeting Date:** February 2, 2016 **Time Requested:** 5 minutes

7. **Agenda:** Consent Administrative

Background Information: See attached.

8. **Other Agency Review of Action:** Douglas County N/A

9. **Board Action:**

- Approved Approved with Modifications
 Denied Continued

Douglas County Finance Division

Budget Transfer

Date of Request: 2/2/2016
 For Fiscal Year: 15/16

Requested By: Tom Dallaire
 Fund/Department: 611-925

Account Name	Fund	Dept	Account		Revenue Increase	Revenue Decrease	Expend Increase	Expend Decrease
1 Cap Impr Res - Ending	611	925	625	250				90,564
2 Replacement & Repair	611	925	520	084			15,000	
3 Legal Services	611	925	520	130			20,000	
4 Small Equipment	611	925	533	802			13,100	
5 Small Projects	611	925	533	817			7,000	
6 Capital Projects	611	925	562	000			15,000	
7 Admin & Overhead	611	925	520	100			20,464	
8								
9								
10								
11								
12								
13								
14								
Totals					-	-	90,564	90,564
Net Change					-	-	-	-

Purpose: 2- Adding money for repair of older vehicles

3 - If needed for trash vehicle lawsuit

4 - Cameras and storage units for supplies

5 - Fireworks

6- engineering work for wall at shop

7- Cost allocation

Department Head or Finance Director Signature: _____

Finance Division Use Only

Approved By: _____

Date: _____

Journal # _____

7-2

Douglas County Finance Division

Budget Transfer

Date of Request: 11/12/2015
 For Fiscal Year: 15/16

Requested By: Tom Dallaire
 Fund/Department: 610-926

Account Name		Fund	Dept	Account		Revenue Increase	Revenue Decrease	Expend Increase	Expend Decrease
1	Board Designated	610	926	563	900				7,791
2	Small Equipment	610	926	533	802			7,791	
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
Totals						-	-	7,791	7,791
Net Change						-		-	

Purpose: Retroreflectometer - See attached Gardnerville Town Board meeting minutes

Department Head or Finance Director Signature: _____

Finance Division Use Only

Approved By: _____
 Date: _____

Journal # _____



GARDNERVILLE TOWN BOARD

Meeting Minutes

Lloyd Higuera, Chairman
Mary Wenner, Vice Chairwoman
Cassandra Jones, Board Member
Ken Miller, Board Member
Linda Slater, Board Member

1407 Highway 395 N.
Gardnerville, Nevada 89410
(p)775-782-7134 (f): 775-782-7135
www.gardnerville-nv.gov

Contact: Carol Louthan, Office Manager
Senior for any questions or additional
information. You may also view the
board packet online at the town's website.

Tuesday, October 6, 2015

4:30 p.m.

Gardnerville Town Hall

INVOCATION – Jack Crandall, Calvary Chapel

The meeting was called to order at 4: 35 p.m. by Chairman Higuera and a determination of a quorum was made.

PLEDGE OF ALLEGIANCE – Tom Dallaire

PUBLIC INTEREST COMMENTS (No Action)

This portion of the meeting is open to the public to speak on any topic not on the agenda and must be limited to 3 minutes. The Gardnerville Town Board is prohibited by law from taking immediate action on issues raised by the public that are not listed on the agenda.

No public comment.

FOR POSSIBLE ACTION: APPROVAL OF AGENDA, with public comment prior to Board action.

The Gardnerville Town Board reserves the right to take items in a different order to accomplish business in the most efficient manner.

Motion Jones/Wenner to approve the agenda as written.

No public comment.

Upon call for the vote, motion carried unanimously.

FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:

September 1, 2015 Regular Board meeting, with public comment prior to Board action.

Motion Slater/Miller to approve the previous minutes for September 1st, 2015.

No public comment.

Upon call for the vote, motion carried.

CONSENT CALENDAR FOR POSSIBLE ACTION

Items appearing on the Consent Calendar are items that may be adopted with one motion **after public comment**. Consent items may be pulled at the request of Town Board members wishing to have an item or items discussed further. When items are pulled for discussion, they will be automatically placed at the beginning of the Administrative Agenda.

1. **For Possible Action: Correspondence**
Read and noted.
2. **For Possible Action: Health and Sanitation & Public Works Departments Monthly Report of activities**
Accepted.
3. **For Possible Action: Approve September 2015 claims**
Approved.
4. **For Possible Action: Approve purchase of one Road Vista retroreflectometer model 922 for the inventory and condition study of the towns street signs as required by the 2009 MUTCD, at a cost of \$9,750.**
Approved.

Motion Wenner/Slater to approve the consent calendar.

No public comment.

Upon call for the vote, motion carried.

ADMINISTRATIVE AGENDA

(Any agenda items pulled from the Consent Calendar will be heard at this point)

5.  **Not for Possible Action: Discussion on the Main Street Program Manager's Monthly Report of activities for September 2015.**

Mr. Dallaire stated Mrs. Lochridge is not here. She had a medical issue come up.

Vicki Bates, member of the Heritage Park Gardens committee, reported we finished the children's gardening workshops. That grant is being completed this fall. We completed the first year of our sharing garden and have two more years to go on that grant. The bridge to the children's garden was completed as an Eagle Scout project by Zack Cruz. We just had the Harvest Festival last weekend. We timed it with the scarecrow event. It was busy all day long. We had a scavenger hunt. Every kid that came in got a raffle ticket and every 20 minutes or half hour we drew names for a pumpkin that we grew in the gardens. We had a critter in the corn game. The kids decorated rocks to look like pumpkins. We had a number of items for donation. Overall we have noticed there seems to be a lot more awareness of gardens in the community. When we were setting up for the Harvest Festival there was a professional photographer out there. Carol ran across a couple of 6th grade classes from CVMS. They set up a workshop on the 14th of this month. We had a Gardnerville Elementary 4th grade class over there. The good news is thanks to Norie Jenkins, Lowe's has taken us on as a project. They are giving us \$5000 worth of products, plus volunteer labor. They will finish the fencing in the children's garden and are going to create an event area between the gazebo and the fence. They have also given us four 6-foot tables. Our project for next year is the event area that Lowe's is doing and starting container gardens.

Mr. Miller announced the coffin races are this weekend at 11:00. The check-in is 10:00. They have 13 entries. Each one will run about three times. Part of the money from Lowe's will go for new frames for the gallery on the old Magoo's building. Lowe's will build permanent frames with plexiglas so you can slide the photos in and out. I am meeting with the planning commission on the 13th to hopefully get approval of the mural to go up on the mason's building.

Vice-Chairwoman Wenner asked what kind of booths they will have at the coffin races.

Mr. Miller believed Main Street is selling soft drinks and water. That will be the only thing.

Mr. Dallaire mentioned Paula and Scott presented the Great Race event to the Carson Valley Visitor's Authority and they will donate \$1,000 toward the event for promotional materials.

6.  **For Possible Action: Approval of Resolution 2015R-060 augmenting the Town of Gardnerville budget for fiscal year 2015-2016; with public comment prior to board action.**

Mr. Dallaire advised this is for the grant funds that we had last year. We didn't get the project started. We met with state lands today. Charlie and Brandi were here to clarify what they needed. They went through Carol's binder of all the expenses we have been tracking. They had a few changes that needed to be made so Carol fixed what they needed and it is all ready to go. They will submit for the reimbursement and we will send them a report when the channel is complete. The augmentation includes the \$123,500 for the channel at Kingslane and the benches.

Motion Miller/Wenner to approve Resolution 2015R-060 augmenting the Town of Gardnerville budget for the fiscal year 2015/2016.

No public comment.

Upon call for the vote, motion carried unanimously.

7. **For Possible Action: Approve budget transfers for fiscal year 2015/2016; with public comment prior to board action.**

2-3b

610-926-533-802

hold ck for pickup

Invoice



Professional Pavement Products, Inc
9556 Historic Kings Rd S #315
Jacksonville FL 32257
United States
904-733-2121
www.pppcatalog.com

Date	Invoice #
11/6/2015	159661

Bill To Town of Gardenville 1407 Highway 395 North Gardenville NV 89410 United States		Ship To Town of Gardenville 1407 Highway 395 North Gardenville NV 89410 United States		
Customer ID		Terms	Due Date	
G555-Town of Gardenville, NV		09-Gov't PO Net 30 Days	12/6/2015	
Sales Rep	Job Location	Note -		
05- Steven J Norkus	Gardenville			
Shipping Method	Ship Date	Tracking Number		
UPS Ground 1	11/6/2015			
Item	Quantity	Description	Disc. Price	Amount
RI3-7-2A	1	RENTAL 922-1 Field Retroreflector for Traffic Signs Rental Unit #GA0955 Sent to Road Vista under RMA1001397 To be Returned to Town of Gardenville, NV <i>Public Works</i>	7,758.12	7,758.12
PLEASE REMIT ALL PAYMENTS TO: 9556 HISTORIC KINGS ROAD SOUTH #315 JACKSONVILLE, FL 32257			Subtotal	7,758.12
			Shipping Cost (UPS Ground 1)	32.00
			Total	\$7,790.12

NOV 06 2015

Authorized Purchaser Signature

Tom Dallas
Print Name

Florida - RDC
9556 Historic Kings Rd S
Suite 315
Jacksonville, FL 32257
Ph: 904.733.2121
Fx: 904.448.4076

Miami - Branch
10250 NW 89th Ave
Unit 1
Medley FL 33178
Ph: 305-885-4274
Fx: 305-885-4273

Orlando - Branch
6441 Pinecastle Blvd
Orlando, FL 32809
Ph: 407.888.2080
Fx: 407.888.2425

Houston-Branch
7115 Belgold St
Suite 1
Houston, Tx 77066
Ph: 713.864.0906
Fx: 713.864.0833

North Carolina - RDC
1955 Scott Futrell Dr
Charlotte NC 28208
Ph: 704-697-9577
Fx: 704-697-9576

Raleigh - Branch
200 Travis Park
Cary NC 27511
Ph 919.851.0799
Fx 919.851.1294

7-3c

Douglas County Comptroller's Office

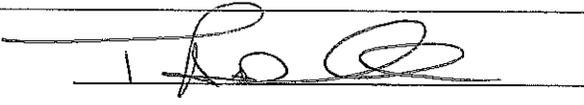
Budget Transfer/Augmentation Form

Date of Request: 12/11/2015
 For Fiscal Year: 15-16

Requested By: Tom Dallaire
 Fund/Department: Town of Gardnerville

	Account Name	Fund	Dept	Account	DR	CR	CR	DR
					Revenue Increase	Revenue Decrease	Expend Increase	Expend Decrease
1	Downtown Vision	610	921	550 048				48,217
2	Salaries and wages	610	921	510 000			48,217	
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
Totals					-	-	48,217	48,217
Net Change					-	-	-	-

Purpose: Budget transfer to move budget from downtown vision to salaries and wages to cover salary only for Paula Lochridge per agreement

Department Head or Comptroller Signature: 

Comptroller's Office Use Only

Approved By: _____
 Date: _____

Journal # _____

Douglas County Comptroller's Office

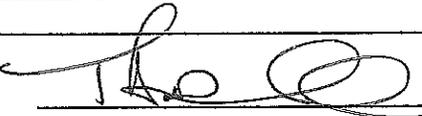
Budget Transfer/Augmentation Form

Date of Request: 12/11/2015
 For Fiscal Year: 15-16

Requested By: Tom Dallaire
 Fund/Department: Main Street Gville

Account Name	Fund	Dept	Account		DR	CR	CR	DR
					Revenue Increase	Revenue Decrease	Expend Increase	Expend Decrease
1 Distribution from Town	811	000	331	138		47,668		
2 Salaries and wages	811	960	510	000				47,668
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
Totals					-	47,668	-	47,668
Net Change					(47,668)		(47,668)	

Purpose: Budget augmentation to reduce budget for distribution from the Town of Gardnerville.
Gardnerville distributed money to Main Street Gardnerville to help fund Paula Lochridge's
salary, but Paula's salary is now in the Town of Gardnerville's budget.

Department Head or Comptroller Signature: 

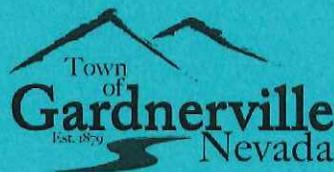
Comptroller's Office Use Only

Approved By: _____
 Date: _____

Journal # _____

Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Approve, approve with modifications, or deny; the following updated town policies;
 - a. Bid Advertisement policy 12.1
 - b. Movies in the Park policy 18.35
 - c. Overhead Street Banner policy 29.1;with public comment prior to Board action.

2. **Recommended Motion:** Motion to approve (approve with modifications as discussed) the Bid Advertisement policy 12.1, Movies in the park policy 18.35, and overhead street banner policy 29.1

Funds Available: Yes N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** November 4, 2014 **Time Requested:**

6. **Agenda:** Consent Administrative

Background Information: Staff has identified many policies that need to be updated in the current policy manual. Staff is working on these as time allows. This month, we have 3 policies for your review and approval and or provide your comments to finalize these policies.

7. **Other Agency Review of Action:** Douglas County N/A

8. **Board Action:**

- Approved Approved with Modifications
 Denied Continued



TOWN OF GARDNERVILLE
TOWN OPERATIONS MANUAL
DIRECTIVES AND PROCEDURES

Number 12.1

SUBJECT: BID ADVERTISEMENT

Issue Date 10/04/01
Revised 2/2/16

Directive: The Town shall abide by Nevada Revised Statutes (NRS) Chapters 332 (Purchasing: Local Governments) and 338 (Public Works) in the advertisement for bids.

Procedure:

More than \$50,000

NRS 332.039 requires that except as otherwise provided by specific statute: a governing body or its authorized representative shall advertise all contracts for which the estimated annual amount required to perform the contract exceeds \$50,000.

NRS 332.045 Advertisement to be by notice to bid; publication; contents of notice.

1. The advertisement required by paragraph (a) of subsection 1 of [NRS 332.039](#) must be by notice to bid and must be published:
 - (a) In a newspaper qualified pursuant to [chapter 238](#) of NRS that has a general circulation within the county wherein the local government, or a major portion thereof, is situated at least once and not less than 7 days before the opening of bids; and
 - (b) On the Internet website of the local government, if the local government maintains an Internet website, every day for not less than 7 days before the opening of bids.
2. The notice must state:
 - (a) The nature, character or object of the contract.
 - (b) If plans and specifications are to constitute part of the contract, where the plans and specifications may be seen.
 - (c) The time and place where bids will be received and opened.
 - (d) Such other matters as may properly pertain to giving notice to bid.

The Town may charge a fee for plans and specifications in order to recoup the cost of producing them, however a set must be available at no charge for the public to view.

\$25,000 but less than \$50,000

NRS 332.036 places the following legal requirements upon Town staff during the purchasing function relating to the advertisement for bids:

1. Except as otherwise provided by specific statute:
 - (b) A governing body or its authorized representative may enter into a contract of any nature without advertising if the estimated annual amount required to perform the contract is \$50,000 or less.
 - (c) If the estimated annual amount required to perform the contract is more than \$25,000 but not more than \$50,000, requests for bids must be submitted or caused to be submitted by the governing body or its authorized representative to two or more persons capable of performing the contract, if available. The governing body or its authorized representative shall maintain a record of all requests for bids and all bids received for the contract for at least 7 years after the date of execution of the contract.
2. This section does not prohibit a governing body or its authorized representative from advertising for or requesting bids regardless of the estimated annual amount required to perform the contract.

NRS 338.1385 Requirements

NRS 338.1385 Advertising for bids and compliance with certain provisions required for commencement of certain public works; quarterly reports of awarded contracts by authorized representatives; availability of plans and specifications for public inspection; award of contract to lowest responsive and responsible bidder; rejection of bids; authority to award contract without competitive bidding if no bids received in response to advertisement for bids in certain circumstances; requirements before public body may commence public work itself; exemptions. [Effective through June 30, 2017.]

1. Except as otherwise provided in subsection 9, this State, or a governing body or its authorized representative that awards a contract for a public work in accordance with paragraph (a) of subsection 1 of [NRS 338.1373](#) shall not:

- (a) Commence a public work for which the estimated cost exceeds \$100,000 unless it advertises in a newspaper qualified pursuant to [chapter 238](#) of NRS that is published in the county where the public work will be performed for bids for the public

Bid Advertisement – Policy 12.1 Continued

work. If no qualified newspaper is published in the county where the public work will be performed, the required advertisement must be published in some qualified newspaper that is printed in the State of Nevada and having a general circulation within the county.

(b) Commence a public work for which the estimated cost is \$100,000 or less unless it complies with the provisions of [NRS 338.1386](#), [338.13862](#) and [338.13864](#) and, with respect to the State, [NRS 338.1384](#) to [338.13847](#), inclusive.

(c) Divide a public work into separate portions to avoid the requirements of paragraph (a) or (b).

2. At least once each quarter, the authorized representative of a public body shall report to the public body any contract that the authorized representative awarded pursuant to subsection 1 in the immediately preceding quarter.

3. Each advertisement for bids must include a provision that sets forth the requirement that a contractor must be qualified pursuant to [NRS 338.1379](#) or [338.1382](#) to bid on the contract.

4. Approved plans and specifications for the bids must be on file at a place and time stated in the advertisement for the inspection of all persons desiring to bid thereon and for other interested persons. Contracts for the public work must be awarded on the basis of bids received.

5. Except as otherwise provided in subsection 6 and [NRS 338.1389](#), a public body or its authorized representative shall award a contract to the lowest responsive and responsible bidder.

6. Any bids received in response to an advertisement for bids may be rejected if the public body or its authorized representative responsible for awarding the contract determines that:

(a) The bidder is not a qualified bidder pursuant to [NRS 338.1379](#) or [338.1382](#);

(b) The bidder is not responsive or responsible;

(c) The quality of the services, materials, equipment or labor offered does not conform to the approved plans or specifications; or

(d) The public interest would be served by such a rejection.

7. A public body may let a contract without competitive bidding if no bids were received in response to an advertisement for bids and:

(a) The public body publishes a notice stating that no bids were received and that the contract may be let without further bidding;

(b) The public body considers any bid submitted in response to the notice published pursuant to paragraph (a);

(c) The public body lets the contract not less than 7 days after publishing a notice pursuant to paragraph (a); and

(d) The contract is awarded to the lowest responsive and responsible bidder.

8. Before a public body may commence the performance of a public work itself pursuant to the provisions of this section, based upon a determination that the public interest would be served by rejecting any bids received in response to an advertisement for bids, the public body shall prepare and make available for public inspection a written statement containing:

(a) A list of all persons, including supervisors, whom the public body intends to assign to the public work, together with their classifications and an estimate of the direct and indirect costs of their labor;

(b) A list of all equipment that the public body intends to use on the public work, together with an estimate of the number of hours each item of equipment will be used and the hourly cost to use each item of equipment;

(c) An estimate of the cost of administrative support for the persons assigned to the public work;

(d) An estimate of the total cost of the public work, including, the fair market value of or, if known, the actual cost of all materials, supplies, labor and equipment to be used for the public work; and

(e) An estimate of the amount of money the public body expects to save by rejecting the bids and performing the public work itself.

9. This section does not apply to:

(a) Any utility subject to the provisions of [chapter 318](#) or [710](#) of NRS;

(b) Any work of construction, reconstruction, improvement and maintenance of highways subject to [NRS 408.323](#) or [408.327](#);

(c) Normal maintenance of the property of a school district;

(d) The Las Vegas Valley Water District created pursuant to chapter 167, Statutes of Nevada 1947, the Moapa Valley Water District created pursuant to chapter 477, Statutes of Nevada 1983 or the Virgin Valley Water District created pursuant to chapter 100, Statutes of Nevada 1993;

(e) The design and construction of a public work for which a public body contracts with a design-build team pursuant to

Bid Advertisement – Policy 12.1 Continued

NRS 338.1711 to 338.1727, inclusive;

(f) A constructability review of a public work, which review a local government or its authorized representative is required to perform pursuant to NRS 338.1435; or

(g) The preconstruction or construction of a public work for which a public body enters into a contract with a construction manager at risk pursuant to NRS 338.1685 to 338.16995, inclusive.

(Added to NRS by 1999, 2392; A 1999, 3491, 3497; 2001, 252, 2006, 2022; 2003, 119, 1989, 1990, 2422, 2423, 2494, 2495; 2005, 1798, 1799; 2007, 2896, 2898; 2009, 434, 2670, 2672; 2011, 3686)



TOWN OF GARDNERVILLE
TOWN OPERATIONS MANUAL
DIRECTIVES AND PROCEDURES

Number 18.35

SUBJECT: Movies in the Park

Revised Date
02/06/07

Purpose: The purpose of this policy is to provide clear communication and direction for the usage of "Movies in the Park" equipment and general operating guidelines for the program.

1. **Intent of "Movies in the Park":** The Town Board has determined that the "Movies in the Park" program at Heritage Park provides additional cultural opportunities for residents and visitors, and that this program should seek to "break even" as not to present a budget liability for the Town. The program is not to be a "profit center". All program proceeds will be used to offset the direct and indirect costs of providing the program.
2. **Movie Rating:** The Motion Picture Association of America (MPAA) rating will be used for selecting movies. Under no circumstances will movies with an MPAA rating of "R" or "NC-17" be shown". The majority of movies shown each season will have either an MPAA rating of "G", "PG" or "PG13" (if edited version).
3. **Use of Town equipment:** Equipment used by the Town is delicate and subject to damage if not used correctly. Movies in the Park is a town activity, and equipment is not available for the use by others at Heritage Park or any other park site or facility. Town park sites will not be used for the display of recorded movies by any other entity except the Town. Only Town staff members are permitted to setup, operate, or disassemble equipment. Equipment and staff are not available for private usage events, such as birthday parties or private parties.
4. **Sponsorships:** Town staff will solicit sponsorships for cost recovery purposes. Fees may be waived for booths at the discretion of the Town Manager to encourage the development of the "Movies in the Park" program. Vendors will be responsible for obtaining any required permits, including permits for the preparation and dispensing of food items.
5. **Weather and Equipment malfunctions:** High winds, rain or equipment malfunction could cause the cancellation of a scheduled movie showing. In the event of cancellation, a scheduled showing will be moved to an alternative date, generally the following week. In the event that a movie cannot be shown as scheduled or on an alternative date, that showing may be cancelled altogether.



TOWN OF GARDNERVILLE
TOWN OPERATIONS MANUAL
DIRECTIVES AND PROCEDURES

Number 29.1

SUBJECT: Overhead Street Banner Policy

Issue Date 11/6/12
Revised 2/2/16

Directive: The purpose of this policy is to provide general guidelines for the placement of overhead street banners within the public rights of way (ROW) of the Town of Gardnerville ("Town"), and to provide specific guidelines for banners proposed to be installed over Main Street (US 395). The US 395 public rights of way (ROW) are administered by the Nevada Department of Transportation (NDOT). As such, all banners proposed for hanging across US 395 are subject to all conditions and requirements of NDOT and require a temporary permit from NDOT. The Town of Gardnerville declares that the general purpose of this policy is to promote and advertise matters benefitting the culture, education, health and welfare of the local public, such matters being advanced by non-profit organizations, government entities, or community service organizations.

Procedure:

Eligibility: Only not-for-profit organizations, as evidenced by an Internal Revenue Service 501 letter, government entities, or community service organizations may request permission to place banners within the public ROW for the purpose of promoting the organization, the purpose of such an organization, or a special event/exhibit promoted by such an organization, or a matter of public concern and/or a matter pertaining to the health and welfare of the community promoted by a governmental entity or community service organization. If promoting an event, the event must be held in Carson Valley and be open to the public free of charge, or of common interest to the general community, or recognize and/or contribute to the cultural fabric of the community. Such events may include (but are not limited to): an activity related to the arts, entertainment, or education, a public social occasion; a sports contest; or a public concert.

Definitions: For the purposes of this policy, the following definitions apply: "Government entity" is defined as any department, division, agency or other branch of the local, state or federal government. "Community service organization" is defined as an organization having a primary purpose of providing volunteer services to the community. A "matter of public concern and/or matter pertaining to the health and welfare of the community" is defined as a matter being advertised or promoted having a primary purpose of promoting the mental or physical health, safety, or welfare of the local community. "Permittee" is an eligible organization as defined in paragraph 2.

TERMS AND CONDITIONS: The Town shall require strict compliance with the NDOT terms and conditions (see attached "Additional Terms and Conditions") currently in full force and effect at the time the banner is installed. Thus, the Town of Gardnerville shall require that:

- a. **Banner shall be installed a minimum of 18 feet above the pavement surface.**
- b. **Banners that contain telephone numbers, websites, or commercial advertisements shall not be displayed over the highways of Nevada.**
- c. **The Permittee shall deliver the banner to the Town of Gardnerville Administrative office, 1407 Highway 395, (775) 782-7134, for review and approval by town staff a minimum of four (4) working days prior to the town installing the banner.**
- d. **Banners must be constructed of a minimum 18 ounce vinyl banner fabric, with inner core polyester fiber.**
- e. **Banners shall be 34 inches high and 40 feet in width, unless otherwise approved by the Town Manager**
- f. **All banners shall have the following: (see the attached detail):**

- i. 5/16" Spring snap connectors at 24" on center top and 12" staggered bottom, installed into the grommets that provide for a connection to a 3/4" cable.
 - ii. Sewn-in polyester webbing on all edges.
 - iii. Reinforced corners, both front and back.
 - iv. "O" or "D" rings sewn into the webbing on each corner.
 - v. Appropriate (12" or larger) wind holes for banner size.
- g. Banner shall be kept in good repair. **The Permittee shall repair and be made to comply with the banner detail. The Town will not install dirty, tattered or noncompliant banners.**
 - h. Banners may be removed or installation may be delayed due to wind advisory conditions as determined by Town staff.
 - ~~i. Banner(s) shall not interfere with any luminaire, signal or other traffic control device. The PERMITTEE shall remove the banner(s) immediately upon notification that a traffic control device is blocked.~~
 - ~~j.i. Banner(s) left over three (3) working days after the banner is removed from display will be charged a \$5 a day storage fee.~~

MAXIMUM TIME FOR DISPLAY OF BANNER Typically banners will be displayed for one (1) week (seven (7) consecutive calendar days) beginning on the Monday that the banner is installed by Town staff. This timeframe allows the banner pole crossing to be the available for all organization's use as much as possible. When there are no approved permits for use the week following a permitted display, the Town may allow the currently displayed banner to remain up for a period not to exceed two (2) weeks (fourteen (14) consecutive calendar days) if requested by the applicant at the Town's sole discretion. The Town is exempt from the maximum time limitations delineated in this provision.

UNAVAILABILITY The Town retains first priority for use of the Town owned and operated banner crossing. As such, the following dates, **including but not limited to**, are unavailable for use:

- a. **Second week of November thru second week of January (Christmas decorations)**
- ~~b. Last two weeks of June (Red, White and Blue Celebration)~~
- b. **The week of, or prior to a scheduled Main Street "Thirsty Third Thursday"**
- c. **The week of, or prior to a scheduled "Movies in the Park" event.**

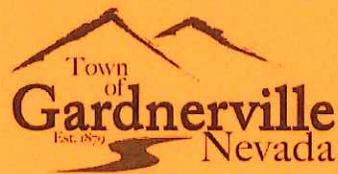
"FIRST COME, FIRST SERVED" To provide an equal opportunity for all organizations and/or persons to have banners displayed for specific dates within the calendar year, reservation requests for specific date(s) will be accepted on a "first come, first served" basis beginning one year and one day prior to the requested banner hanging date. Requests must be furnished in writing on the Town banner application request form. **A request does not guarantee reservation of the requested date(s) that the banner will be displayed until the applicant provides a copy of the approved NDOT Temporary Encroachment permit relative to the banner to be displayed.** Upon receipt of the approved NDOT Temporary Encroachment permit, the dates, or alternative dates, shall be confirmed by Town staff.

Recognizing the financial investment required for the minimum requirements for banner construction, organizations and/or persons having a previously approved banner displayed by the Town in the past calendar year will have priority of date(s) selection (i.e. pre-approval) for the upcoming calendar year. All "pre-approval(s)" shall be required to obtain an approved NDOT temporary permit and comply with all other banner policy requirements, as well as furnish a completed Town banner application request form each and every year the banner is requested to be displayed. In addition, all not-for-profit organization "pre-approval(s)" must also provide their IRS 501 letter each and every year the banner is requested to be displayed.

INDEMNIFICATION All persons and entities will be required to sign an indemnification, release and hold harmless holding the Town of Gardnerville, its employees and agents harmless prior to the installation of banner and releasing the Town of any liability arising therefrom.

Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Discussion to provide direction to staff on Town's Capital Improvement Plan (CIP) 2016-2020 for use of submitting to the County and budget development for Fiscal Year 2016/2017, including but not limited to;
 - a. Discuss finished projects
 - b. Discuss pending projects
 - c. Discuss and provide update to the town's 5 year CIP, fiscal years 2015-2020 and discussion on other matters, properly related thereto; with public comment prior to Board action.
2. **Recommended Motion:** Based on Board discussion. Motion to approve the priorities and projects as discussed and direct staff to update the draft CIP as needed to present at next months budget discussion

Funds Available: Yes N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** February 2, 2016 **Time Requested:** 60 minutes

6. **Agenda:** Consent Administrative

Background Information: This year we thought we would try pulling CIP out of the tentative budget discussion next month. Last year the board directed staff to get the projects done prior to creating more projects to work on. A presentation will be ready at the board meeting. Staff would like to know what the board's priorities are, and what staff should be focused on over the next 5 years. The attached CIP is a modified version of this year's CIP, in that the projects have rolled forward and 2016 will be a big year of getting projects completed. We still have a concrete job coming up and paving-patching job coming up. What do the board members want to see happen over the next 5 years?

7. **Other Agency Review of Action:** Douglas County N/A

8. **Board Action:**

- | | |
|-----------------------------------|--|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Approved with Modifications |
| <input type="checkbox"/> Denied | <input type="checkbox"/> Continued |

Table 1: Town of Gardnerville Capital Improvement Program, 2016-2021 - <Tentative FY 2016/2017 - Feb 2016>

Red was added or modified

Green is Rolled Forward

Blue 2016 Final CIP

Current Projets in the works

FISCAL YEAR	PUBLIC WORKS 610-926-562-000								PARKS & RECREATION/OPEN SPACE				FLEET/EQUIPMENT/FACILITIES/OTHER			
	CAPITAL				NON-CAPITAL				CAPITAL		NON-CAPITAL		CAPITAL		NON-CAPITAL	
	Description	Cost	Description	Cost	Description	Cost	Description	Cost	Description	Cost	Description	Cost	Description	Cost	Description	Cost
2014-2015 577,356.00	Valley-Vision-Bank	\$ 15,000	Hellwinkle-Channel	\$ 534,000	Road-Maintenance	\$ 50,000	Storm-Drain-Maintenance	\$ 8,500	LWCF Trails Amenities	\$ 81,666	Tree-Treatment	\$ 9,000	613-Debt-Service-Series-2005	\$ 122,982	Small-equipment-replacements	\$ 2,500
	NDOT TAP - FY 2013 - 4 crosswalks	\$ 250,023	Q1-Grant-Match	\$ (307,250)	Crack-sealing (Material)	\$ 15,000			LWCF Trail Grant	\$ (53,654)			Projector-Movie	\$ 8,500		
	FY 2013 TE NDOT Funded - Crosswalks	\$ (232,467)	Kings-Lane	\$ 83,000									Small-Dump-Truck	\$ 43,000		
	ADA Improvements NDOT TAP 2013 - Crosswalks	\$ 17,556	NDOT-Kings-Lane-Grant	\$ (70,000)												
	TOTAL	\$ 50,112		\$ 239,750		\$ 65,000		\$ 8,500		\$ 28,012		\$ 9,000		\$ 174,482		\$ 2,500
2015-2016 800,429.00	Gardnerville Station Matching funds (Former Eagle Gas) NDOT Tap match \$27,108 and other project work	\$ 50,000	Hellwinkle-Channel	\$ 534,000	Road Maintenance	\$ 50,000	Storm Drain Maintenance	\$ 25,000	Waterloo Islands Water Saving Landscaping	\$ 12,000	Free-treatment	\$ 9,000	Larger-Crack-Seal-Unit	\$ 17,555	Small-equipment-replacements	\$ 2,500
	NDOT TAP - FY 2013 - 4 crosswalks	\$ 250,023	Q1-Grant-Match	\$ (307,250)	Crack sealing	\$ 20,000			LWCF Trails Amenities	\$ 81,666	Hay Barn Engineering	\$ 15,000	Bucket-Truck-(used)	\$ 62,500		
	FY 2013 TE NDOT Funded - Crosswalks	\$ (232,467)	Kings Lane	\$ 83,000	Sidewalk / ADA Cape Seal Road Industrial Way	\$ 174,000			LWCF Trail Grant	\$ (53,654)			Roll forward to next year	\$ 4,945		
	ADA Improvements NDOT TAP 2013 - Crosswalks	\$ 17,556	NDOT Kings Lane Grant	\$ (70,000)	Patch repair in Chichester & Virginia Ranch areas	\$ 40,000										
	Valley Vision Bank	\$ 20,000			Sidewalk Repair and ADA Ramp Upgrades	\$ 15,000										
TOTAL	\$ 105,112		\$ 239,750		\$ 284,000		\$ 25,000		\$ 40,012		\$ 24,000		\$ 80,055		\$ 2,500	
2016-2017 473,000.00	Sidewalk Repair and ADA Ramp Upgrades	\$ 25,000			Road Maintenance	\$ 50,000	Storm Drain Maintenance	\$ 8,500			Repair Hellwinkel Hay Barn	\$ 20,000	Fleet Vehicle - Office	\$ 28,000	Small equipment replacement	\$ 2,500
	Valley Vision Bank	\$ 15,000			Crack sealing	\$ 15,000	Storm Drain Replacement South of Cemetery - bank	\$ 40,000	Raley's to Toler Sidewalk (Sidewalk Portion)	\$ 35,000	Repair Hellwinkel Shop	\$ 40,000	Fleet Vehicle - Utility	\$ 40,000		
	Gardnerville Station (Former Eagle Gas) Construction of site improvements Match	\$ 60,000			Sunset Park Microsurfacing (Wilson, Easton, North Hampton)	\$ 40,000					Tree Treatment	\$ 9,000				
	Mill Street Improvements with street lights on Douglas	\$ 45,000														
	TOTAL	\$ 145,000		\$ -		\$ 105,000		\$ 48,500		\$ 35,000		\$ 69,000		\$ 68,000		\$ 2,500
2017-2018 571,500.00	Sidewalk Repair and ADA Ramp Upgrades	\$ 25,000			Road Maintenance	\$ 50,000	Storm Drain Maintenance	\$ 8,500	Gilman Water Saving Landscaping	\$ 12,000	Parks Small Equipment	\$ 4,500	Fleet Vehicle - flatbed	\$ 45,000	Small equipment replacements	\$ 2,500
	Ezell Ave Half Street Improvements - North	\$ 73,000			Crack sealing	\$ 20,000					Tree treatment	\$ 9,000	Lawn tractor	\$ 18,000		
	Valley Vision Bank	\$ 15,000			Cape Seal Southgate, Service Dr, Pep Cir	\$ 125,000	Storm Drain Replacement South of Cemetery - Project	\$ 66,000					Gator	\$ 18,000		
					Stodick Estates Microsurface	\$ 80,000										
	TOTAL	\$ 113,000		\$ -		\$ 275,000		\$ 74,500		\$ 12,000		\$ 13,500		\$ 81,000		\$ 2,500
2018-2019 487,000.00	Sidewalk Repair and ADA Ramp Upgrades	\$ 25,000			Road Maintenance	\$ 60,000	Storm Drain Maintenance	\$ 10,000			Tree Treatment	\$ 9,000	Fleet Vehicle	\$ 45,000	Small equipment replacements	\$ 5,000
	Valley Vision Bank	\$ 15,000			Crack sealing	\$ 25,000										
					Slurry Arbor Gardens	\$ 158,000	Storm Drain Bell <Bank>	\$ 15,000								
					ADA Ramps and reconstruct Cemetery Dr.	\$ 120,000										
	TOTAL	\$ 40,000		\$ -		\$ 363,000		\$ 25,000		\$ -		\$ 9,000		\$ 45,000		\$ 5,000
2019-2020 487,000.00	Sidewalk Repair and ADA Ramp Upgrades	\$ 25,000			Road Maintenance	\$ 60,000	Storm Drain Maintenance	\$ 8,500			Tree Treatment	\$ 9,000	Equipment Trailer	\$ 12,000	Small equipment replacements	\$ 2,500
	Valley Vision Bank	\$ 15,000			Crack sealing	\$ 25,000										
	Sidewalk, curb and reconstruct Douglas Ave - Spruce - Cottonwood Phase 1	\$ 150,000			Chichester micro Surfacing	\$ 75,000	Storm Drain - Bell	\$ 80,000								
					Chichester Crack Repair	\$ 25,000										
	TOTAL	\$ 190,000		\$ -		\$ 185,000		\$ 88,500		\$ -		\$ 9,000		\$ 12,000		\$ 2,500
2020-2021 496,500.00	Sidewalk Repair and ADA Ramp Upgrades	\$ 25,000			Road Maintenance	\$ 60,000	Storm Drain Maintenance	\$ 10,000			Tree Treatment	\$ 9,000			Small equipment replacements	\$ 2,500
	Valley Vision Bank	\$ 15,000			Crack sealing	\$ 25,000										
	Sidewalk, curb and reconstruct Douglas Ave - Cottonwood - Highschool Phase II	\$ 180,000			Chichester micro Surfacing	\$ 45,000	New Storm Drain - Mill & Douglas	\$ 100,000								
					Chichester Crack Repair	\$ 25,000										
	TOTAL	\$ 220,000		\$ -		\$ 155,000		\$ 110,000		\$ -		\$ 9,000		\$ -		\$ 2,500

9-2

Gardnerville Town Board
AGENDA ACTION SHEET



1. **Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for January 2016.**
2. **Recommended Motion: N/A**
Funds Available: Yes N/A
3. **Department: Administration**

Prepared by: Tom Dallaire
4. **Meeting Date: February 2, 2016 Time Requested: 5 minutes**
5. **Agenda: Consent Administrative**
6. **Background Information: Presented at meeting.**
7. **Other Agency Review of Action: Douglas County N/A**
8. **Board Action:**
 Approved Approved with Modifications
 Denied Continued

Gardnerville Town Board
AGENDA ACTION SHEET



1. **Not For Possible Action:** Discussion on the Town Manager's Monthly Report of activities for January 2016.

2. **Recommended Motion:** None required.

Funds Available: Yes N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** February 2, 2016 **Time Requested:** 10 minutes

6. **Agenda:** Consent Administrative

Background Information: See attached report.

7. **Other Agency Review of Action:** Douglas County N/A

8. **Board Action:**

- Approved Approved with Modifications
 Denied Continued



Mary Wenner , Chairman
Ken Miller, Vice Chairman
Cassandra Jones, Board Member
Linda Slater, Board Member
Lloyd Higuera, Board Member

Town Manager Monthly Report February 2015 Board Meeting

- A. Gardnerville Station (former Eagle Gas):** Candace and I met with Pete Dube onsite to review the next steps. I met with Pete and reps from MSA who will be doing a proposal on the mechanical and electrical work. Phasing the site and the solar option may need to be reviewed depending on what the PUC does with solar intuitive. McGinley has submitted to NDEP a closeout report on the UST closure & soil remediation report of the heating oil tanks. McGinley has submitted a plan for the contamination found onsite, and two requests for reimbursement to the petroleum fund. Next steps are attached to this report.
- B. 395 Crosswalks:** Lumos has 60% progress plans we should have in the office for review by the 29th. If they are provided to me, I will have them at the board meeting so we can review and discuss them under my report.
- C. Kingslane Sidewalk Project:** We provided Gary Whistler with some additional information for the NV Energy submittal.
- D. Hellwinkel Channel:** Charter was able to get the hotel off the overhead line and connected in at the building closest to Toler. The overhead lines have been moved. The remaining power poles will be put back on NV Energy's radar to remove. We have to coordinate this work as they do not compact or backfill the holes. Town staff will be needed to do that. The sidewalk work will be part of the town's concrete work this spring. The trail is being used heavily and was a good addition to town.
- E. Great Race:** Scot and I did a presentation to Sertoma, and Antique Automobile Club of America. Thank you to Mike Rowe for setting that up. Lots of interest in the community for the car shows from those folks with volunteers to help plan the show. We have received the flyers and need to update some of the information on the flyer to address the town needs. Keep June 19th, Father's Day in 2016 open for the event.
- F. Hussman Storm Drain Project:** - met with Ray Vanwinkle onsite. Looking at getting the pipe we purchased for Sharkeys storm drain improvements installed there to improve the discharge of the storm drain system into the Cottonwood at that location.
- G. Office Items:**
- Reviewed and approved the construction plans for the Trinity Lutheran parking lot Improvement plans.
 - We will start the Mill Street plans once we get a plan for the intersection of Mill and 395. This is going to take some coordination between all the entities to get this to work out.
 - Discussed the information for Facility Dude (work order system). We are working on getting them some more information now that we know how the information will be used and in what context.
 - The school district is going through the appraisal process now on the Old Gym Playhouse. We should know more once that is complete.
 - I did a meeting with Douglas County Planning and Engineering on a pre-application meeting for High Sierra Fellowship about their new church and administrative office (8,000 to 9,000) sf and plans on improving Maple and Ezell to the property boundary. It looks like they will be moving forward with this project. Depending on the parking layout and required parking spaces, there may be an opportunity to acquire the remainder of the parcel for additional parking or work with them on shared parking for events.
 - Steve Orlando from Buckaroo's came in and reported there has been yet another fall in the alley. No one was hurt this time.



Mary Wenner , Chairman
Ken Miller, Vice Chairman
Cassandra Jones, Board Member
Linda Slater, Board Member
Lloyd Higuera, Board Member

- The attached form the County Commissioners approved. I would have liked to come to the board prior to going to the BOCC, but the Finance Dept was not concerned with waiting to the next board meeting. They reported to the state and combined the 811 fund with the 610 fund. But this past fiscal year, with all the scout landscaping projects and increase in water at the town parks and ponds it put the Parks fund over budget. The form Carol and I reviewed in June had money left over, so tracking the last month of expenses was difficult and I do not think the May claims were entered by mid-June when we pulled the report. County finance never shared with us the issue. It would have been a simple transfer of funds to correct the problem. The other item was not a budgeted expenditure. The finance department changed our submitted claim for our ac unit, from repair and replace to capital outlay. Even per their budget training forms this should have been in repair and replace. They are not making a big deal about it to me. The BOCC approved this on the consent form at the January 7th board meeting. We did not have time, once Marcie finalized the forms to get this on the January agenda. See the attached documentation that was prepared by DC finance.

Gardnerville Station Items to be tasked out under town paid improvements:

NEXT STEPS

Main Street now has the 501c3 where we could partner with them on some of this effort. We are looking into that currently.

1. Building construction and renovation plans.
2. Structural design plans
3. Mechanical heating ac plans
4. Site / Grading plan
5. Brick entry sign - Welcome
6. TV information system – computer networked connected to large LED TV
7. Brochure and information racks
8. Desk at the entrance
9. LED lighting system on the outside of the building. Single white color or Multi Color units.
10. LED lit - Wood panel perimeter wall at the adjacent property line
11. Information display panels.
12. Meeting room contents:
 - a. Chairs & tables
 - b. Projector, screen sound system
 - c. Roll down solar shades over windows
 - d. 3D relief map of Gardnerville – showing the
13. Murals on the interior walls of the historic building downtown and stories for each.
14. Eagle gas (shell) station history and mural
15. Convert an old shell pump into an electric charging station - cover the new elect charging station with the old style pump.
16. Not sure the status of the solar, but that could be a project.
17. Dog run, and maybe mural on that wall facing the apartments behind the building.

Larger more costly projects:

1. Underground storm water storage and lift station
2. Pipe from storage to Hellwinkel Channel, run fiber optic to office and station



Mary Wenner , Chairman
Ken Miller, Vice Chairman
Cassandra Jones, Board Member
Linda Slater, Board Member
Lloyd Higuera, Board Member

3. Widen S-curve and Douglas improvements, storm drain catch basin and lines to new underground storage improvements
(gets rid of K Rail across the street)
4. Street lighting improvements
5. Relocate power pole and overhead lines along Mission Street or just site.
6. Onsite paving, landscaping, irrigation and surface improvements.



BOARD OF COMMISSIONERS

1594 Esmeralda Avenue, Minden, Nevada 89423

Jim Nichols
COUNTY MANAGER
775-782-9821

COMMISSIONERS:
Doug N. Johnson, CHAIRMAN
Nancy McDermid, VICE-CHAIRWOMAN
Greg Lynn
Barry Penzel
Steven Thaler

January 21, 2016

Ms. Penny Hampton, Budget Analyst
State of Nevada, Department of Taxation
Local Government Finance
1550 East College Parkway, Suite 115
Carson City, Nevada 89706

RE: Financial Audit for the fiscal year ended June 30, 2015 – Compliance with NRS 354.6245 –
Proposed Plan of Correction

Dear Ms. Hampton:

During the audit of the fiscal year 2014-15 financial statements of Douglas County, the independent auditors noted eight instances of non-compliance with Nevada Revised Statutes, as detailed in Footnote 2 of the audit report (excerpt follows).

Audited Financial Statements for the Fiscal Year ended 6/30/15 –
Footnote 2 – Stewardship and Accountability

For the year ended June 30, 2015, total expenditures exceeded appropriations for the following funds and/or functions, which are potential violations of the NRS:

Park residential construction tax capital projects fund, culture and recreation function	\$10,423
Town of Gardnerville special revenue fund, general government function	2,498
Town of Gardnerville special revenue fund, culture and recreation function	4,497

NRS 354.6245, Section 2 (excerpt follows), requires that within 60 days after delivery of the annual audit the Douglas County Commission shall advise the State of Nevada, Department of Taxation of the action that has been taken to prevent recurrence of each violation of law or regulations. The annual audit was presented to the Douglas County Board of Commissioners on December 17, 2015.

NRS 354.6245 Review of annual audits by Department of Taxation; plan of correction of violations.

1. The Department of Taxation shall review each annual audit to determine whether it complies with regulations adopted pursuant to NRS 354.594. Any independent auditor's report, whether upon financial position and results of operations or upon internal financial controls, which the Department believes may not comply with those regulations must be referred by the Department to the State Board of Accountancy for investigation and such action in respect to the issuing accountant as the board may find appropriate in the circumstances.

2. In its review of the annual audits submitted, the Department shall identify all violations of statute and regulation reported therein. Within 60 days after the delivery of the annual audit to the local government, the governing body shall advise the Department what action has been taken to prevent recurrence of each violation of law or regulation or to correct each continuing violation. The Department shall evaluate the local government's proposed plan of correction and, if the plan is satisfactory, shall so advise the governing body. If the plan is not satisfactory, the Department shall advise the

Mailing Address: P.O. Box 218, Minden, NV 89423

governing body that it deems the plan inadequate and propose an alternative plan. Within 30 days thereafter the governing body shall report its assent to the Department's plan or request a hearing before the Nevada Tax Commission. This hearing must be held at the next meeting of the commission, but the hearing must not be held more than 90 days after such a request is received. The determination of the Nevada Tax Commission is final.

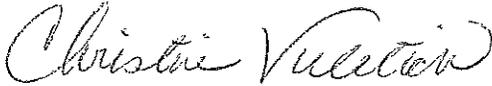
3. If the governing body fails to submit a proposed plan of correction pursuant to subsection 2, or the Executive Director determines that the plan established is not being complied with, he or she must, through the office of the Attorney General, seek a writ from a court of competent jurisdiction to compel compliance.

(Added to NRS by 1981, 310; A 1983, 252)

In compliance with this Section of NRS 354.6245, attached is the Proposed Plan of Correction that will be taken in Douglas County.

We look forward to your review and evaluation of this plan.

Sincerely,



Christine Vuletich
Assistant County Manager/ Chief Financial Officer

Douglas County Board of Commissioners Approval:

By: _____
Chairman

Date: _____

**Douglas County
Proposed Plan of Correction
Fiscal Year Ended June 30, 2015**

Park Residential Construction Tax Capital Projects Fund, Culture and Recreation Function

A portion of the revenue from each building permit issued goes into a deferred revenue account for the neighborhood it is associated with for parks capital projects per Douglas County code 3.26.010. When expenses are incurred for projects, revenue is recognized from the associated neighborhood deferred account and the budget is augmented. In FY14-15 there was not enough deferred revenue recognized and the budget augment was not large enough to cover all of the expenditures for the various projects. In FY15-16 we will monitor this fund more closely in order to ensure the appropriate steps are taken to cover all expenditures by fiscal year end.

Town of Gardnerville Special Revenue Fund, General Government Function

While the Town of Gardnerville Fund as a whole had total expenditures within appropriations, when broken down by function, the general government function expenditures exceeded appropriations. A budget transfer from another function within the fund should have taken place at year end and did not. Actual expenditures by function will be monitored closer and compared to budget going forward. Also, the overage in the general government function was in salaries and benefits. Going forward, staff will focus on tightening up personnel projections.

Town of Gardnerville, Special Revenue Fund, Culture and Recreation Function

While the Town of Gardnerville Fund as a whole had total expenditures within appropriations, when broken down by function, the culture and recreation function expenditures exceeded appropriations. A budget transfer from another function within the fund should have taken place at year end and did not. Actual expenditures by function will be monitored closer and compared to budget going forward and timely transfers will be processed as needed.

2 working days
before you
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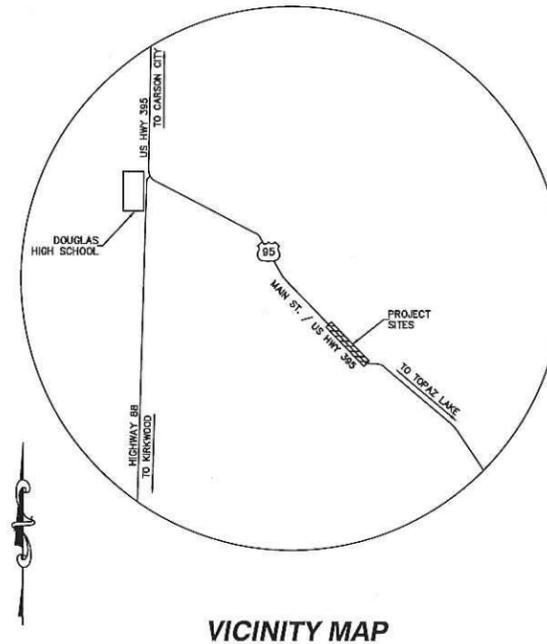
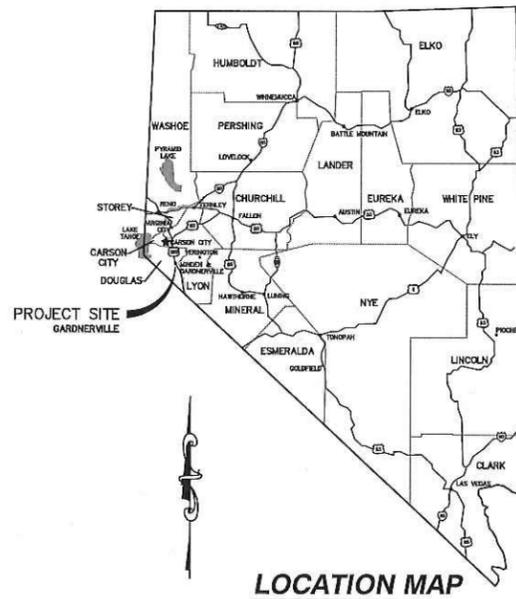
TOWN OF GARDNERVILLE CIVIL IMPROVEMENT PLANS HIGHWAY 395 ADA AND LIGHTING PROJECT JANUARY 2016



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OWNER:
TOWN OF GARDNERVILLE
1407 HIGHWAY 395
GARDNERVILLE NV, 89410
PHONE: 775-782-7134
FAX: 775-782-7135
TOM DALLAIRE, P.E. - TOWN MANAGER

BASIS OF BEARING:
THE BASIS OF BEARING FOR THIS SURVEY IS BASED ON THE NEVADA COORDINATE SYSTEM OF 1983, WEST ZONE, NAD 83/94, DISTANCES SHOWN ARE GROUND DISTANCES USING A PROJECT COMBINED GRID TO GROUND SCALE FACTOR OF 1.000200.

BASIS OF ELEVATION:
DATUM: NAVD 88
PROJECT BENCHMARK = NGS MONUMENT NO. J 119 (PID JR0539) HAVING AN ELEVATION OF 4749.30'

SHEET INDEX:

TITLE SHEET	C1.0
GENERAL NOTES AND OVERALL SITE PLAN	C2.0
MILL STREET/MAIN STREET INTERSECTION	C3.0
MILL STREET/MAIN STREET INTERSECTION	C3.1
HIGH SCHOOL ST./MAIN ST. INTERSECTION	C4.0
HIGH SCHOOL ST./MAIN ST. INTERSECTION	C4.1
MISSION ST./MAIN ST. INTERSECTION	C5.0
KINGSLANE CT./MAIN ST. INTERSECTION	C6.0
DETAILS	D1.0
DETAILS	D1.1
DETAILS	D1.2

CIVIL ENGINEER



800 E. COLLEGE PARKWAY
CARSON CITY, NV. 89706
PH.: (775) 883-7077
FAX: (775) 883-7114

TOWN OF GARDNERVILLE
CIVIL IMPROVEMENT PLANS
HIGHWAY 395 ADA AND LIGHTING PROJECT
TITLE SHEET
TOWN OF GARDNERVILLE
DOUGLAS COUNTY
NEVADA

REV	DATE	DESCRIPTION

60% SUBMITTAL

C1.0

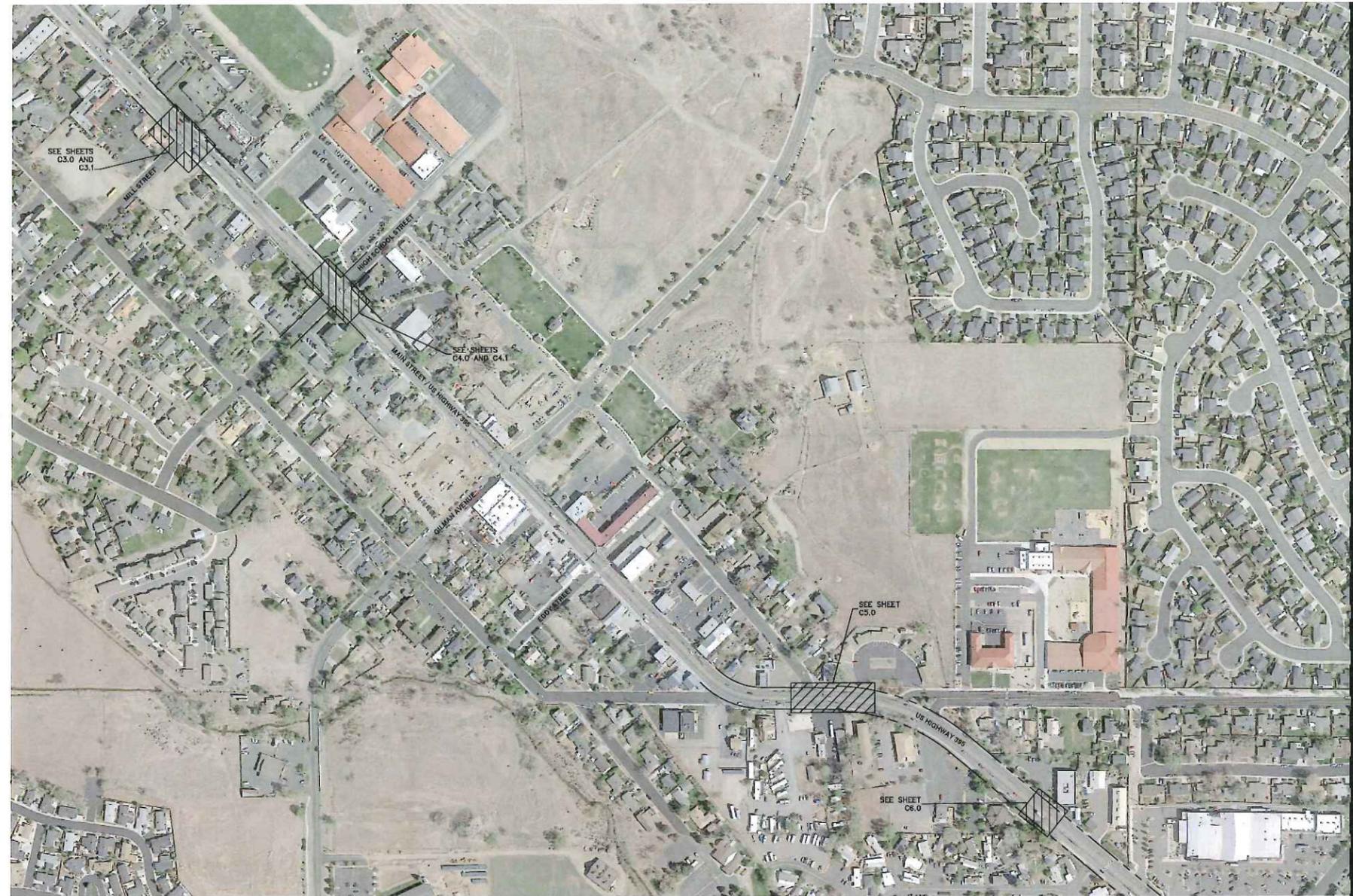
DATE: 1-29-2015
DRAWN BY: RHH
DESIGNED BY:
CHECKED BY: TR
JOB NO.: 8939.000

GENERAL NOTES:

1. THE CONTRACTOR SHALL NOTIFY DOUGLAS COUNTY AT LEAST FORTY-EIGHT HOURS (48) PRIOR TO BEGINNING WORK. ALL WORK EITHER DIRECTLY OR INDIRECTLY RELATED TO THE PROJECT SHALL BE COORDINATED WITH INDIAN HILLS GENERAL IMPROVEMENT DISTRICT.
2. THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY AND ALL DISCREPANCIES BETWEEN THE INFORMATION SHOWN ON THESE PLANS AND THE CONDITIONS EXISTING IN THE FIELD.
3. THE CONTRACTOR SHALL CONDUCT A PRECONSTRUCTION CONFERENCE WITH ALL UTILITIES AND DOUGLAS COUNTY.
4. ALL WORK SHALL CONFORM TO "STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION" (ORANGE BOOK), "STANDARD DETAILS FOR PUBLIC WORKS CONSTRUCTION", AWWA STANDARDS, AND AS SHOWN ON THE PLANS.
5. DETAILS NOT SHOWN ON THESE PLANS ARE PER DOUGLAS COUNTY STANDARD DETAILS FOR PUBLIC WORKS.
6. THE TOWN OF GARDNERVILLE WILL PROCURE ALL PERMITS (OTHER THAN SWPPP OR DEWATERING PERMITS) AS MAY BE NECESSARY PRIOR TO THE BEGINNING OF CONSTRUCTION AND THE CONTRACTOR SHALL COMPLY WITH THE REQUIREMENTS OF SAID PERMITS.
7. THE EXISTENCE AND LOCATION OF ANY UNDERGROUND PIPES OR STRUCTURES SHOWN ON THESE PLANS WERE OBTAINED FROM A SEARCH OF AVAILABLE RECORDS. ANY EXISTING UTILITIES SHOWN ARE FOR THE CONTRACTOR'S REFERENCE ONLY AND DOES NOT CONSTITUTE A REPRESENTATION AS TO THE ACCURACY OR COMPLETENESS OF THE LOCATION NOR THE EXISTENCE OR NONEXISTENCE OF ANY UNDERGROUND UTILITY, PIPE, OR STRUCTURE WITHIN THE LIMITS OF THE PROJECT.
8. THE CONTRACTOR SHALL FIELD VERIFY UTILITY LOCATIONS NEAR OR WITHIN THE CONSTRUCTION LIMITS WITH THE RESPECTIVE UTILITY COMPANIES PRIOR TO BEGINNING CONSTRUCTION. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO ARRANGE FOR THE NECESSARY RELOCATION OF ANY UTILITY. THE CONTRACTOR SHALL NOTIFY ALL UTILITY COMPANIES INVOLVED AT LEAST FORTY-EIGHT (48) HOURS PRIOR TO BEGINNING WORK.
9. CONTRACTOR SHALL SUPPORT TRENCH SIDEWALLS IN ACCORDANCE WITH ALL APPLICABLE LAWS AND GOVERNING SAFETY REGULATIONS. SHEETING OR SHORING SHALL CONFORM TO APPROPRIATE SPECIFICATIONS OF STATE OF NEVADA OSHA STANDARDS 20 CFR PART 1020, SUBPART P.
10. THE CONTRACTOR SHALL MAINTAIN RECORD DRAWINGS SHOWING "AS-BUILT INFORMATION" OF THE PROJECT AND ADJACENT UTILITY CONNECTIONS. ALL RECORD INFORMATION SHALL INCLUDE THE CONTRACTOR'S NAME, ADDRESS, PHONE NUMBER, PERSON IN CHARGE, AND PERIOD OF CONSTRUCTION. THE RECORD DRAWINGS SHALL BE SUBMITTED TO THE DISTRICT ENGINEER ON 24" BY 36" SHEETS AT THE END OF CONSTRUCTION.
11. THE CONTRACTOR SHALL MAINTAIN A CLEAN PROJECT SITE, REMOVING CONSTRUCTION DEBRIS AT THE END OF EACH ACTIVITY DAY. THE CONTRACTOR SHALL MAINTAIN DEBRIS FREE CONSTRUCTION ROUTES, ADJACENT STREETS AND STORM DRAIN SYSTEMS.
12. ANY DEWATERING ACTIVITIES MAY REQUIRE THE CONTRACTOR TO OBTAIN A DISCHARGE/PUMPING PERMIT FROM THE STATE. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO OBTAIN SUCH PERMITS.
13. IF REQUIRED BY STATE GUIDELINES THE CONTRACTOR SHALL OBTAIN AN AIR QUALITY PERMIT.
14. CONTRACTOR SHALL PROTECT EXISTING PAVING, CONCRETE, LANDSCAPING, FENCING, MAILBOXES, SIGNS AND ANY OTHER IMPROVEMENTS NOT SPECIFICALLY CALLED OUT FOR REPLACEMENT. CONTRACTOR SHALL REPLACE ANY DAMAGED ITEMS OUTSIDE THE SCOPE OF TYPICAL WORK AT THEIR OWN COST.
15. PROTECTIVE MEASURES AND TEMPORARY DRAINAGE PROVISIONS SHALL BE USED TO PROTECT ADJOINING PROPERTIES DURING CONSTRUCTION OF IMPROVEMENTS.
16. ALL STREETS SHALL BE MAINTAINED FREE OF DUST AND MUD CAUSED BY GRADING OPERATIONS. ALL OPERATIONS SHALL CONFORM WITH THE REQUIREMENTS OF THE STORMWATER DISCHARGE PERMIT FROM THE NEVADA DIVISION OF ENVIRONMENTAL PROTECTION.
17. THE CONTRACTOR SHALL MAINTAIN AN ON-GOING DUST CONTROL PROGRAM INCLUDING WATERING OF OPEN AREAS, IN ORDER TO CONFORM WITH THE LATEST FEDERAL, STATE, AND COUNTY AIR POLLUTION REGULATIONS.
18. THE CONTRACTOR SHALL PURSUE THE WORK IN A CONTINUOUS AND DILIGENT MANNER, CONFORMING TO ALL THE PERTINENT SAFETY REGULATIONS TO INSURE A TIMELY COMPLETION OF THE PROJECT.
19. ALL AREAS DISTURBED AND LEFT UNDEVELOPED FOR A PERIOD OF MORE THAN 30 DAYS SHALL BE STABILIZED BY THE APPLICATION OF AN APPROVED DUST PALLIATIVE OR HYDROMULCH AT NO EXPENSE TO THE OWNER.
20. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL CONSTRUCTION SIGNAGE, BARRICADES, AND TRAFFIC CONTROL TO CONFORM TO THE STATE OF NEVADA, DEPARTMENT OF TRANSPORTATION, "NEVADA WORK ZONE TRAFFIC CONTROL MANUAL" AND SHALL ADHERE TO ALL ENCROACHMENT PERMIT REQUIREMENTS FOR WORK WITHIN THE STATE OF NEVADA, DEPARTMENT OF TRANSPORTATION RIGHT-OF-WAY.
21. ALL SALVAGED MATERIALS ARE THE PROPERTY OF THE TOWN OF GARDNERVILLE AND SHALL BE PALLETIZED ON SITE UNLESS OTHERWISE ARRANGED WITH THE DISTRICT OR NOTED IN THE PLANS.

ABBREVIATIONS

AC	ASPHALT CONCRETE	MJ	MECHANICAL JOINT
ACP	ASBESTOS CEMENT PIPE	MMD	MAXIMUM MARSHALL DENSITY
AGG	AGGREGATE	MUTCD	MANUAL FOR TRAFFIC CONTROL DEVICES
BOF	BACK OF FOOTING	N	NORTH
BOF	BOTTOM OF FOOTING	NAP	NOT A PART
BV	BUTTERFLY VALVE	NIP	NOT IN PROJECT
BW	BOTH WAYS	NTS	NOT TO SCALE
CB	CATCH BASIN	OD	OUTSIDE DIAMETER
cfs	CUBIC FEET PER SECOND	OH	OVERHEAD
C&G	CURB AND GUTTER	(P)	PROPOSED
C	CENTER LINE	PCC	PORTLAND CEMENT CONCRETE
CL	CLASS	PG	PAD GRADE
CMP	CORRUGATED METAL PIPE	PI	POINT OF INTERSECTION
COMP	COMPACTION	PL	PROPERTY LINE
CONC	CONCRETE	POT	POINT OF TANGENCY
CONTR	CONTRACTOR	PP	POWER POLE
DI	DROP INLET	PRC	POINT OF REVERSE CURVE
DIA	DIAMETER	PVC	POLYVINYL CHLORIDE
DWY	DRIVEWAY	PVMT	PAVEMENT
E	EAST	Q 5	5 YEAR PEAK FLOW
EA	EACH	Q 100	100 YEAR PEAK FLOW
ELL	ELBOW	R	RADIUS
ELEC	ELECTRICAL	RCP	REINFORCED CONCRETE PIPE
ELEV	ELEVATION	REF	REFERENCE
EVC	END VERTICAL CURVE	RET	CURB RETURN
EX, (E)	EXISTING	RP	RADIUS POINT
EXT	EXTERIOR	RT	RIGHT
FE	FINISH ELEVATION	R/W, ROW	RIGHT-OF-WAY
FES	FLARED END SECTION	S=	SLOPE
FF	FINISH FLOOR	S	SOUTH
FFC	FRONT FACE OF CURB	SD	STORM DRAIN
FG	FINISH GRADE	SDMH	STORM DRAIN MANHOLE
FL	FIRE HYDRANT	SI	SANITARY SEWER
FLG	FLOW LINE	SS	SANITARY SEWER CLEAN OUT
FLN	FLANGE	SSCO	SANITARY SEWER MANHOLE
FTG	FEET PER SECOND	SSWH	STANDARD SPEC. FOR PUBLIC WORKS CONSTRUCTION
FTG	FOOTING	SSPWC	STANDARD SPEC. FOR PUBLIC WORKS CONSTRUCTION
G	GAS	SW	SIDEWALK
GALV	GALVANIZED	TELE	TELEPHONE
GB	GRADE BREAK	TC	TOP OF CURB
GO	GROUND	TO	TO GRADE
GV	GATE VALVE	TF, TDF	TOP OF FOOTING
H	HANDICAPPED	TW, TOW	TOP OF WALL
HORIZ	HORIZONTAL	TS	TRAFFIC SIGNAL
ID	INSIDE DIAMETER	TSCB	TRAFFIC CONTROL SIGNAL BOX
IE	INVERT ELEVATION	UG/P	UNDER GROUND POWER
INT	INTERSECTION	UNO	UNLESS NOTED OTHERWISE
IRR	IRRIGATION	VERT	VERTICAL
LAT	LATERAL	VG	VALLEY GUTTER
LF	LINEAR FEET	W	WEST
LEFT	LEFT	W/G	WATER AND GAS
MAX	MAXIMUM	W	WATER LINE
MDD	MAXIMUM DRY DENSITY	WM	WATER METER
MH	MANHOLE	WV	WATER VALVE
MIN	MINIMUM		



LEGEND

EXISTING		PROPOSED
--- 4174 ---	CONTOUR LINE	--- 4174 ---
+ 4163.1	GROUND ELEVATION	+ 4163.1
☆	STREET LIGHT	☆
---	EDGE OF PAVEMENT	---
---	AC PAVING	---
---	TO BE REMOVED	---
---	CURB & GUTTER	---
---	CONCRETE	---
○	POWER POLE	○
○	STORM DRAIN MANHOLE	○
○	TELEPHONE	○
○	TOP OF CURB	○
○	TOP OF FOOTING	○
○	TOP OF WALL	○
○	TRAFFIC SIGNAL	○
○	TRAFFIC CONTROL SIGNAL BOX	○
○	UNDER GROUND POWER	○
○	UNLESS NOTED OTHERWISE	○
○	VERTICAL	○
○	VALLEY GUTTER	○
○	WEST	○
○	WATER AND GAS	○
○	WATER LINE	○
○	WATER METER	○
○	WATER VALVE	○
○	SURVEY MONUMENT	○
---	SIGN	---
---	FENCE	---
---	GRADE BREAK	---
---	FLOW LINE	---



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CARSON CITY, NEVADA 89706
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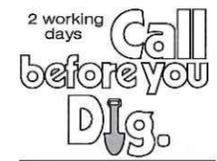
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TOWN OF GARDNERVILLE
CIVIL IMPROVEMENT PLANS
HIGHWAY 395 ADA AND LIGHTING PROJECT
GENERAL NOTES AND OVERALL SITE PLAN
TOWN OF GARDNERVILLE
DOUGLAS COUNTY
NEVADA

REV	DATE	DESCRIPTION

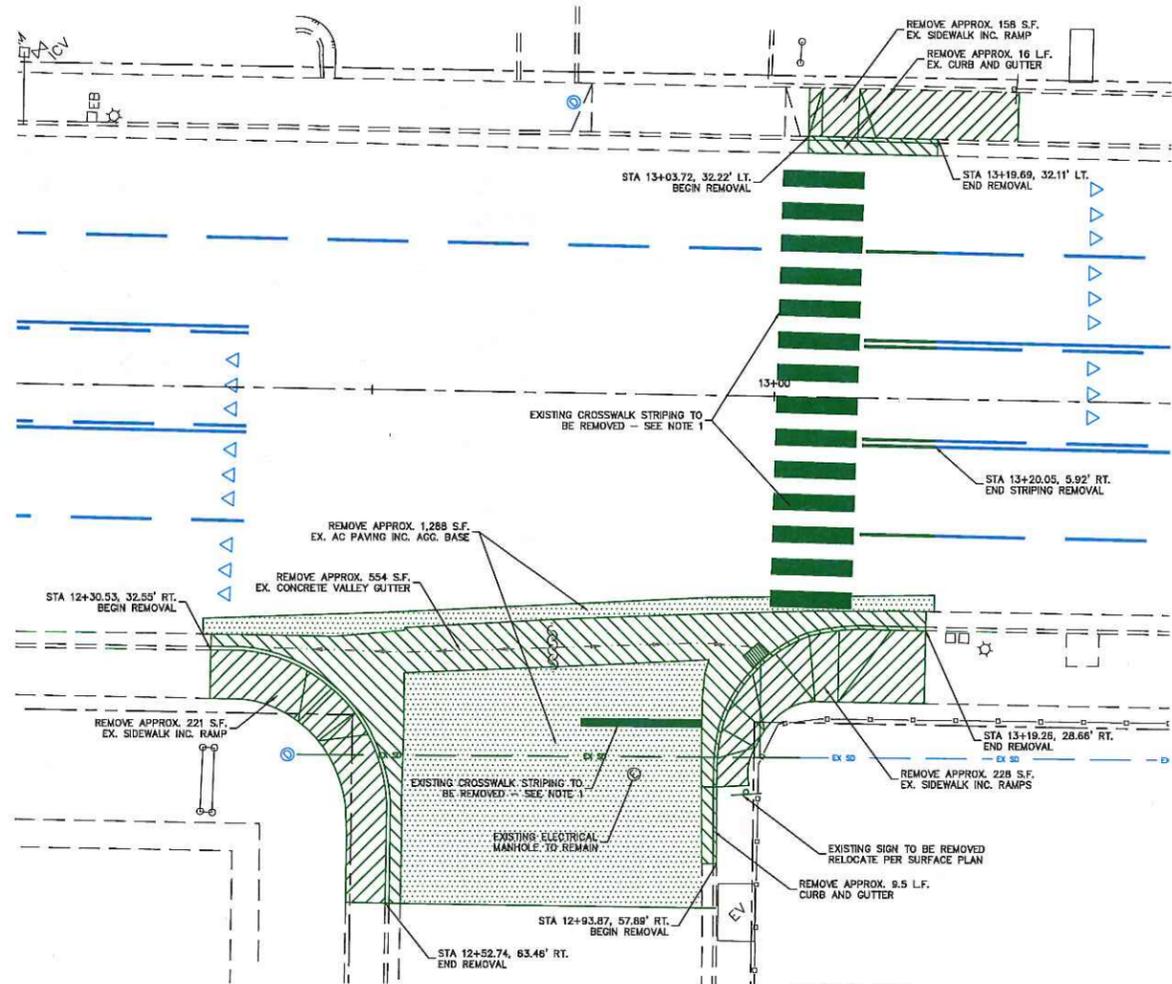
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1-800-227-2600
AVOID CUTTING
UNDERGROUND UTILITIES

DATE:	1-29-2015
DRAWN BY:	RHH
CHECKED BY:	TR
JOB NO.:	6539.000

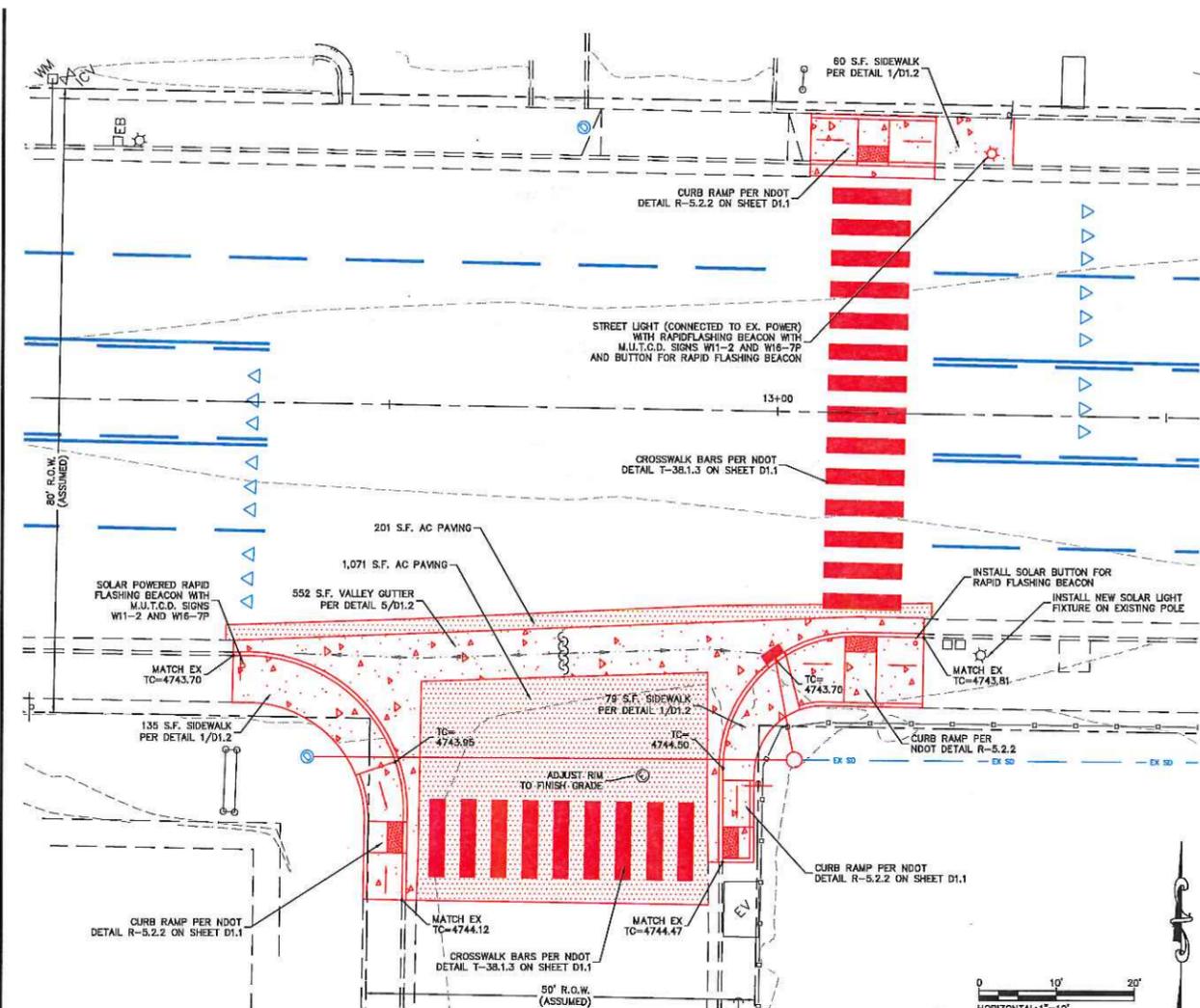
L:\Projects\834000 - Hwy 395 ADA and Lighting\DWG\CHK 3D\834000 - Civil Improvement Plans\civ_c2.0.dwg



REMOVAL PLAN

DEMOLITION NOTES:

1. STRIPING SHALL BE REMOVED USING A WATER BLASTING SYSTEM. ALL STRIPING AND WATER SHALL BE VACUUMED DURING THE REMOVAL PROCESS AND HAULED OFFSITE.
2. SEE SHEET C3.1 FOR UTILITY REMOVAL.



GRADING/SURFACE IMPROVEMENTS PLAN

LEGEND

- PROPOSED IMPROVEMENTS
- EXISTING IMPROVEMENTS
- EXISTING IMPROVEMENTS TO BE REMOVED
- PROPOSED AC
- EXISTING AC
- EXISTING CONCRETE TO BE REMOVED
- EXISTING AC TO BE REMOVED
- PROPOSED STRIPING
- EXISTING STRIPING
- EXISTING STRIPING TO BE REMOVED



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TOWN OF GARDNERVILLE
 CIVIL IMPROVEMENT PLANS
 HIGHWAY 395 ADA AND LIGHTING PROJECT
 MILL STREET/MAIN STREET INTERSECTION
 NEVADA
 DOUGLAS COUNTY
 TOWN OF GARDNERVILLE

REV	DATE	DESCRIPTION

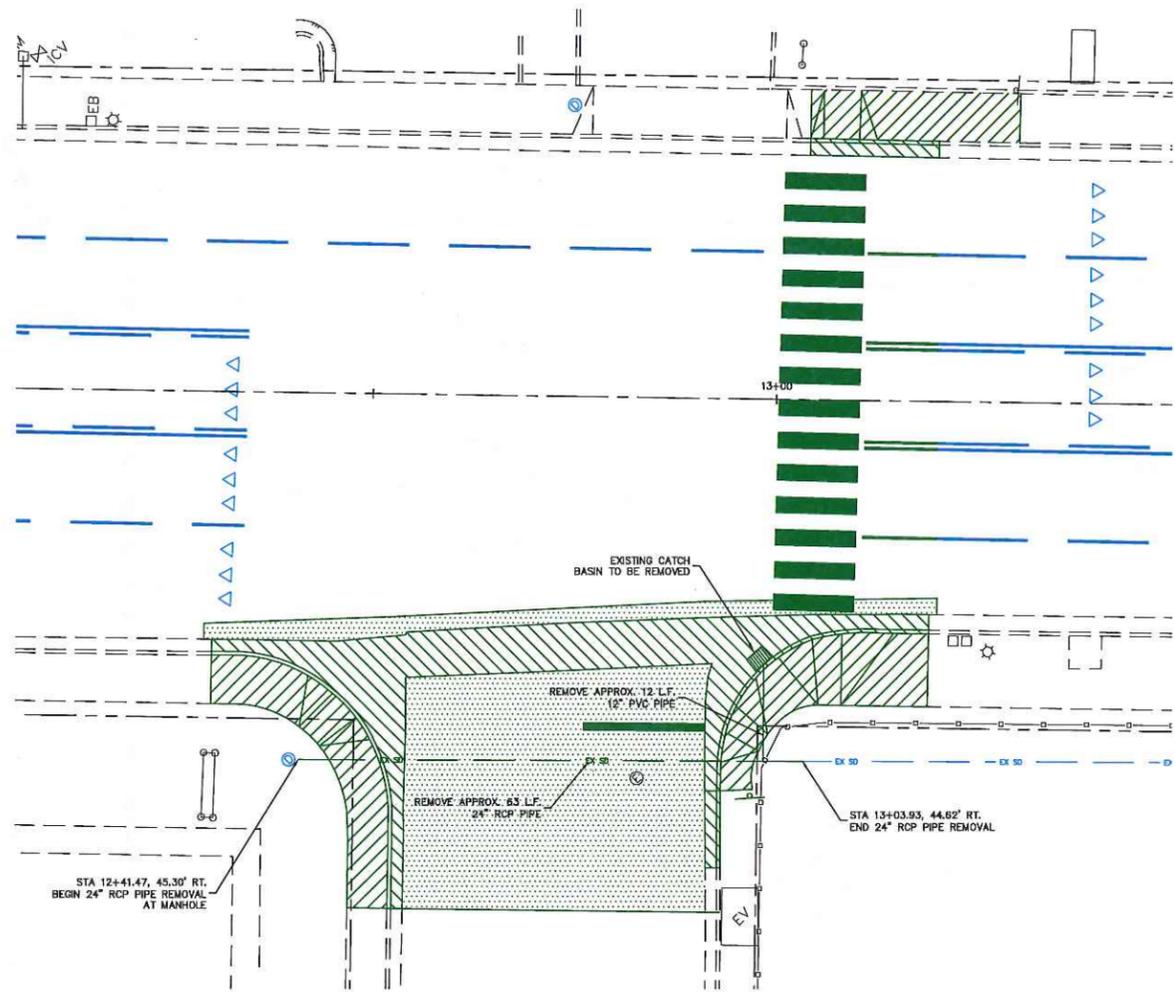
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C3.0

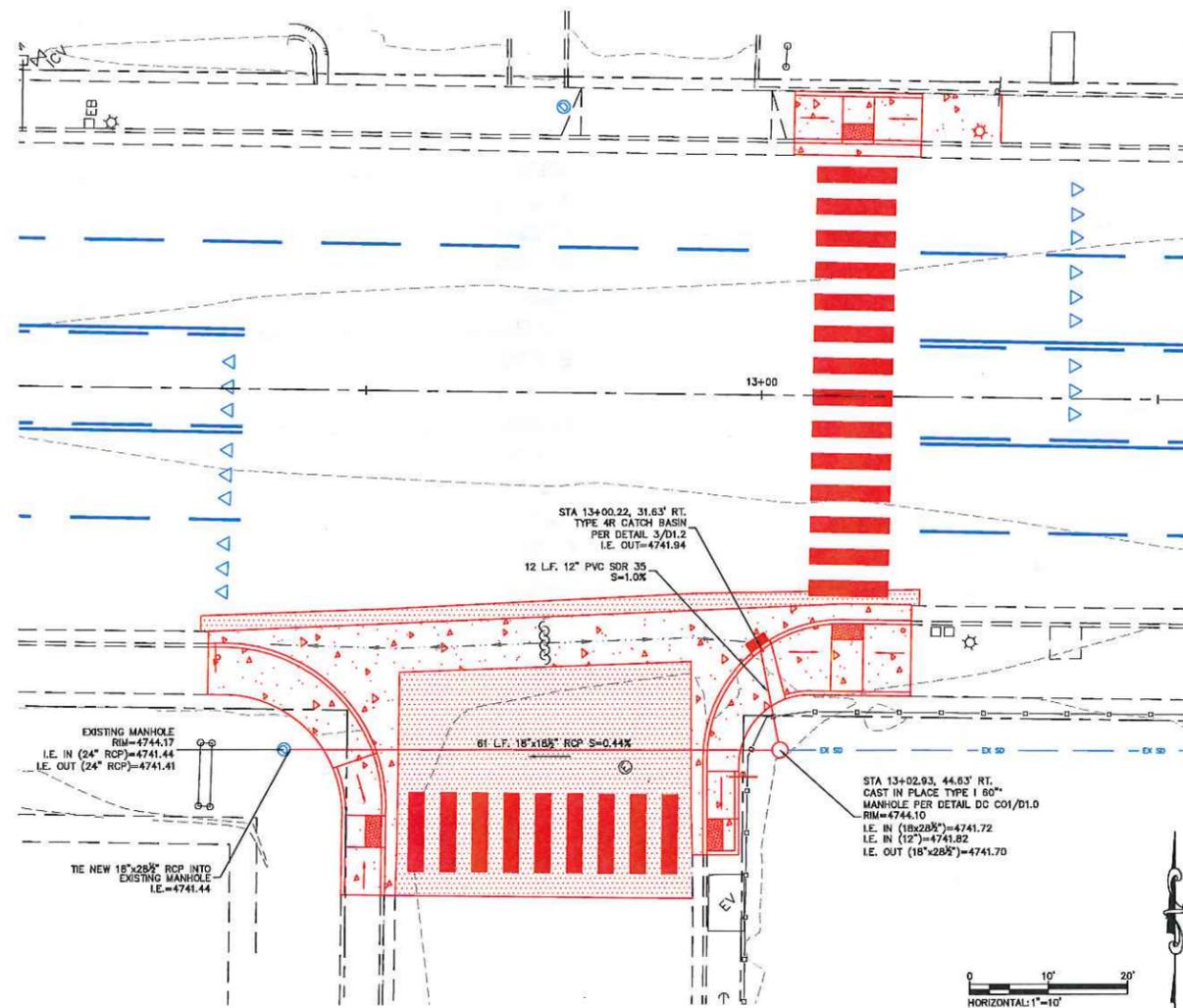
DATE: 1-29-2015
 DRAWN BY: RHH
 DESIGNED BY:
 CHECKED BY: TR
 JOB NO.: 8939.000

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01/29/2016 07:46 am rhhs



UTILITY REMOVAL PLAN



UTILITY PLAN

LEGEND

	PROPOSED IMPROVEMENTS
	EXISTING IMPROVEMENTS
	PROPOSED AC
	EXISTING AC
	EXISTING CONCRETE TO BE REMOVED
	EXISTING AC TO BE REMOVED
	PROPOSED STRIPING
	EXISTING STRIPING
	EXISTING STRIPING TO BE REMOVED

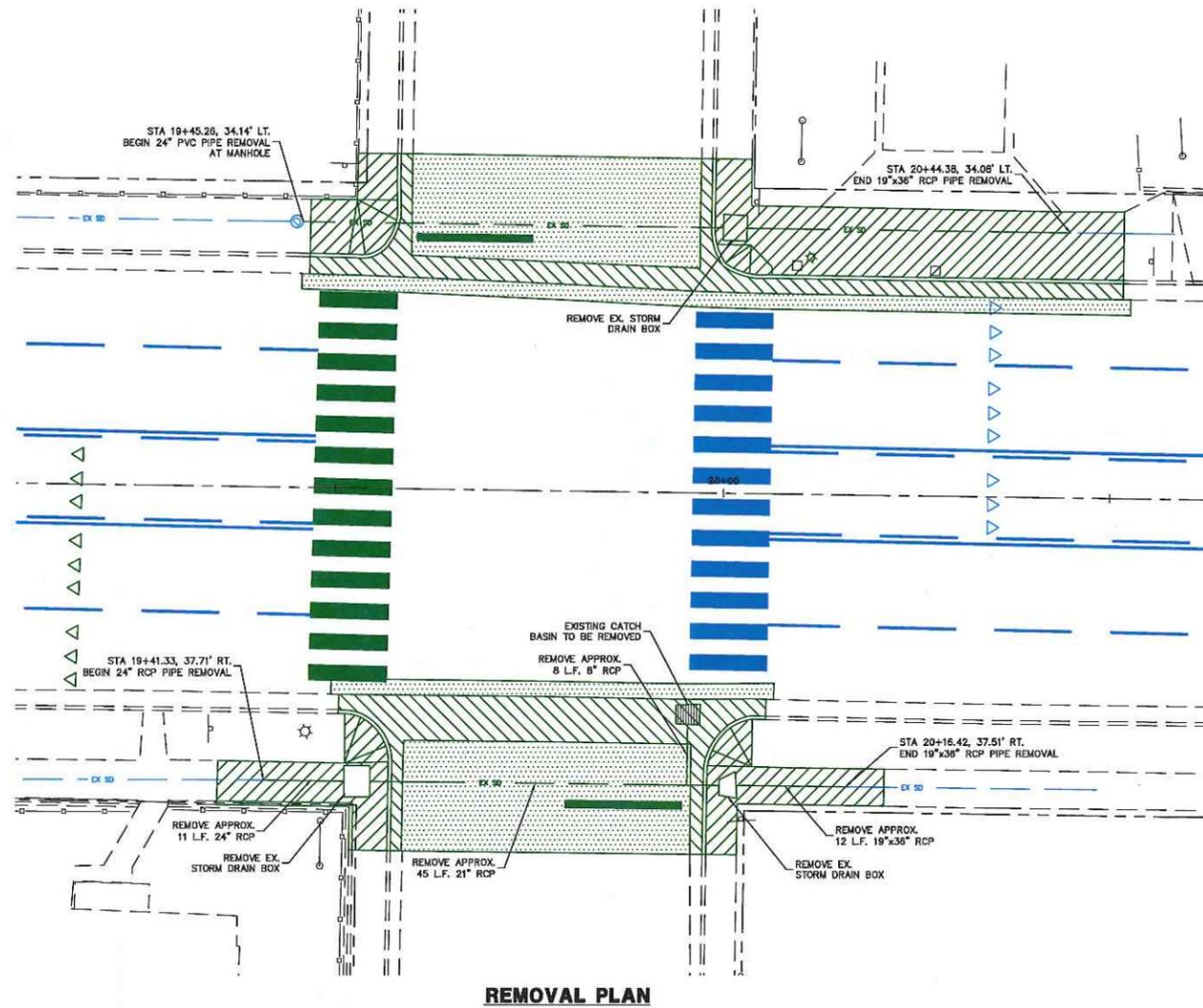
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 MILL STREET/MAIN STREET INTERSECTION
 TOWN OF GARDNERVILLE
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 NEVADA

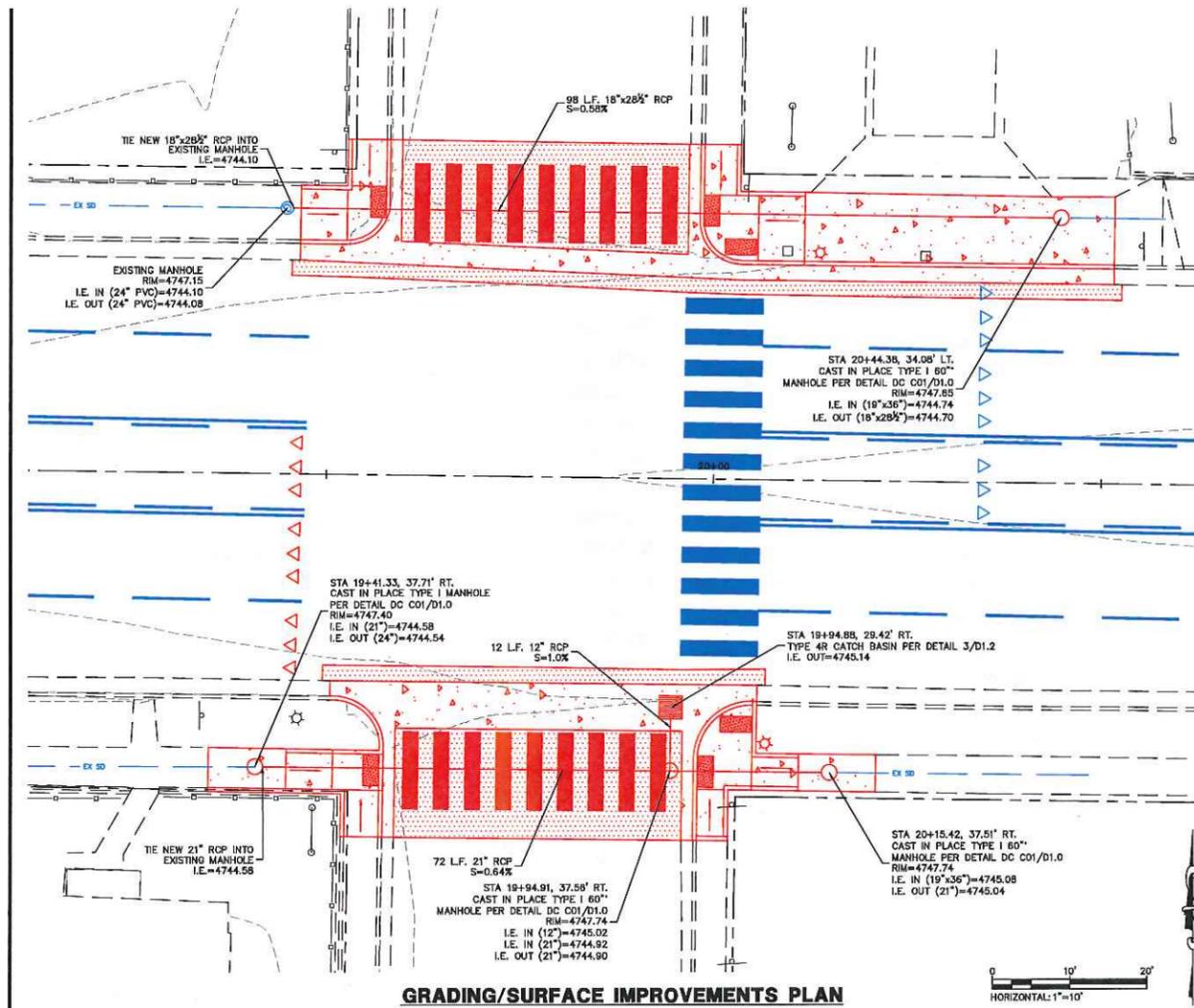
REV	DATE	DESCRIPTION	BY

60% SUBMITTAL

C3.1
 DATE: 1-29-2015
 DRAWN BY: RHH
 DESIGNED BY:
 CHECKED BY: TR
 JOB NO.: 8939.000



REMOVAL PLAN



GRADING/SURFACE IMPROVEMENTS PLAN

LEGEND

- PROPOSED IMPROVEMENTS
- EXISTING IMPROVEMENTS
- EXISTING IMPROVEMENTS TO BE REMOVED
- PROPOSED AC
- EXISTING AC
- EXISTING CONCRETE TO BE REMOVED
- EXISTING AC TO BE REMOVED
- PROPOSED STRIPING
- EXISTING STRIPING
- EXISTING STRIPING TO BE REMOVED



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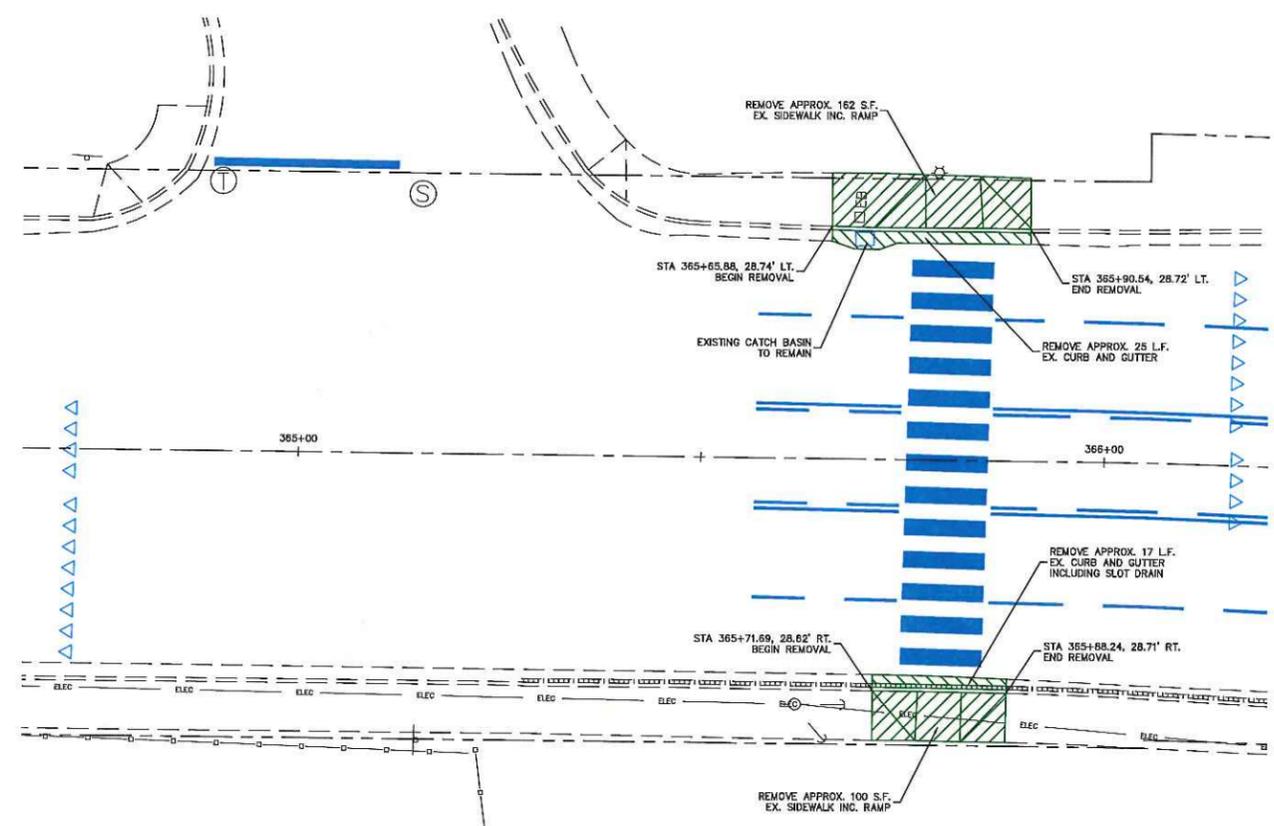
REV	DATE	DESCRIPTION

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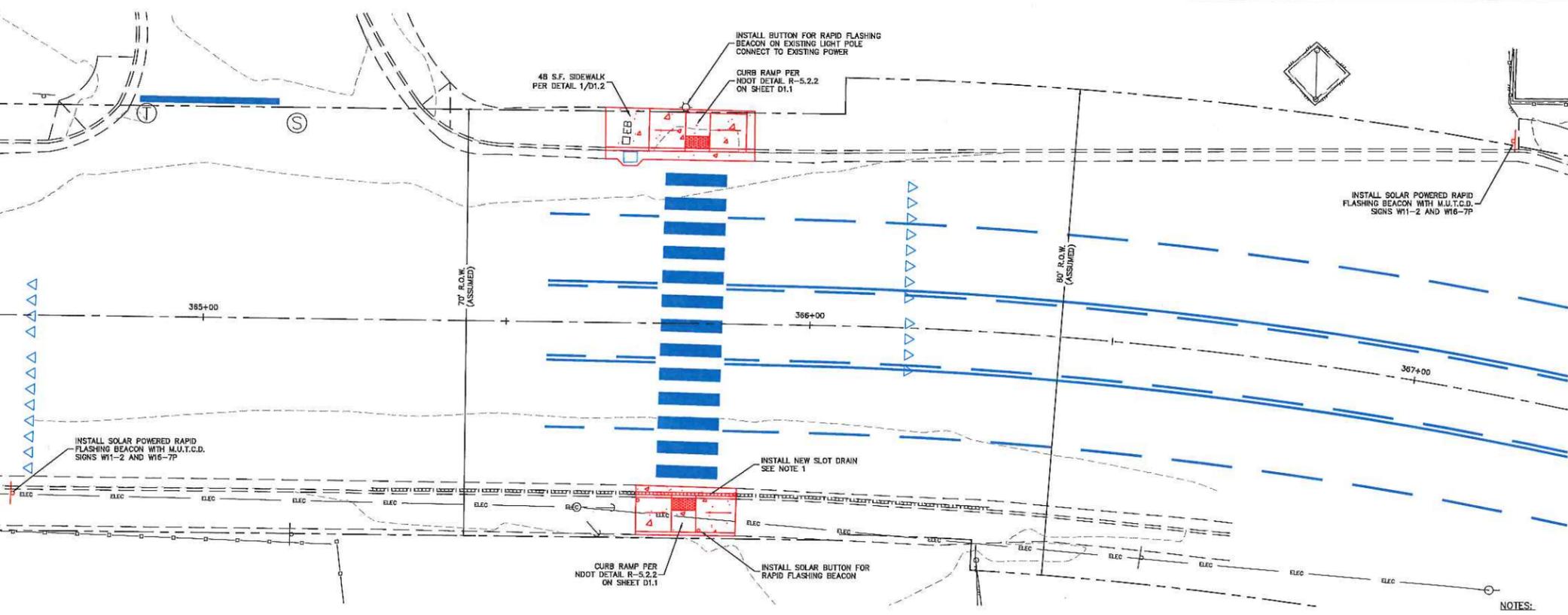
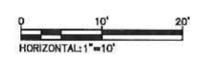
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DATE: 1-29-2015
DRAWN BY: RHH
DESIGNED BY:
CHECKED BY: TR
JOB NO.: 8939.000

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REMOVAL PLAN



GRADING/SURFACE IMPROVEMENTS PLAN

LEGEND

- PROPOSED IMPROVEMENTS
- EXISTING IMPROVEMENTS
- - - EXISTING IMPROVEMENTS TO BE REMOVED
- PROPOSED AC
- EXISTING AC
- EXISTING CONCRETE TO BE REMOVED
- EXISTING AC TO BE REMOVED
- PROPOSED STRIPING
- EXISTING STRIPING
- - - EXISTING STRIPING TO BE REMOVED

NOTES:

- CONTRACTOR IS TO VERIFY MANUFACTURER OF EX. SLOT DRAIN. SLOT DRAIN SHALL MEET ADA REQUIREMENTS AND BE INSTALLED TO MATCH EX. GRATE AND FLOW LINE ELEVATIONS.

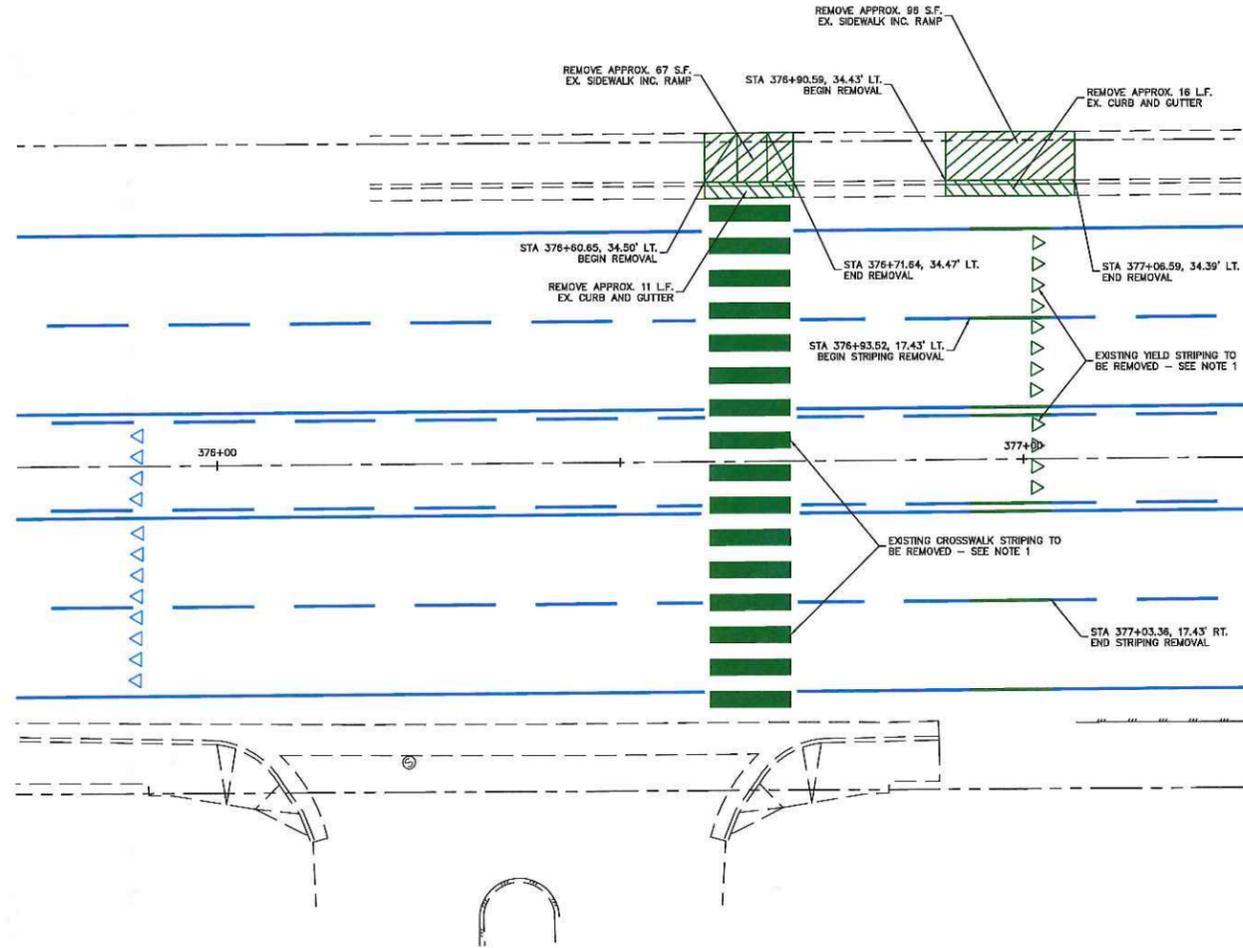
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 MISSION ST./MAIN ST. INTERSECTION
 TOWN OF GARDNERVILLE
 DOUGLAS COUNTY
 NEVADA

REV	DATE	DESCRIPTION

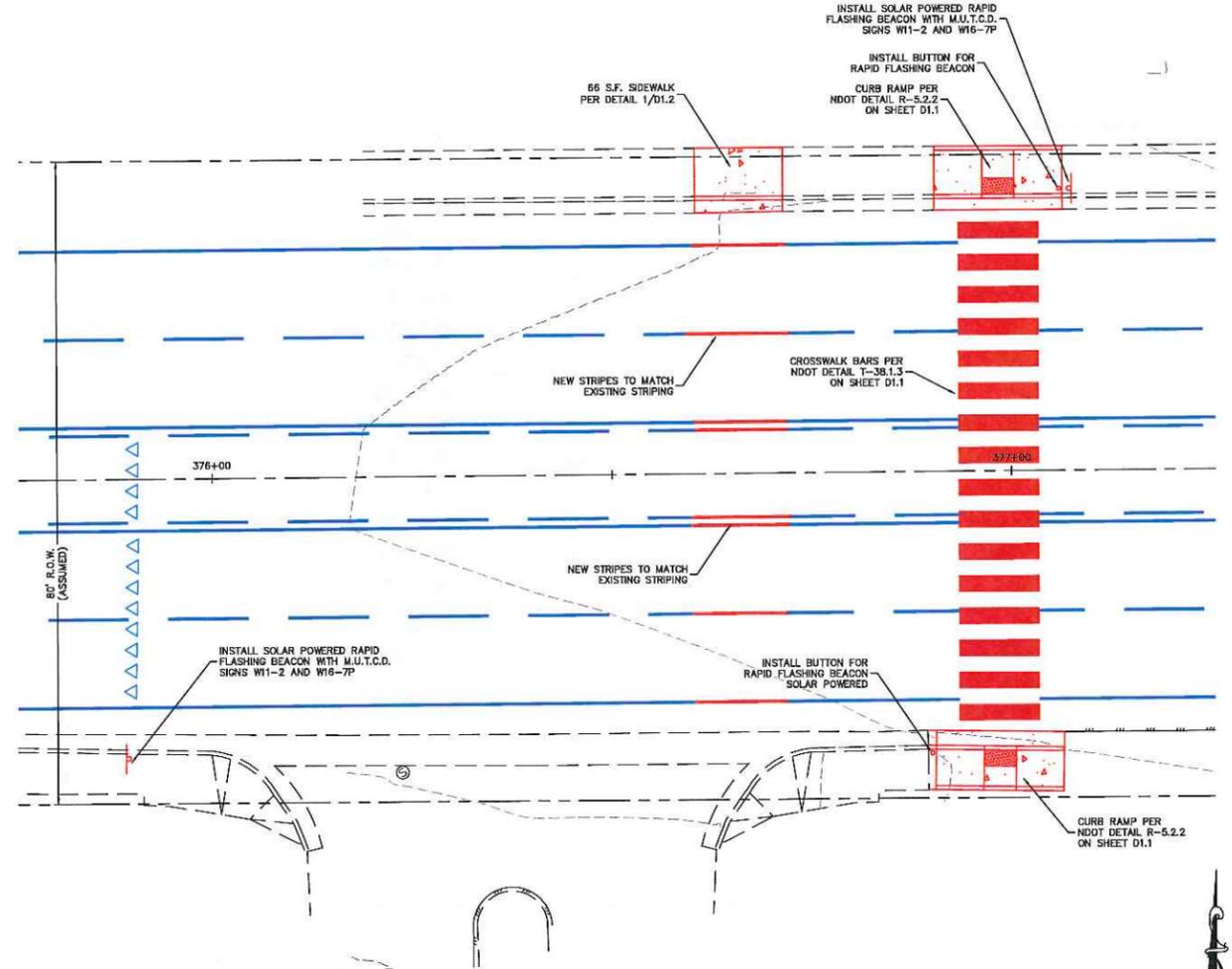
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 JOB NO.: 8939.000

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REMOVAL PLAN



GRADING/SURFACE IMPROVEMENTS PLAN

LEGEND

	PROPOSED IMPROVEMENTS
	EXISTING IMPROVEMENTS
	EXISTING IMPROVEMENTS TO BE REMOVED
	PROPOSED AC
	EXISTING AC
	EXISTING CONCRETE TO BE REMOVED
	EXISTING AC TO BE REMOVED
	PROPOSED STRIPING
	EXISTING STRIPING
	EXISTING STRIPING TO BE REMOVED



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 NEVADA
 DOUGLAS COUNTY
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REV	DATE	DESCRIPTION

60% SUBMITTAL

C6.0

DATE: 1-29-2015
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 DESIGNED BY:
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 JOB NO.: 8939.000

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BILL OF MATERIALS (DROP HDPE CURB)

ITEM	QTY	UNIT	DESCRIPTION
1	100	LINEAL FEET	CONCRETE CURB
2	100	LINEAL FEET	HDPE CURB
3	100	LINEAL FEET	GRATE AND FRAME
4	100	LINEAL FEET	PIPE

TABLE OF DIMENSIONS (DROP HDPE CURB)

ITEM	QTY	UNIT	DESCRIPTION
1	100	LINEAL FEET	CONCRETE CURB
2	100	LINEAL FEET	HDPE CURB
3	100	LINEAL FEET	GRATE AND FRAME
4	100	LINEAL FEET	PIPE

NOTES:

- CONCRETE SHALL BE CLASS A OR B.
- REINFORCING STEEL SHALL BE A601 BARS WITH MAXIMUM SPACING OF 18" ON CENTER.
- CONCRETE SHALL BE PLACED IN 4" LAYERS.
- CONCRETE SHALL BE VIBRATED TO REMOVE AIR ENTRIES.
- CONCRETE SHALL BE CURED WITH WET BURLAP AND PLASTERED WITH 1" THICK PLASTER.
- CONCRETE SHALL BE FINISHED WITH A SMOOTH FINISH.
- CONCRETE SHALL BE PAINTED WITH A DURABLE PAINT.
- CONCRETE SHALL BE CLEANED OF ALL OILS AND GREASE.
- CONCRETE SHALL BE PROTECTED FROM DAMAGE DURING CONSTRUCTION.
- CONCRETE SHALL BE PROTECTED FROM DAMAGE DURING TRANSPORT AND STORAGE.
- CONCRETE SHALL BE PROTECTED FROM DAMAGE DURING INSTALLATION.
- CONCRETE SHALL BE PROTECTED FROM DAMAGE DURING MAINTENANCE.

TABLE A - STRUCTURAL STEEL

ITEM	QTY	UNIT	DESCRIPTION
1	100	LINEAL FEET	STRUCTURAL STEEL
2	100	LINEAL FEET	PIPE
3	100	LINEAL FEET	GRATE AND FRAME

TABLE B

ITEM	QTY	UNIT	DESCRIPTION
1	100	LINEAL FEET	STRUCTURAL STEEL
2	100	LINEAL FEET	PIPE
3	100	LINEAL FEET	GRATE AND FRAME

NOTES:

- CONCRETE SHALL BE CLASS A OR B.
- REINFORCING STEEL SHALL BE A601 BARS WITH MAXIMUM SPACING OF 18" ON CENTER.
- CONCRETE SHALL BE PLACED IN 4" LAYERS.
- CONCRETE SHALL BE VIBRATED TO REMOVE AIR ENTRIES.
- CONCRETE SHALL BE CURED WITH WET BURLAP AND PLASTERED WITH 1" THICK PLASTER.
- CONCRETE SHALL BE FINISHED WITH A SMOOTH FINISH.
- CONCRETE SHALL BE PAINTED WITH A DURABLE PAINT.
- CONCRETE SHALL BE CLEANED OF ALL OILS AND GREASE.
- CONCRETE SHALL BE PROTECTED FROM DAMAGE DURING CONSTRUCTION.
- CONCRETE SHALL BE PROTECTED FROM DAMAGE DURING TRANSPORT AND STORAGE.
- CONCRETE SHALL BE PROTECTED FROM DAMAGE DURING INSTALLATION.
- CONCRETE SHALL BE PROTECTED FROM DAMAGE DURING MAINTENANCE.

NOTES:

- CONCRETE SHALL BE CLASS A OR B.
- REINFORCING STEEL SHALL BE A601 BARS WITH MAXIMUM SPACING OF 18" ON CENTER.
- CONCRETE SHALL BE PLACED IN 4" LAYERS.
- CONCRETE SHALL BE VIBRATED TO REMOVE AIR ENTRIES.
- CONCRETE SHALL BE CURED WITH WET BURLAP AND PLASTERED WITH 1" THICK PLASTER.
- CONCRETE SHALL BE FINISHED WITH A SMOOTH FINISH.
- CONCRETE SHALL BE PAINTED WITH A DURABLE PAINT.
- CONCRETE SHALL BE CLEANED OF ALL OILS AND GREASE.
- CONCRETE SHALL BE PROTECTED FROM DAMAGE DURING CONSTRUCTION.
- CONCRETE SHALL BE PROTECTED FROM DAMAGE DURING TRANSPORT AND STORAGE.
- CONCRETE SHALL BE PROTECTED FROM DAMAGE DURING INSTALLATION.
- CONCRETE SHALL BE PROTECTED FROM DAMAGE DURING MAINTENANCE.

GENERAL NOTES:

- FOR CAST IN PLACE CONCRETE BASE ALL REINFORCING STEEL TO BE NO. 4 BARS AT 18" CENTERS TIGHTLY WOUND AT ALL INTERSECTIONS AND EMBEDDED IN CONCRETE AT LEAST 2" AND BAR ENDS MUST CLEAR CONCRETE SURFACES BY 1-1/2".
- ALL CONCRETE SHALL CONFORM TO THE REQUIREMENTS OF SECTION 202 OF THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION FOR CONCRETE EXPOSED TO FREEZE-THAW ENVIRONMENT.
- MANHOLE WITH MORE THAN ONE PIPE-INFLOW PIPE INVERT ELEVATIONS SHALL BE ≥ 0.1" ABOVE OUTFLOW PIPE ELEVATION.
- FOR VALUES OF "H" SEE PLANS. "H" IS THE DIFFERENCE IN ELEVATION BETWEEN THE OUTFLOW PIPE INVERT ELEVATION AND THE TOP OF MANHOLE ELEVATION AT STREET GRADE.
- DO NOT PLACE PIPES IN TAPERED SECTION.
- MANHOLE COVER SHALL BEAR UTILITY IDENTIFICATION AND SYSTEM FUNCTION (IF APPLICABLE).
- MANHOLE STEPS SHALL CONFORM TO ASTM STANDARD SPECIFICATION C-478 WITH MAXIMUM SPACING OF 16" AND 7" CLEAR DISTANCE FROM THE WALL OF RISER OR CONE SECTION. THE STEP MUST HAVE A 10" MINIMUM WIDTH. STEPS SHALL ALSO CONFORM TO OSHA AND NEVADA OSHA.
- SHAPE FLOWLINE IN MANHOLE TO OUTLET PIPE, AND PROVIDE A 10:1 MINIMUM SLOPE FROM ALL DIRECTIONS TOWARD FLOWLINE.
- COMMERCIAL PREFABRICATED ADJUSTMENT RINGS FOR MANHOLES MAY BE USED WHEN APPROVED BY THE ENGINEER.
- T = THICKNESS PIPE WALL.

NOTES:

- CONTRACTOR SHALL CONTACT AND COORDINATE WITH THE SEWER UTILITY AND ALL OTHER UTILITIES 48 HOURS PRIOR TO CONSTRUCTION.
- ALL CONSTRUCTION SHALL CONFORM TO DOUGLAS COUNTY STANDARDS AND APPROVED.
- MANHOLE SHALL BE CONSTRUCTED OF PRECAST REINFORCED CONCRETE SECTIONS CONFORMING TO ASTM DESIGNATION C478.
- EXCAVATION FOR MANHOLE MUST BE MADE TO A MINIMUM OF ONE FOOT OUTSIDE OF THE MANHOLE WALL TO PROVIDE FOR ADEQUATE WORKSPACE. SPACE OUTSIDE OF THE MANHOLE SHALL BE BACKFILLED WITH ACCEPTABLE MATERIAL IN UNIFORM LAYERS NOT EXCEEDING 8" IN DEPTH. EACH LAYER SHALL BE THOROUGHLY COMPACTED TO THE DEPTH OF THE EARTH IN THE ADJACENT TRENCH SECTIONS. (MIN. SOX IN EXISTING OR PROPOSED STREET OR ALLEY RIGHTS-OF-WAY).
- CAST IRON FRAME AND COVER SHALL BE 24" DIAMETER (CLEAR OPENING) AND SHALL BE MANUFACTURED FROM GRAY CAST IRON CONFORMING TO ASTM DESIGNATION: A 48, CLASS 30 AND DESIGNED FOR A MINIMUM HS-20 TRAFFIC LOADING. COVERS AND FRAMES SHALL BE MATCH-MARKED IN Pairs AND SEATING SURFACES MACHINED SO THAT COVER IS NON-ROCKING. COVERS SHALL HAVE ONE PICK HOLE AND ONE CENTRALLY LOCATED 1" DIA. HOLES. COVERS SHALL HAVE NO "THRU" HOLES.
- ALL BASES MUST BE PRECAST UNLESS OTHERWISE APPROVED BY THE SEWER UTILITY.
- ALL LIFTING HOLES, JOINTS AND OTHER IMPERFECTIONS SHALL BE FILLED WITH NON-SHRINK GROUT. ALL JOINTS AND CONNECTIONS TO NEW OR EXISTING MANHOLES SHALL BE WATER-TIGHT.
- CONCRETE FOR CAST-IN-PLACE MANHOLE BASE, IF APPROVED BY THE SEWER UTILITY FOR USE, SHALL CONFORM TO SECTION 202 OF THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION.
- SEWER STEPS FOR FUTURE EXTENSION SHALL BE NO MORE THAN 5 FEET IN LENGTH.
- THE TOP OF INCOMING LATERAL SEWERS SHALL ENTER THE MANHOLE AT AN ELEVATION EQUAL TO THE TOP OF THE MAIN LINE. EXCEPTIONS ONLY BY PRIOR SEWER UTILITY APPROVAL.
- INVERTS SHALL BE FORMED DIRECTLY IN CONCRETE OF MANHOLE BASE AND SHALL BE SMOOTH AND ACCURATELY SLOPED TO A SEMI-CIRCULAR BOTTOM CONFORMING TO THE INSIDE OF THE ADJACENT SEWER SECTION. MAINTAIN SLOPE OF ADJACENT PIPELINE ACROSS THE MANHOLE BASE.
- STEPS ARE REQUIRED WHERE MANHOLE DEPTH IS 34" (4" - 6") OR GREATER. STEPS SHALL BE ALIGNED VERTICALLY (1" MAX. TOLERANCE) AND HORIZONTALLY (0.5" TOLERANCE) SO AS TO FORM A CONTINUOUS LADDER, AND SHALL CONFORM WITH THE DESIGN REQUIREMENTS OF THE STATE OF NEVADA, OSHA STANDARDS, SECTION 1910.27 (DEPTH IS RISE ELEV. TO TOP OF PIPE). STEPS SHALL BE STEEL REINFORCED POLYPROPYLENE (PPRP).
- WHERE MANHOLES ARE NOT LOCATED IN STREETS, PLACE TOP OF MANHOLE 6" ABOVE EXISTING GROUND UNLESS OTHERWISE REQUIRED BY THE SEWER UTILITY. INSTALL THE CONCRETE COLLAR FROM A POINT 6" OUTSIDE THE TOP OF THE COVER FRAME AND EXTEND A MINIMUM OF 24" BELOW THE SURROUNDING GROUND SURFACE. TAPE THE CONCRETE COLLAR FROM TOP TO BOTTOM AT A 1:1 SLOPE OR FLATTER.
- PROVIDE 60" DIAMETER OR LARGER MANHOLE FOR PIPES LARGER THAN 15" DIAMETER.

TOWN OF GARDNERVILLE
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 DETAILS
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 DOUGLAS COUNTY
 NEVADA

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NO.	REVISION	DATE	STANDARD DETAIL FOR PUBLIC WORKS CONSTRUCTION	SECTION

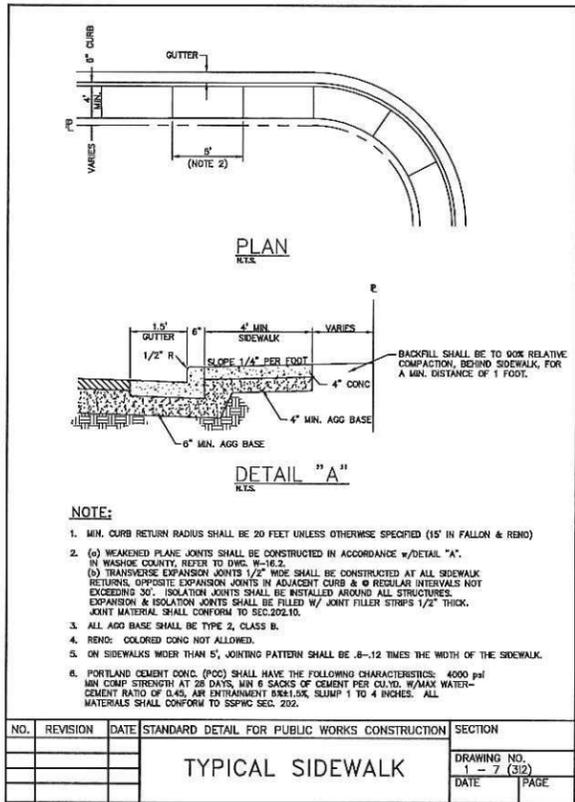
TYPE 1 & 2 AND
 TYPE 1 & 2 MODIFIED MANHOLES

SECTION
 DOUGLAS COUNTY
 DATE: 6/07/2007
 DWG: DC D01

NO.	REVISION	DATE	STANDARD DETAIL FOR PUBLIC WORKS CONSTRUCTION	SECTION

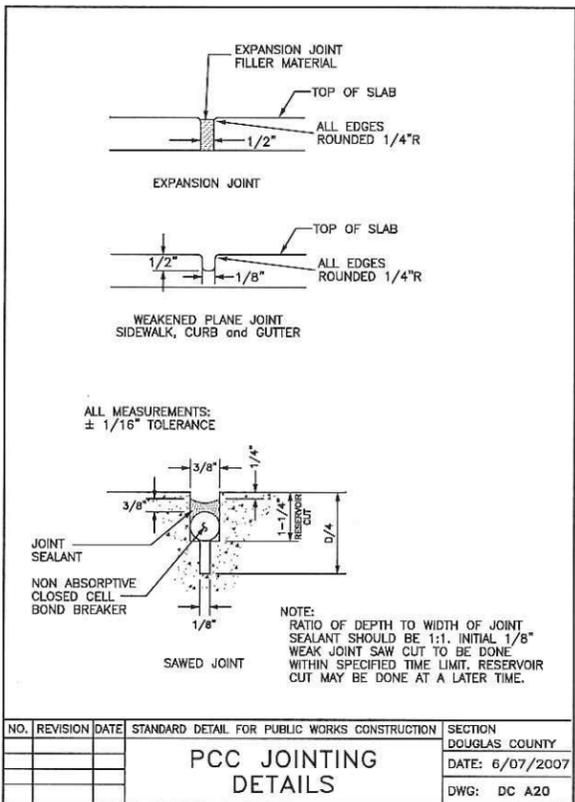
SANITARY SEWER
 MANHOLE

SECTION
 DOUGLAS COUNTY
 DATE: 6/07/2007
 DWG: DC C01



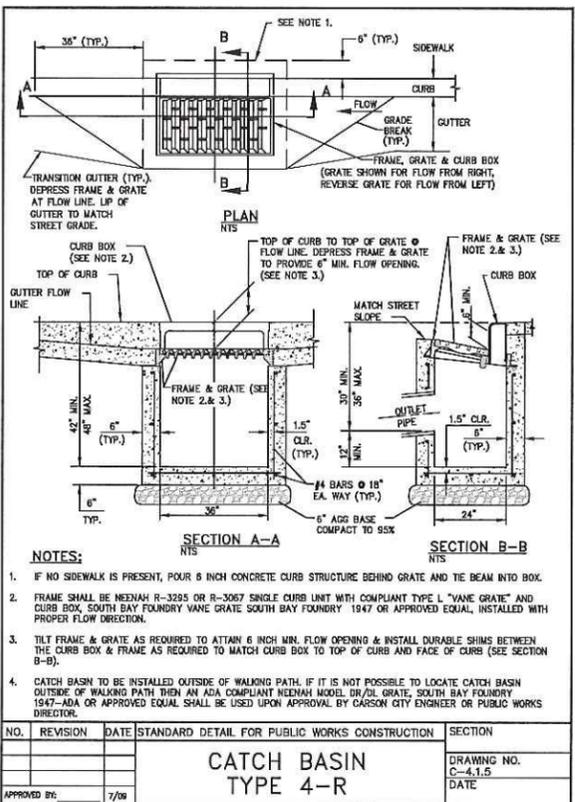
NO.	REVISION	DATE	STANDARD DETAIL FOR PUBLIC WORKS CONSTRUCTION	SECTION
			TYPICAL SIDEWALK	DOUGLAS COUNTY

N.T.S. 1



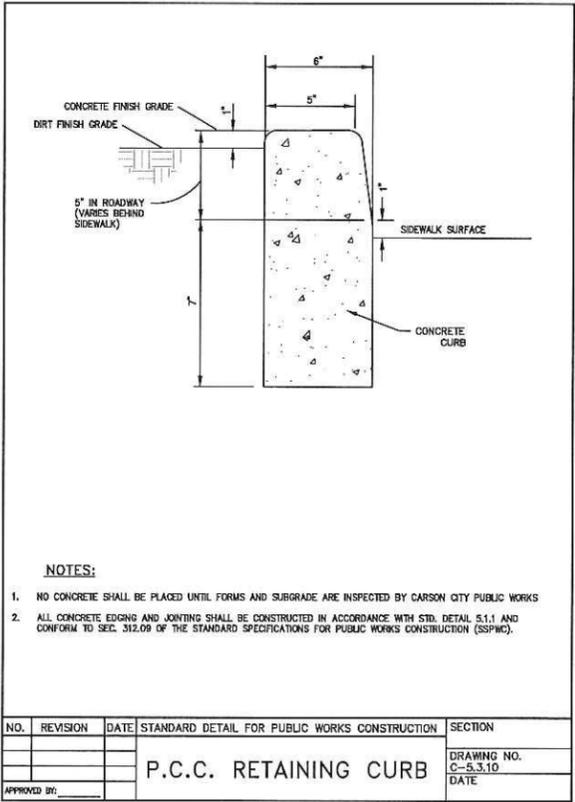
NO.	REVISION	DATE	STANDARD DETAIL FOR PUBLIC WORKS CONSTRUCTION	SECTION
			PCC JOINTING DETAILS	DOUGLAS COUNTY

N.T.S. 2



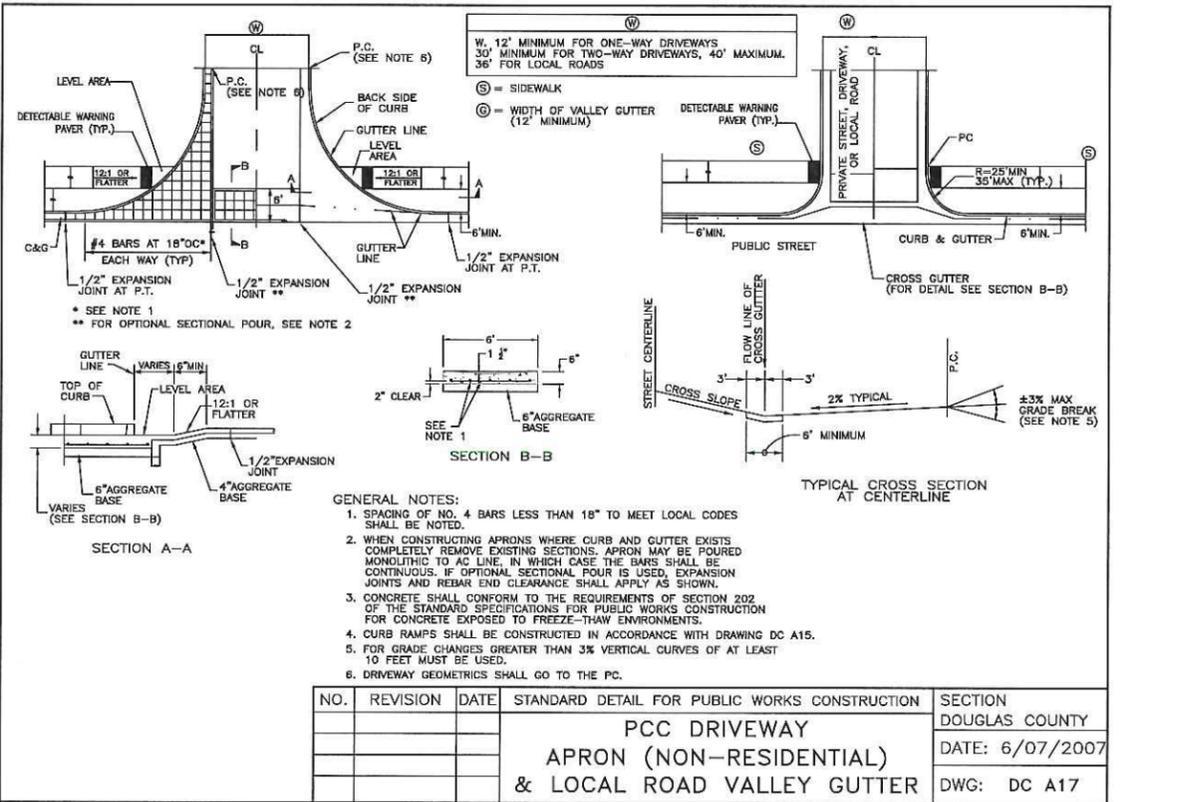
NO.	REVISION	DATE	STANDARD DETAIL FOR PUBLIC WORKS CONSTRUCTION	SECTION
			CATCH BASIN TYPE 4-R	DOUGLAS COUNTY

N.T.S. 3



NO.	REVISION	DATE	STANDARD DETAIL FOR PUBLIC WORKS CONSTRUCTION	SECTION
			P.C.C. RETAINING CURB	DOUGLAS COUNTY

N.T.S. 4



NO.	REVISION	DATE	STANDARD DETAIL FOR PUBLIC WORKS CONSTRUCTION	SECTION
			PCC DRIVEWAY APRON (NON-RESIDENTIAL) & LOCAL ROAD VALLEY GUTTER	DOUGLAS COUNTY

N.T.S. 5



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