



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, November 1, 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 October 26, 2016, on or before the third day prior to the meeting date, by Carol Louthan, Administrative Services 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 8:04 A.M.

Douglas County Historic Courthouse, 1616 8th Street, Minden NV 89423, at 8:11 A.M.

Gardnerville Post Office, 1267 US HWY 395 #L, Gardnerville NV 89410 at 8:20 A.M.

Gardnerville Town Offices, 1407 HWY 395 N, Gardnerville NV 89410 at 8:30 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 – Colleen Kurczodyna layperson from Carson Valley United Methodist Church

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

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.

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:

I. October 4, 2016 Regular Board meeting

II. October 10, 2016 Special 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 October 2016 claims.
4. **For Possible Action:** Approve continuing, Resolution 2015-01, a resolution by the Gardnerville Town Board adopting policy regarding opening invocations before meetings of the Town Board of Gardnerville.
5. **For Possible Action:** Recommend approval of a Douglas County Outdoor Festival Entertainment Event Application by Carson Valley Chamber of Commerce for the 20th Annual Parade of Lights, December 3, 2016 starting at Heritage Park and ending in Minden Park, and a waiver of associated street closure fees by Town of Gardnerville. This event includes closures of the following Town maintained streets from 3:00 p.m. to 8:00 p.m.: Gilman, South Ezell Street and Eddy Street.
6. **For Possible Action:** Approve appointment of Katrina Rowe to the Main Street Board of Directors.

ADMINISTRATIVE AGENDA

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

7. **Not for Possible Action:** Discussion on the Main Street Program Manager's Monthly Report of activities for October 2016. (approx. 10 minutes)
8. **For Possible Action:** Discussion to approve, approve with modifications or deny a request by Martin Stahl for a zoning map amendment (DA 16-03) to change the zoning district from neighborhood commercial to mixed use commercial within the Town of Gardnerville. The subject property is located at 1378 N Hwy 395, Gardnerville, in the Minden/Gardnerville Community Plan. (APN 1220-04-101-029); with public comment prior to Board action. (approx. 20 minutes)
9. **For Possible Action:** Discussion to approve, approve with modifications or deny, a request by Opal Investments LLC, ET AL, to accept the maintenance of the Ranch at Gardnerville, Phase 1 improvements, including, street, storm drain, street lights, street signage associated with the local roads: Lasso Lane, Ox Yoke, Gilman Avenue north of Heybourne Road, and the proposed flood channel trench, and storm drain trench located on town owned open space property, with public comment prior to Board action. (approx. 15 minutes)
10. **For Possible Action:** Discussion to approve, approve with modifications or deny, a request by Jenuane Communities The Ranch LLC. to;
 - a. Approve the Landscaping Maintenance plan for use by the HOA,
 - b. Approve the Storm Drain System Maintenance plan, which will discharge into the town owned and maintained channel which discharges directly into the Martin Slough,
 - c. Approve the "Access and Spillway Maintenance Easement" along the maintenance path of the large flood channel located between the proposed development and flood channel,Authorizing the town manager to sign the documents, located at Esplanade at the Ranch, (APN:1320-33-210-069); with public comment prior to Board action. (approx. 15 minutes)
11. **Not For Possible Action:** Discussion on the Town Attorney's Monthly Report of activities for October 2016. (approx. 5 minutes)
12. **Not For Possible Action:** Discussion on the Town Manager's Monthly Report of activities for October 2016. (approx. 15 minutes)
13. **Not For Possible Action:** Discussion on the Board members activities and liaison committee reports including but not limited to; Carson Valley Arts Council, Nevada League of Cities, and Main Street Gardnerville. (approx. 10 minutes)

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

Adjourn

Next monthly meeting December 6, 2016

Carson Valley Christmas Kickoff – December 1, 2016



GARDNERVILLE TOWN BOARD

Meeting Minutes

Mary Wenner, Chairwoman
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Tuesday, October 4, 2016

4:30 p.m.

Gardnerville Town Hall

INVOCATION – Assistant Pastor Rob Simpson of Valley Christian Fellowship

 Chairwoman Wenner called the meeting to order and made the determination a quorum is present.

PRESENT:

Mary Wenner, Chairwoman
Lloyd Higuera
Cassandra Jones
Linda Slater

Michael S. Rowe, Town Counsel
Tom Dallaire, Town Manager
Geoff LaCost, Town Superintendent Public Works
Carol Louthan, Administrative Services Manager

ABSENT:

Ken Miller, Vice-Chairman

 PLEDGE OF ALLEGIANCE – Tom Dallaire

 PUBLIC INTEREST COMMENTS (No Action)

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Town Manager Dallaire and Chairwoman Wenner presented Marie Nicholson, Town Office Specialist with a certificate for 10 years of dedicated service to the Town of Gardnerville.

No other 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/Slater to approve the agenda.

No public comment.

Upon call for the vote, motion carried with Board Member Miller absent.

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

September 6, 2016 Regular Board meeting, with public comment prior to Board action.

No public comment.

Motion Slater/Higuera to approve the previous minutes. Motion carried with Board Member Miller absent.

 **CONSENT CALENDAR FOR POSSIBLE ACTION**

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1. **For Possible Action: Correspondence**

Read and noted.

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

No public comment.

Motion Higuera/Slater to approve the consent calendar. Motion carried with Board Member Miller absent.

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 September 2016.**

Mrs. Lochridge reported on the Fall Harvest Festival. We had over 200 people there. We partnered with the East Fork Gallery. We had a good turnout for the picnic in the park event where we recognized many of our volunteers and businesses that support our program. By nomination of peers we selected a volunteer of the year; Scott Bergan, vice president of our board and chairperson of the promotions committee. Keith Hart with Big Daddy's Bike Ski and Board was selected as the best business in our district. I survived the presentation at UNR. It was a five person panel. I think we did okay. I did include the presentation in your packet. I contacted our representative with USDA on the market analysis done in 2010. We want to revise that. I know Tom wanted to get one done as well for the town. Minden's main street and the Town of Minden has also mentioned they were interested in having a market analysis done. The representative suggested that we do it as a group effort because the Town of Minden and Main Street Minden haven't applied for USDA/ARBEG funds yet. Our points would be higher if we did it as a collaboration. We are in the process of reaching out to the other three entities to work that out. All the money has been paid back to our revolving loan fund. We have over \$31,000. We can continue to do the revolving loan fund as it is, but we could also create a matching grant fund. USDA has a rural community that is doing that. I need to speak with Herb Shed to make sure these monies are okay to use. We have been working on events. The coffin races are Saturday. We seem to have a lot of interest. We only have five officially signed up to race in the event. We have three more we're waiting for their applications. We do have 12 vendors that will be there. Our Fall in Love with the District vacancy tour scheduled for October 22 is being turned into a virtual tour. We met with a real estate individual that represents a lot of the commercial vacancies in town. He didn't think we have enough vacancies in the town. We have a form that we will send out to the realtors and property managers that have vacancies. We will do a social media blast and see if there is interest in a physical tour.

5.  **For Possible Action: Discussion on updating town website at cost of \$7,000 with an option for \$2,100 annual fee for future updates and/or add only a mobile app option at a cost of \$3,750 with an annual subscription of \$975; with public comment prior to Board action**

Mr. Dallaire reported we have been working on the credit card procedure, which is up and running. I wanted to talk to the board about other options. There are a lot of places that will do a website but they don't offer hosting. Having that service provided by an outside source is beneficial for the town. Mr. Dallaire went over the background of the current website. Civic Plus called and gave us some statistics on our website. Keith Ruben called after reading the agenda and they use Pronto Marketing which would do a whole redesign. It is \$500 for the design and \$274 a month. You can have as many updates as you want. Mr. Dallaire shared some photos of desktop and mobile app views.

Chairwoman Wenner asked if he had seen Virginia City's app? They have a web cam.

Mr. Dallaire would send them what we want and they will format it, get it up and running and we can edit it or send them the information to edit it. We do have money in the budget. We will be rolling forward \$40,000. So we will keep the numbers up to date.

Chairwoman Wenner called for public comment.

Mr. Linderman commented Word Press is one of the most common website building technologies. So you can find a lot of people who use them. Do you think anyone would download the app for the town? Just having a mobile friendly site is good enough. There may be some people who are app happy. I tend to use websites because I don't

go back on a regular basis. If there was a compelling reason to go back every day and there was an app alternative then maybe. But if it's once a month, why would I want to encumber my phone with all the apps. My opinion is an app is snazzy but not all that useful beyond a mobile friendly website. A mobile friendly website is not what you have today. Word Press is very standard. You're not locked in to one vendor. I would highly recommend that approach.

No further public comment.

Mrs. Jones mentioned on page 5-20 it says we build you a professional new website to your specs, set it live and update it whenever you want. Does it mean they update it or we update it? .

Mr. Dallaire answered if there are some features on there we want to add they update that. I think the content we can update. They do all the updates to the site if we need it changed. If we wanted to add some pages or features, they will tweak the website itself, but the content we would add. We do that now. As often as we want they will update the site. They have over 1500 websites right now that they host. They are all pretty similar to these with the buttons. There is a lot of variation but the buttons are big and the photos are pretty nice to have. It would be breaking away from what we have today. It's basically a banner and then we can have these as a button and tab and then the Facebook button. Every time we have our current website changed they charge us. So we don't get it changed.

Mrs. Slater is sure a lot of people would utilize it if it's mobile friendly.

Mr. Dallaire advised the clerk's site is being hosted by IT. I don't want to host it here in case there is an emergency. There are three versions out there so if someone hacks something another is ready to replace it. It would be up during an emergency. We do have the mobile 311 app on all of the staff's tablets. We want to link to 311.

Mrs. Slater asked if we could put alerts on like the fire that closed Hwy 395. Could we have put an alert on that said the highway was closed?

Mr. Dallaire answered yes. On the one we have now it would be under town news.

Motion Jones/Slater to update the town's website using Pronto Marketing at a cost of \$500 setup and \$247 per month. Motion carried unanimously with Board Member Miller absent.

6.  For Possible Action: Discussion on the Request for Proposals of a Town Counsel representative and further discuss the interview process and procedure for the interviews at a special meeting on Monday, October 10th at 5:30 pm.; with public comment prior to Board action.

Mr. Dallaire received four responses to the RFP. The four responders are all here today. Ryan Russell was the first to submit on September 20; Chuck Zumpft responded on September 23; Jennifer Yturbide responded on September 26; and Steve Handelin on September 26. The proposal was to have them come back at a special meeting on Monday October 10. I have the proposed times on the draft agenda. Talking with Mike about the process we can actually discuss the questions at that time. I did hear from Linda on the questions but we can discuss that first at 5:00. There is a letter explaining and inviting them to come to the interview. We will send that out. We would do the interviews, come back after a short break and do a formal discussion amongst the board and select the candidate. In order to assist I provided an evaluation form to evaluate their proposal. We can select the interview questions and evaluate them based on their responses to those questions, tabulate, and determine who you are favoring. I provided you with eight or nine questions. Four of those came from Linda. Please get me any further questions you want to ask tomorrow. Then we can set up an evaluation form for the interviews and tally those after the interviews.

Chairwoman Wenner called for public comment.

Mr. Ryan Russell would like to thank the Board for the opportunity to go through this process with you and fill the very large shoes of Mr. Rowe. I have had the pleasure of working with him throughout the years. You have a hard decision ahead of you on this matter. The lucky thing for you is there is not a bad decision to be made. I look forward to going through the process with you. If I am chosen I look forward to working with you. Otherwise I know you will be well represented.

Mr. Dallaire appreciates all the applicants' interest in the town and wanting to represent us.

No further public comment.

Mrs. Jones did not think they need a motion today. We can pin down the precise questions on Monday and respectfully request the applicants abstain from attending. I know it is an open meeting, but if part of the process is making sure you can respond on your feet, then I don't know that we need a motion today.

Mr. Rowe agreed. It appears that the agenda is satisfactory and we need to get that posted. I will look at it now and talk to you later.

7.  **Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for September 2016.**

Mr. Rowe reported it has been very quiet. Tom and I have been trying to get the boundary line adjustment approved by the county. They seem to have some miniscule objections to certain of the documents. I presented two revised deeds that take into account a couple of suggestions. We are still waiting for some information back. We are not able to tell you when they will record. But we will get that soon. One of the exhibits had an error and that was the APN. What they wanted depicted on that exhibit is the Hellwinkel barns that have no relation at all to this boundary line adjustment with the Village Motel. We can't get that issue resolved until Eric returns next week. The only other thing outside of the usual course was the review of the RFP and I provided suggestions for the town counsel position.

8.  **For Possible Action: Approval of Proclamation 2016P-04 by the Gardnerville Town Board recognizing the outstanding legal services and representation of town counsel Michael S. Rowe; with public comment prior to Board action.**

Chairwoman Wenner read the proclamation.

No public comment.

Motion Higuera/Jones to approve Proclamation 2016P-04 recognizing the outstanding legal services and representation of town counsel Michael S. Rowe. Motion carried with Board Member Miller absent.

Mr. Dallaire presented Mr. Rowe with the proclamation, gavel plaque and trophy

Mr. Rowe thanked Tom. Those are the most spectacular trophies of any car show I've been involved. The follow up is, we had dinner with Gus and Ed Young last week. They won for their '29 Packard and the trophy they have is on the book shelf in their living room. Gus has a lot of trophies and he said this one was the greatest trophy. Thanks for making it. I appreciate it.

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

Mr. Dallaire reported the Gardnerville Station was awarded to Bramco. Bramco has been working on the site since the beginning. Bramco can be back on site in November. Once he gets on site it won't take very long. I did meet with an individual from Jensen and they are interested in providing a proposal for the underground storage facility. I have a couple other quotes. I am hoping to meet with Jensen next week. We will see if we can get a partial system underground while the hole is open. They will be removing the canopy, the concrete, and all the contaminated material. If we need to, NDEP will come down to inspect and sign off on the site. Then we will start the backfill process with the tanks, if we can get them done. Mill Street is half done. They are working on the sidewalk improvements that we added. We talked to the adjacent property owner and he is excited about having sidewalk down Mill Street. We added that as part of the sidewalk project. We had the contractor do the work. That whole intersection will be complete. We are having problems with NV Energy at the moment. They need to put a transformer in. Their design didn't call for a transformer. We will have to get an easement for that. We will be asking Mike to do another public utility easement if we can get the owner to sign off. That is on the Mexican restaurant side. We are working on the storm drain. We decided to go back to Anderson and have him revise the plans for Toiyabe. We will put in a large catch basin, a box culvert and a manhole at the existing storm drain. I need to get those plans revised. I will be out of the office on Thursday and Friday this week. We will have the special meeting on Monday night. The Nevada League of Cities conference is Wednesday, Thursday and Friday. The Park family pulled their application. They will be back. I have been working with David on another issue at the end of the ditch that was constructed when Chichester was accepted.

Mr. Higuera asked when the canopy will come down at Gardnerville station.

Mr. Dallaire answered November. Should we do a party? Last month we received a request about the blue lights. There is a picture in the packet. I am wondering if you are okay with recognizing the fallen officers nationwide for a month with blue lights on the office building. Just wanted to make sure you were okay with that.

Board agreed it was okay.

Mr. Dallaire is working through the approval with the new owners of the parcel where the fireworks will be. The last item, Title 18 has been this way for a long time. There are a few things we need to update: the boundary, services, and get rid of fire hydrant specifications. If there is something you would like to include in the county code, I will do some research and see what other kinds of things we would want to include. I think one of the things we could include would be dogs in parks. We are having a lot of problems with dogs in the parks. Our staff has no authority to remove them and people are catching on. So we really need some support from the parks or the sheriff. Maybe a town code to include those types of concerns. Sidewalks are another issue. Minden has more power in their code when it comes to that. We can reconcile some of those discrepancies between the two towns. If you have any ideas please let me know.

Mrs. Slater thought including something about the dog issue would be good.

Mr. Dallaire added people do not want to leave with their dogs. If staff approaches them they say it's a service dog and they can't ask for their credentials. Minden got rid of all their signs at Minden Park and put up dog bags. A dog pot station would be helpful on the side by the motel. We will bring this back and talk to you about it.

10.  **Not For Possible Action: Discussion on the Board members activities and liaison committee reports including but not limited to; Carson Valley Arts Council, Nevada League of Cities, and Main Street Gardnerville.**

Chairwoman Wenner reported on the Carson Valley Arts Council. Brian asked me to update you. The Carson Valley Arts Council has completed a refinance of the property. The refinance captures \$600,000 in discounts on the original note. The winter storage in the warehouse for boats and RV is full with a waiting list and the 2016/17 concert series begins Friday October 14. Tickets are \$20. I have one of their flyers if anyone is interested.

Mrs. Slater reported we have had several caucus meetings with Nevada League of Cities. At the last teleconference meeting in August NLC chose to move forward with a bill request that would allow the small towns and GID's to receive a share of the gas tax generated by Douglas County. Currently the towns and general improvement districts use a combination of property tax, sales tax and gaming revenues to maintain the roads. I did ask quickly how many miles we are maintaining. The Gardnerville Ranchos Improvement District maintains approximately 46 miles. Indian Hills maintains about 12 miles and Tom says about 21 miles for the Town of Gardnerville. Language will need to be changed in the Nevada Revised Statutes to recognize the town as a full board rather than advisory board for starters. Wes Henderson, Executive Director of the Nevada League of Cities does not see that as an obstacle. We feel confident we can bring forth enough information to support our need for the gas tax funding. The biggest obstacle would be the Board of County Commissioners. The annual conference is next week in Sparks. We will discuss the language that will be needed and Wes Henderson will find a legislative sponsor to bring the bill to the forefront and make the introduction on our behalf. This bill is something that would be wonderful for the towns and GID's. We need it. The county took revenue away from the towns. We need something back to maintain what we have. I will let you know after our next conference.

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

Mr. LaCost did an entry for the coffin races. We are the "Pushin Up Daisies." I have both field crew and office staff involved. If you are interested in being a runner let us know. I'd like to see if we can get a couple more runners.

No further public comment.

Meeting adjourned at 5:43 p.m.



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Special Meeting Minutes

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

Contact: Carol Louthan, Office Manager
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information. You may also view the
board packet online at the town's website.

Monday, October 10, 2016

5:00 p.m.

Gardnerville Town Hall

5:00 P.M. Chairwoman Wenner called the meeting to order and made the determination a quorum is present.

PRESENT:

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

Mike Rowe, Town Counsel
Tom Dallaire, Town Manager
Carol Louthan, Administrative Services Manager

Cassandra Jones joined the meeting at 5:04 p.m.

PLEDGE OF ALLEGIANCE – Linda Slater



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.

No public comment.

Motion Higuera/Slater to approve the agenda. Motion carried unanimously.

ADMINISTRATIVE AGENDA

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

1.  **For Possible Action: Discussion on the questions, process and procedure for interviews at tonight's special meeting; with public comment prior to Board action.**

Discussion by board members on questions to be asked.

No formal action taken.

2. **Not For Possible Action: Interviews for legal counsel to Advise and Represent the Town of Gardnerville in Conjunction with All General Civil and Legal Matters.**

Chairwoman Wenner read an opening statement to each applicant which is included with these minutes.

Each applicant was asked the following questions: (A recording of the answers to the questions by each individual attorney is available upon request).

1. Do you see a perceived or actual conflict of interest with your desire to provide the town legal guidance and counsel?
2. Please describe your experience and comfort level when it comes to dealing with the State of Nevada Legislature, and would you be comfortable representing the town should a Bill Draft Request be proposed that would affect the town?
3. Do you represent any other political subdivision within the State of Nevada? If so, please share them with us.
4. What is the governing statute that allowed the establishment of the town? How familiar are you with that Nevada Revised Statute?
5. What is the section of county code dealing with the town governance?

6. A grand jury is being impaneled in Douglas County and there is a good chance that the Town of Gardnerville, as well as the other towns and general improvement districts are going to be of topic. How qualified do you feel you would be to represent the interests of the town or do you feel special counsel would be needed?
7. How do you see the working relationship between you and or your firm and the town board and town staff?
8. Besides, submitting the Request for Proposal, what kind of preparation did you do for this interview?
9. Mike Rowe represented Main Street Gardnerville pro-bono would you consider doing that also?
10. Are you a member of, or volunteer for any non-profit organization?
11. This concludes your structured questions. Do you have any questions of the board?

Ryan D. Russell 5:30 PM

Additional questions for Ryan Russell:

Cassandra Jones – You mentioned talking with one voice. With the Park presentation last month we voted five in favor and Minden voted five down. One of the potential problems there is the alignment of Zerolene that could put us in direct conflict with Minden. How would you handle that if we continue to have completely opposite opinions on the same development which directly affects the town boundaries?

Ryan Russell – There would probably be another conflict in there because we've done work for the parks as well. I would first look at the deliberation that occurred. My first goal would be to find out what everybody's actual priorities and objectives were in reviewing the project. One thing that would be uniquely at your disposal is the exception to the open meeting law, which allows for an attorney-client gathering to receive information about an actual, potential or threatened litigation. With shared counsel we could do that together. My first goal would be to bring the boards together and figure out the common ground. If there was an actual conflict that would arise I would recommend waiving the conflict. If I am lucky enough to be chosen, I hope it is because you have faith not only in my confidence as an attorney but in my ethics. By waiving the conflict and allowing me to participate on one side you would have the advantage of knowing if there is a fight being fought, it's at least based in law and fact. I will come back when you are done with the interviews and prepared to deliberate.

Charles S. Zumpft 6:00 PM

Additional questions for Charles Zumpft:

Vice-Chairman Miller - Why did you pick Cassandra Jones to go to lunch with and not one of the other board members?

Mr. Zumpft picked Cassandra for two reasons. One I had a prior relationship with Cassandra. Two she is the guru of estate planning. This past summer we adopted a 5 year old special needs child and I wanted to get some information on how best to design things for him.

Vice-Chairman Miller asked if the discussion had anything to do with the town.

Mr. Zumpft had a prior relationship and wanted to get together with her on that topic anyway.

Mr. Zumpft - When I drafted my proposal it was based on a conversation with Mike. The packet that came out showed that the time spent working with the town was probably half that. The proposal still stands in principal. I have had clients that only wanted to pay by the hour. I have had those clients not reach out to counsel because they didn't want to get a bill for the time. Good counsel can keep clients out of trouble. The retainer concept has taken that fear factor out. It can be crafted with any number of hours in mind. I just wanted the board to know if you want to have a conversation about a monthly retainer it doesn't have to be for the 13 hours. I'd certainly be willing to talk about half the time. The other thing is all of the other public entities have used outside counsel for their collective bargaining agreements. If they are, has Mike historically done that work for the town?

Mr. Rowe answered it is handled by the county.

Mr. Rowe - In your response you mention the water company. You put in your application that one or more Gardnerville Water Company board members opposed dual representation and may not allow your continued representation of GWC. Considering you've been with them for 20 plus years and the choice came down between the two where does that put you?

Mr. Zumpft - If this offer was extended to me and I accepted; if either the town or the water company said no then that is the answer. They both have to agree that I can represent both or I can only represent one. I have enjoyed my relationship with the water company and hope I am able to continue. The difference is that body doesn't have term limits like this body. I realize I would have to choose and my practice has been moving toward representation of government entities. I assisted Scott with all of his GID's and it's a more refined area of practice. I do not know what I would do. I would consider it very seriously and I wouldn't be here if I weren't intent on representing the town.

(10 minute break @ 6:30 PM)

Jennifer A. Yturbide 6:40 PM

Additional questions for Jennifer Yturbide:

Vice-Chairman Miller - Why did you choose Mrs. Jones as the person to speak with?

Mrs. Yturbide talked with Mrs. Jones early on before I put in for the position. I knew that you weren't sure I was going to put in for the position. I wanted to speak about that a little because I am interested. I initially wasn't sure I wanted to go through an RFP because standing here in the hot seat is not fun. But I also wanted to be sure the board felt comfortable with me and didn't have some reason in asking for the RFP that they were somehow not confident in my services. I just asked generically whether they had that feeling and whether they thought it would be an appropriate thing.

Mrs. Yturbide asked what the board is looking for? What are you most interested in?
I have a pretty strong work ethic. I represent my clients very effectively. I am not a pushover. I definitely know who I am representing. I am a team player.

Mrs. Jones believed one of the most important roles of town counsel is to keep us legal. How would you respond?

Mrs. Yturbide - One of the things they talked about is when people come up and present you with evidence, it's your role to weigh whatever the facts are people present and my role to provide you with legal guidance. I try and give you that guidance when I think you need it. I try to do that preemptively by reviewing the agendas and seeing what is coming up. If there is something that has a legal tone or I spot an issue that might be a problem I will bring it up to you. That also brings up the ethics in government. If you believe you have any kind of interest in the matter that is in front of you I always think disclosure is the most important thing. I think it's important to follow the law. I will tend to be on the side of conservative. We can also call the AG's office if you aren't sure.

Mrs. Slater - In which courts are you able to practice.

Mrs. Yturbide - I am able to practice in all of the courts in the state of Nevada, federal court and in the northern division, the federal court in California northern division. I continue to have my California license and can practice there as well, and in the Supreme Court of the United States.

Mrs. Yturbide read a closing remark.

Steven P. Handelin 7:10 PM

Additional questions for Steve Handelin:

Mr. Handelin asked what would your ideal scenario be for interaction?

Chairwoman Wenner answered dealing with Tom mostly.

Vice-Chairman Miller added a board might contact you with a conflict of interest question.

Mr. Handelin asked what is the budgetary expectation for legal counsel?

Mr. Dallaire answered annually we have gone with historic numbers. I believe around \$22,000 to \$25,000 or \$25,000 to \$27,000 is in the budget.

Vice-Chairman Miller mentioned we had an issue with the trash truck this year.

Mrs. Slater asked if he is the only one that would provide service.

Mr. Handelin answered his associates would be available.

Mrs. Jones asked if his associates had done a jury trial yet.

Mr. Handelin answered no.

(For details of each attorney's responses a recording of this meeting is available upon request. The tally of board members' rankings is attached to these minutes.)

(10 minute break)

Mr. Dallaire explained we devised a plan after going through Todd's example of how they picked the East Fork Fire board. I thought that process he devised was a great opportunity for putting the attorneys through the process. We sent out the request for proposals. I prepared an evaluation form. The board members filled that out and we have another spreadsheet similar to this that tallies the RFP. It basically equaled an additional question, 12 questions total, for the score that you see tonight. What you have before you is the total score for all the board members based on your responses to the interview questions and the additional question was the response to the RFP.

No public comment.

3.  **For Possible Action: Discussion on selection of legal counsel; with public comment prior to board action.**

No public comment.

Motion Miller/Higuera to select Jennifer Yturbide as our town attorney starting January 1, 2017. Motion carried unanimously.

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

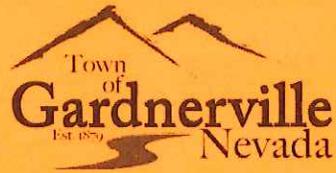
No public comment.

Meeting adjourned at 7:40 p.m.

Mary Wenner, Chairwoman

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:** November 1, 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

RECEIVED
OCT 20 2016
By _____



1407 Hwy 395 N, Gardnerville, NV 89410
Phone: 775.782.8027 • Fax: 775.782.7135
Info@MainStreetGardnerville.org
www.MainStreetGardnerville.org

Main Street Gardnerville is a 501(c)6 non-profit corporation and an equal opportunity provider.



**THANK YOU FOR SUPPORTING OUR
2ND ANNUAL SLAUGHTERHOUSE
LANE COFFIN RACES!**

Shannon

Christeen

Debbie

Pat

Paula

Diane

Suzanne

Kayli

*Two Simple Words
that mean so much.*

*Your generosity and support of
the Main Street Gardnerville
Coffin Race event is recognized and
appreciated in these two words.*

Thank you
*for supporting Main Street
Gardnerville's efforts in bringing
fun events to the downtown district.*

*Recruit teams for next
year's races & receive
a discount on your
entry fee! Details soon!*

1-2

ROWE HALES YTURBIDE

A LIMITED LIABILITY PARTNERSHIP

ATTORNEYS AT LAW

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

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

Michael Smiley Rowe
James R. Hales
Jennifer A. Yturbide

October 11, 2016

Town of Gardnerville
Attn: Tom Dallaire
1407 Highway 395 N
Gardnerville, Nevada 89410

Re: **Gardnerville Town Counsel**

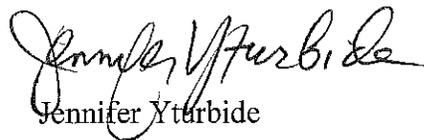
Chairperson Wenner and Board Members:

Thank you for selecting me as your next Town Counsel. I appreciate your vote of confidence, and plan on attending some meetings and familiarizing myself with the Town business between now and January 2017 when I commence the position officially.

I have spoken with Mr. Rowe about services provided to Main Street Gardnerville in the past, and would be happy to provide MSG with legal services as needed, on a pro bono basis.

Thank you again. I look forward to working with you.

Sincerely,



Jennifer Yturbide

JAY/klh



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AVAILABLE
STATEWIDE IN
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Requirements:

- Program Area – State of Nevada*
- Income Limited to \$95,500
- Buyer Must Meet Minimum Credit Score & Loan Requirements

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HAL@nvrural.org

Southern Nevada

775-870-2428

HAL@nvrural.org

Customer Support: 775-887-1796

www.nvrural.org/homebuyer-services

1-4

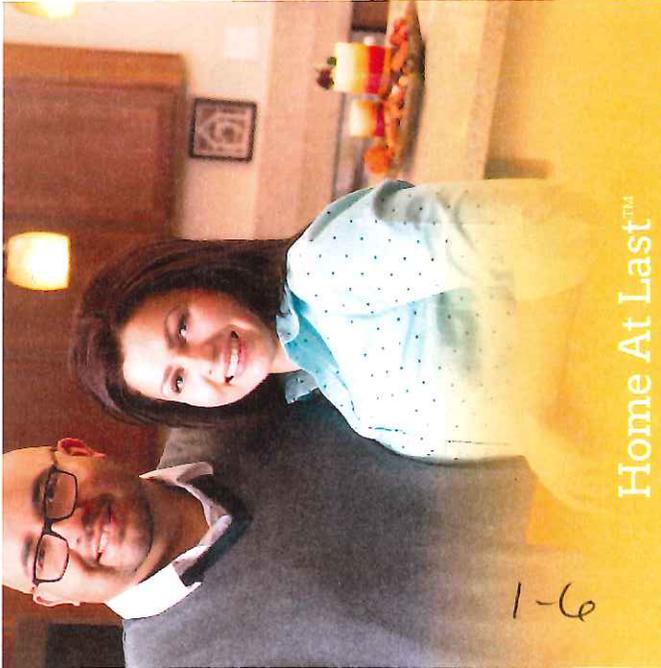




Mortgage Activity By City
Last Updated 10/7/2016

County	City	Loan Volume	# of Loans	County Volume	County # Loans
Carson	Carson City	\$ 82,488,968	511	\$ 82,488,968	511
Churchill	Fallon	\$ 21,477,519	151	\$ 21,477,519	151
Clark	Blue Diamond	\$ -	-		
	Cal Nev Air	\$ 159,065	1		
	Mesquite	\$ 1,164,240	7		
	Boulder City	\$ 1,757,932	9		
	Bunkerville	\$ 216,015	1		
	Enterprise/LV	\$ 157,408,463	762		
	Henderson	\$ 846,415	5		
	Indian Springs	\$ 145,298	2		
	Jean	\$ 78,551	1		
	Laughlin	\$ 765,556	5		
	Logandale	\$ 1,599,546	9		
	Moapa	\$ 91,200	1		
	Overton	\$ 1,161,277	9		
	Summerlin	\$ -	-		
	Whitney	\$ 621,260	4		
	Bunkerville	\$ 132,551	1	\$ 166,147,369	817
Douglas	Carson City	\$ 12,191,544	65		
	Minden	\$ 9,499,231	38		
	Gardnerville	\$ 36,688,192	192		
	Stateline	\$ 987,258	4		
	Wellington	\$ 1,378,673	8		
	Zephyr Cove	\$ 568,081	3	\$ 61,312,979	310
Elko	Elko	\$ 43,488,270	209		
	Carlin	\$ 2,516,525	18		
	Charleston	\$ 123,068	1		
	Lamoille	\$ 230,743	1		
	Spring Creek	\$ 34,984,205	172		
	Wells	\$ 1,527,074	11		
	Wendover	\$ 2,700,368	17	\$ 85,570,253	429
Eureka	Eureka	\$ 914,366	6		
	Crescent Valley	\$ -	-	\$ 914,366	6
Humboldt	Winnemucca	\$ 21,272,085	127		
	Golconda	\$ 252,901	2		
	Orovada	\$ 319,113	2	\$ 21,844,099	131
Lander	Battle Mountain	\$ 7,834,688	54		
	Austin	\$ 119,004	1	\$ 7,953,702	55
Lincoln	Alamo	\$ 324,178	2		
	Callente	\$ 866,928	9		
	Panaca	\$ 572,474	4		
	Pioche	\$ 738,604	5	\$ 2,502,184	20
Lyon	Dayton	\$ 55,487,633	362		
	Fernley	\$ 44,438,370	308		
	Moundhouse	\$ 947,861	7		
	Silver City	\$ 129,609	1		
	Silver Springs	\$ 3,127,150	27		
	Stagecoach	\$ 1,158,102	10		
	Wellington	\$ 366,326	2		
	Yerington	\$ 4,002,023	35	\$ 109,657,074	752
Mineral	Hawthorne	\$ 1,664,839	18		
	Schurz	\$ -	-		
	Walker Lake	\$ 92,544	1	\$ 1,757,383	19
Nye	Gabbs	\$ 179,948	1		
	Manhattan	\$ 120,673	1		
	Tonopah	\$ 310,315	3		
	Round Mtn	\$ 329,913	4		
	Pahrump	\$ 14,821,565	114	\$ 15,762,414	123
Pershing	Lovelock	\$ 1,963,473	17		
	Winnemucca	\$ 610,142	4	\$ 2,573,615	21
Storey	Reno	\$ 1,513,942	6		
	Virginia City	\$ 980,215	6		
	Silver City	\$ -	-		
	Sparks	\$ 5,572,756	37	\$ 8,066,913	49
Washoe	Carson City	\$ 668,349	3		
	Gerlach	\$ 224,488	2		
	Incline Village	\$ -	-		
	Reno	\$ 60,942,633	330		
	Sun Valley	\$ 34,704,901	217		
	Spanish Springs	\$ 174,775	1		
	Sparks	\$ 275,436,369	1,428		
	Verdi	\$ 388,737	2		
	Wadsworth	\$ 435,351	3		
	Washoe Valley	\$ 4,352,471	20	\$ 377,328,074	2,006
White Pine	Baker	\$ 107,429	1		
	Ely	\$ 7,293,777	53		
	Lund	\$ 60,606	1		
	McGill	\$ 404,430	6		
	Ruth	\$ 404,179	3	\$ 8,270,421	64
Totals		\$ 973,627,333	5,464		

1-5



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- I have not owned a home within the last 3 years, or I am a qualified Veteran.
- My qualifying household income is below the limit.
- The purchase price of the home is below the limit.
- My credit score is at least 640.
- My total debt-to-income ratio does not exceed 45%.

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Home At Last™ Department
Northern Nevada: (775) 887-1796
Southern Nevada: (702) 992-7245
TDD: (800) 545-1833 ext. 545
Email: HAL@nvrural.org
nvrural.org



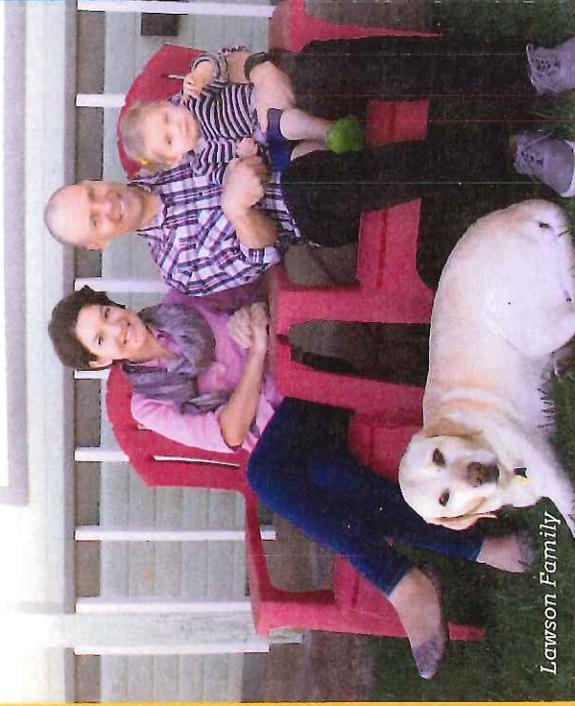
Christina Sowers & Bryan Mago

Home At Last™

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A Program of
Nevada Rural
Housing Authority



Lawson Family



Home At Last™ – Down Payment Assistance (DPA) Grants

Home At Last™ grants can be used for down payment and/or closing cost assistance. All grants are paired with an affordable, 30-year fixed interest rate loan (FHA, VA, USDA or our exclusive Fannie Mae HFA Preferred Conventional).

What Does Home At Last™ DPA Offer?

- Grants up to 5% of the loan amount
- No first-time buyer requirement — available to repeat homebuyers
- No asset limits
- No purchase price limits
- Customizable grant options to suit your needs

Who Qualifies?

- Qualifying income doesn't exceed \$95,500
- FICO score is 640 or higher
- Debt-to-income ratio does not exceed 45%
- Home must be buyer's primary residence
- Buyer must meet normal FHA, VA, USDA RD or Fannie Mae HFA Preferred Conventional underwriting requirements



Home At Last™ – Mortgage Certificate Credit (MCC)

Home At Last™ MCC provides a dollar-for-dollar federal income tax credit to the homebuyer every year for the life of the loan, as long as they live in the home.

What Does Home At Last™ MCC Offer?

- Federal tax credit equal to 20% of mortgage interest paid (average savings is \$2,000 annually or \$166/month)
- You can choose to take the annual credit or increase your take-home pay in every pay/check
- Helps you get a home loan — the tax credit increases repayment income, reduces debt-to-income ratios and may help you qualify for a higher loan amount

- Go to nvrural.org/MCC for full program details
- Program fee is WAIVED for qualified Veterans, first-time buyers serving on active duty, and National Guard Service personnel

Who Qualifies?

- Income and purchase price is below the limit
- Home must be buyer's primary residence
- First-time buyers or qualified Veterans



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Home At Last™ programs are available in every county in Nevada! For properties located in Washoe and Clark counties, where the populations may exceed 150,000, enter the property address at www.halmap.org to confirm eligibility. The following communities are eligible:

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|----------------------|----------------------|
| Washoe County | Clark County |
| • Sparks/ | • Enterprise/ |
| • Spanish Springs | • Mountain's Edge |
| • Sun Valley | • Southern Highlands |
| • Hidden Valley | • Whitney |
| • Outskirts of Reno | • Winchester |
| • city limits | • Summerlin South |

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Buying a house is stressful. Finding out that I qualified for two Home At Last™ programs and could keep a lot more money in the bank was a relief.

— Lyndsey Hall (first-time homebuyer)



Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Approve Health and Sanitation & Public Works Departments Monthly Report of activities
2. **Recommended Motion:** Approve as submitted
Funds Available: Yes N/A
3. **Department:** Administration
Prepared by: Carol Louthan
4. **Meeting Date:** November 1, 2016
5. **Time Requested:** N/A
6. **Agenda:** Consent Administrative
7. **Background Information:**
Trash (September landfill figures) **Credit Cards** (September figures)

Residential Accounts	1788
Commercial Accounts	224
Green Waste Accounts	1338
Cleanup Dumpsters	6
X-cans	388
# of new residential accounts	6 accts transferred to new owners
# of new commercial accounts	0
Minimum User Accounts	33
Total tons of trash	368.65
Total tons of Greenwaste	262.23

Total Amount	\$5,624.25	
Total Transactions	45	
Visa Debit	17	\$4,076.83
Visa	19	\$3,863.99
Mastercard Debit	0	\$ 73.00
Mastercard	4	\$ 833.79
ACH/E Check	5	\$ 634.89

8. **Other Agency Review of Action:** Douglas County N/A
9. **Board Action:**
 Approved Approved with Modifications

Superintendent Town Public Works Monthly Report

Public Works & Parks – 10/2016

- Street sweeping completed each week. September 30, October 10, 17, 18, 21, 24, and 27th.
- Fall cleanup scheduled for October was completed.
- Our sights are turning to Christmas for November.
 - Lights to be put up on 395 either November 18th or the 22nd.
 - Lights on the Heritage Park pavilion will be put up starting the first week of November.
- A road closure was performed at the corner of Chichester and Winwood Way for a tree removal.
- Planning a Gilman Pond area cleanup with Douglas High School JROTC for November 19th.
- Helped a Boy Scout plan a ceremonial flag burning on Veterans Day November 11th in Heritage Park.
- Fabricated metal hand rails on the back of the arrow board truck. This will improve safety when staff is standing or sitting in the back of the truck.
- Working with a resident on Lasso to identify a diseased tree in the open space. The tree is now scheduled for removal and a replacement will be installed in the early spring.
- Heritage Park flag pole was repaired. The clasp wore through on October 23, 2016.

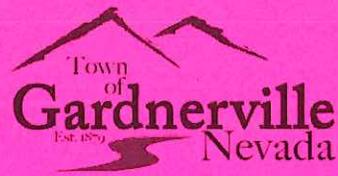
Health and Sanitation – 10/2016

- New hire for Sanitation Specialist position started October 31, 2016.
- Negotiations are being held with Douglas Disposal Inc. for possible implementation of a single stream recycling pilot program.

Engineering – 10/2016

- Most of the sidewalk and asphalt replacement is complete for the Mill and Douglas rehab. The Trinity Lutheran Church parking lot appears almost complete. The project is not complete as we are waiting on NV Energy easements to finish the electric installation and signage needs to be reinstalled.
- The entrance to Kings Lane was surveyed by RO Anderson and a locate was called in to add utilities to the plan. An HOA meeting is scheduled for November 2nd, 2016 to discuss the project.
- Patterns arrived for foundation reinforcement of the solar light at the corner of Northampton and Waterloo. Concrete work needs to be done and the light pole hardware is scheduled for delivery early 2017.
- Design work completed for replacement of concrete work on Circle Drive, Hussman, and a small section along 395 near the entrance of Oxoby. Invitation to bid went out to 4 contractors and Sierra View Equipment was the lowest bidder. Projects will be completed when schedule allows.
- Attended public meeting of Transportation Plan update. Projected population adjustments resulted in the removal of some roads impacting the town. The plan is on the DC website.
- Parade of Lights Temporary Traffic Control Plan was updated for this year and a meeting with NDOT was conducted to make the traffic portion of the event run smooth. We are looking forward to working with the Carson Valley Chamber of Commerce again this year.

Gardnerville Town Board
AGENDA ACTION SHEET



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

Prepared by: Carol Louthan
4. **Meeting Date:** November 1, 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 09/30/16 - 10/31/16

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 - Higuera Lloyd W	10/16 BOARD	GVILLE	Paid by Check # 654356		09/29/2016	10/07/2016	10/07/2016		10/07/2016	250.00
24008 - Jones Cassandra Esq	10/16 BOARD	GVILLE	Paid by Check # 654365		09/29/2016	10/07/2016	10/07/2016		10/07/2016	250.00
28960 - Miller Kenneth	10/16 BOARD	GVILLE	Paid by Check # 654381		09/29/2016	10/07/2016	10/07/2016		10/07/2016	250.00
2969 - Slater Linda	10-16 BOARD	GVILLE	Paid by Check # 654440		09/29/2016	10/07/2016	10/07/2016		10/07/2016	250.00
8364 - Wenner Mary	10-16 BOARD	GVILLE	Paid by Check # 654477		09/29/2016	10/07/2016	10/07/2016		10/07/2016	275.00
	Account 510.150 - Board Compensation Totals Invoice Transactions 5									\$1,275.00
20219 - NV ST Public Employees	8-16 PREMIUMS	731	Paid by Check # 654667		08/01/2016	10/14/2016	10/14/2016		10/14/2016	9.68
20219 - NV ST Public Employees	9-16 PREMIUMS	731	Paid by Check # 654667		09/02/2016	10/14/2016	10/14/2016		10/14/2016	9.68
20219 - NV ST Public Employees	10-16 PREMIUMS	731	Paid by Check # 654667		10/03/2016	10/14/2016	10/14/2016		10/14/2016	9.68
	Account 511.201 - PEBS-Ret.Medical Totals Invoice Transactions 3									\$29.04
29103 - Frontier	782-3856 9/16 Telephone Expense	77578238560808025	Paid by Check # 654339		09/16/2016	10/07/2016	10/07/2016		10/07/2016	52.98
29103 - Frontier	782-7134 9/16 Telephone Expense	77578271340502795	Paid by Check # 654339		09/16/2016	10/07/2016	10/07/2016		10/07/2016	114.42
13097 - Verizon Wireless	9772938126	842011146-00001	Paid by Check # 655004		10/01/2016	10/21/2016	10/21/2016		10/21/2016	277.04
	Account 520.055 - Telephone Expense Totals Invoice Transactions 3									\$444.44
25294 - F P Mailing Solutions	RI102967700	600003046	Paid by Check # 654086		09/15/2016	09/30/2016	09/30/2016		09/30/2016	45.00
25903 - U S P S CMRS-FP	30465 10-16	GVILLE	Paid by Check # 654720		10/06/2016	10/14/2016	10/14/2016		10/14/2016	250.00
	Account 520.060 - Postage/Po Box Rent Totals Invoice Transactions 2									\$295.00
22633 - Sierra Nevada Media Group	11537-09302016	1063912	Paid by Check # 654949		09/30/2016	10/21/2016	10/21/2016		10/21/2016	93.70
	Account 520.072 - Advertising Totals Invoice Transactions 1									\$93.70
2924 - NV Energy	791804 9-16	791804	Paid by Check # 654659		09/28/2016	10/14/2016	10/14/2016		10/14/2016	214.63
	Account 520.089 - Power Totals Invoice Transactions 1									\$214.63

3-2



Accounts Payable by G/L Distribution Report

G/L Date Range 09/30/16 - 10/31/16

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 520.093 - Utilities-Sewer										
2030 - Minden-Gardnerville Sanitation	16-100285	0296	Paid by Check # 654898		10/01/2016	10/21/2016	10/21/2016	10/21/2016	10/21/2016	67.52
2030 - Minden-Gardnerville Sanitation	16-100575	0594	Paid by Check # 654898		10/01/2016	10/21/2016	10/21/2016	10/21/2016	10/21/2016	21.10
				Account 520.093 - Utilities-Sewer Totals				Invoice Transactions 2		\$88.62
				Account 520.097 - Maint B&G						
8197 - Carson Valley Telephone Co	16315	G'VILLE	Paid by Check # 654053		09/15/2016	09/30/2016	09/30/2016	09/30/2016	09/30/2016	25.00
12997 - Do Co Procurement Program	9-16 LOUTHAN	G'VILLE	Paid by Check # 654808		09/27/2016	10/21/2016	10/21/2016	10/21/2016	10/21/2016	15.99
				Account 520.097 - Maint B&G Totals				Invoice Transactions 2		\$40.99
				Account 520.136 - Rents & Leases Equipment						
4753 - Ricoh USA Inc	97521379	1481234-3433221	Paid by Check # 654184		09/12/2016	09/30/2016	09/30/2016	09/30/2016	09/30/2016	165.41
21326 - Dell Financial Services	78604827	001-6707612-004	Paid by Check # 654297		07/16/2016	10/07/2016	10/07/2016	10/07/2016	10/07/2016	359.34
4753 - Ricoh USA Inc	5044791554	16769392	Paid by Check # 654934		10/01/2016	10/21/2016	10/21/2016	10/21/2016	10/21/2016	89.19
				Account 520.136 - Rents & Leases Equipment Totals				Invoice Transactions 3		\$613.94
				Account 520.187 - Internet Expense						
32036 - Spectrum Business	0012509 10/16	8354110060012509	Paid by Check # 654966		10/02/2016	10/21/2016	10/21/2016	10/21/2016	10/21/2016	64.99
				Account 520.187 - Internet Expense Totals				Invoice Transactions 1		\$64.99
				Account 520.200 - Training & Education						
12997 - Do Co Procurement Program	9-16 DALLAIRE	G'VILLE	Paid by Check # 654808		09/27/2016	10/21/2016	10/21/2016	10/21/2016	10/21/2016	609.00
				Account 520.200 - Training & Education Totals				Invoice Transactions 1		\$609.00
				Account 521.130 - Legal Services						
10816 - Rowe Hales & Yturbe LLP	26432	G'VILLE	Paid by Check # 654690		10/03/2016	10/14/2016	10/14/2016	10/14/2016	10/14/2016	1,410.00
				Account 521.130 - Legal Services Totals				Invoice Transactions 1		\$1,410.00
				Account 533.800 - Office Supplies						
2549 - Dallaire Tom-Petty Cash	10-16 G'VILLE	PETTY CASH	Paid by Check # 654799		10/04/2016	10/21/2016	10/21/2016	10/21/2016	10/21/2016	53.99
12997 - Do Co Procurement Program	9-16 LOUTHAN	G'VILLE	Paid by Check # 654808		09/27/2016	10/21/2016	10/21/2016	10/21/2016	10/21/2016	160.36
				Account 533.800 - Office Supplies Totals				Invoice Transactions 2		\$214.35
				Account 533.806 - Software						
16648 - E Squared C Inc	43856	G'VILLE	Paid by Check # 654819		10/04/2016	10/21/2016	10/21/2016	10/21/2016	10/21/2016	37.50
				Account 533.806 - Software Totals				Invoice Transactions 1		\$37.50



Accounts Payable by G/L Distribution Report

G/L Date Range 09/30/16 - 10/31/16

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 533.817 - Small Projects										
4709 - Do Co Regional Transportation	16	GVILLE-DONATION	Paid by Check # 654809		09/30/2016	10/21/2016	10/21/2016		10/21/2016	400.00
			Account 533.817 - Small Projects Totals					Invoice Transactions 1		\$400.00
			Department 921 - Gardnerville Admin Totals					Invoice Transactions 29		\$5,831.20

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Accounts Payable by G/L Distribution Report

G/L Date Range 09/30/16 - 10/31/16

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 520.084 - Replacement & Repair										
9-16 LOUTHAN		GVILLE	Paid by Check		09/27/2016	10/21/2016	10/21/2016		10/21/2016	138.78
12997 - Do Co Procurement Program	241148	6035322502697513	# 654808							
14747 - Home Depot (Gville)	3530-474891	1075650	Paid by Check		10/05/2016	10/21/2016	10/21/2016		10/21/2016	27.91
12198 - O'Reilly Auto Parts			# 654858							
			Paid by Check		09/02/2016	10/21/2016	10/21/2016		10/21/2016	16.99
			# 654916							
			Account 520.084 - Replacement & Repair Totals					Invoice Transactions 3		\$183.68
2924 - NV Energy	791804 9-16	791804	Paid by Check		09/28/2016	10/14/2016	10/14/2016		10/14/2016	419.70
			# 654659							
			Account 520.089 - Power Totals					Invoice Transactions 1		\$419.70
2153 - Minden Town of	1862.01 9/16	1862.01	Paid by Check		09/27/2016	10/21/2016	10/21/2016		10/21/2016	37.55
			# 654895							
			Account 520.090 - Water Totals					Invoice Transactions 1		\$37.55
2030 - Minden-Gardnerville Sanitation	16-100757	0778	Paid by Check		10/01/2016	10/21/2016	10/21/2016		10/21/2016	126.61
			# 654898							
			Account 520.093 - Utilities-Sewer Totals					Invoice Transactions 1		\$126.61
3814 - Flyers Energy LLC	CFS1292826	8308	Paid by Check		09/15/2016	10/07/2016	10/07/2016		10/07/2016	94.83
3814 - Flyers Energy LLC	CFS1303589	8308	# 654334							
			Paid by Check		09/30/2016	10/21/2016	10/21/2016		10/21/2016	101.83
			# 654834							
			Account 532.003 - Gas & Oil Totals					Invoice Transactions 2		\$196.66
12997 - Do Co Procurement Program	9-16 LOUTHAN	GVILLE	Paid by Check		09/27/2016	10/21/2016	10/21/2016		10/21/2016	770.91
			# 654808							
			Account 533.817 - Small Projects Totals					Invoice Transactions 1		\$770.91
			Department 923 - Parks & Recreation Totals					Invoice Transactions 9		\$1,735.11

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Accounts Payable by G/L Distribution Report

G/L Date Range 09/30/16 - 10/31/16

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 926 - Other Public Works										
Account 520.084 - Replacement & Repair										
2680 - Renner Equipment Co Inc	513468	GARDN003	Paid by Check # 654181		09/07/2016	09/30/2016	09/30/2016		09/30/2016	428.62
2680 - Renner Equipment Co Inc	513556	GARDN003	Paid by Check # 654181		09/09/2016	09/30/2016	09/30/2016		09/30/2016	182.38
2510 - Parts House	698388	4170	Paid by Check # 654405		09/08/2016	10/07/2016	10/07/2016		10/07/2016	3.05
9161 - Wholesale Direct Inc	000223175	GVILLE	Paid by Check # 654482		09/13/2016	10/07/2016	10/07/2016		10/07/2016	629.52
12997 - Do Co Procurement Program	9-16 PLUT	GVILLE	Paid by Check # 654808		09/27/2016	10/21/2016	10/21/2016		10/21/2016	82.90
12997 - Do Co Procurement Program	9-16 TUTHILL	GVILLE	Paid by Check # 654808		09/27/2016	10/21/2016	10/21/2016		10/21/2016	16.40
14747 - Home Depot (Gville)	241148	6035322502697513	Paid by Check # 654858		10/05/2016	10/21/2016	10/21/2016		10/21/2016	42.04
8043 - Mark Smith Tire Center Inc	71700161130	A17-14675	Paid by Check # 654882		09/26/2016	10/21/2016	10/21/2016		10/21/2016	134.24
12198 - O'Reilly Auto Parts	3530-478957	1075650	Paid by Check # 654916		09/23/2016	10/21/2016	10/21/2016		10/21/2016	13.99
12198 - O'Reilly Auto Parts	3530-479597	1075650	Paid by Check # 654916		09/27/2016	10/21/2016	10/21/2016		10/21/2016	17.99
12198 - O'Reilly Auto Parts	3530-479775	1075650	Paid by Check # 654916		09/28/2016	10/21/2016	10/21/2016		10/21/2016	22.99
			Account 520.084 - Replacement & Repair Totals				Invoice Transactions 11			\$1,574.12
2924 - NV Energy		Account 520.095 - Street Lights 791804 9-16 791804	Paid by Check # 654659		09/28/2016	10/14/2016	10/14/2016		10/14/2016	6,161.52
			Account 520.095 - Street Lights Totals				Invoice Transactions 1			\$6,161.52
3814 - Flyers Energy LLC	CFS1292826	8308	Paid by Check # 654334		09/15/2016	10/07/2016	10/07/2016		10/07/2016	366.39
3814 - Flyers Energy LLC	CFS1303589	8308	Paid by Check # 654834		09/30/2016	10/21/2016	10/21/2016		10/21/2016	299.04
			Account 532.003 - Gas & Oil Totals				Invoice Transactions 2			\$665.43
12997 - Do Co Procurement Program	9-16 LOUTHAN	GVILLE	Paid by Check # 654808		09/27/2016	10/21/2016	10/21/2016		10/21/2016	726.00
15836 - Summit Plumbing LLC	58434	GVILLE	Paid by Check # 654972		09/20/2016	10/21/2016	10/21/2016		10/21/2016	1,465.50
			Account 532.019 - Storm Drain Maintenance Totals				Invoice Transactions 2			\$2,191.50
5785 - AlSCO Inc	LRN1177767	00030	Paid by Check # 654251		08/23/2016	10/07/2016	10/07/2016		10/07/2016	4.39

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Accounts Payable by G/L Distribution Report

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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 - AlSCO Inc	LREN1182022	00030	Paid by Check # 654251		09/06/2016	10/07/2016	10/07/2016		10/07/2016	4.61
5785 - AlSCO Inc	LREN1184228	00030	Paid by Check # 654251		09/13/2016	10/07/2016	10/07/2016		10/07/2016	4.39
5785 - AlSCO Inc	LREN1186310	00030	Paid by Check # 654251		09/20/2016	10/07/2016	10/07/2016		10/07/2016	4.39
5785 - AlSCO Inc	LREN1188401	00030	Paid by Check # 654251		09/27/2016	10/07/2016	10/07/2016		10/07/2016	4.39
5785 - AlSCO Inc	1182022	00030	Paid by Check # 654251		09/28/2016	10/07/2016	10/07/2016		10/07/2016	(.22)
26819 - Martin Jody	CDL RENEW 6/16	REIMBURSE	Paid by Check # 654380		06/17/2016	10/07/2016	10/07/2016		10/07/2016	29.13
5666 - Allied Uniform Sales	4032	G'VILLE	Paid by Check # 654751		10/06/2016	10/21/2016	10/21/2016		10/21/2016	164.60
Account 532.028 - Uniforms Totals										Invoice Transactions 8
Account 532.056 - Subscriptions										Invoice Transactions 8
12997 - Do Co Procurement Program	9-16 DALLAIRE	G'VILLE	Paid by Check # 654808		09/27/2016	10/21/2016	10/21/2016		10/21/2016	1,421.37
Account 562.000 - Capital Projects										Invoice Transactions 1
2702 - Resource Concepts Inc	16-01171	16-169/G'VILLE	Paid by Check # 654183		09/15/2016	09/30/2016	09/30/2016		09/30/2016	320.15
6347 - Dube Group Architecture Inc	375	G'VILLE	Paid by Check # 654315		09/20/2016	10/07/2016	10/07/2016		10/07/2016	10,743.75
2012 - Lumos and Associates Inc	92774	8939.000	Paid by Check # 654628		09/22/2016	10/14/2016	10/14/2016		10/14/2016	8,150.00
31525 - Bramco Construction Corp	7231	G'VILLE	Paid by Check # 654775		08/30/2016	10/21/2016	10/21/2016		10/21/2016	832.17
31525 - Bramco Construction Corp	7240	G'VILLE	Paid by Check # 654775		10/03/2016	10/21/2016	10/21/2016		10/21/2016	832.17
23765 - Great Basin Lighting Inc	8584 FINAL	G'VILLE	Paid by Check # 654848		10/12/2016	10/21/2016	10/21/2016		10/21/2016	3,969.00
14825 - McGinley and Associates Inc	14468	G'VILLE	Paid by Check # 654886		05/31/2016	10/21/2016	10/21/2016		10/21/2016	675.00
14825 - McGinley and Associates Inc	14898	G'VILLE	Paid by Check # 654886		06/30/2016	10/21/2016	10/21/2016		10/21/2016	755.00
32025 - Park Pro Playgrounds Inc	6066-D	G'VILLE	Paid by Check # 654922		10/06/2016	10/21/2016	10/21/2016		10/21/2016	12,750.00
Account 562.000 - Capital Projects Totals										Invoice Transactions 9
Department 926 - Other Public Works Totals										Invoice Transactions 34
Fund 610 - Gardnerville Town Totals										Invoice Transactions 72
										\$39,027.24
										\$51,256.86
										\$58,823.17

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Accounts Payable by G/L Distribution Report

G/L Date Range 09/30/16 - 10/31/16

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 510.150 - Board Compensation										
4288 - Higuera Lloyd W	10/16 BOARD	GVILLE	Paid by Check # 654356		09/29/2016	10/07/2016	10/07/2016		10/07/2016	250.00
24008 - Jones Cassandra Esq	10/16 BOARD	GVILLE	Paid by Check # 654365		09/29/2016	10/07/2016	10/07/2016		10/07/2016	250.00
28960 - Miller Kenneth	10/16 BOARD	GVILLE	Paid by Check # 654381		09/29/2016	10/07/2016	10/07/2016		10/07/2016	250.00
2969 - Slater Linda	10-16 BOARD	GVILLE	Paid by Check # 654440		09/29/2016	10/07/2016	10/07/2016		10/07/2016	250.00
8364 - Wenner Mary	10-16 BOARD	GVILLE	Paid by Check # 654477		09/29/2016	10/07/2016	10/07/2016		10/07/2016	275.00
Account 510.150 - Board Compensation Totals										\$1,275.00
Account 516.120 - Contract Salaries										
21697 - Blue Ribbon Personnel Services	39490	653202	Paid by Check # 654039		09/16/2016	09/30/2016	09/30/2016		09/30/2016	666.00
21697 - Blue Ribbon Personnel Services	39623	653202	Paid by Check # 654262		09/23/2016	10/07/2016	10/07/2016		10/07/2016	740.00
21697 - Blue Ribbon Personnel Services	39869	653202	Paid by Check # 654518		09/30/2016	10/14/2016	10/14/2016		10/14/2016	740.00
21697 - Blue Ribbon Personnel Services	39991	653202	Paid by Check # 654772		10/07/2016	10/21/2016	10/21/2016		10/21/2016	767.75
Account 516.120 - Contract Salaries Totals										\$2,913.75
Account 520.055 - Telephone Expense										
29103 - Frontier	782-3856 9/16	77578238560808025	Paid by Check # 654339		09/16/2016	10/07/2016	10/07/2016		10/07/2016	52.97
29103 - Frontier	782-7134 9/16	77578271340502795	Paid by Check # 654339		09/16/2016	10/07/2016	10/07/2016		10/07/2016	114.43
13097 - Verizon Wireless	9772938126	842011146-00001	Paid by Check # 655004		10/01/2016	10/21/2016	10/21/2016		10/21/2016	277.05
Account 520.055 - Telephone Expense Totals										\$444.45
Account 520.060 - Postage/Po Box Rent										
25294 - F P Mailing Solutions	RI102967700	600003046	Paid by Check # 654086		09/15/2016	09/30/2016	09/30/2016		09/30/2016	45.00
25903 - U S P S CMRS-FP	30465 10-16	GVILLE	Paid by Check # 654720		10/06/2016	10/14/2016	10/14/2016		10/14/2016	250.00
Account 520.060 - Postage/Po Box Rent Totals										\$295.00
Account 520.084 - Replacement & Repair										
1957 - Lawson Products Inc	9304341387	10228446	Paid by Check # 654131		08/31/2016	09/30/2016	09/30/2016		09/30/2016	9.27
2510 - Parts House	698386-16	4170	Paid by Check # 654405		09/08/2016	10/07/2016	10/07/2016		10/07/2016	95.79
12198 - O'Reilly Auto Parts	3530-474137	1075650	Paid by Check # 654916		08/30/2016	10/21/2016	10/21/2016		10/21/2016	18.99

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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										
12198 - O'Reilly Auto Parts	3530-474632	1075650	Paid by Check # 654916		09/01/2016	10/21/2016	10/21/2016		10/21/2016	74.94
12198 - O'Reilly Auto Parts	3530-474689	1075650	Paid by Check # 654916		09/01/2016	10/21/2016	10/21/2016		10/21/2016	111.46
12198 - O'Reilly Auto Parts	3530-477119	1075650	Paid by Check # 654916		09/14/2016	10/21/2016	10/21/2016		10/21/2016	8.99
12198 - O'Reilly Auto Parts	3530-477532	1075650	Paid by Check # 654916		09/16/2016	10/21/2016	10/21/2016		10/21/2016	89.95
12198 - O'Reilly Auto Parts	3530-477329	1075650	Paid by Check # 654916		09/15/2016	10/21/2016	10/21/2016		10/21/2016	13.99
12198 - O'Reilly Auto Parts	3530-478033	1075650	Paid by Check # 654916		09/19/2016	10/21/2016	10/21/2016		10/21/2016	9.54
12198 - O'Reilly Auto Parts	3530-478457	1075650	Paid by Check # 654916		09/21/2016	10/21/2016	10/21/2016		10/21/2016	33.26
12198 - O'Reilly Auto Parts	3530-478485	1075650	Paid by Check # 654916		09/21/2016	10/21/2016	10/21/2016		10/21/2016	829.74
12198 - O'Reilly Auto Parts	3530-478500	1075650	Paid by Check # 654916		09/21/2016	10/21/2016	10/21/2016		10/21/2016	21.98
12198 - O'Reilly Auto Parts	3530-478502	1075650	Paid by Check # 654916		09/21/2016	10/21/2016	10/21/2016		10/21/2016	(13.80)
12198 - O'Reilly Auto Parts	SC02661468	1075650/1075652	Paid by Check # 654916		10/13/2016	10/21/2016	10/21/2016		10/21/2016	8.04
15174 - Purcell Tire Co Inc	26480673	2644745	Paid by Check # 654927		08/12/2016	10/21/2016	10/21/2016		10/21/2016	44.40
15174 - Purcell Tire Co Inc	26481604	2644745	Paid by Check # 654927		09/15/2016	10/21/2016	10/21/2016		10/21/2016	910.00
15174 - Purcell Tire Co Inc	26481643	2644745	Paid by Check # 654927		09/15/2016	10/21/2016	10/21/2016		10/21/2016	101.43
15174 - Purcell Tire Co Inc	26481644	2644745	Paid by Check # 654927		09/15/2016	10/21/2016	10/21/2016		10/21/2016	111.43
15174 - Purcell Tire Co Inc	26482070	2644745	Paid by Check # 654927		09/29/2016	10/21/2016	10/21/2016		10/21/2016	182.00
Account 520.084 - Replacement & Repair Totals										\$2,661.40
Account 520.089 - Power										
2924 - NV Energy	791804 9-16	791804	Paid by Check # 654659		09/28/2016	10/14/2016	10/14/2016		10/14/2016	235.61
Account 520.089 - Power Totals										\$235.61
Account 520.093 - Utilities-Sewer										
2030 - Minden-Gardnerville Sanitation	16-100285	0296	Paid by Check # 654898		10/01/2016	10/21/2016	10/21/2016		10/21/2016	67.53
2030 - Minden-Gardnerville Sanitation	16-100575	0594	Paid by Check # 654898		10/01/2016	10/21/2016	10/21/2016		10/21/2016	21.10
Account 520.093 - Utilities-Sewer Totals										\$88.63

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G/L Date Range 09/30/16 - 10/31/16

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 520.097 - Maint B&G										
8197 - Carson Valley Telephone Co	16315	G'VILLE	Paid by Check # 654053		09/15/2016	09/30/2016	09/30/2016		09/30/2016	25.00
12997 - Do Co Procurement Program	9-16 LOUTHAN	G'VILLE	Paid by Check # 654808		09/27/2016	10/21/2016	10/21/2016		10/21/2016	15.99
				Account 520.097 - Maint B&G Totals				Invoice Transactions 2		\$40.99
4753 - Ricoh USA Inc	97521379	1481234-3433221	Paid by Check # 654184		09/12/2016	09/30/2016	09/30/2016		09/30/2016	165.41
4753 - Ricoh USA Inc	5044791554	16769392	Paid by Check # 654934		10/01/2016	10/21/2016	10/21/2016		10/21/2016	89.20
				Account 520.136 - Rents & Leases Equipment Totals				Invoice Transactions 2		\$254.61
32036 - Spectrum Business	0012509 10/16	8354110060012509	Paid by Check # 654966		10/02/2016	10/21/2016	10/21/2016		10/21/2016	64.99
				Account 520.187 - Internet Expense Totals				Invoice Transactions 1		\$64.99
2549 - Dallaire Tom-Petty Cash	9-06 G'VILLE2	PETTY CASH	Paid by Check # 654290		09/19/2016	10/07/2016	10/07/2016		10/07/2016	15.00
				Account 521.135 - Legal-Collection Cost Totals				Invoice Transactions 1		\$15.00
3814 - Flyers Energy LLC	CFS1292826	8308	Paid by Check # 654334		09/15/2016	10/07/2016	10/07/2016		10/07/2016	900.85
3814 - Flyers Energy LLC	CFS1303589	8308	Paid by Check # 654834		09/30/2016	10/21/2016	10/21/2016		10/21/2016	852.48
				Account 532.003 - Gas & Oil Totals				Invoice Transactions 2		\$1,753.33
5785 - Alisco Inc	LREN1177767	00030	Paid by Check # 654251		08/23/2016	10/07/2016	10/07/2016		10/07/2016	4.39
5785 - Alisco Inc	LREN1182022	00030	Paid by Check # 654251		09/06/2016	10/07/2016	10/07/2016		10/07/2016	4.62
5785 - Alisco Inc	LREN1184228	00030	Paid by Check # 654251		09/13/2016	10/07/2016	10/07/2016		10/07/2016	4.39
5785 - Alisco Inc	LREN1186310	00030	Paid by Check # 654251		09/20/2016	10/07/2016	10/07/2016		10/07/2016	4.39
5785 - Alisco Inc	LREN1188401	00030	Paid by Check # 654251		09/27/2016	10/07/2016	10/07/2016		10/07/2016	4.39
5785 - Alisco Inc	1182022	00030	Paid by Check # 654251		09/28/2016	10/07/2016	10/07/2016		10/07/2016	(.23)
26819 - Martin Jody	CDL RENEW 6/16	REIMBURSE	Paid by Check # 654380		06/17/2016	10/07/2016	10/07/2016		10/07/2016	29.12

3-10



Accounts Payable by G/L Distribution Report

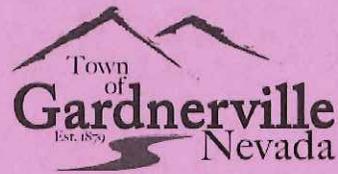
G/L Date Range 09/30/16 - 10/31/16

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 532.028 - Uniforms	4032	G'VILLE	Paid by Check # 654751		10/06/2016	10/21/2016	10/21/2016		10/21/2016	164.60
5666 - Allied Uniform Sales				Account 532.028 - Uniforms Totals				Invoice Transactions 8		\$215.67
Account 533.800 - Office Supplies										
2549 - Dallaire Tom-Petty Cash	10-16 G'VILLE	PETTY CASH	Paid by Check # 654799		10/04/2016	10/21/2016	10/21/2016		10/21/2016	25.00
12997 - Do Co Procurement Program	9-16 LOUTHAN	G'VILLE	Paid by Check # 654808		09/27/2016	10/21/2016	10/21/2016		10/21/2016	170.36
				Account 533.800 - Office Supplies Totals				Invoice Transactions 2		\$195.36
Account 533.806 - Software										
16648 - E Squared C Inc	43856	G'VILLE	Paid by Check # 654819		10/04/2016	10/21/2016	10/21/2016		10/21/2016	37.50
				Account 533.806 - Software Totals				Invoice Transactions 1		\$37.50
				Department 925 - Health & Sanitation Totals				Invoice Transactions 55		\$10,491.29
				Fund 611 - Gardnerville Health & San Totals				Invoice Transactions 55		\$10,491.29
				Grand Totals				Invoice Transactions 127		\$69,314.46

* = Prior Fiscal Year Activity

3-11

Gardnerville Town Board
AGENDA ACTION SHEET



1. **For Possible Action:** Approve continuing, Resolution 2015-01, a resolution by the Gardnerville Town Board adopting policy regarding opening invocations before meetings of the Town Board of Gardnerville; with public comment prior to Board action.

2. **Recommended Motion:** Approve on consent.

Funds Available: Yes N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** November 1, 2016 **Time Requested:** N/A

6. **Agenda:** Consent Administrative

Background Information: See attached.

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

8. **Board Action:**

- Approved Approved with Modifications
 Denied Continued

RESOLUTION 2015-01

A RESOLUTION OF THE GARDNERVILLE TOWN BOARD ADOPTING
POLICY REGARDING OPENING INVOCATIONS BEFORE MEETINGS
OF THE TOWN BOARD OF GARDNERVILLE

WITNESSETH

WHEREAS, the Gardnerville Town Board (“Board”) is a duly authorized town board pursuant to Nevada Revised Statutes (“NRS”) Chapter 269 and Douglas County Code (“DCC”) 18.06; and

WHEREAS, the Board wishes to solemnize its proceedings by allowing for an opening invocation before each regular and special meeting, for the benefit and blessing of the Board; and

WHEREAS, the Board now wishes to adopt this formal, written policy to clarify and codify its invocation practices; and

WHEREAS, the Founders of this country recognized that American citizens possess certain rights that cannot be awarded, surrendered, nor corrupted by human power, and the Founders explicitly attributed the origin of these, our inalienable rights, to a Creator. These rights ultimately ensure the self-government manifest in our deliberative bodies, upon which we desire to invoke divine guidance and blessing; and

WHEREAS, in *Marsh v. Chambers*, 463 U.S. 783 (1983), the United States Supreme Court concluded, “The opening of sessions of legislative and other deliberative public bodies with prayer is deeply embedded in the history and tradition of this country. From colonial times through the founding of the Republic and ever since, the practice of legislative prayer has coexisted with the principles of disestablishment and religious freedom.” *Id.*, at 786; and

WHEREAS, the Board desires to adopt a policy consistent with the Supreme Court’s recognition that it is constitutionally permissible for a public body to “invoke divine guidance” on its work. *Id.*, at 792. Such invocation “is not, in these circumstances, an ‘establishment’ of religion or a step toward establishment; it is simply a tolerable acknowledgment of beliefs widely held among the people of this county.” *Id.*; and

WHEREAS, the Supreme Court has determined, “The content of [such] prayer is not of concern to judges where...there is no indication that the prayer opportunity has been exploited to proselytize or advance any one, or to disparage any other, faith or belief.” *Marsh*, 463 U.S. at 794-795; and

WHEREAS, this Board is not establishing a policy that defines the Constitutional limits for permissible public invocations but instead desires to adopt guidelines that are consistent with the guidance provided by the several courts that have considered the validity of public invocations, the most recent of which is the *Town of Greece v. Chambers*, 463 U.S. _____, 2014, WL 1757828; and

WHEREAS, the Board intends to adopt a policy that does not proselytize or advance any particular faith, or show any purposeful preference of one religious view to the exclusion of others; and

WHEREAS, the Board intends to adopt a policy that will not show a purposeful preference to one religious view over another by not permitting the faith of the person offering the invocation to be considered when extending an invitation; and

WHEREAS, the Board accepts as binding the applicability of general principles of law and all the rights and obligations afforded under the United States and Nevada Constitutions and statutes.

NOW, THEREFORE, BE IT RESOLVED by the Town Board of Gardnerville that the Board hereby adopts the following written policy regarding opening invocations before meetings of the Board, to wit:

1. It is the intent of the Board to allow a private citizen to solemnize the proceedings of the Gardnerville Town Board. It is the policy of the Board to allow for an invocation, which may include a prayer, a reflective moment of silence, or a short solemnizing message, to be offered before its meetings for the benefit of the Board.
2. Although the invocation may be listed in the program or schedule of events, it shall not be considered an agenda item for the meeting or part of the public business at any regular or special meeting which has been noticed for Board action.
3. No member or employee of the Town or any other person in attendance at any meeting shall be required to participate in any prayer that is offered and such decision shall have no impact on the ability of the person to actively participate in the business of the Board.
4. The invocation shall be voluntarily delivered by an eligible member of the clergy or appointed representative of an organization from the Board's Assemblies List. To ensure that such person (the "invocation speaker") is selected from among a wide pool of representatives, on a rotating basis, the invocation speaker shall be selected according to the following procedure:
 - a. A member of the Board and Town counsel shall cause a database to be compiled and maintained (the "Assemblies List") of the assemblies and organizations with an established presence in Gardnerville and Douglas County that regularly meet for the primary purpose of sharing a religious perspective or exist for the betterment of the Town or county and their inhabitants (hereinafter referred to as benevolent organizations).
 - b. The Assemblies List shall be compiled from all available sources including the listing for "churches," "congregations," other religious assemblies or non-religious/ non-profit organizations that are devoted to the betterment of the Town and its inhabitants in databases maintained by the Town, suggestions from Board members, the annual phonebook distributed by Tahoe Telephone Directories, research from the Internet, and consultation with local neighborhood

associations. All benevolent organizations with an established presence in the area are eligible to be included in the Assemblies List, and any such organization may request inclusion in the Assemblies List by written request to the Chairman of the Board.

c. The policy is intended to be and shall be applied in a way that is all inclusive of every diverse religious assembly and benevolent organizations serving the citizens of Douglas County, irrespective of religious or irreligious affiliation. The Assemblies List is compiled and used for purposes of logistics, efficiency, and equal opportunity for all of the community's benevolent organizations, who may themselves choose whether to respond to the Board's invitation and participate. Should a question arise as to the authenticity of a benevolent organization, Town counsel shall refer to criteria used by the Internal Revenue Service in its determination of those organizations that would legitimately qualify for I.R.C. 501(c)(3) tax-exempt status.

d. The Assemblies List shall also include the name and contact information of any chaplain who may serve one or more of the fire department, law enforcement agencies or military organizations within the County.

e. The Assemblies List shall be updated, by reasonable efforts of the Town counsel, by December 15 of each calendar year.

f. Within thirty (30) days of the effective date of this policy, and on or about December 31 of each calendar year thereafter, the Board shall publish a notice in a newspaper of general circulation in Douglas County, shall post a notice in the Town Board's chambers, and on the Town's website which shall read:

TOWN BOARD OF GARDNERVILLE'S INVOCATION POLICY

The Town Board of Gardnerville makes it a policy to invite members of the clergy, religious representatives and representatives of other benevolent organizations in Gardnerville and Douglas County to voluntarily offer an invocation before the beginning of its regular and special meetings at which the Board may take action, for the benefit, blessing, wisdom and guidance of the Board. Any leader of a religious congregation or representative of a benevolent organization with an established presence in the local community, any chaplain for one of the local fire department, law enforcement agency or military units, are eligible to offer this important service at an upcoming meeting of the Board.

Any organization or individual willing to assist the Board in this regard, please send a written request at your earliest convenience to the Town of Gardnerville at 1407 Hwy. 395, Gardnerville, Nevada. Persons delivering the invocation are scheduled on a first-come, first-serve basis. The dates of the Board's scheduled regular meetings for the upcoming year are established by policy and are listed on the Board's website. Special meetings, when called, will be posted on the

Board's website as soon as the Board determines to conduct a special meeting. If you have a preference among the dates, please state that request in your written request.

This opportunity is voluntary, and you are free to offer the invocation according to the dictates of your own conscience. To maintain a spirit of respect and ecumenism, the Board requests only that the opportunity not be exploited as an effort to convert others to the particular faith of the invocation speaker, nor to disparage any faith or belief different than that of the invocation speaker, nor to disparage any person by name or by inference.

TOWN BOARD OF GARDNERVILLE
CHAIRMAN

g. As the invitation notice indicates, the respondents to the invitation shall be scheduled on a first-come, first-serve basis to deliver the invocation.

h. In the event an eligible member of the clergy believes that the Board has not complied with the terms of this policy, the clergy member has the right to have the matter reviewed by the Board.

5. No invocation speaker shall receive compensation for his or her service.

6. No invocation shall exceed ninety (90) seconds in length.

7. The invocation shall be positive and uplifting and respectful of the diverse religions and spiritual makeup of Douglas County and the Town.

8. The invocation need not be religious in form but may be a thought, reading or moment of silence. The invocation speaker shall not ask members of the Board or audience to stand, bow their head, pray or other gesture. An invocation speaker may use a phrase such as "please join me".

9. The invocation shall not address any agenda item in a way to attempt to influence the Board's decision or mention anyone by name or by inference.

10. The invocation speaker shall not solicit membership or donations to a church or organization.

11. An invocation speaker who fails to follow this policy will not be invited to speak another invocation.

12. Should a scheduled invocation speaker fail to attend a meeting when scheduled, the

Board will observe a moment of silence.

13. No guidelines or limitations shall be issued regarding an invocation's content, except that the Board shall request by the language of this policy that no invocation should proselytize or advance any faith, or disparage the religious faith or non-religious views of others.

14. The Board shall make every reasonable effort to ensure that a variety of eligible invocation speakers are scheduled for the Board regular and special meetings. In any event, no invocation speaker shall be scheduled to offer an invocation at consecutive meetings of the Board, or at more than three (3) Board meetings in any calendar year. Should there be no requests or not enough sufficient requests to give the invocation at any of the monthly meetings of the Board, the Board shall cause persons to be invited on a random basis.

15. The Board shall not engage in any prior inquiry, review of, or involvement in, the content of any invocation to be offered by an invocation speaker.

16. To clarify the Board's intentions, as stated hereinabove, the following disclaimer shall be included in at least ten (10) point font at the top of any printed agenda published by the Board and shall be read aloud prior to the introduction of the invocation speaker:

"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.

17. Shortly after the opening gavel that officially begins the regular or special meeting and the agenda/business of the public, the Chairperson of the Board shall introduce the invocation speaker and the person selected to recite the Pledge of Allegiance following the invocation, and invite only those who wish to show respect for the traditional observances and/or the Board to stand.

18. This policy is not intended, and shall not be implemented or construed in any way, to affiliate the Board with, nor express the Board's preference for, any faith or religious denomination. Rather, this policy is intended to acknowledge and express the Board's respect for the diversity of religious denominations and faiths represented and practiced among the citizens in Gardnerville and Douglas County. This policy shall in no way govern the statements or comments authorized by the Board's procedure for any member of the general public on any agenda item; this segment of the Board's agenda is intended to afford any member of the general public to make any statements protected by the First Amendment of the United States Constitution.

19. This Resolution shall be automatically renewed at the October general meeting of the Board as an item for possible action under the October Consent Calendar unless a member of the Board requests that this Resolution be scheduled for possible action under the October Administrative Agenda.

RESOLUTION PASSED this 6th day of October, 2015.

AYES:

Mary Wenner
Cassandra Jones
Ken Miller
Linda Slater

NAYS:

ABSENT: _____

ATTEST:

Tom D
TOM DALLAIRE, TOWN MANAGER
TOWN OF GARDNERVILLE

Lloyd Figuera
LLOYD FIGUERA, CHAIRMAN
GARDNERVILLE TOWN BOARD

APPROVED AS TO FORM AND CONTENT:

MICHAEL SMILEY ROWE, ESQ.
ROWE HALES YTURBIDE, LLP
TOWN COUNSEL

Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Recommend approval of a Douglas County Outdoor Festival Entertainment Event Application by Carson Valley Chamber of Commerce for the 20th Annual Parade of Lights, December 3, 2016 starting at Heritage Park and ending in Minden Park, and a waiver of associated street closure fees by Town of Gardnerville. This event includes closures of the following Town maintained streets from 3:00 p.m. to 8:00 p.m.: Gilman, South Ezell Street and Eddy Street.
2. **Recommended Motion: (On consent)** Recommend approval of a Douglas County Outdoor Festival Entertainment Event Application by Carson Valley Chamber of Commerce for the 20th Annual Parade of Lights, December 3, 2016 starting at Heritage Park and ending in Minden Park, and a waiver of associated street closure fees by Town of Gardnerville. This event includes closures of the following Town maintained streets from 3:00 p.m. to 8:00 p.m.: Gilman, South Ezell Street and Eddy Street.

Funds Available: Yes N/A (requires staff time)

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** November 1, 2016 **Time Requested:** N/A

6. **Agenda:** Consent Administrative

Background Information: See attached.

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

8. **Board Action:**

- Approved Approved with Modifications
 Denied Continued

RECEIVED

OCT - 5 2016

DOUGLAS COUNTY CLERK

OUTDOOR FESTIVAL LICENSE APPLICATION

Application Date: October 6, 2016 Date(s) of Event: December 3, 2016

Name of Event: Carson Valley Chamber of Commerce - Parade of Lights

Location of Event: From Eddy St. running North on Hwy 395, turn left on Esmeralda and finish at Minden Park
(Address or Legal Description)

Applicant's name: Carson Valley Chamber of Commerce

Contact's name: Alicia Main & Bill Chernock
(If different than applicant)

Mailing address: 1477 Highway 395, Gardnerville, NV 89410
Street or P.O. Box City State Zip Code

Physical address (If different): _____
Street City State Zip Code

Phone #(s): 775-782-8144 (Business) _____ (Home) 775-450-4969 (Cell)

Is the applicant a(n): Corporation Partnership Individual Other

If corporation or partnership, please list corporate officers or partners:

Name	Address	Title
Bobbie Thompson		President
Bill Chernock		Executive Director
Alicia Main		Chamber Manager

Description of Event: The 20th Annual Chamber of Commerce Parade of Lights starts from Eddy St
running North on Hwy 395, turn left on Esmeralda and finish at Minden Park

Hours of operation: 3:00pm - 8:00pm

What is the name of the designated event representative that will be on-site during the event and who has authority to bind the applicant? Bill Chernock / Alicia Main

Will an admission fee be charged for your event? Yes No If yes, \$ amount: _____

When will fee be collected? Pre-sales At entrance

List approximate number of participants: 200-300

List approximate number of spectators: 2000-3000

List expected peak number of spectators: 2000-3000

Will alcoholic beverages be served? Yes No
(all liquor vendors must be individually licensed with Douglas County Sheriff's Office)

Will food and/or beverages be served? Yes No
(all concessionaires must be licensed and operate under a valid health department permit pursuant to NRS chapter 446.)

Will there be live music? Yes No
- If Yes, Name of Performer(s) _____, Type of Music _____

Name of Insurer: Warren Reed Insurance

Limits of liability: See attached Certificate of Liability

Address of Insurer: 1521 Highway 395 North, Gardnerville, NV 89410
Street City State Zip code

Policy number: PAS041084998

I, the undersigned, have answered all questions in this application and to the best of my knowledge all answers are true and correct. I further understand that disclosure of any false, misleading or incorrect answers could result in the denial of the permit. The filing of the application does not authorize the conducting of any business for which a permit is required, and any carrying on of such business before a permit is issued may also be grounds for denial of a permit.

Alicia Main _____
Signature of Applicant Date

Alicia Main
Name of Applicant

alicia@carsonvalleynv.org
Contact Email Address

FESTIVAL PLANS:

(MUST BE COMPLETED - ATTACH ADDITIONAL PAGES IF NECESSARY)

Detailed explanation of the applicant's plans to provide law enforcement protection; water facilities; food concessions; toilet facilities; trash cans and litter; medical facilities; fire protection; parking areas, access and parking control; maintenance of a headquarters or providing contact information; if it is proposed or expected that spectators or participants will remain at night or overnight, the arrangements for illuminating the premises and for camping or similar facilities; and what provisions shall be made for numbers of spectators in excess of the estimate. Applicant may submit a plot plan showing arrangement of the facilities including those for parking, egress and ingress shall be submitted with the application. (§ 5.12.040)

Describe law enforcement protection plan (§ 5.12.120(A))

DCSO will provide security along the parade route with volunteers (Search & Rescue) providing traffic control

Describe plan for location and supply of water facilities (§ 5.12.120(B))

Water is available from businesses along the parade route

Describe food concessions plan (§ 5.12.120(C))

None

Describe toilet facilities plan (§ 5.12.120(D))

N/A but businesses along the parade route may provide toilet facilities

Describe trash cans and litter plan (§ 5.12.120(E))

Each towns street cleaners will clean streets after the parade

Describe medical facilities plan (§ 5.12.120(F))

Gardnerville and Minden Fire Departments are located at both ends of the parade route and would be able to provide medical aid

Describe fire protection plan (§ 5.12.120(G))

Gardnerville and Minden Fire Departments are located at both ends of the parade route and would be able to provide medical aid

Describe parking areas, access and parking control plan (§ 5.12.120(H))

Parking is available on back streets and side streets along parade route

Describe location of on-site headquarters or contact information (§ 5.12.120(J))

Chamber of Commerce Office and Bill Chernock and Alicia Main will be available for contact

Bill Chernock 775-720-9490

Alicia Main 775-450-4969

Describe illumination plan (§ 5.12.120(K))

N/A

Describe overnight camping facilities plan (§ 5.12.120(L))

N/A

Describe communication system plan (§ 5.12.120(Q))

Chamber of Commerce Office and Bill Chernock and Alicia Main will be available for contact

Bill Chernock 775-720-9490

Alicia Main 775-450-4969

What provisions will be made for numbers of spectators in excess of the estimate

(§ 5.12.040)

N/A

Attach a plot plan showing arrangement of the facilities including those for parking, egress and ingress. (§ 5.12.040)

Parking will be along the streets adjacent to Highway 395 along the parade route. See attached Parade Route

**INSURANCE, HOLD HARMLESS & INDEMNIFICATION REQUIREMENTS
FOR AN OUTDOOR FESTIVAL LICENSE APPLICATION**

Pursuant to Douglas County Code §5.12, any applicant for a Douglas County Outdoor Festival license must ensure the following requirements are met to the satisfaction of Douglas County before the Outdoor Festival license may be issued.

INDEMNIFICATION & HOLD HARMLESS

As respects acts, errors or omissions relating to the event, APPLICANT agrees to indemnify and hold harmless COUNTY, its officers, agents, employees, and volunteers from and against any and all claims, demands, defense costs, liability or consequential damages of any kind or nature arising directly or indirectly out of the event or any activity leading up to, during, or following the event, excepting those which arise out of the sole negligence of the COUNTY. APPLICANT further agrees to defend COUNTY and assume all costs, expenses and liabilities of any nature to which COUNTY may be subjected as a result of any claim, demand, action or cause of action arising out of the negligent acts, errors or omissions of APPLICANT or its agents concerning the event.

INSURANCE REQUIREMENTS

COUNTY requires that APPLICANT purchase General Liability Insurance as described below against claims for injuries to persons or damages to property which may arise from or in connection with the event by APPLICANT, its agents, representatives, or employees. The cost of all such insurance shall be borne by APPLICANT. APPLICANT shall maintain coverage and limits of not less than \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage (\$2,000,000 for high risk events).

Any deductibles or self-insured retentions must be declared to and approved by the COUNTY prior to the event. COUNTY reserves the right to request additional documentation, financial or otherwise prior to giving its approval of the deductibles and self insured retention and prior to issuing the license. The COUNTY prior to the change taking effect must approve any changes to the deductibles or self-insured retentions.

APPLICANT shall provide COUNTY with a certificate of insurance that identifies COUNTY, its officers, agents, employees and volunteers as additional insured's.

NOTE: A certificate of insurance complying with the provisions stated above is not required with the Outdoor Festival license application, but must be furnished prior to the issuance of the license.

I hereby agree to the all of the provisions stated above:

Carson Valley Chamber of Commerce Parade of Lights

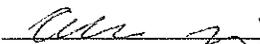
December 3, 2016

Name of Event

Date of Event

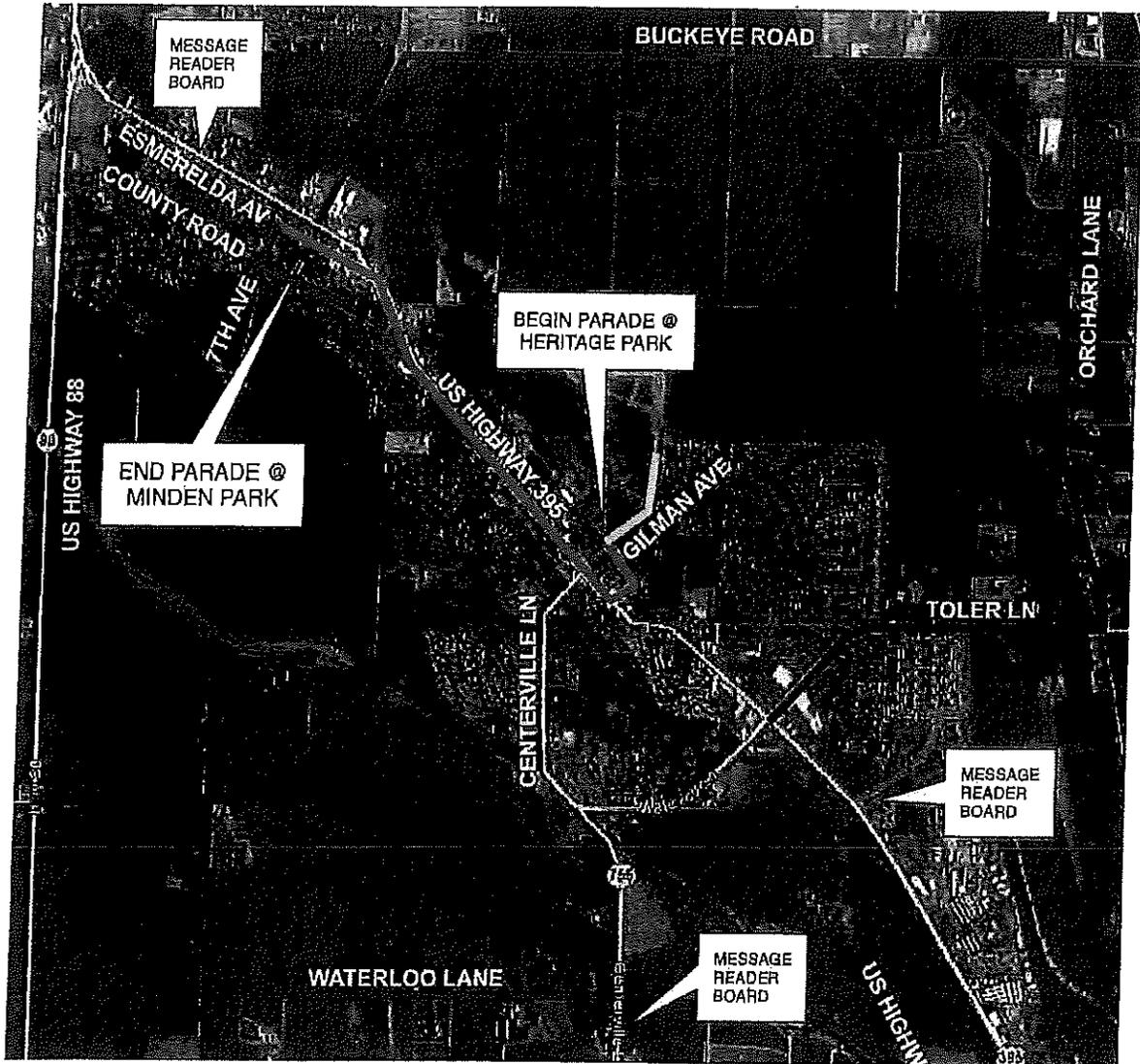
Alicia Main

Applicant's name (printed)


Applicant's signature

10-3-16
Date

OVERALL VIEW PARADE OF LIGHTS PATH AND NDOT DETOURS



- LEGEND**
- BYPASS
 - PARADE ROUTE
 - LOADING ZONE
 - FLOAT RETURN ROUTE

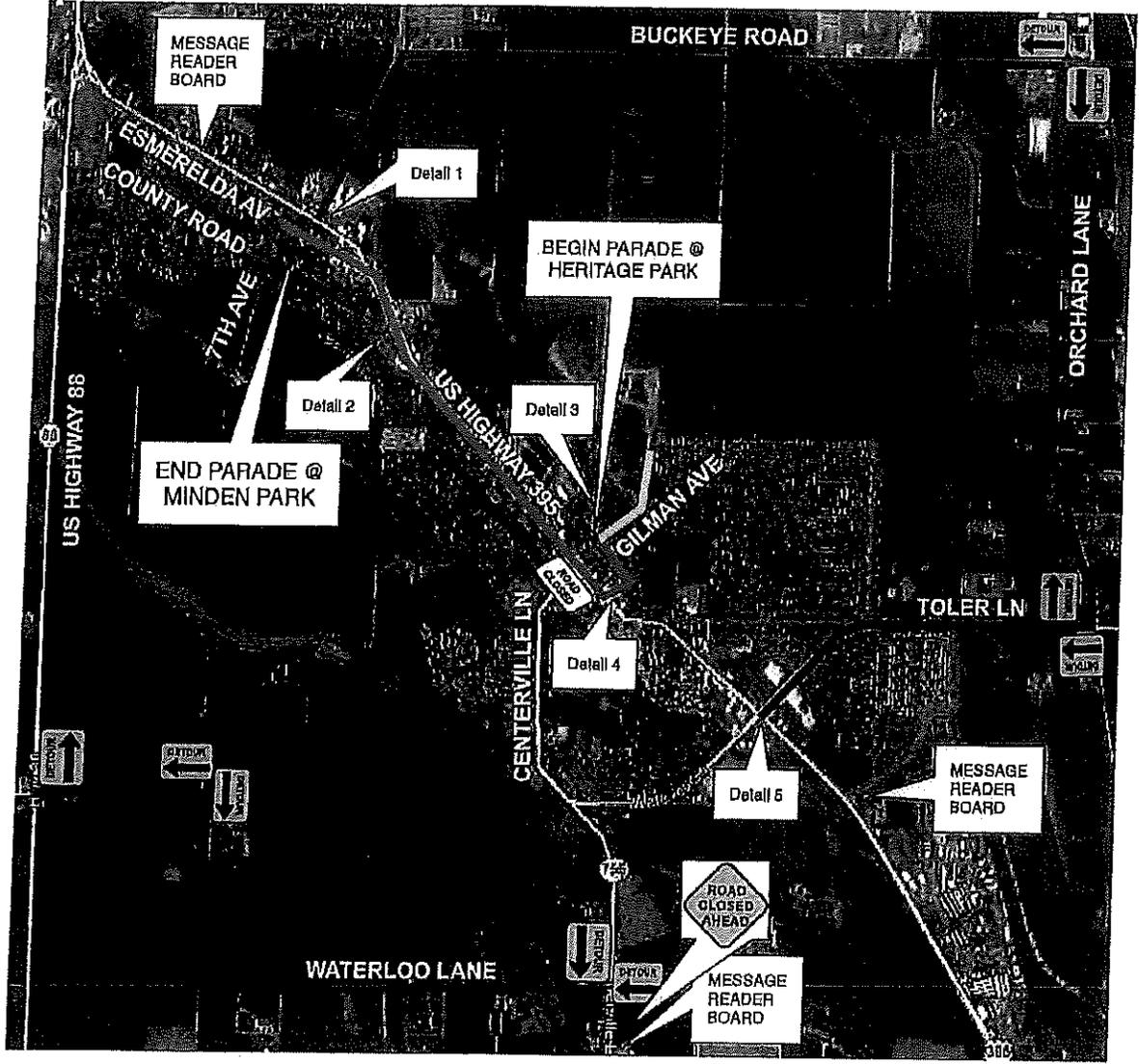


Date: 10/2/2014 Author: GAL Project: PARADE OF LIGHTS

Comments:
OVERALL VIEW OF DETOUR AND
PARADE PATH



OVERALL VIEW OUTLIER SIGNAGE



LEGEND

-  BYPASS
-  PARADE ROUTE
-  LOADING ZONE
-  FLOAT RETURN ROUTE

Manifest
4 x detour (L) M4-9
5 x detour (R) M4-9
1 x road closed ahead W20-3
1 x road closed R11-2 R11-2

	Date: 10/2/2014 Author: GAL Project: PARADE OF LIGHTS
	Comments: OVERALL VIEW OF DETOUR AND PARADE PATH

**MINDEN DOWNTOWN
PARADE OF LIGHTS
DETAIL 2**

www.invarion.com



Manifest

4 x Barrel

1 x R11-2 road closed R11-2

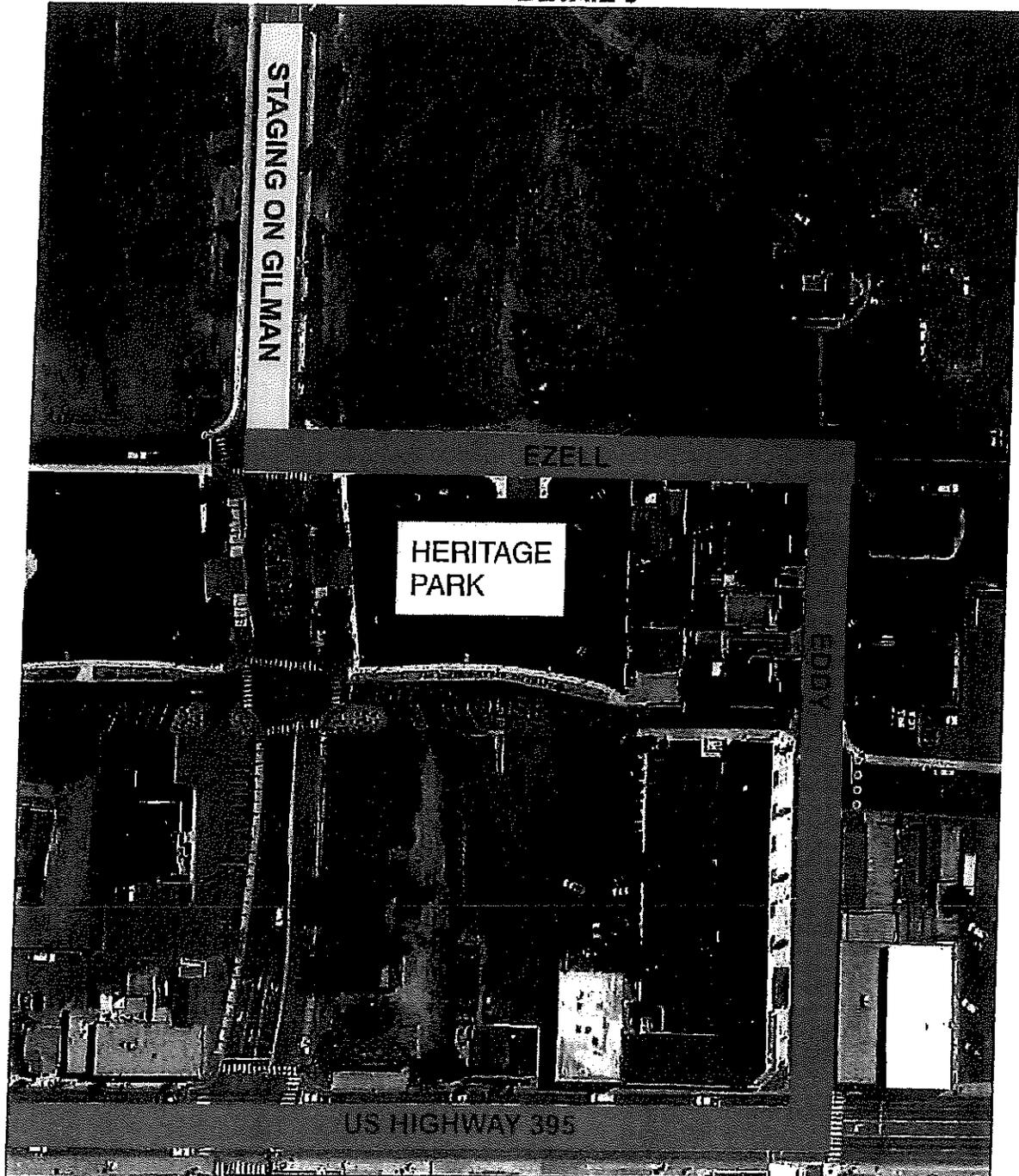
LEGEND

- DELINEATOR
- █ PARADE ROUTE
- █ FLOAT RETURN ROUTE

	Date: 10/2/2014 Author: GAL Project: PARADE OF LIGHTS
	Comments: MINDEN DOWNTOWN ROUTE AND TRAFFIC PLAN

HERITAGE PARK
 PARADE OF LIGHTS
 DETAIL 3

www.Invarion.com



<p>Legend</p> <p>● Barrel</p>		<p>Date: 10/3/2014 Author: GAL Project: PARADE OF LIGHTS</p>
<p>Manifest</p> <p>4 x Barrel</p>		<p>Comments:</p> <p>HERITAGE PARK PARADE OF LIGHTS</p>

**US HIGHWAY 395 and DOUGLAS AVENUE
PARADE OF LIGHTS
DETAIL 4**

www.invarion.com



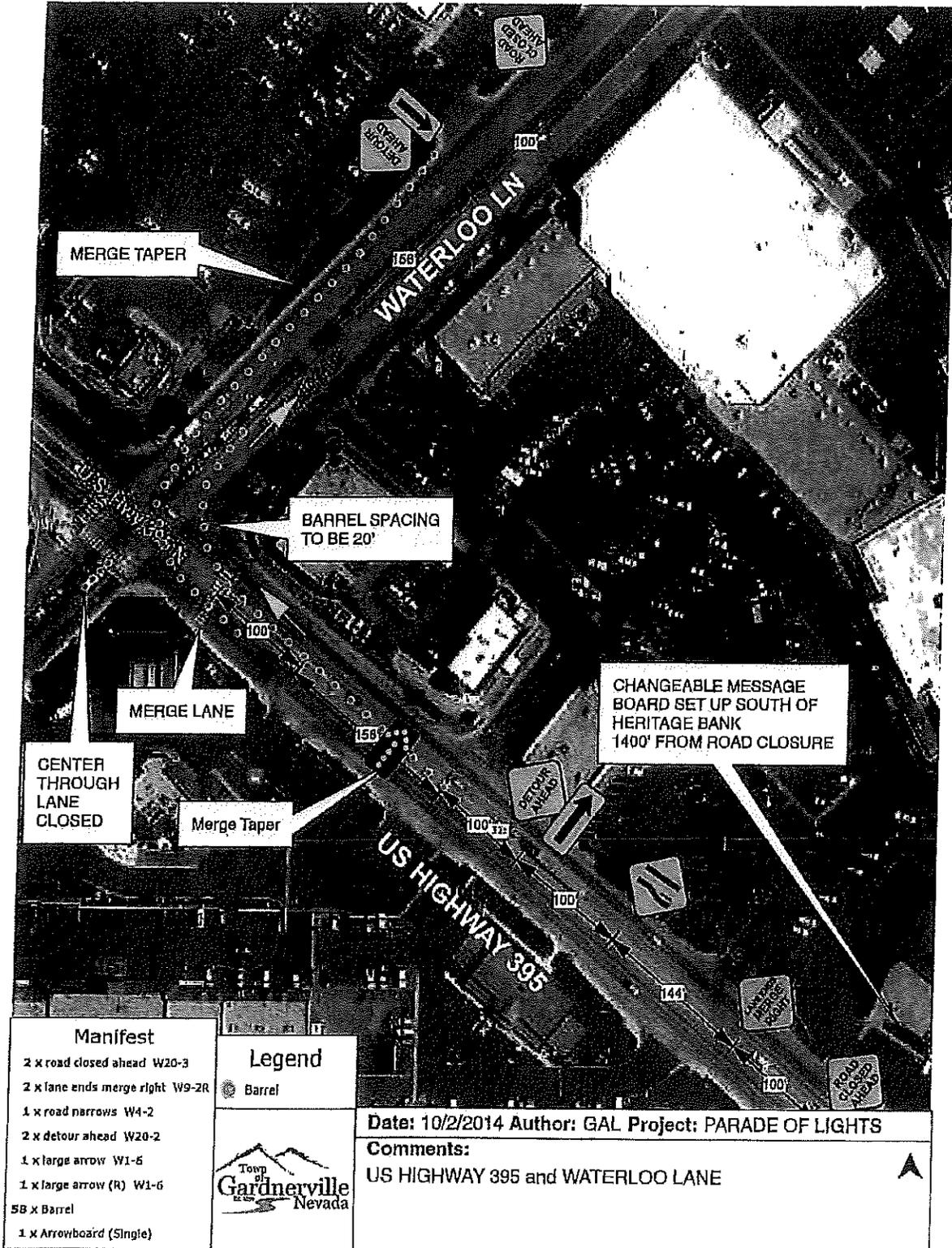
Manifest
1 x R11-2 R11-2
1 x road closed ahead W20-3
1 x detour ahead W20-2
1 x large arrow W1-6
1 x detour (L) M4-9
25 x Barrel

Legend
● Barrel

Date: 10/2/2014 **Author:** GAL **Project:** PARADE OF LIGHTS
Comments:
 US HIGHWAY 395 and DOUGLAS AVE
 PARADE OF LIGHTS

**US HIGHWAY 395 and WATERLOO DETOUR
PARADE OF LIGHTS
DETAIL 5**

www.invarion.com



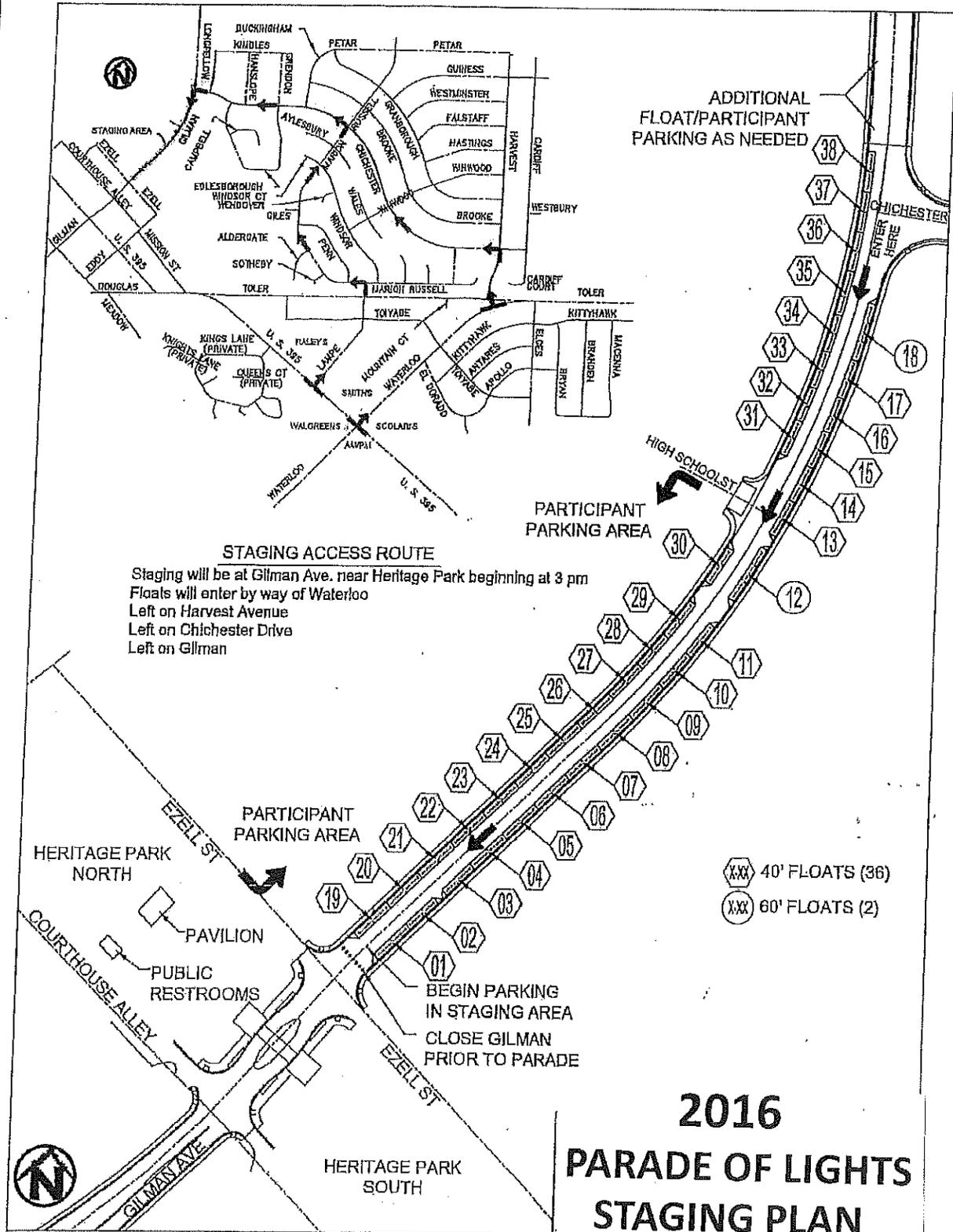
Manifest
2 x road closed ahead W20-3
2 x lane ends merge right W9-2R
1 x road narrows W4-2
2 x detour ahead W20-2
1 x large arrow W1-6
1 x large arrow (R) W1-6
5B x Barrel
1 x Arrowboard (Single)

Legend
Barrel

Date: 10/2/2014 Author: GAL Project: PARADE OF LIGHTS

Comments:
US HIGHWAY 395 and WATERLOO LANE





STAGING ACCESS ROUTE
 Staging will be at Gilman Ave. near Heritage Park beginning at 3 pm
 Floats will enter by way of Waterloo
 Left on Harvest Avenue
 Left on Chichester Drive
 Left on Gilman

ADDITIONAL
 FLOAT/PARTICIPANT
 PARKING AS NEEDED

PARTICIPANT
 PARKING AREA

PARTICIPANT
 PARKING AREA

xxx 40' FLOATS (36)
 xxx 60' FLOATS (2)

BEGIN PARKING
 IN STAGING AREA
 CLOSE GILMAN
 PRIOR TO PARADE

2016 PARADE OF LIGHTS STAGING PLAN

PARADE OF LIGHTS
SIGN REQUIREMENTS

SUMMARY OF SIGNS

#	SIGN	MODEL
135	BARREL OR 41" CONE	
5	DETOUR AHEAD	W20-2
4	DETOUR (L)	M4-9
5	DETOUR (R)	M4-9
6	ROAD CLOSED AHEAD	W20-3
3	LANE ENDS MERGE RIGHT	W9-2R
2	ROAD NARROWS	W4-2
5	LARGE ARROW	W1-6
4	ROAD CLOSED	R11-2
2	ARROWBOARD	
3	MESSAGE BOARD	

04/21/8008 10:01 FAX 778 782 8288

CHARR, SHRETS & RHYGER

0082/004

7757821028

C. D. G. C. U. A.

EST F01

NOV 23 '99 18:38

Internal Revenue Service

Department of the Treasury

District
Director

309 N. Los Angeles Street, MS 7043
Los Angeles, CA 90012

CARSON VALLEY CHAMBER OF COMMERCE
AND HISTORIC AUTHORITY, INC.
1512 HWY 395, SUITE 1
GARDNERVILLE, NV 89410

Person Contact:
L. BARAZAN
Telephone Number:
(213) 894-2336

Refer Reply to:
EO(0267)97
Date:
AUGUST 11, 1997

SIN: [REDACTED]

Dear Taxpayer:

This letter is in response to your request for a copy of the determination letter for the above named organization.

Our records indicate that this organization was recognized to be exempt from Federal income tax in ~~SEPTEMBER~~ 1973 as described in Internal Revenue code Section 501(c)(06).

The exempt status for the determination letter issued in ~~SEPTEMBER~~ 1973 continues to be in effect.

If you need further assistance, please contact our office at the above address or telephone number.

Sincerely,

J. Barry

Disclosure Assistant

Post-Net Fax Note	7671	Date	11-23 1997
To	KELLY	From	BARAZAN
Co./Dept.		Co.	
Phone #		Phone #	
Fax #	572-8255	Fax #	

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CERTIFICATE OF RESTATED AND AMENDED

FILED
IN THE OFFICE OF THE SECRETARY OF STATE OF THE STATE OF NEVADA ARTICLES OF INCORPORATION OF THE

NOV 23 1998 CARSON VALLEY CHAMBER OF COMMERCE AND VISITORS AUTHORITY, INCORPORATED
No. 339-46
Dan Hill
SECRETARY OF STATE
A Nevada Corporation

ARTICLE I

The name of the corporation shall remain as the CARSON VALLEY CHAMBER OF COMMERCE AND VISITORS AUTHORITY, INCORPORATED.

ARTICLE V

The period of existence of this corporation shall be perpetual, unless there is a merger or dissolution pursuant to law.

ARTICLE VI

Except as otherwise provided by law and Chapter 35 of NRS, no action may be brought against any officer or director of this corporation based upon any act or omission arising from failure in his or her official capacity to exercise due care regarding the management or operation of this corporation unless the act or omission involves intentional misconduct, fraud or knowing violation of the law.

ARTICLE IX

The Restated and Amended Articles of Incorporation were approved by resolution of the members.

(NONPROFIT) ANNUAL LIST OF OFFICERS, DIRECTORS AND REGISTERED AGENT OF

FILE NUMBER

Carron Valley Chamber of Commerce & Visitors Authority

C339-1945

NAME OF CORPORATION

FOR THE FILING PERIOD OF

11-2010
07-01-2010 TO 11-2011
06-30-2011



110001

The entity's duly appointed registered agent in the State of Nevada upon whom process can be served is:

William Chernock, Executive Director
Carron Valley Chamber of Commerce & Visitors Authority

A FORM TO CHANGE REGISTERED AGENT INFORMATION CAN BE FOUND ON OUR WEBSITE:
www.nvsos.gov

USE BLACK INK ONLY - DO NOT HIGHLIGHT

ABOVE SPACE IS FOR OFFICE USE ONLY

Return one file stamped copy. (If filing not accompanied by order instructions, the stamped copy will be sent to registered agent.)

****YOU MAY NOW FILE YOUR ANNUAL LIST ONLINE AT www.nvsos.gov****

IMPORTANT! Read instructions before completing and returning this form.

- Print or type name and address, either residence or business, for all officers and directors. A President, Secretary, Treasurer, or equivalent of one of all Directors must be named. There must be at least one director. An Officer must sign the form. FORMS WILL BE RETURNED IF UNCOMPLETED.
- If there are additional officers, attach a list of them to this form.
- Return the completed form with the \$20.00 filing fee, if no contribution. A \$20.00 penalty will be assessed for failure to file on time by the deadline. An annual fee received more than 90 days before the due date shall be assessed as amended fee for the previous year.
- Make your check payable to the Secretary of State. Your accepted check will constitute a certificate to transmit business.
- Outstanding Debts: If requested charges, once the stamped copy will be returned as no additional charges. To receive a certified copy, enclose an additional \$24.00 per certification. A copy fee of \$2.00 per page is required for each additional copy generated from ordering it or from the stamped or certified copies. Appropriate instructions must accompany your order.
- Return the completed form to: Secretary of State, 202 North Carson Street, Carson City, Nevada 89701-1501, (775) 884-5708.
- Form must be in the possession of the Secretary of State on or before the last day of the month in which it is due. (Penalty's date is not accepted as receipt date.) Forms received after due date will be returned for additional fees and penalties.

FILED FEB 2010 BY HQ DARTMOUTH (LATE PENALTY: 100.00)

NAME Cheri Hooknor	TITLE(S) PRESIDENT (OR EQUIVALENT OF)
ADDRESS 1477 Highway 395	CITY STATE ZIP CODE Gardnerville NV 89410
NAME Jeri Johnson	TITLE(S) SECRETARY (OR EQUIVALENT OF)
ADDRESS 1477 Highway 395	CITY STATE ZIP CODE Gardnerville NV 89410
NAME John Endler	TITLE(S) TREASURER (OR EQUIVALENT OF)
ADDRESS 1477 Highway 395	CITY STATE ZIP CODE Gardnerville NV 89410
NAME Debra Lang	TITLE(S) DIRECTOR
ADDRESS 1477 Highway 395	CITY STATE ZIP CODE Gardnerville NV 89410

I declare, to the best of my knowledge under penalty of perjury, that the above mentioned entity has complied with the provisions of NRS 208.780 and understands that pursuant to NRS 208.734, it is a category C filer to knowingly file any false or forged document for filing in the Office of the Secretary of State.

x Wee Ch
Signature of Officer

Title: Executive Director Date: 07/30/10

Nevada Secretary of State Annual List Materials
Revised: 7-1-08

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CERTIFICATE OF RESTATED AND AMENDED
FILED ARTICLES OF INCORPORATION
 IN THE OFFICE OF THE SECRETARY OF STATE OF THE STATE OF NEVADA
 OF THE
 CARSON VALLEY CHAMBER OF COMMERCE AND VISITORS AUTHORITY, INCORPORATED
 NOV 22 1998
 No. 339-45
Jan Hill
 JAN HILL, SECRETARY OF STATE
 A Nevada Corporation

ARTICLE I

The name of the corporation shall remain as the CARSON VALLEY CHAMBER OF COMMERCE AND VISITORS AUTHORITY, INCORPORATED.

ARTICLE V

The period of existence of this corporation shall be perpetual, unless there is a merger or dissolution pursuant to law.

ARTICLE VI

Except as otherwise provided by law and Chapter 35 of NRS, no action may be brought against any officer or director of this corporation based upon any act or omission arising from failure in his or her official capacity to exercise due care regarding the management or operation of this corporation unless the act or omission involves intentional misconduct, fraud or knowing violation of the law.

ARTICLE IX

The Restated and Amended Articles of Incorporation were approved by resolution of the members.

1 b. Preserving and protecting the competitive enterprise
2 system of business by: creating a better understanding and
3 appreciation of the importance of business people and concern
4 for their problems; educating the business community and
5 representing them in city, county, state and national
6 legislative and political affairs; preventing or addressing
7 controversies which are detrimental to expansion and growth of
8 business and the community if they arise.

9 c. Promoting the general welfare and prosperity of the
10 Carson Valley area, so that its citizens and all areas of its
11 business community shall prosper. All necessary means of
12 promotion shall be provided and particular attention and
13 emphasis shall be given to the economic, civic, commercial,
14 cultural, industrial and educational interests of the area.

15 d. The chamber will be the designated tourist marketing
16 organization for the Carson Valley and surrounding areas. A
17 portion of the Douglas County Lodgers Tax and "room tax"
18 revenues granted from the rental of transient lodging,
19 authorized by Nevada Revised Statutes are granted to the
20 chamber. The chamber will advertise, publicize and promote
21 the projects specified within the law. The chamber shall also
22 advertise the resources of Carson Valley and surrounding areas
23 related to tourism, including available accommodations,
24 transportation, entertainment, natural resources and climate
25 and promote "special events" related thereto.

26 e. Any other lawful activity within the objects or
27 purposes of the corporation.

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ARTICLE IV

The number of the Board of Directors shall remain at 15, but the number of such directors may be fixed and altered from time to time by the By-Laws of the corporation.

ARTICLE V

The period of existence of this corporation shall be perpetual, unless there is a merger or dissolution pursuant to Chapter 82 of the Nevada Revised Statutes.

ARTICLE VI

Except as otherwise provided in NRS 82.136 and 82.536 and Chapter 35 of NRS, no action may be brought against any officer or director of this corporation based upon any act or omission arising from failure in his or her official capacity to exercise due care regarding the management or operation of this corporation unless the act or omission involves intentional misconduct, fraud or knowing violation of the law.

ARTICLE VII

The following are the current name and address of the Board of Directors:

- Jim McFarland 1520 Church Street,
Gardnerville, NV 89410
- Milos Terzich 1470 Highway 395
Gardnerville, NV 89410
- Bill Henderson 1627 U.S. Highway 395 N.,
Minden, NV 89423
- Roxanne Stangle P.O. Box 217, Minden, NV 89423
- June Micheli P.O. Box 2048, Minden, NV 89423
- Sandy Cable P.O. Box 927, Minden, NV 89423
- Diane Pettitt P.O. Box 43, Gardnerville, NV 89410
- Jim BuEarl 1679 Toni Court, Minden, NV 89423

1 Fran Houle P.O. Box 1616, Gardnerville, NV 89410
2 Ray Lummas P.O. Box 667, Gardnerville, NV 89410
3 Renee Mack P.O. Box 154, Minden, NV 89423
4 Sheila Plimpton 1795 Ironwood Drive, Minden, NV 89423
5 David Fumphrey P.O. Box 623, Minden, NV 89423
6 Ron Squires 1970 Comstock, Gardnerville, NV 89410
7 Suzy Stockdale 1650 Lucerne, Minden, NV 89423

8 ARTICLE VIII

9 All persons serving, or who have served, as officers or
10 directors of this corporation, shall be indemnified by this
11 corporation against expenses actually and necessarily incurred by
12 them in connection with the defense of any action, suit or
13 proceeding which they, or any of them, are made parties, or a
14 party, by reason of having been or being directors or officers or
15 a director or an officer of this corporation, except in relation to
16 matters as to which any such director or officer or former director
17 or officer shall be adjudged in such action, suit or proceeding to
18 be liable for intentional misconduct, fraud or knowing violation of
19 law. Such indemnification shall not be deemed exclusive of any
20 other rights to which those indemnified may be entitled, under any
21 By-Law, agreement or otherwise. Notwithstanding any other
22 provision of these Articles, no director or officer of this
23 corporation shall be personally liable to the corporation or its
24 stockholders for damages for breach of fiduciary duty as a director
25 or officer. This limitation of personal liability does not limit

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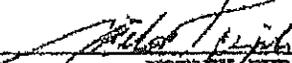
1 the liability of any officer or director for acts or omissions
2 which involve intentional misconduct, fraud or a knowing violation
3 of the law, or for payment of dividends in violation of NRS 78.300.

4
5 STATE OF NEVADA)
6 COUNTY OF DOUGLAS) ss.

7 The undersigned, JIM MCFARLAND, President of the Carson
8 Valley Chamber of Commerce and Visitor's Authority, Inc., after
9 first being duly sworn, deposes and says that he have read the
10 foregoing Certificate of Restated and Amended Articles of
11 Incorporation of the Carson Valley Chamber of Commerce and
12 Visitor's Authority, Inc. and that by a vote of 14 Board of
13 Directors, being all of the Board of Directors present, the
14 undersigned President has been authorized to execute the foregoing
15 Certificate by a Resolution of the Board of Directors adopted on
16 the 4th day of October, 1995, and that this Certificate correctly
17 sets forth the text of the Articles as restated and amended as of
18 this date.

19
20 
21 _____
22 JIM MCFARLAND, President

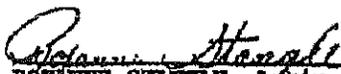
22 SUBSCRIBED AND SWORN before me
23 this 18th day of October, 1995.

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26 _____
27 NOTARY PUBLIC



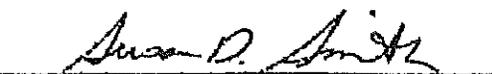
1 STATE OF NEVADA)
2 COUNTY OF DOUGLAS) SS.

3 The undersigned, ROXANNE STANGLE, Acting Secretary of the
4 Carson Valley Chamber of Commerce and Visitor's Authority, Inc.,
5 after first being duly sworn, deposes and says that she has read
6 the foregoing Certificate of Restated and Amended Articles of
7 Incorporation of the Carson Valley Chamber of Commerce and
8 Visitor's Authority, Inc. and that by a vote of 14 Board of
9 Directors, being all of the Board of Directors present, the
10 undersigned Acting Secretary has been authorized to execute the
11 foregoing Certificate by a Resolution of the Board of Directors
12 adopted on the 4th day of October, 1995, and that this Certificate
13 correctly sets forth the text of the Articles as restated and
14 amended as of this date.

15
16 
17 ROXANNE STANGLE, Acting Secretary

18 SUBSCRIBED AND SWORN before me
19 this 3rd day of November, 1995.



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22 NOTARY PUBLIC

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1 RESOLUTION OF THE BOARD OF DIRECTORS OF THE CARSON VALLEY
2 CHAMBER OF COMMERCE AND VISITOR'S AUTHORITY, INC.
3 A Nevada Corporation
4

5 On the 4th day of October, 1995, at a regularly scheduled
6 meeting of the Board of Directors of the Carson Valley Chamber of
7 Commerce and Visitor's Authority, Inc., it having been brought to
8 the attention of the Board that the original Articles of
9 Incorporation expire on or about November 25, 1995, and after
10 motion being made and duly seconded, a quorum of the Board of
11 Directors being present, the following resolution was unanimously
12 passed:

13 RESOLVED, that the Articles of Incorporation of the
14 Carson Valley Chamber of Commerce and Visitor's
15 Authority, Inc., be restated and amended pursuant NRS
82.371 and NRS 82.356 to read as follows:

16 ARTICLE I

17 The name of the corporation shall remain as THE CARSON
18 VALLEY CHAMBER OF COMMERCE AND VISITOR'S AUTHORITY, INC.

19 ARTICLE II

20 This corporation is organized pursuant to Section
21 501(c)(6) of the Internal Revenue Code as amended and upon
22 dissolution, any assets of the corporation must be distributed to
23 any person or entity which is recognized as exempt under Section
24 501(c) of the Internal Revenue Code as amended.

25 ARTICLE III

26 This corporation is a nonprofit corporation, without
27 capital stock, which will not distribute any gains, profits or
28 dividends to its members. Its purposes shall include, but not be

1 limited to, serving the Carson Valley area of Douglas County in the
2 following manners:

3 a. Serving as a clearinghouse for general information;
4 providing a vehicle for orderly development of the community
5 by encouraging ideas and representation from within; promoting
6 the economic, educational, cultural, recreational and social
7 welfare of the residents, property owners, business
8 enterprises and investors in said area.

9 b. Preserving and protecting the competitive enterprise
10 system of business by: creating a better understanding and
11 appreciation of the importance of business people and concern
12 for their problems; educating the business community and
13 representing them in city, county, state and national
14 legislative and political affairs; preventing or addressing
15 controversies which are detrimental to expansion and growth of
16 business and the community if they arise.

17 c. Promoting the general welfare and prosperity of the
18 Carson Valley area, so that its citizens and all areas of its
19 business community shall prosper. All necessary means of
20 promotion shall be provided and particular attention and
21 emphasis shall be given to the economic, civic, commercial,
22 cultural, industrial and educational interests of the area.

23 d. The chamber will be the designated tourist marketing
24 organization for the Carson Valley and surrounding areas. A
25 portion of the Douglas County Lodgers Tax and "room tax"
26 revenues granted from the rental of transient lodging,
27 authorized by Nevada Revised Statutes are granted to the
28 chamber. The chamber will advertise, publicize and promote

1 the projects specified within the law. The chamber shall also
2 advertise the resources of Carson Valley and surrounding areas
3 related to tourism, including available accommodations,
4 transportation, entertainment, natural resources and climate
5 and promote "special events" related thereto.

6 e. Any other lawful activity within the objects or
7 purposes of the corporation.

8 ARTICLE IV

9 The number of the board of directors shall remain at 15,
10 but the number of such directors may be fixed and altered from time
11 to time by the By-Laws of the corporation.

12 ARTICLE V

13 The period of existence of this corporation shall be
14 perpetual, unless there is a merger or dissolution pursuant to
15 Chapter 82 of the Nevada Revised Statutes.

16 ARTICLE VI

17 Except as otherwise provided in NRS 82.136 and 82.536 and
18 Chapter 35 of NRS, no action may be brought against any officer or
19 director of this corporation based upon any act or omission arising
20 from failure in his or her official capacity to exercise due care
21 regarding the management or operation of this corporation unless
22 the act or omission involves intentional misconduct, fraud or
23 knowing violation of the law.

24 ARTICLE VII

25 All persons serving, or who have served, as officers or
26 directors of this corporation, shall be indemnified by this
27 corporation against expenses actually and necessarily incurred by
28 them in connection with the defense of any action, suit or

1 proceeding which they, or any of them, are made parties, or a
 2 party, by reason of having been or being directors or officers or
 3 a director or an officer of this corporation, except in relation to
 4 matters as to which any such director or officer or former director
 5 or officer shall be adjudged in such action, suit or proceeding to
 6 be liable for intentional misconduct, fraud or knowing violation of
 7 law. Such indemnification shall not be deemed exclusive of any
 8 other rights to which those indemnified may be entitled, under any
 9 By-Law, agreement or otherwise. Notwithstanding any other
 10 provision of these Articles, no director or officer of this
 11 corporation shall be personally liable to the corporation or its
 12 stockholders for damages for breach of fiduciary duty as a director
 13 or officer. This limitation of personal liability does not limit
 14 the liability of any officer or director for acts or omissions
 15 which involve intentional misconduct, fraud or a knowing violation
 16 of the law, or for payment of dividends in violation of NRS 78.300.
 17 AYES - 14
 18 NAYS - NONE
 19 ABSTENTIONS - NONE
 20 ABSENTEES - 1
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1 The undersigned, being President of the Carson Valley
2 Chamber of Commerce and Visitor's Authority, Inc. hereby certifies
3 that the foregoing Resolution was passed as hereinabove stated.

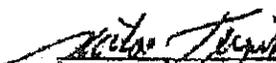
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5 
6 JIM MCFARLAND, President

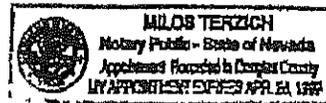
7 ATTEST:

8
9 
10 ROXANNE STANGLE
Acting Secretary

11 STATE OF NEVADA)
12) ss.
13 COUNTY OF DOUGLAS)

13 On this 11th day of October, 1995, personally
14 appeared before me, a Notary Public, JIM MCFARLAND and ROXANNE
15 STANGLE, known to me to be the President and Acting Secretary,
16 respectively, of the Carson Valley Chamber of Commerce and
17 Visitor's Authority, Inc., who acknowledge that they executed the
18 above Resolution.

19
20 
21 NOTARY PUBLIC



THIS FORM SHOULD ACCOMPANY Certificate of Restated and Amended Articles OF INCORPORATION FOR A NEVADA CORPORATION

1. Name of corporation CARSON VALLEY CHAMBER OF COMMERCE AND VISITORS AUTHORITY, INCORPORATED
2. Date of adoption of Amended and Restated Articles October 4, 1995

3. If the articles were amended, please indicate what changes have been made:
(a) Was there a name change? Yes No If yes, what is the new name?

FILED
IN THE OFFICE OF THE
SECRETARY OF STATE OF THE
STATE OF NEVADA

(b) Did you change the resident agent? Yes No If yes, please indicate the new agent and address.

NOV 22 1995
No. 389-45

Please attach the resident agent acceptance certificate.
(c) Did you change the purpose? Yes No Did you add Banking? Gaming? Insurance? None of these?
(d) Did you change the capital stock? Yes No If yes, what is the new capital stock?

Don Hill
Notary Public, Secretary of State

(e) Did you change the directors? Yes No If yes, indicate the change.

(f) Did you add the directors liability provision? Yes No
(g) Did you change the period of existence? Yes No If yes, what is the new existence?

(h) If none of the above apply, and you have amended or modified the articles, how did you change your articles?

Notary and Title of Office _____ Date _____

State of _____
County of _____ } ss.

On _____, personally appeared before me, a Notary Public, _____, who acknowledged that he/she executed the above instrument.

Donny Hill

(Notary State or Seal)

TEMPORARY

Route:	
Milepost:	NDOT District II
District Permit No.:	
Applicant:	
Type of Activity:	
FOR DEPARTMENT USE ONLY	

APPLICATION AND PERMIT FOR TEMPORARY OCCUPANCY OF
NEVADA DEPARTMENT OF TRANSPORTATION RIGHT-OF-WAY
(Under the Provisions of NRS 408.423 and 408.210)

1. Location where the event and/or occupancy is proposed:

US Highway 395,	from Eddy Street (Gardnerville north to Esmeralda Ave (Minden))
<small>Local name of highway</small>	<small>Street address or nearest cross street</small>
_____	_____
between Milepost _____	and Milepost _____

2. Describe the event in detail, including the number of participants, the proposed route, the proposed date and time of the event. Please attach plans and/or drawings of the proposed route.

21th Annual Parade of Lights presented by the Carson Valley Chamber of Commerce.

Approximately 200 participants, 2000-3000 Spectators

Route: US Highway 395 fro Eddy Street in Gardnerville north to Esmeralda Ave in Minden,

State of Nevada

Map of Route and Route Signs attached.

EVENT DATE(s):

December 3rd, 2016 Saturday 4pm (1600) to 8pm (2000)

3. SPECIFIC TERMS AND CONDITIONS FOR THIS PERMIT ARE LISTED ON PAGES 2 & 3.

4. THE PERMIT SHALL BE SIGNED AND RETURNED TO THE DISTRICT OFFICE.

Alicia Main	Alicia Main, Chamber Manager
<i>Name of PERMITTEE</i>	<i>Name and Title (Please print)</i>
1477 US Highway 395, Suite A	
<i>Address</i>	<i>Signature</i>
Gardnerville, Nevada 89410	775-782-8144 / 775-782-1025
<i>City, State, Zip</i>	<i>Telephone/Fax</i>
October 3, 2016	
<i>Date of Application</i>	

District Permit No.: _____

ADDITIONAL TERMS AND CONDITIONS

1. The permit shall be signed by **PERMITTEE** on Page 1 and returned to the district office. The permit shall not be valid until the **SIGNED** original permit has been received by the district office.
2. This temporary permit expires upon completion of the event.
3. The temporary Right-of-Way Occupancy Permit, or a conformed copy, shall be kept at the site of the event and must be shown to any representative of the Department of Transportation or any law enforcement officer on demand. **THE EVENT SHALL BE SUSPENDED IF THE PERMIT IS NOT AT THE SITE AS PROVIDED.**
4. The **PERMITTEE**, in addition to obtaining the temporary Right-of-Way Occupancy Permit must also obtain any and all other permits required by State law or local ordinances.
5. The **PERMITTEE** agrees to indemnify and save harmless the State of Nevada and its officers, agents, and employees against any and all liability, loss, damage, cost and expense which it or they may incur, suffer, or be required to pay by reason of death, disease, or bodily injury to any person or persons, or injury to, destruction of, or loss of use of any property, including property belonging to the State of Nevada, arising out of or incident to activities contemplated by this permit, and proximately caused, in whole or in part, by any act or omission of the **PERMITTEE**, or its contractors, agents, or the employees of any one or all of them **OR BY THE OFFICERS, AGENTS, OR EMPLOYEES OF THE STATE OF NEVADA**, unless it is established by the **PERMITTEE** that the proximate cause was the willful misconduct or gross negligence of the officers, agents, or employees of the State of Nevada.
6. This application must have the following signatures of approval before being processed by the district office:

Nevada Highway Patrol

County Sheriff or City Police

By: CARL JOHNSON / Lt. Johnson, LT.#076
Date: 10/05/16

By: [Signature]
Date: 10-4-16

Special conditions / requirements or other comments (i.e. escorts, traffic control, contact area supervisor, or N/A):

Special conditions / requirements or other comments (i.e. escorts, traffic control, contact area supervisor, or N/A):

NO ADDITIONAL TRAFFIC CONTROL REQUESTED/CONTRACTED FROM NHP

*** SEE ADDITIONAL TERMS AND CONDITIONS ON PAGE 3. ***

Reviewed by: _____
District II Permit Office Date

This temporary Right-of-Way Occupancy permit is granted to the PERMITTEE in accordance with the provisions of Chapter 408 NRS, and subject to the terms and conditions stipulated to perform the activity described.

Dated this _____ day of _____, 20_____

STATE OF NEVADA, DEPARTMENT OF TRANSPORTATION

By _____
Director or District Engineer



CERTIFICATE OF LIABILITY INSURANCE

CARSO47

OP ID: DR

DATE (MM/DD/YYYY)
09/28/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Warren Reed Insurance, Inc. 1521 Highway 395 North Gardnerville, NV 89410 Alan G. Reed	CONTACT NAME: Alan G. Reed PHONE (A/C, No, Ext): 775-782-2277 FAX (A/C, No): 775-782-7387 E-MAIL ADDRESS: <table style="width: 100%; border: none;"> <tr> <td style="text-align: center; border: none;">INSURER(S) AFFORDING COVERAGE</td> <td style="text-align: center; border: none;">NAIC #</td> </tr> <tr> <td style="border: none;">INSURER A: Foremost Insurance</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">INSURER B:</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">INSURER C:</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">INSURER D:</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">INSURER E:</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">INSURER F:</td> <td style="border: none;"></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Foremost Insurance		INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
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INSURER F:															
INSURED Carson Valley Chamber 1477 Hwy 395 N, STE A Gardnerville, NV 89410															

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	X		PAS041084998	09/10/2016	09/10/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTIONS						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 The below mentioned certificate holder is added as an additional insured with respects to the Parade of Lights on 12/3/16

CERTIFICATE HOLDER <div style="text-align: center; font-weight: bold;">DOUGLAS</div> Douglas County P.O. Box 218 Minden, NV 89423	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Alan G. Reed
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CERTIFICATE OF LIABILITY INSURANCE

CARSO47

OP ID: DR

DATE (MM/DD/YYYY)
09/28/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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	INSURER B:	
	INSURER C:	
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	INSURER F:	

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A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	PAS041084998	09/10/2016	09/10/2017	EACH OCCURRENCE	\$ 1,000,000
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						MED EXP (Any one person)	\$ 5,000
						PERSONAL & ADV INJURY	\$ 1,000,000
						GENERAL AGGREGATE	\$ 2,000,000
						PRODUCTS - COMP/OP AGG	\$ 2,000,000
							\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident)	\$
						BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
							\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE	\$
						AGGREGATE	\$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			PER STATUTE	OTH-ER
						E.L. EACH ACCIDENT	\$
						E.L. DISEASE - EA EMPLOYEE	\$
						E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The below mentioned certificate holder is added as an additional insured with respects to the Parade of Lights on 12/3/16.

CERTIFICATE HOLDER**CANCELLATION**

TOWN OF G Town of Gardnerville 1407 Hwy 395 Gardnerville, NV 89410	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Alan G. Reed
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Gardnerville Town Board
AGENDA ACTION SHEET



1. **For Possible Action:** Approve appointment of Katrina Rowe to the Main Street Board of Directors.
2. **Recommended Motion:** Approve appointment of Katrina Rowe to the Main Street Board of Directors.

Funds Available: Yes N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** November 1, 2016 **Time Requested:** N/A

6. **Agenda:** Consent Administrative

Background Information: See attached.

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

8. **Board Action:**

- Approved Approved with Modifications
 Denied Continued

RECEIVED
OCT 01 2015



MAIN STREET
Gardnerville
NEVADA

APPLICATION TO SERVE AS A BOARD MEMBER
MAIN STREET GARDNERVILLE PROGRAM

The M.S.G. Board meets the third Tuesday of each month,
6 pm, at the Town Hall, 1407 Hwy 395, Gardnerville

Thank you for having the interest and taking the time to complete this brief application. Please complete the application to the best of your ability, and again thank you for your interest!

Name: Katrina Rowe E-Mail: _____

Address: Minden, NV 89423 Phone: _____

Business Address: _____

City: Gardnerville State: NV Zip: 89410

Why are you interested in serving on the Main Street Gardnerville Board?

I like making a difference in my community. I believe that Gardnerville is definitely a destination, not a 'drive thru' and I would like to help make Gardnerville the best it can be for those who live here and those who come to visit and enjoy.

Please briefly describe any business and/or professional experience you could bring to your service on the Board:

I have been involved in non-profits for 20+ years from PTA president to chairing 'Velvet' for life (Douglas County) for 2 yrs. I'm currently Regional Director for FISH.

I love being around people and meeting new people.

Do you have any direct or indirect experience with the National Main Street Program?

No, not yet

Please describe any special skills you would bring to your service on the Board:

I'm creative, good at event planning, fundraising and decorating. I was once runner-up in the 'Kona Gazette's Martha Stewart contest', yes, seriously!

Which one of these four main points do you think your experience and participation would be of the most benefit to M.S.G.: Organization, Promotion, Design, or Economic Restructuring?

My primary interest would probably be design or promotion, although I would help wherever needed.

The Board will likely come up with projects within the framework of the Main Street Program. Are there any projects that you particularly have interest in seeing completed downtown? Why?

Restoration and beautification are important as well as events because they draw tourists in and give locals an increased sense of community.

I'm willing to invest 3-5 hours per month in the future of our downtown yes

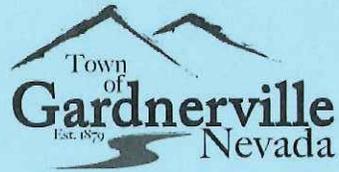
If selected, what date would you be available to begin serving on the board? Almost immediately (after 10/6)

Thank you again for completing this application, and for your interest in the Main Street Gardnerville Program. We will contact you as soon as possible regarding your application.

Signature: Katrina Rowe

Date: 10/1/15

Gardnerville Town Board
AGENDA ACTION SHEET



1. **Not For Possible Action:** Discussion on the Main Street Program Manager's Monthly Report of activities for October 2016.
2. **Recommended Motion: Receive and file**
 - a. **Funds Available:** Yes N/A
3. **Department:** Administration
4. **Prepared by:** Paula Lochridge
5. **Meeting Date:** November 1, 2016 **Time Requested:** 10 minutes
6. **Agenda:** Consent Administrative
7. **Background Information:** See attached.
8. **Other Agency Review of Action:** Douglas County N/A
9. **Board Action:**

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



Main Street Gardnerville's Program Manager Report November 1, 2016

- **Revolving Loan Fund Status:**
 - I heard back from our representative at USDA regarding using our Revolving Loan Funds for a matching grant program. We are ineligible to use these funds as a matching grant; the reason being, then it becomes a pass through grant and that is not allowable.
 - Our Revolving Loan Fund Liaison and our former Consultant, Tim Rubald, is unable to continue in the role of our RLF Liaison. We'll need to re-establish this effort/loan committee then we can relaunch the loan program.

- **Slaughterhouse Lane Coffin Races, October 8th:**
 - We had fewer entries this time around but the interest, excitement and competition ran very high. The steering committee for this event will look into ways of getting the potential teams engaged sooner. We're also looking into discounted sign up fees for those who can get another team to sign up.
 - The potential is great for growing this event.
 - The Steering Committee will be meeting soon to discuss the past two years and sort through the feedback.
 - A few photos are included with my report.

- **Fall in Love with the District Vacancy Tour, October 22nd:**
 - This event has gone through some changes since our original inception. First, it was going to be a walking tour of the vacant properties. Then we thought we'd do it in one location. Then we decided to do it as a virtual vacancy tour. Problem we were running into is that we don't really have enough vacancies at this point in time. We thought by doing this as a virtual thing, we could possibly do it as a monthly "virtual" event. It's something new that we've never tried before so anxious to see the results. This could open the doors for a lot of other opportunities.

- Our next Main Street Mingle, El Aguila Real, November 9th:

You're invited to our next
"Main Street Mingle"



El Aguila Real
Wednesday, November 9th,
5:00 pm—6:30 pm at
1488 Hwy 395 N, in Gardnerville

- **Meet members of our community and talk about upcoming events, projects or whatever!**
 - **Great way to meet and share ideas.**
 - **Promotional materials welcome.**
 - **Light refreshments will be provided, courtesy of El Aguila Real.**
 - **Bring a friend and earn additional entries into a raffle.**
 - **RSVP encouraged by November 4th.**
 - **Please email Info@MainStreetGardnerville.org or call 775-782-8027.**
-
- **A new Sidewalk Gallery is up featuring the Great Race:**
 - The photos are from various local photographers that took pictures of the cars in the race during the event.
 - This display will be up for the next several months. This time our volunteers also cleaned up and added photos on the corner facing the Eddy Street and Hwy 395 intersection, hoping to draw more attention to the display.
-
- **The MSG Board's Recommendation for a new Board Member:**
 - The MSG Board selected Katrina Rowe as our newest board member, to fill the seat vacated by Margaret Pross, pending the Town Board's final approval.

Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Discussion to approve, approve with modifications or deny a request by Martin Stahl for a zoning map amendment (DA 16-03) to change the zoning district from neighborhood commercial to mixed use commercial within the Town of Gardnerville. The subject property is located at 1378 N Hwy 395, Gardnerville, in the Minden/Gardnerville Community Plan. (APN 1220-04-101-029); with public comment prior to Board action.
2. **Recommended Motion:** Approve the request by Martin Stahl for a zoning map amendment (DA 16-03) to change the zoning district from neighborhood commercial to mixed use commercial within the Town of Gardnerville.

Funds Available: Yes N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** September 6, 2016 **Time Requested:** 20 minutes

6. **Agenda:** Consent Administrative

Background Information: The applicant came before the town board in July, and the board denied the zone change from Neighborhood Commercial (NC) to Multi Family (MFR). Then the applicant pulled the request for the board to reconsider the denial on the basis of the flood plain issues and the problems associated with allowing the flood plain within a commercial facility considering the inability to raise the base flood elevation (BFE). They are back asking for the town's consideration of a mixed use development. The application is vague, as allowed by submittal requirements. There is a conceptual site plan indicating the location of a proposed commercial building along Highway 395 (in the front of the site) and apartments in the back of the parcel. This proposed zoning is what is recommended in the town's Plan for Prosperity and will allow both commercial and residential to be constructed on the same parcel, keeping commercial along the Highway 395 frontage. See the attached revised staff report for the project.

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
Linda Slater, Board Member
Cassandra Jones, Board Member
Lloyd Higuera, Board Member

MEMORANDUM

Date: October 25, 2016
To: Gardnerville Town Board
From: Tom Dallaire, P.E., Town of Gardnerville
Subject: DA 16-037 (Zoning Map Amendment); Martin Stahl, Located at 1378 Highway 395 North APN: 1220-04-101-029

I. TITLE:

Discussion to approve, approve with modifications or deny a request by Martin Stahl for a zoning map amendment (DA 16-03) to change the zoning district from neighborhood commercial to mixed use commercial within the Town of Gardnerville. The subject property is located at 1378 N Hwy 395, Gardnerville, in the Minden/Gardnerville Community Plan. (APN 1220-04-101-029).

II. RECOMMENDATION

Staff's Recommendation to the Gardnerville Town Board is to approve the proposed request by Martin Stahl to change the zoning from Neighborhood Commercial to Mixed Use Commercial, based on the findings and conclusions in the staff report.

The following are comments about the project for the applicant to consider for the design review process;

The following are staff's recommended conditions of approval for the master plan and zoning amendments for the development application:

1. The applicant should work with Lynn Cauley to improve the current shared drive configuration, including upgrading the existing culvert under the entrance for connection to a future channel improvement project. Lynn is very concerned about people using the southerly exit for her building.
2. Provide elevations of the proposed structures to fit the character of the town, and not match the adjacent apartment complex constructed in the 1970's
3. Provide trash enclosure for 1 - 2 yard trash bin for every 4 – 6 housing units, depending on desired pickup schedule and provide an enclosure structure per the Douglas County standards with the town's standard dimensions as attached.
4. The design review application will need to comply with the Town of Gardnerville's Plan for Prosperity, Objective 1 and Goal 2, creating a mixed use development.
5. The applicant shall submit design review for town board review and approval. Plans shall be in conformance with Douglas County Design Criteria and Improvement Standards (DCDCIS) Division 7, and the Town of Gardnerville Design Standards.
 - a. A decorative stop sign at Highway 395.

- b. The storm water leaving the site shall be treated prior to discharge into the existing irrigation ditch adjacent to Hwy 395. A detention facility is not needed for this project site.

NOTE's from Board Meeting:

▪

▪

III. DISCUSSION AND EVALUATION

Master Plan and Zoning Consistency: The project is located within the Minden-Gardnerville urban service area and a 10-year well-head protection zone for the Gardnerville Water Company's public water well.

With the current improvements on the site (formally a used car lot, then a restaurant), all have failed and it is in need of reinvestment.

The project site is designated in the Master Plan as GC (General Commercial) with master plan use is commercial within the Neighborhood Commercial zone. The town Plan for Prosperity states objective I (pg 3) and/or objective 3 (pg 6) is to improve US Hwy 395's image within the town. The 'S' curve is a priority of the investment district. All new investment should improve the town's image. The master plan remains commercial and zone change is what was brought to the board for consideration.

The Plan for Prosperity is all about creating mixed use areas to bring residents close to downtown where they can work and live. Policy 2.1 (pg 7 & 8) specifically calls out Goal 2: create a new 'S' curve as a visually pleasing mixed -use project. The applicant is now proposing to develop a portion of the S Curve properties into a mixed use project, as indicated in the Plan for Prosperity.

The proposed plan will use the existing "shared" entrance with Lynne Cauley Real Estate and the traffic study indicates the project will also use the existing entrance through the parking area of the adjacent apartment complex and Fitzhenry's Funeral Home.

Traffic: The traffic study now indicates with the proposed project, including the commercial use (medical / dental offices) and 21 apartments, will generate 266 average daily trips, with 19 am peak hour movements and 25 PM peak hour movements from the project. The traffic study also recommends the shared easterly driveway with the real estate parcel with single ingress and egress lanes provided. The sight distance requirements can be maintained.

Drainage: The proposed parcel is currently covered in ac, minimal perimeter landscaping and a gravel area behind the apartments and funeral home. The storm water drains into a basin and, I believe, ponds onsite. With the location to Gardnerville Water Company Well No.1 infiltration should not be an option as the site is within the wellhead protection zone. The draining from the proposed site will need to be collected, treated and discharged into the existing irrigation ditch, which then gets treated within ponds and wetlands located downstream of the site.

A conceptual drainage study is not a requirement to verify the zoning map amendment, but will be reviewed at the design review stage.

Floodplain: The site is located within a flood plan which became effective in June 2016. The proposed channel at Kingslane will eventually be extended to the site and terminate at the 2'x6' culvert crossing under Hwy 395 at Toler Lane. The Town has intentions to gain grant funding to increase the size of this 395 crossing in the future.

IV. MASTER PLAN AMENDMENT FINDINGS

Pursuant to County Code, Section 20.608.040 Findings for master plan amendments
The planning commission and the board shall, in approving an amendment to the master plan land use map or text, make the following findings:

A. The proposed amendment is consistent with the policies embodied in the adopted master plan. The applicant has demonstrated the amendment promotes the overall goals and objectives of the master plan and has demonstrated a change in circumstances since the adoption of the plan that makes it appropriate to reconsider one or more of the goals and objectives of land use designations.

Town Staff Response: The applicant is proposing to follow the Plan for Prosperity. The Plan for Prosperity identifies this project site as a mixed use zone for the "S" curve area. The mixed use zoning and project includes a commercial building along 395 and apartments behind as the staff and board visited for this parcel. We will find out the proposed elevations and floor plan at the design review stage.

B. The proposed amendment is based on a demonstrated need for additional land to be used for the proposed use, and that the demand cannot be reasonably accommodated within the current boundaries of the area.

Town Staff Response: There is a need for multi-family residential properties within the town of Gardnerville and a desire from the board to keep the new development following the Plan for Prosperity and utilizing Highway 395 as the commercial core. This project does comply with that concept.

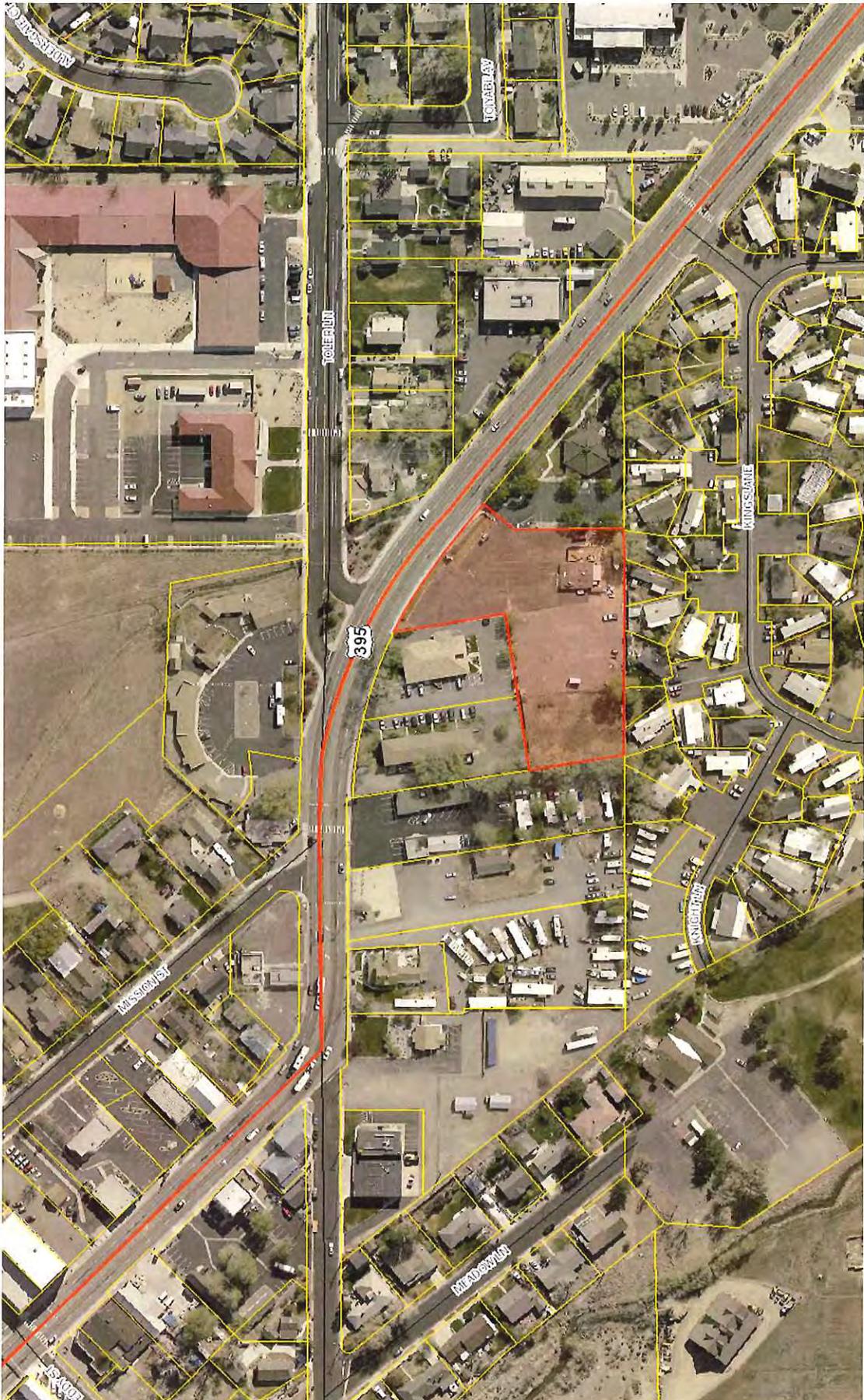
C. The proposed amendment would not materially affect the availability, adequacy, or level of service of any public improvement serving people outside of the applicant's property and will not be inconsistent with the adequate public facility policies contained in Chapter 20.100 of this title;

Town Staff Response: The utility services are currently onsite. This project has the potential to be a great one for sure with some considerations of the Plan for Prosperity. If the site developed as commercial, the traffic generated to the site would be significantly more than the proposed use, increasing the traffic conflicts from the site; road infrastructure and traffic being the hardest public services to mitigate. The traffic study does define the existing levels of service plus the project as A,B, C and D and with the proposed development plus the base traffic in the year 2036, the intersection would have the levels of service of A, B, C and E. The levels of service are maintained with use of both access points. Some minor delays result in the buildout of the proposed project.

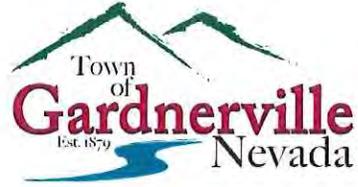
Conclusion:

Does the project fill a need in Gardnerville? The multi-family housing is full at this time and there is a need for additional housing units. The proposed office space for dental or medical is welcomed and would complement the services in town.

Based on the findings and the staff report, staff recommends to the Gardnerville Town Board **approval** of the zone change request with the developer considering the comments at the first part of this report in the site design of the proposed project.



Town of Gardnerville
1407 Highway 395 North
Gardnerville, Nevada 89410
(775) 782-7134
(775) 782-7135 facsimile
www.gardnerville-nv.gov

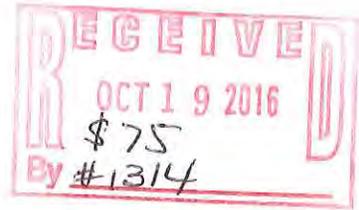


(Application and ALL materials related to the project review are required to be submitted to the Town office by the Friday two weeks before the Board meeting.) The Gardnerville Town Board meets the first Tuesday of each month.

PROJECT REVIEW APPLICATION

Location

Street Address: 1378 N. Hwy 395, Gardnerville, NV
Assessor's Parcel Number: 1220-04-101-029
Current Zoning Designation: Neighborhood Commercial



Project Description

A Zoning Map Amendment to change the zoning district from Neighborhood Commercial to Mixed-Use Commercial within the Town of Gardnerville. The parcel is 1.66 acres and has a Land Use designation of Commercial.

Applicant:

Name: Martin Stahl
Address: 287 Shadow Mountain Rd. Gardnerville, NV 89460
Telephone Number: (775) 690-5965 Fax Number: ()

Owner:

Name: Martin Stahl
Address: 287 Shadow Mountain Rd. Gardnerville, NV 89460
Telephone Number: (775) 690-5965 Fax Number: ()

Engineer:

Name: R.O. Anderson Engineering, Inc.
Address: 1603 Esmeralda Ave, Minden, NV 89423
Telephone Number: (775) 782-2322 Fax Number: ()

By signing this application, the applicant agrees to reimburse the Town of Gardnerville for all expenses reasonably incurred by the town in the process of reviewing the application, including, but not limited to, engineering and legal expenses. A \$75 deposit is included with this application.

Applicant or Applicant's Representative:

Keith Ruben, AICP, MBA
Director of Planning and Entitlements

Printed Name


Signature

10/19/2016
Date

{When projects are located or proposed to be located within the Town of Gardnerville, Douglas County requires review and comment by the Town Board before making a final decision on the project. The Town of Gardnerville makes recommendations to Douglas County on all development to be located within the township boundaries. Douglas County will not render a decision until a letter of recommendation has been submitted by the Town.}



September 26, 2016

Via Hand Delivery

Heather Ferris, Senior Planner
Douglas County Community Development
P.O. Box 218
Minden, NV 89423

**Statement of Justification and Detailed Description
A Zoning Map Amendment (DA) 16-037**

Dear Heather:

On behalf of the Owner, Martin Stahl, please consider this letter our statement of justification and detailed description for the Zoning Map Amendment application to change the zoning district from Neighborhood Commercial to Mixed-Use Commercial. The subject site is located at 1378 N. HWY 395, Gardnerville, NV; Assessor's Parcel Number 1220-04-101-029, within the Town of Gardnerville.

The subject site is located on the southwest side of U.S. Highway 395 (Main Street) southeast of Toler Avenue and northwest of Waterloo Lane. It is just north of the Kingslane Mobile Home Park subdivision. Per the Assessor's database the property has a restaurant building with an attached garage. The parcel is within a Special Flood Hazard area, having floodplain designations of AO (Depth 1) and AE as per the FEMA FIRM panel 32005C0253H dated June 15, 2016.

The applicant is requesting a Zoning Map Amendment to change the zoning district on the parcel from Neighborhood Commercial to Mixed Use Commercial, in order to construct a multi-family residential and commercial project. The surrounding properties land use and zoning consists of the following:

Relation to Parcel	Land Use Designation	Zoning Classification	Current Use
South	Multi-Family Residential	Multi-Family Residential	Kingslane Mobile Home Subdivision
West	Commercial	Neighborhood Commercial	Retail Building
North/adjacent	Commercial	Neighborhood Commercial	Four Multi-Family Apartment Units
North/adjacent	Commercial	Neighborhood Commercial	Funeral Home
North/across U.S. Hwy 395	Commercial	Neighborhood Commercial	Motel/ Restaurant
East/adjacent	Commercial	Neighborhood Commercial	Real Estate Office
East/across U.S. Hwy 395	Commercial	Neighborhood Commercial	Preschool/Park Strip

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- Minden, Nevada
- Reno, Nevada
- South Lake Tahoe, California

Description of the Conceptual Plan

At this time the mixed-use commercial concept consists of three multi-family residential structures (approximately 21 units) situated to the rear of the parcel with a commercial structure at the front of the parcel along Main Street (U.S. Hwy 395). Each residential unit will have approximately 1,300 square feet of living space and will provide one covered parking space with additional guest parking as required per Douglas County Title 20 and the Design Guidelines for Multi-Family Residential in the Mixed-Use Commercial zoning district. The applicant is currently working on a design for the residential units, the commercial building and the required three amenities, plus the design elements for landscaping and open spaces as required per Douglas County Code 20.664.125 Multifamily housing (Mixed-Use Commercial zoning district).

Due to the flood zone designations of AO D1 and AE on the site, a Flood Impact Study, along with a Conceptual Drainage Report, Grading and Drainage Plan will be required with the subsequent application for a Design Review. Douglas County Engineering staff will review these reports prior to issuing any building permits for compliance with FEMA regulations and Douglas County Code. The type of construction of the proposed structures will also be verified by the Building Division with the Design Review submittal for compliance with FEMA's standards for constructing in the Special Flood Hazard Area. Any type of construction or future development be it residential or commercial, will require the same level of evaluation for construction in the special flood hazard area.

The applicant has provided a Traffic Impact Study prepared by Solaegui Engineers. The recommendations and conclusions from the study indicate that the proposed conceptual mixed-use commercial project will have little impact on the adjacent street network.

The following is our analysis of the required findings for a Zoning Map Amendment, per Douglas County Code Sections 20.610.050:

Findings for Zoning Map Amendment 20.610.050

When approving a zoning text or map amendment, the planning commission and the board must make the following findings:

- A. That the proposed amendment is consistent with the policies embodied in the adopted master plan and the underlying land use designation contained in the land use plan;

Comment: The requested zoning district of Mixed Use Commercial is consistent with the policies in the 2011 Master Plan and the requested land use designation. The proposed ZMA is within an established urban area, which further supports the land use policies embodied in the adopted Master Plan and the Minden/Gardnerville Community Plan. Pursuant to Section 20.650.010 of the Douglas County Code, the purpose of the Mixed Use Commercial district is intended for the development of areas which integrate compatible commercial uses

with medium density multi-family residential uses through proper design. The commercial land use designation in the master plan outlines goals that include providing for a better jobs/housing balance and more affordable housing, as well as conserving land resources and reducing commute times. In addition, the plan stipulates that the MUC district can be used for in-fill projects and as a rehabilitation tool for selective properties in distressed areas. The MUC district can also be located as a transition zone between multi-family development and other commercial districts.

This request for a ZMA provides the opportunity to revitalize a parcel that has been vacant at times and has seen a constant turnover of unsuccessful commercial uses. The property owner's goal is to better utilize the property and he believes that changing the zoning district as requested will facilitate this goal. This request is also consistent with the LU Policy 5.6:

Douglas County shall provide for the use of flexible community design techniques within Urban Service Areas to establish or revitalize neighborhoods. Mixed-Use Commercial projects, high-density traditional design, and Planned Developments are examples of these techniques, which should be considered when site design or neighborhood compatibility concerns can best be addressed by a project with a mix of uses or densities.

In addition, the request to change the zoning district meets the Master Plan MG Policy 1.8: "Douglas County shall plan for a wide variety of housing types and densities, including without limitation, Mixed-use Commercial zoning districts, in the Minden-Gardnerville community," where this project site is located, and also Policy MG 3.2, where:

Douglas County shall use its zoning, project review process, and design guidelines for the County and each respective Town to promote development, including Mixed-use Commercial zoning, where appropriate, that will enhance property values and the aesthetics of the Towns and community.

This site is within the "S" Curve area of the Gardnerville Plan for Prosperity, which has designated this site as future Mixed Use Commercial. The Urban Design Concepts and Guidelines for this Character Area 2, envisions mixed-use development that orients toward the street and the curve to reinforce the definition of an entry point to the town.

B. That the proposed amendment will not be inconsistent with the adequate public facilities policies contained in this title;

Comment: The development complies with the adequate facilities ordinance, and is consistent with Title 20 of Douglas County Code Adequate Public Facilities code 20.100.100. The site is located within the Town of Gardnerville, who provides town services such as refuse disposal and drainage and road maintenance. The site is also within the Gardnerville Water Company services area who provide community water service to the site. Finally, community sewer services are provided by the Minden-Gardnerville Sanitation District. All required

public facilities for an Urban Service Area currently serve the site. Any future development of this site will be reviewed through the design review process, and if necessary, mitigation improvements to the public facilities for this project will be required for subsequent development.

C. That the proposed amendment is compatible with the actual and master planned use of the adjacent properties.

Comment: The project site is within the urban area boundary of the Town of Gardnerville. Per the Minden/Gardnerville Community Plan the project site is within the area designated as Old Town and the 'S' curve of the Town of Gardnerville. The Minden/Gardnerville Community Plan acknowledges that residents have expressed a desire for a variety of housing types in their community including without limitation smaller lot sizes, as well as single-family traditional development and mixed-use commercial, both of which promote density and vitality in the historic district.

This site is within the "S" Curve area of the Gardnerville Plan for Prosperity. The Urban Design Concepts and Guidelines for this Character Area 2, envisions mixed-use development that orients toward the street and the curve to reinforce the definition of an entry point to the town. The project site is located on the south, where the plan for prosperity suggests a horizontal mixed-use development project with commercial along the U.S. Hwy 395 frontage and multi-family residential toward the rear of the property with a small green focal point. Goal 2 of the Gardnerville Plan for Prosperity states: "Create a New: "S" Curve to redevelop the "S" Curve as a visually pleasing mixed-use project," and Policy 2.1: "S" Curve Land Use continues: "Redevelop the "S" Curve as a mixed-use extension and entry for Old Town with visitor, commercial, and residential uses. Policy 2.2 Old Town/"S" Curve Development Area Concepts suggests that any development should provide storefront commercial uses along Main Street (U.S. Hwy 395) with residential at a compatible scale for in-fill projects in order to blend with the existing buildings and to hide parking at the rear of the project site or behind structures.

Changing the zoning district from Neighborhood Commercial to Mixed Use Commercial allows the property owner to address the Master Plan MG Policy 2.10 "Improve U.S. Highway 395's image. Old Town and the 'S' curve continue to be a priority investment district." The property owner's investment will provide an opportunity to revitalize a parcel that has been vacant at times and has seen a constant turnover of unsuccessful commercial uses. In addition, the request to change the zoning from neighborhood commercial to mixed-use commercial meets the Master Plan policies MG 1.12 and MG 1.13 to encourage the intermixing of multi-family residential projects within commercial and other residential neighborhoods whenever possible.

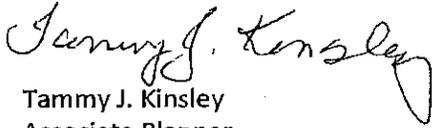
R|O|Anderson

Sept. 26, 2016
Martin Stahl ZMA
Statement of Justification/Description
Page 5 of 5

Thank you for your consideration. Should you have any questions regarding this application, please contact me directly.

Sincerely,

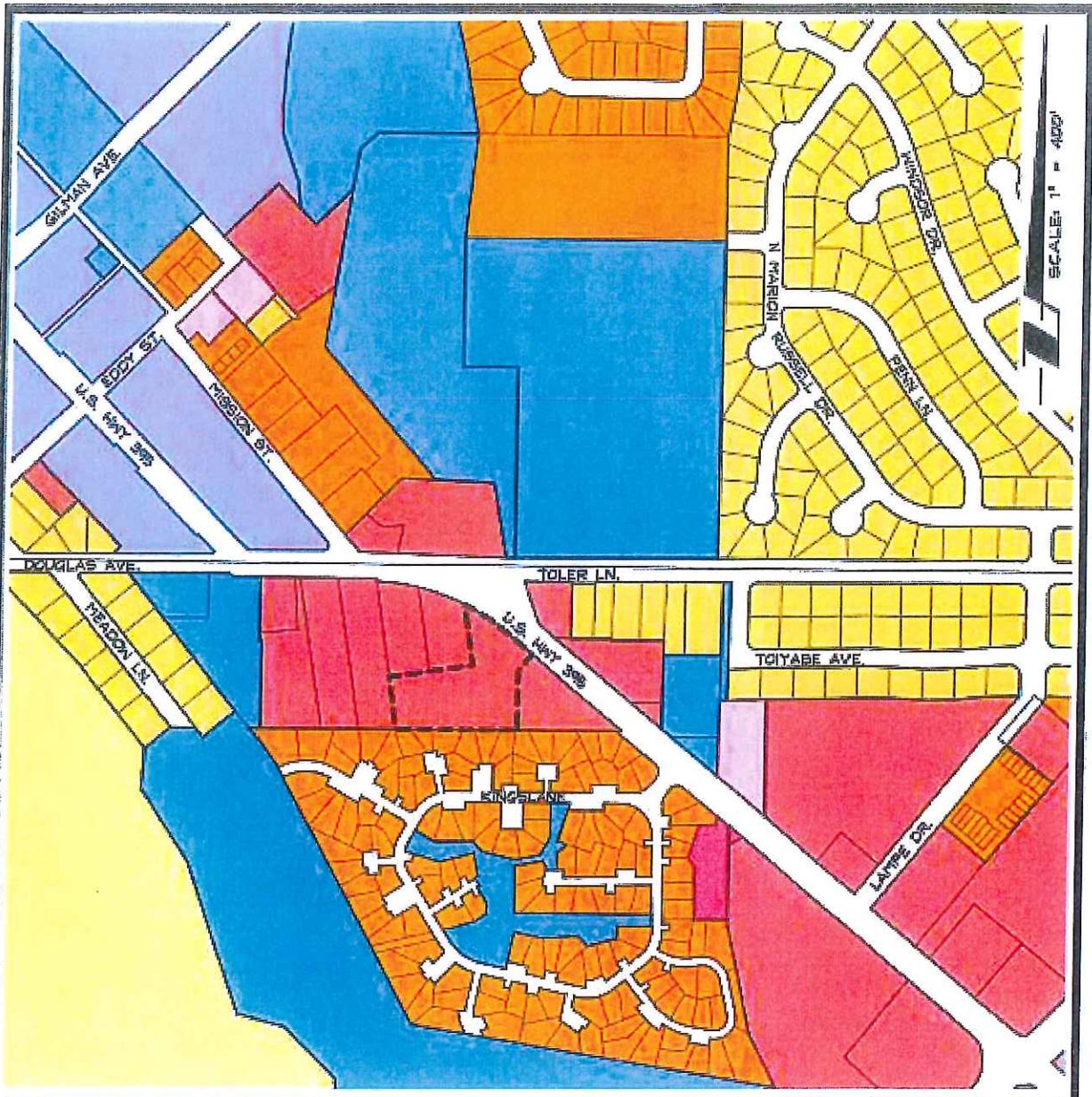
R.O. ANDERSON ENGINEERING, INC.



Tammy J. Kinsley
Associate Planner

8-12

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SCALE: 1" = 400'

LEGEND		
SFR-6000	MUC	PROJECT BOUNDARY
MFR	OC	
NC	SFR-1	
PF	GC	

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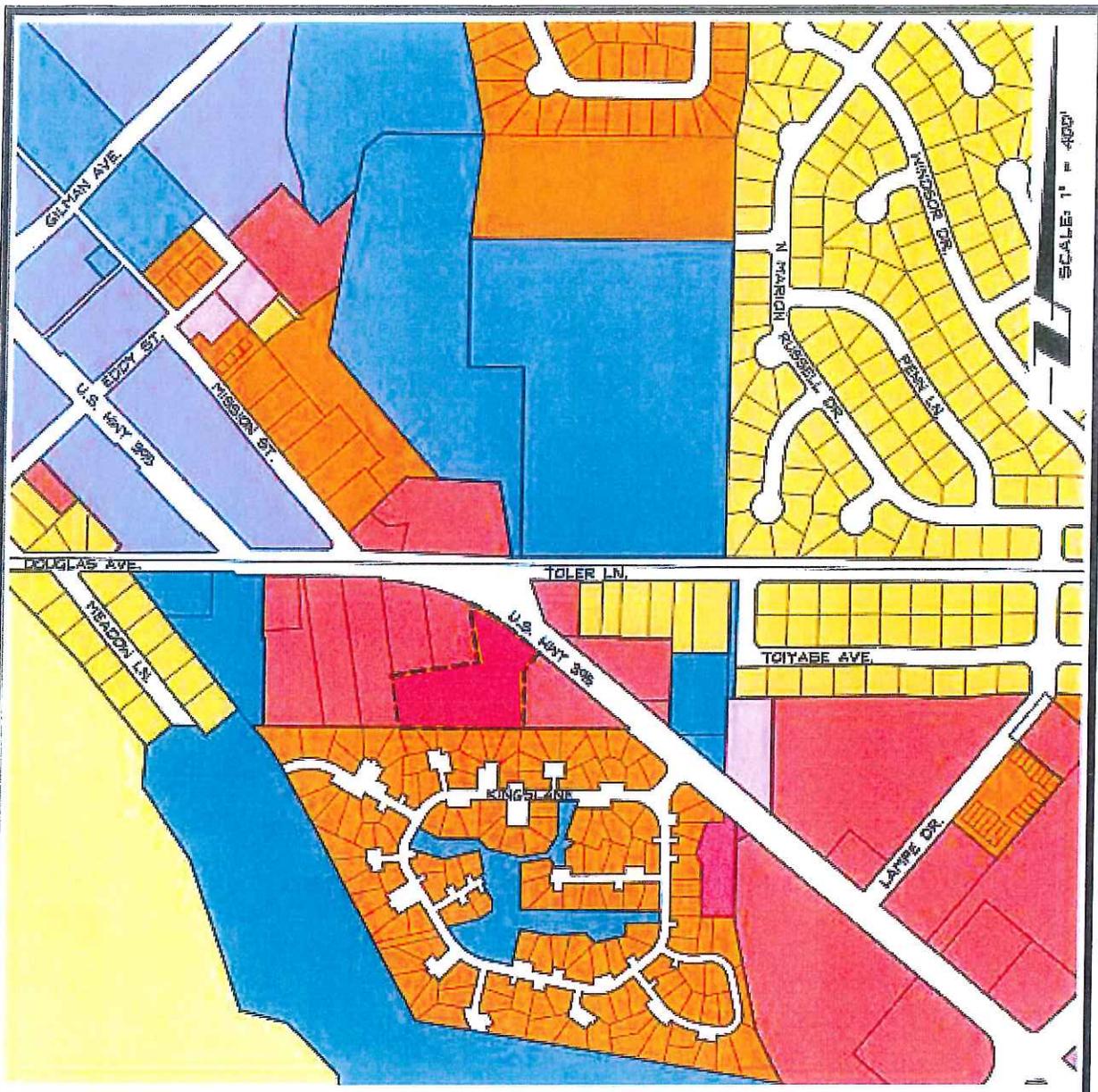
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EXISTING ZONING
APN 1220-04-101-029
MARTIN STAHL ZMA

0917-005

09/26/16

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SCALE: 1" = 400'

LEGEND					
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	MFR		DC		
	NC		SFR-1		
	PF		GC		

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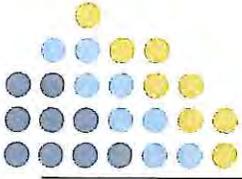
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PROPOSED ZONING
APN 1220-04-101-029
MARTIN STAHL ZMA

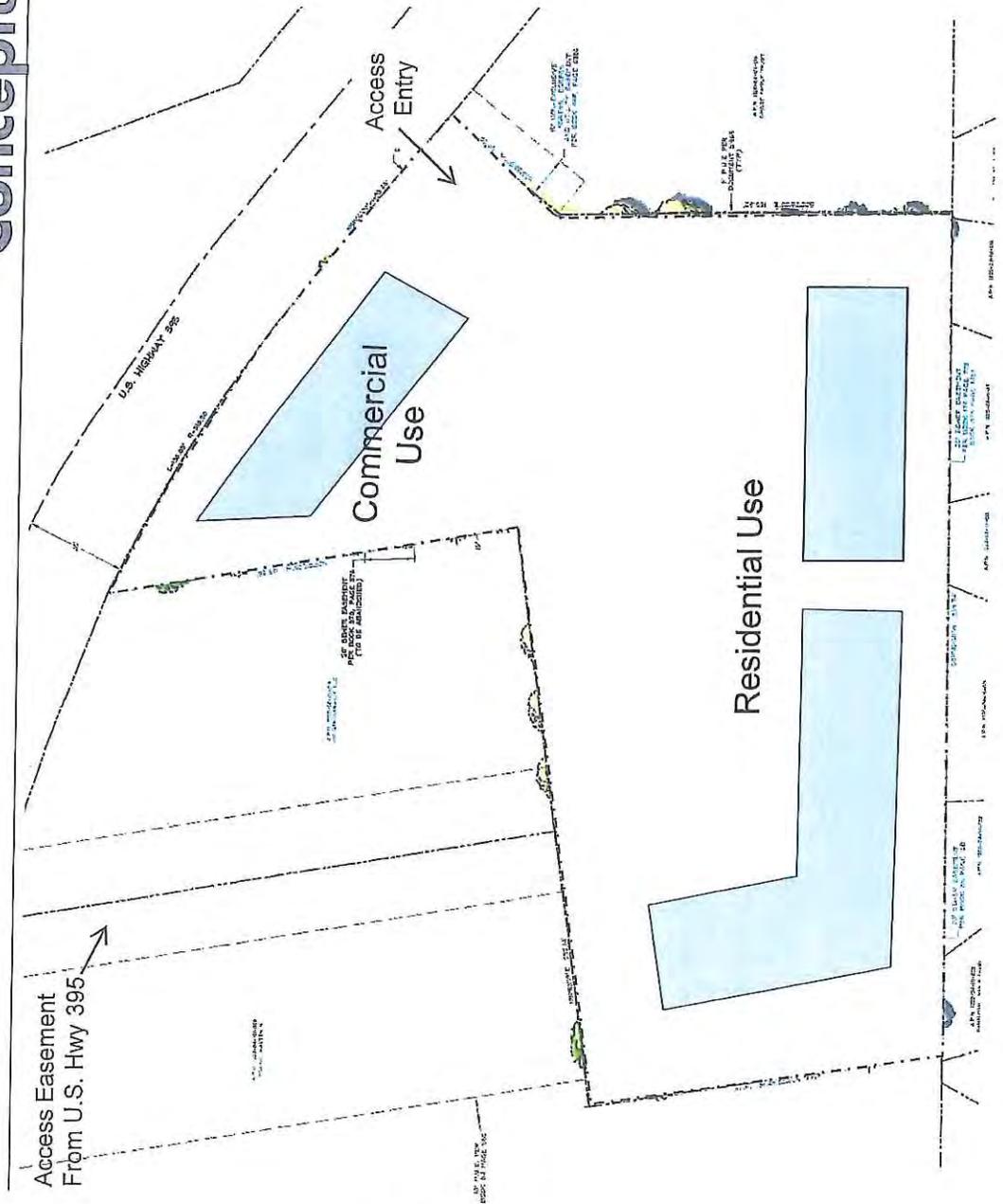
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09/26/16



Conceptual Plan

SCALE: 1" = 20'



September 28, 2016
0957-005-16

**PROPOSED ZONE CHANGE
(FROM NC TO MUC)
A.P.N. 1220-04-101-029**

A parcel of land located within a portion of the Northeast one-quarter (NE1/4) of the Northwest one-quarter (NW1/4) of Section 4, Township 12 North, Range 20 East, Mount Diablo Meridian, Douglas County, Nevada described as follows:

COMMENCING at the Northeast corner of Parcel 2, a point on the Southwesterly right-of-way of U.S. Highway 395 as shown on that certain Parcel Map for Robert M. Bellamore, recorded June 15, 1983, in the Office of Recorder, Douglas County, Nevada in Book 683, at Page 1176, as Document No. 81565, the POINT OF BEGINNING;

thence South 38°33'57" West, 59.20 feet;
thence South 00°28'00" East, 155.62 feet;
thence South 89°42'00" West, 333.74 feet;
thence North 09°02'48" West, 141.19 feet;
thence North 81°53'19" East, 232.14 feet;
thence North 09°07'08" West, 165.88 feet to a point on said Southwesterly right-of-way of U.S. Highway 395;

thence along said Southwesterly right-of-way, along a curve to the right, non-tangent to the preceding course, having a delta angle of 12°50'47", radius of 610.50 feet, arc length of 136.88 feet, and chord bearing and distance of South 57°27'11" East, 136.59 feet;

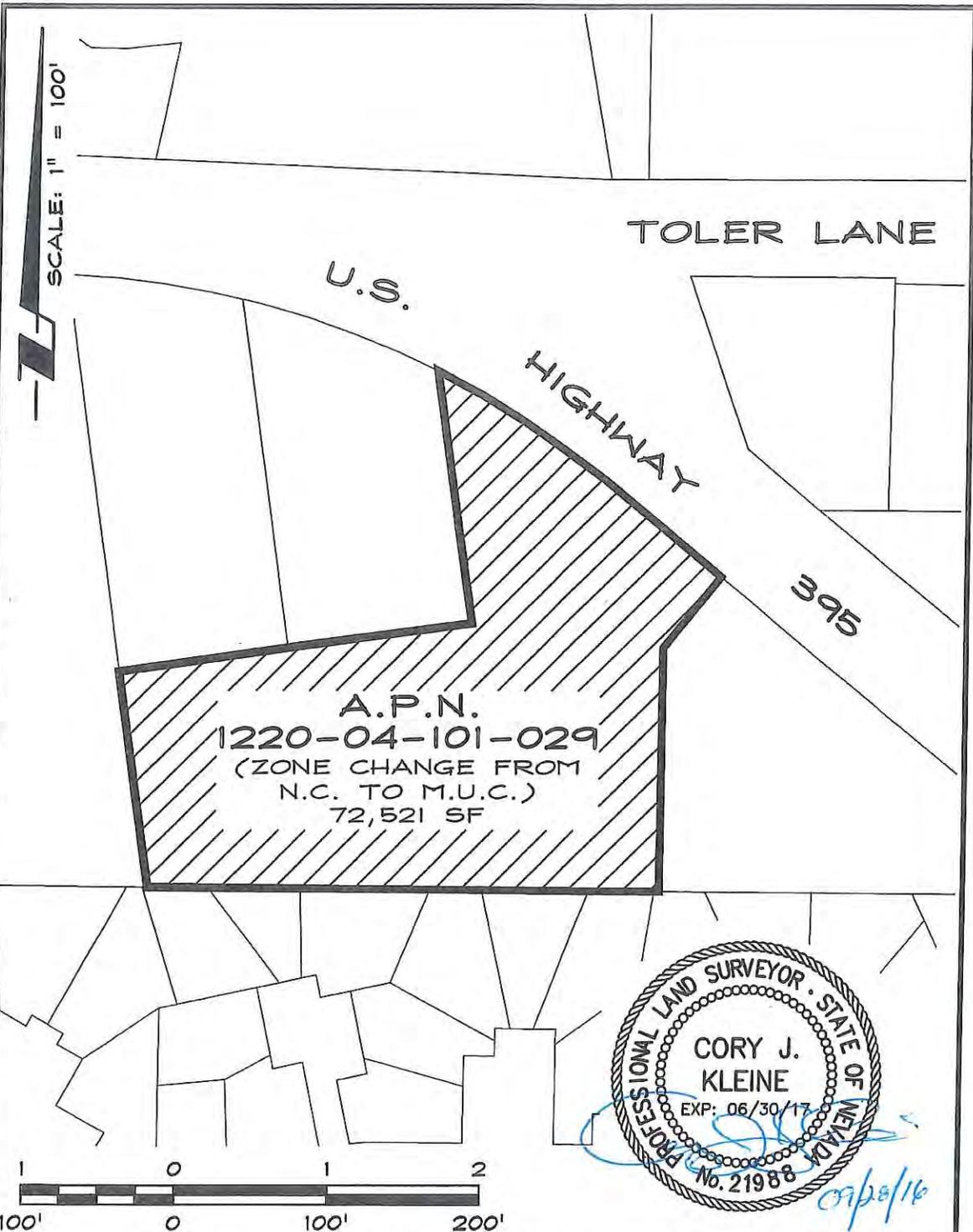
thence continuing along said Southwesterly right-of-way, South 51°06'00" East, 93.68 feet to the POINT OF BEGINNING, containing 72,521 square feet, more or less.

The Basis of Bearing of this description is identical to that as shown on the Parcel Map for Robert M. Bellamore, Recorded June 15, 1983 in said Office of Recorder, in Book 683, at Page 1176, as Document No. 81565.

Prepared By: R.O. ANDERSON ENGINEERING, INC.
P.O. Box 2229
Minden, Nevada 89423



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R O Anderson
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**PROPOSED ZONE CHANGE
FROM NEIGHBORHOOD COMMERCIAL
TO MIXED USE COMMERCIAL
(A.P.N. 1220-04-101-029)**

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09/28/16

MIXED-USE COMMERCIAL PROJECT
TRAFFIC ANALYSIS

OCTOBER, 2016



Prepared by:
Solaegui Engineers, Ltd.
715 H Street
Sparks, Nevada 89431
(775) 358-1004

8-18

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MIXED-USE COMMERCIAL PROJECT

TRAFFIC ANALYSIS

INTRODUCTION AND SUMMARY

Purpose of Report and Study Objectives

The purpose of this traffic study is to address the impacts of developing the Mixed-Use Commercial Project on the adjacent street network. The result of this traffic analysis is to provide recommendations to mitigate project traffic impacts.

Executive Summary

The proposed Mixed-Use Commercial Project will be located in Douglas County, Nevada. The project site is located on the southwest side of US-395 (Main Street) southeast of Toler Avenue and northwest of Waterloo Lane. The site contains an existing restaurant building that will be demolished with development of the project.

The purpose of this study is to address the project's impact upon the adjacent street network. Two driveways on US-395 have been identified for AM and PM peak hour intersection capacity analysis for the existing, existing plus project, 2036 base, and 2036 base plus project scenarios.

The proposed Mixed-Use Commercial Project will include the construction of three apartment buildings containing a total of 21 dwelling units and a 3,500 square foot medical-dental office building. Access will be provided from two driveways on US-395. The Mixed-Use Commercial Project is anticipated to generate 266 average weekday trips with 19 trips occurring during the AM peak hour and 25 trips occurring during the PM peak hour.

Traffic generated by the proposed Mixed-Use Commercial Project will have little impact on the adjacent street network. The following recommendations are made to mitigate project traffic impacts.

It is recommended that any required signing, striping, or traffic control improvements comply with Douglas County and Nevada Department of Transportation requirements.

It is recommended that project access be provided from the existing west driveway and from a single east driveway that is shared with the adjacent real estate parcel. The shared east driveway shall contain single ingress and egress lanes. It is recommended that the driveways continue to allow full turning movements if sight distance can be maintained.

PROPOSED DEVELOPMENT

Summary of Development

The proposed Mixed-Use Commercial Project will be located in Douglas County, Nevada. The project site is located on the southwest side of US-395 (Main Street) southeast of Toler Avenue and northwest of Waterloo Lane. The approximate location of the project site is shown in Figure 1. The proposed Mixed-Use Commercial Project will include the construction of three apartment buildings containing a total of 21 dwelling units and a medical-dental building containing 3,500 square feet of floor area.

Area Conditions

The project site contains an existing restaurant building that will be removed with development of the project. Adjacent properties generally include a real estate office building directly to the southeast, a funeral home and apartment building directly to the northwest, and a mobile home park directly to the south.

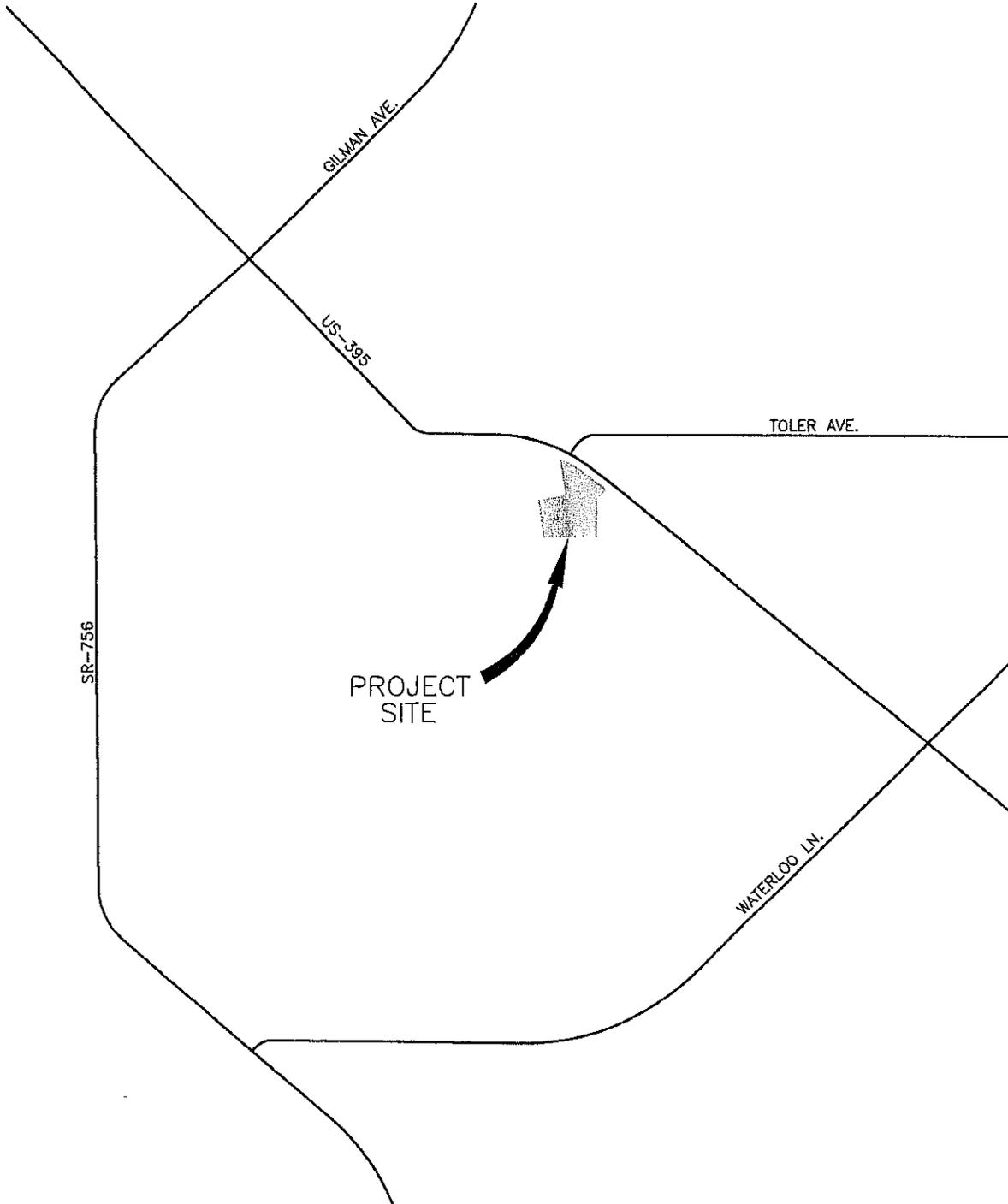
Site Accessibility

The site plan indicates that project access will be provided from two driveways on US-395. The west driveway is an existing driveway serving the adjacent funeral home and apartment building. An access easement exists from this driveway to the project site. Project access will also be provided from a modified shared driveway intersecting US-395 near the project's east property line. An existing driveway serving the real estate building to the southeast and the closed restaurant use on the project site is in place today. It is assumed that the proposed project and the existing real estate office will continue to operate with this shared driveway. The study area roadways and intersections are described below.

US-395 (Main Street) is a four-lane roadway with two through lanes in each direction in the vicinity of the site. The speed limit is posted for 25 miles per hour in the vicinity of the site. Roadway improvements include curb, gutter and sidewalk on both sides of the street with a center two-way left turn lane.

The US-395/East Driveway intersection is an unsignalized three-leg intersection with stop control at the driveway approach. The northwest approach contains one through lane and one shared through-right turn lane. The southeast approach contains one left turn lane and two through lanes. The driveway approach contains one shared left turn-right turn lane.

The US-395/West Driveway intersection is an unsignalized three-leg intersection with stop control at the driveway approach. The west approach contains one through lane and one shared through-right turn lane. The east approach contains one left turn lane and two through lanes. The driveway approach contains one shared left turn-right turn lane.



MIXED-USE COMMERCIAL PROJECT

VICINITY MAP

FIGURE 1

8-22

EXISTING AND PROJECTED TRAFFIC

Existing Traffic Volumes

Existing AM and PM peak hour traffic volumes at the east driveway on US-395 were obtained from traffic counts conducted in May of 2016. Existing volumes at the west driveway were obtained from counts conducted in September of 2016. Figure 2 shows the existing AM and PM peak hour traffic volumes. The existing volumes are attributed to the real estate building at the east driveway and the funeral home and existing apartment building at the west driveway.

Trip Generation

In order to assess the magnitude of traffic impacts of the proposed development on the driveway, trip generation rates and peak hours had to be determined. Trip generation rates were obtained from the Ninth Edition of *ITE Trip Generation* (2012) for Land Uses 220: Apartment and 720: Medical-Dental Office Building. Trip generation was calculated for the peak hours occurring between 7:00 AM and 9:00 AM and 4:00 PM and 6:00 PM, which correspond to the peak hours of adjacent street traffic. The trip generation worksheets are included in the Appendix. Table 1 shows a summary of the average daily traffic (ADT) volumes and peak hour volumes generated by the project.

LAND USE	ADT	AM PEAK HOUR			PM PEAK HOUR		
		IN	OUT	TOTAL	IN	OUT	TOTAL
Apartment (21 Dwelling Units)	140	2	9	11	8	5	13
Medical-Dental Office (3,500 Square feet)	126	6	2	8	3	9	12
Total	266	8	11	19	11	14	25

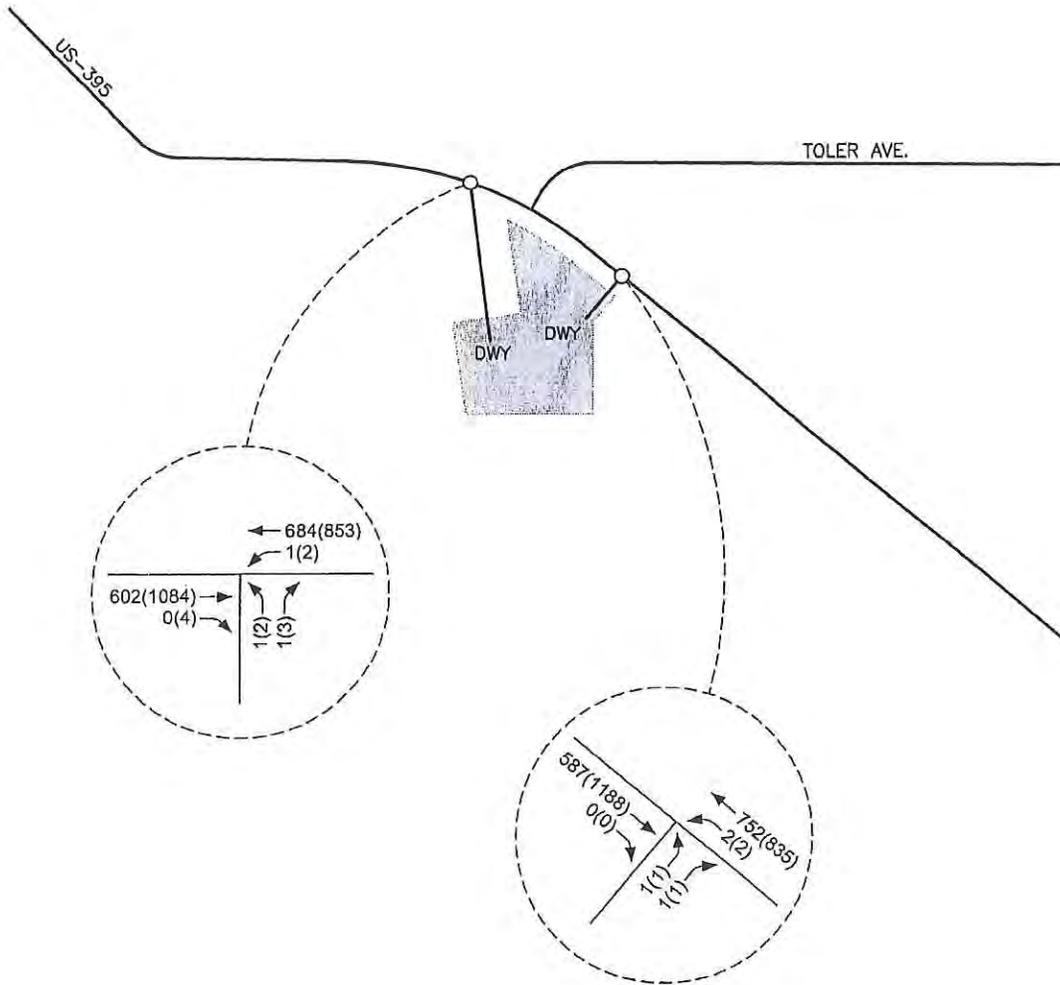
Trip Distribution and Assignment

The distribution of the project trips to the driveways was estimated based on existing peak hour turning movement patterns and the locations of attractions and productions in the area. Figure 3 shows the anticipated trip distribution. The project trips were subsequently assigned to the driveway based on the trip distribution. Figure 4 shows the trip assignment for the AM and PM peak hours.

Projected Traffic Volumes

Figure 5 shows the existing plus project traffic volumes at the driveways during the AM and PM peak hours. Figure 6 shows the 2036 base traffic volumes at the driveways during the AM and PM peak hours. The 2036 base volumes were estimated by applying a 0.25% average annual growth rate to the existing volumes. The growth rate was derived from 20-year historic traffic count data obtained from NDOT's Annual Traffic Reports for count stations on US-395 in the vicinity of the site. Figure 7 shows the 2036 base plus project traffic volumes at the driveways during the AM and PM peak hours.

LEGEND
 — AM PEAK HOUR
 (-) PM PEAK HOUR

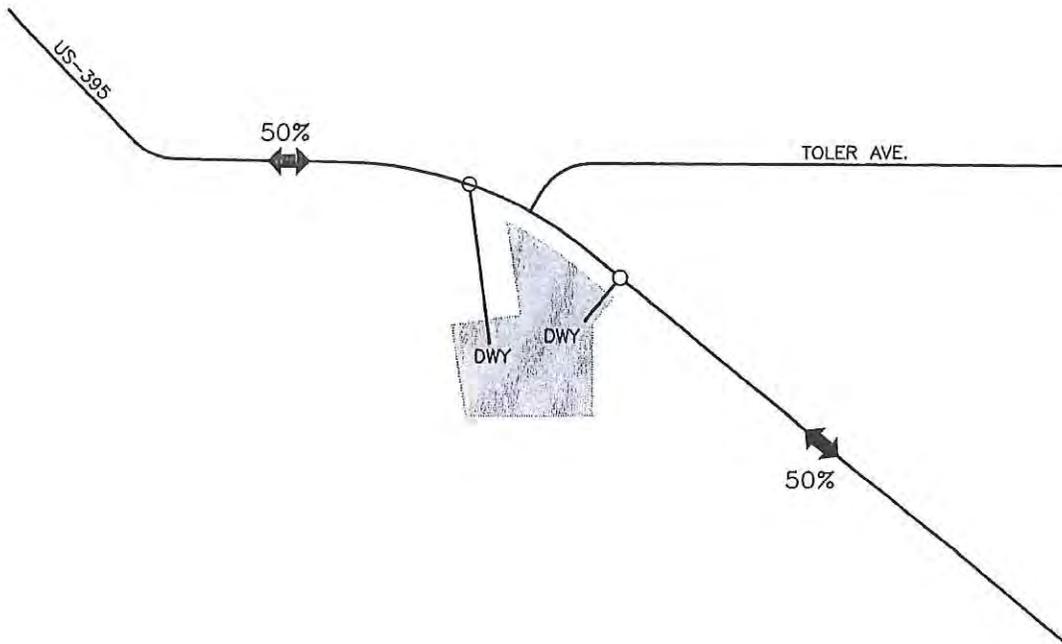


MIXED-USE COMMERCIAL PROJECT

EXISTING TRAFFIC VOLUMES

FIGURE 2

8-24



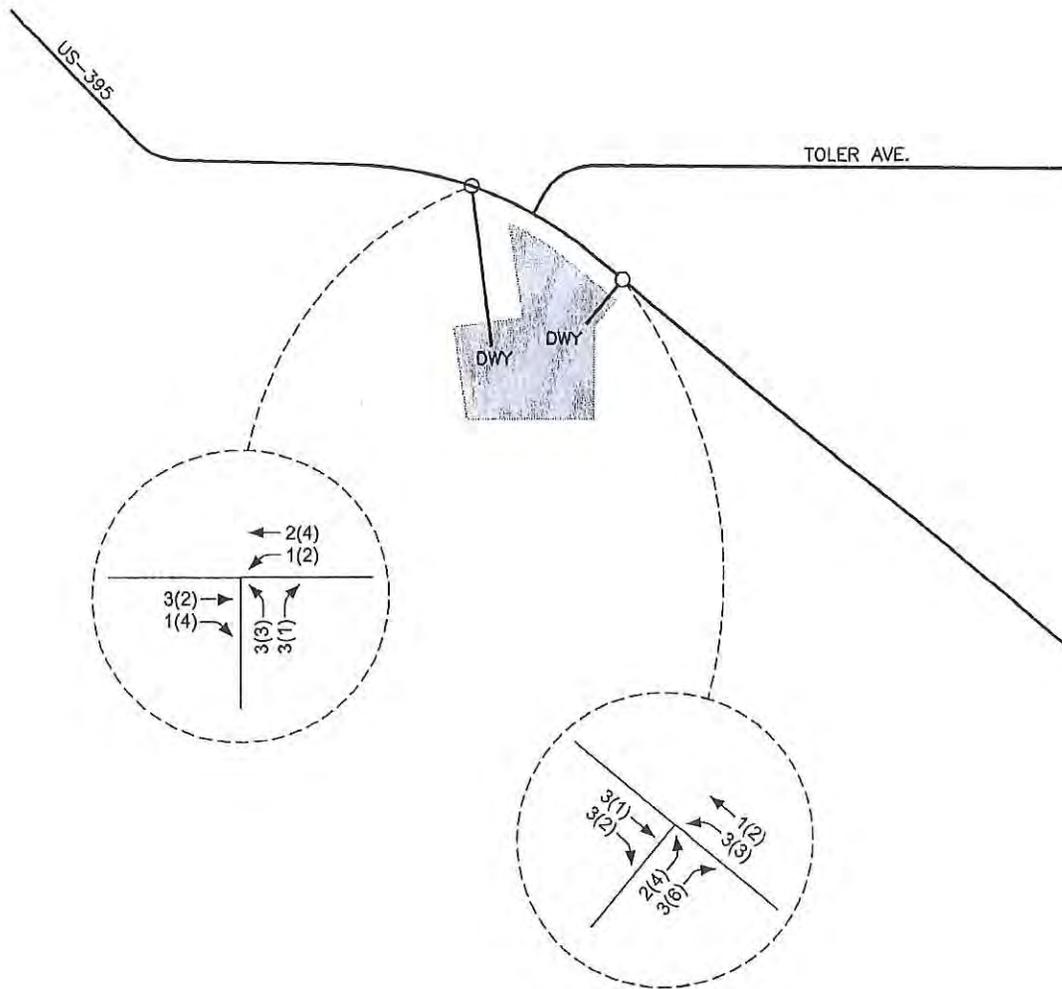
MIXED-USE COMMERCIAL PROJECT

TRIP DISTRIBUTION

FIGURE 3

8-25

LEGEND
 — AM PEAK HOUR
 (-) PM PEAK HOUR



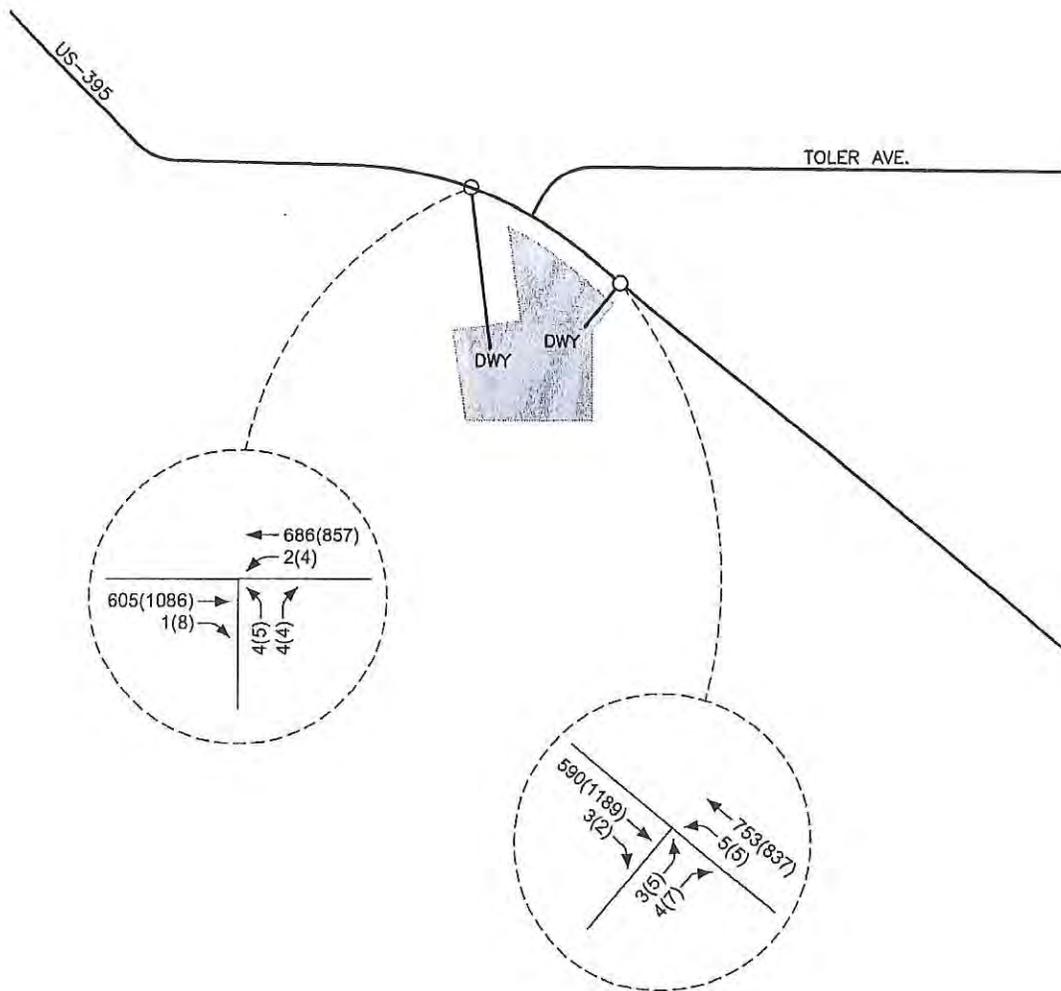
MIXED-USE COMMERCIAL PROJECT

TRIP ASSIGNMENT

FIGURE 4

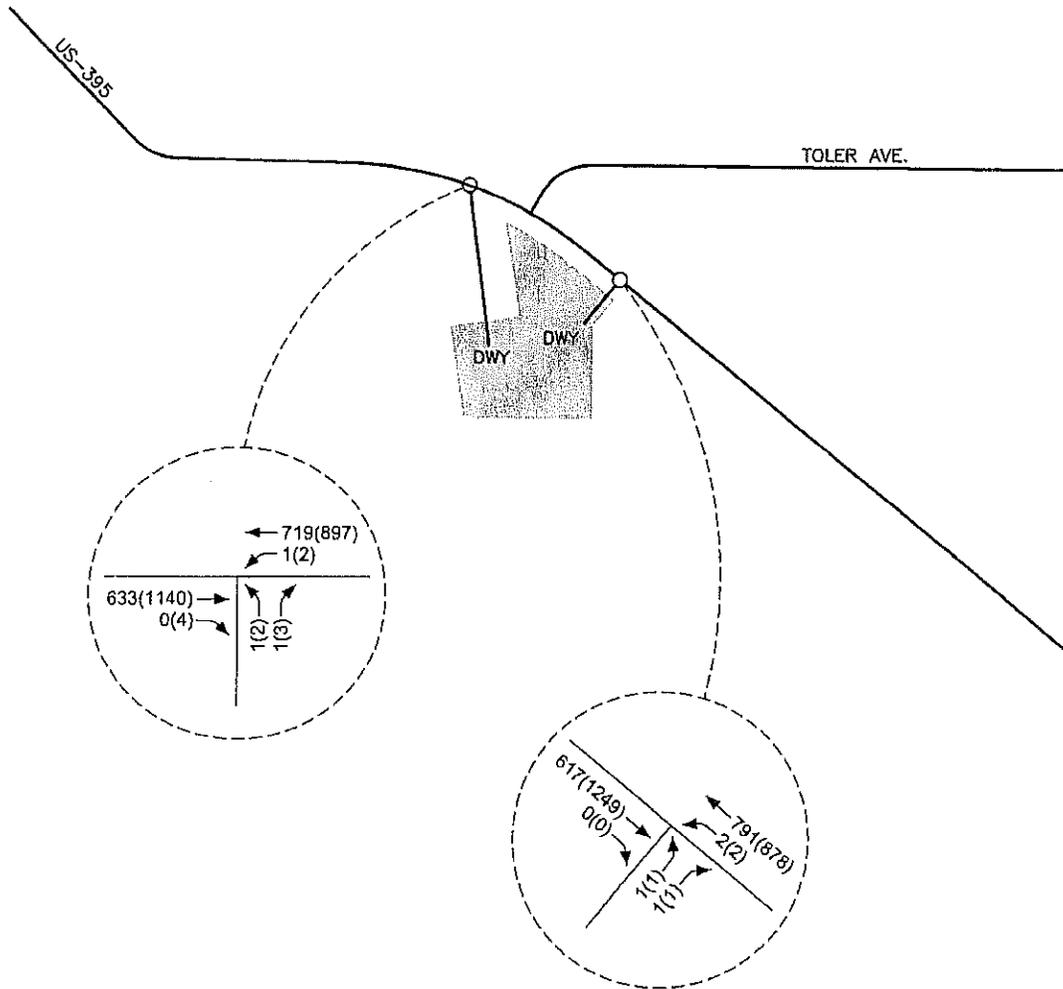
8-26

LEGEND
 — AM PEAK HOUR
 (-) PM PEAK HOUR



MIXED-USE COMMERCIAL PROJECT
 EXISTING PLUS PROJECT TRAFFIC VOLUMES
 FIGURE 5
 827

LEGEND
 — AM PEAK HOUR
 (-) PM PEAK HOUR

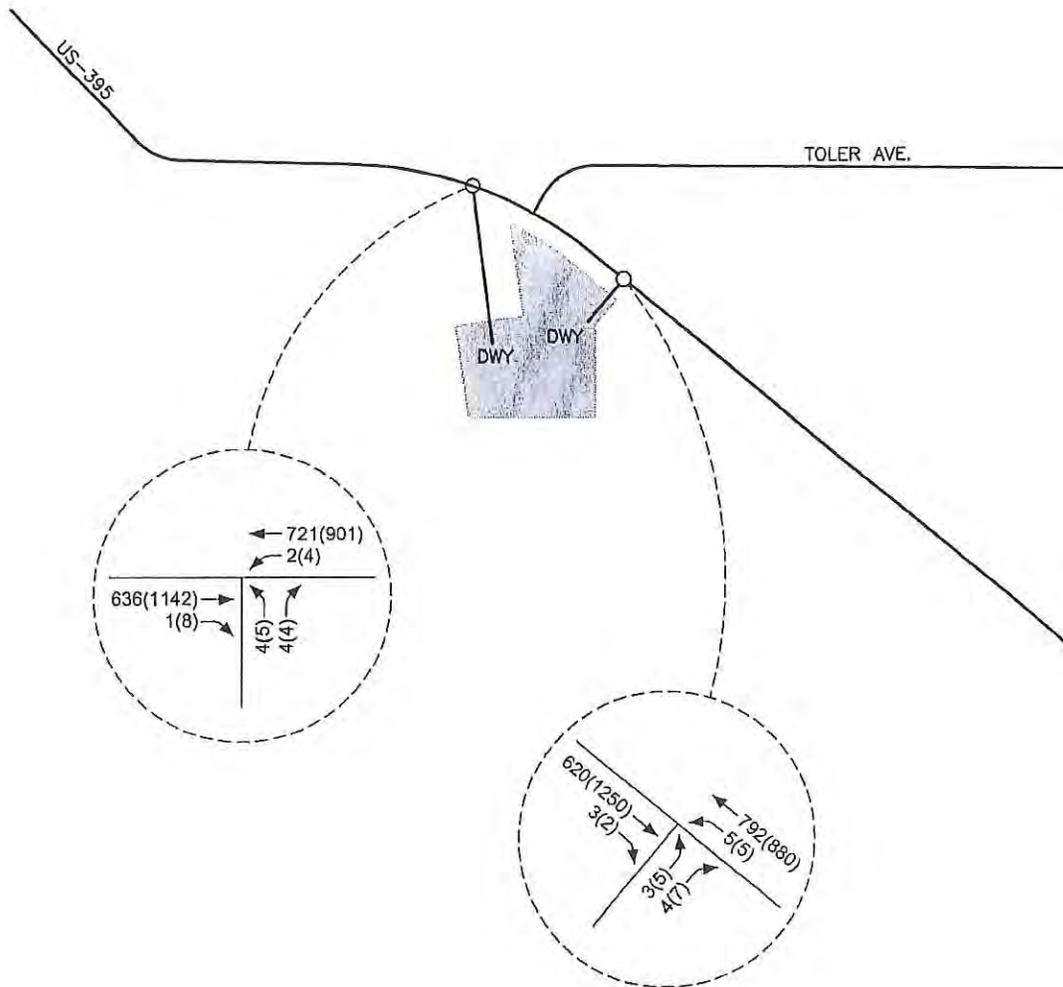


MIXED-USE COMMERCIAL PROJECT

2036 BASE TRAFFIC VOLUMES

FIGURE 6

LEGEND
 — AM PEAK HOUR
 (-) PM PEAK HOUR



MIXED-USE COMMERCIAL PROJECT
 2036 BASE PLUS PROJECT TRAFFIC VOLUMES
 FIGURE 7
 8-29

TRAFFIC ANALYSIS

Intersection Capacity and Level of Service

The project driveways were analyzed for capacity based on procedures presented in the *Highway Capacity Manual* (2010) prepared by the Transportation Research Board. The latest computer version of the Highway Capacity Software was used to analyze the unsignalized intersections.

The result of capacity analysis is a level of service (LOS) rating for each unsignalized intersection minor movement. Level of service is a qualitative measure of traffic operating conditions where a letter grade "A" through "F", corresponding to progressively worsening traffic operation, is assigned to the unsignalized intersection minor movement.

The *Highway Capacity Manual* defines level of service for stop controlled intersections in terms of computed or measured control delay for each minor movement. Level of service is not defined for the intersection as a whole. The unsignalized intersection LOS criteria are shown in Table 2.

LEVEL OF SERVICE	DELAY RANGE (SEC/VEH)
A	≤10
B	>10 and ≤15
C	>15 and ≤25
D	>25 and ≤35
E	>35 and ≤50
F	>50

Table 3 shows a summary of the level of service and delay results at the driveways for the existing, existing plus project, 2036 base, and 2036 base plus project scenarios. The capacity analysis worksheets are included in the Appendix.

INTERSECTION	EXISTING		EXISTING + PROJECT		2036 BASE		2036 BASE + PROJECT	
	AM	PM	AM	PM	AM	PM	AM	PM
US-395/East Driveway Westbound Left Northbound Left-Right	A8.9 C15.9	B11.0 D33.5	A8.9 C15.4	B11.9 D31.3	A9.0 C16.7	B12.3 E37.5	A9.0 C16.1	B12.3 E35.0
US-395/West Driveway Westbound Left Northbound Left-Right	A8.9 C15.7	B11.2 D26.7	A8.9 C16.0	B11.3 D33.4	A9.0 C16.4	B11.6 D29.3	A9.0 C16.7	B11.6 E37.4

The US-395/East Driveway intersection was analyzed as an unsignalized three-leg intersection with stop control at the south approach for all scenarios. The intersection minor movements currently operate at LOS C or better during the AM peak hour and LOS D or better during the PM peak hour. For the existing plus project volumes the intersection minor movements will continue to operate at LOS C or better during the AM peak hour and LOS D or better during the PM peak hour. For the 2036 base traffic volumes the intersection minor movements are anticipated to operate at LOS C or better during the AM peak hour and LOS E or better during the PM peak hour. For the 2036 base plus project volumes the intersection minor movements will continue to operate at LOS C or better during the AM peak hour and LOS E or better during the PM peak hour. The intersection was analyzed with the existing approach lanes for all scenarios.

The US-395/West Driveway intersection was analyzed as an unsignalized three-leg intersection with stop control at the south approach for all scenarios. The intersection minor movements currently operate at LOS C or better during the AM peak hour and LOS D or better during the PM peak hour. For the existing plus project volumes the intersection minor movements will continue to operate at LOS C or better during the AM peak hour and LOS D or better during the PM peak hour. For the 2036 base traffic volumes the intersection minor movements are anticipated to operate at LOS C or better during the AM peak hour and LOS D or better during the PM peak hour. For the 2036 base plus project volumes the intersection minor movements are anticipated to operate at LOS C or better during the AM peak hour and LOS E or better during the PM peak hour. The intersection was analyzed with the existing approach lanes for all scenarios.

Site Access and Circulation

The conceptual site plan indicates that project access will be provided from two driveways on US-395. The west driveway is an existing driveway serving the adjacent funeral home and apartment building. An access easement exists from this driveway to the project site. Project access will also be provided from a modified shared driveway intersecting US-395 near the project's east property line. The existing east driveway serves the real estate building to the southeast and the former restaurant that is now closed on this site. It should be noted that the east driveway provides secondary access to the adjacent real estate parcel with the majority of traffic generated by the real estate office utilizing their primary driveway to the southeast. It is recommended that project access be provided from the existing west driveway and from a single east driveway that is shared with the adjacent real estate parcel. The driveways and the interior streets are anticipated to provide adequate access and internal circulation.

Driveway spacing was subsequently reviewed for the modified east driveway based on NDOT's access management standards. The standards indicate that spacing for unsignalized driveways shall be a minimum of 150 feet based on the 25 mile per hour speed limit on US-395. The east driveway is anticipated to be located so that approximately 200 feet of corner clearance will be provided to the existing east driveway serving the funeral home to the northwest and more than 200 feet will be provided to the primary driveway serving the real estate parcel to the southeast. The 150 feet NDOT driveway spacing requirement is anticipated to be met at the modified east driveway.

The conceptual site plan indicates that the east driveway will be located adjacent to the existing driveway serving the real estate building. This driveway configuration will result in turning movement conflicts. As stated previously, a modified shared driveway concept is recommended.

Sight distance requirements were reviewed at the project driveways based on AASHTO's *A Policy on Geometric Design of Highways and Streets*. 280 feet of sight distance is required for a passenger car making the left turn egress movement and 240 feet is required for a passenger car making the right turn egress movement based on the 25 mile per hour speed limit on US-395. Intersection sight distance is measured based on a 3.5 foot driver's eye height, a 3.5 foot object height, and the driver's eye located 20 feet from the US-395 travel way. It is recommended that intersection sight distance be reviewed at the project driveways as part of the civil improvement plans and implemented in order to allow left and right turn egress movements at the driveways.

Driveways on the opposite side of US-395 include an existing driveway serving the O'Reilly Auto Parts store. This driveway is located approximately 150 feet southeast of the shared east project driveway and just northwest of the real estate parcels primary south driveway. A driveway serving a motel is located on the north side of US-395 just west of the existing west project driveway. No conflicts were observed at these driveways during the time traffic counts were conducted.

RECOMMENDATIONS

Traffic generated by the proposed Mixed-Use Commercial Project will have little impact on the adjacent street network. The following recommendations are made to mitigate project traffic impacts.

It is recommended that any required signing, striping, or traffic control improvements comply with Douglas County and Nevada Department of Transportation requirements.

It is recommended that project access be provided from the existing west driveway and from a single east driveway that is shared with the adjacent real estate parcel. The shared east driveway shall contain single ingress and egress lanes. It is recommended that the driveways continue to allow full turning movements if sight distance can be maintained.

APPENDIX

Trip Generation Summary - Alternative 1

Project: New Project
 Alternative: Alternative 1

Open Date: 9/29/2016
 Analysis Date: 9/29/2016

ITE	Land Use	Average Daily Trips			AM Peak Hour of Adjacent Street Traffic			PM Peak Hour of Adjacent Street Traffic		
		Enter	Exit	Total	Enter	Exit	Total	Enter	Exit	Total
220	APT 1 21 Dwelling Units	70	70	140	2	9	11	8	5	13
Unadjusted Volume		0	0	0	0	0	0	0	0	0
Internal Capture Trips		0	0	0	0	0	0	0	0	0
Pass-By Trips		0	0	0	0	0	0	0	0	0
Volume Added to Adjacent Streets		0	0	0	0	0	0	0	0	0

Total AM Peak Hour Internal Capture = 0 Percent

Total PM Peak Hour Internal Capture = 0 Percent

Trip Generation Summary - Alternative 1

Project: New Project
 Alternative: Alternative 1

Open Date: 9/29/2016
 Analysis Date: 9/29/2016

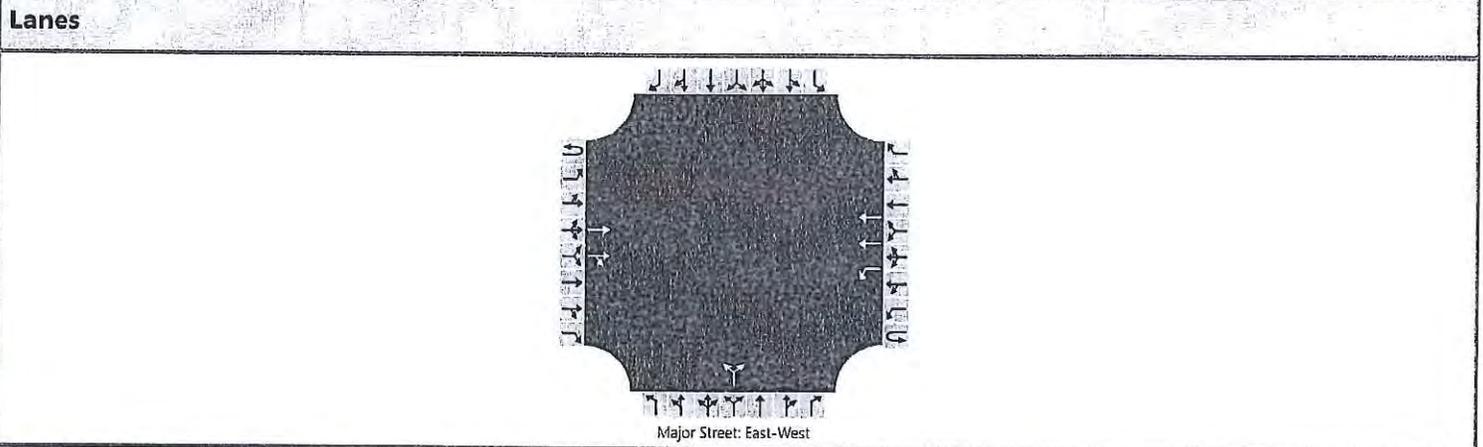
ITE	Land Use	Average Daily Trips			AM Peak Hour of Adjacent Street Traffic			PM Peak Hour of Adjacent Street Traffic		
		Enter	Exit	Total	Enter	Exit	Total	Enter	Exit	Total
720	OFFICEMEDICAL 1 3.5 Gross Floor Area 1000 SF	63	63	126	6	2	8	3	9	12
Unadjusted Volume		0	0	0	0	0	0	0	0	0
Internal Capture Trips		0	0	0	0	0	0	0	0	0
Pass-By Trips		0	0	0	0	0	0	0	0	0
Volume Added to Adjacent Streets		0	0	0	0	0	0	0	0	0

Total AM Peak Hour Internal Capture = 0 Percent

Total PM Peak Hour Internal Capture = 0 Percent

HCS 2010 Two-Way Stop Control Summary Report

General Information		Site Information	
Analyst	MSH	Intersection	US-395 & East Driveway
Agency/Co.	Solaegui Engineers	Jurisdiction	Douglas County
Date Performed	9/30/2016	East/West Street	US-395
Analysis Year	2016	North/South Street	East Driveway
Time Analyzed	AM Existing	Peak Hour Factor	0.92
Intersection Orientation	East-West	Analysis Time Period (hrs)	0.25
Project Description	Mixed-Use Commercial Project		



Vehicle Volumes and Adjustments

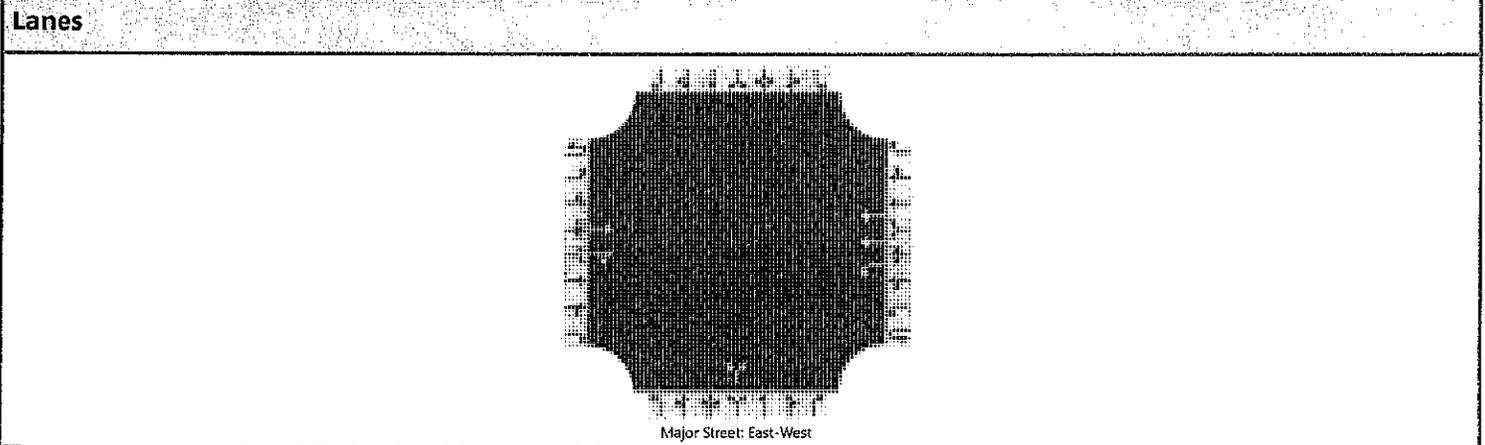
Approach	Eastbound				Westbound				Northbound				Southbound			
	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Movement	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Priority																
Number of Lanes	0	0	2	0	0	1	2	0		0	0	0		0	0	0
Configuration			T	TR		L	T				LR					
Volume (veh/h)			587	0		2	752			1		1				
Percent Heavy Vehicles						3				3		3				
Proportion Time Blocked																
Right Turn Channelized	No				No				No				No			
Median Type	Undivided															
Median Storage																

Delay, Queue Length, and Level of Service

Flow Rate (veh/h)					2					2						
Capacity					935					332						
v/c Ratio					0.00					0.01						
95% Queue Length					0.0					0.0						
Control Delay (s/veh)					8.9					15.9						
Level of Service (LOS)					A					C						
Approach Delay (s/veh)					0.0				15.9							
Approach LOS									C							

HCS 2010 Two-Way Stop Control Summary Report

General Information		Site Information	
Analyst	MSH	Intersection	US-395 & East Driveway
Agency/Co.	Solaegui Engineers	Jurisdiction	Douglas County
Date Performed	9/30/2016	East/West Street	US-395
Analysis Year	2016	North/South Street	East Driveway
Time Analyzed	PM Existing	Peak Hour Factor	0.92
Intersection Orientation	East-West	Analysis Time Period (hrs)	0.25
Project Description	Mixed-Use Commercial Project		



Vehicle Volumes and Adjustments

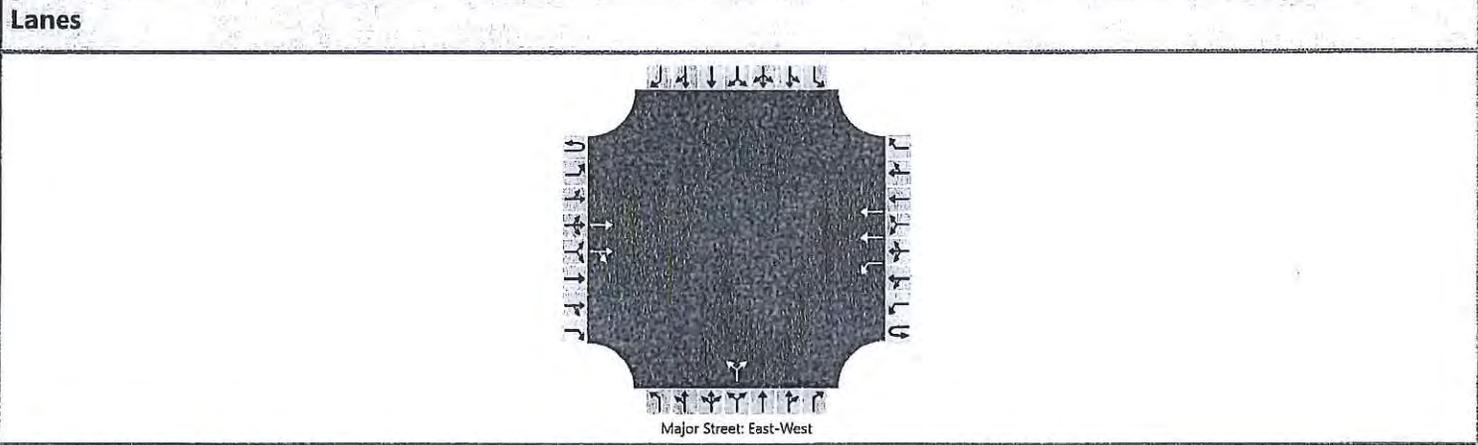
Approach	Eastbound				Westbound				Northbound				Southbound			
	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Movement	1U	1	2	3	4U	4	5	6		7	B	9		10	11	12
Priority																
Number of Lanes	0	0	2	0	0	1	2	0		0	0	0		0	0	0
Configuration			T	TR		L	T				LR					
Volume (veh/h)			1188	0		2	835			1		1				
Percent Heavy Vehicles						3				3		3				
Proportion Time Blocked																
Right Turn Channelized	No				No				No				No			
Median Type	Undivided															
Median Storage																

Delay, Queue Length, and Level of Service

Flow Rate (veh/h)					2					2						
Capacity					528					128						
v/c Ratio					0.00					0.02						
95% Queue Length					0.0					0.0						
Control Delay (s/veh)					11.8					33.5						
Level of Service (LOS)					B					D						
Approach Delay (s/veh)					0.0				33.5							
Approach LOS									D							

HCS 2010 Two-Way Stop Control Summary Report

General Information		Site Information	
Analyst	MSH	Intersection	US-395 & East Driveway
Agency/Co.	Solaegui Engineers	Jurisdiction	Douglas County
Date Performed	9/30/2016	East/West Street	US-395
Analysis Year	2016	North/South Street	East Driveway
Time Analyzed	AM Existing + Project	Peak Hour Factor	0.92
Intersection Orientation	East-West	Analysis Time Period (hrs)	0.25
Project Description	Mixed-Use Commercial Project		



Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Movement	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Priority																
Number of Lanes	0	0	2	0	0	1	2	0		0	0	0		0	0	0
Configuration			T	TR		L	T				LR					
Volume (veh/h)			590	3		5	753			3		4				
Percent Heavy Vehicles						3				3		3				
Proportion Time Blocked																
Right Turn Channelized	No				No				No				No			
Median Type	Undivided															
Median Storage																

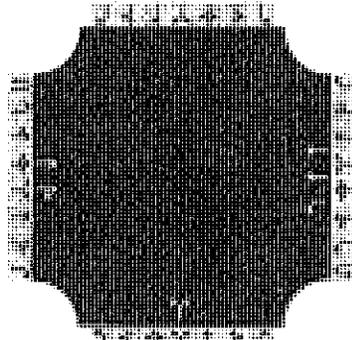
Delay, Queue Length, and Level of Service

Flow Rate (veh/h)					5					7						
Capacity					930					352						
v/c Ratio					0.01					0.02						
95% Queue Length					0.0					0.1						
Control Delay (s/veh)					8.9					15.4						
Level of Service (LOS)					A					C						
Approach Delay (s/veh)					0.1				15.4							
Approach LOS									C							

HCS 2010 Two-Way Stop Control Summary Report

General Information		Site Information	
Analyst	MSH	Intersection	US-395 & East Driveway
Agency/Co.	Solaegui Engineers	Jurisdiction	Douglas County
Date Performed	9/30/2016	East/West Street	US-395
Analysis Year	2016	North/South Street	East Driveway
Time Analyzed	PM Existing + Project	Peak Hour Factor	0.92
Intersection Orientation	East-West	Analysis Time Period (hrs)	0.25
Project Description	Mixed-Use Commercial Project		

Lanes



Major Street: East-West

Vehicle Volumes and Adjustments

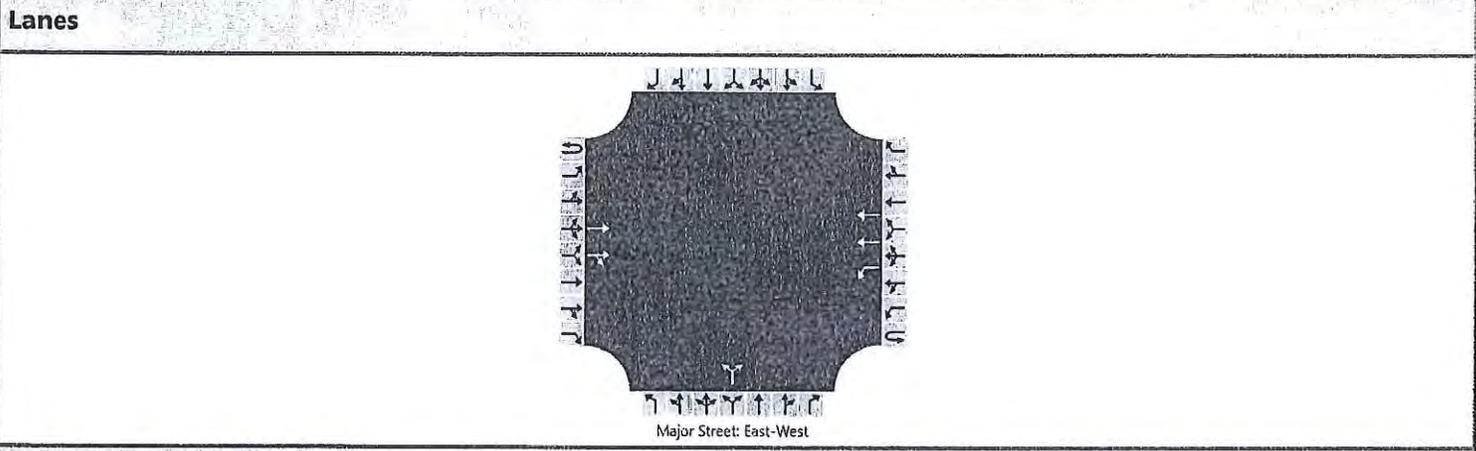
Approach	Eastbound				Westbound				Northbound				Southbound			
	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Movement	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Priority																
Number of Lanes	0	0	2	0	0	1	2	0		0	0	0		0	0	0
Configuration			T	TR		L	T				LR					
Volume (veh/h)			1189	2		5	837			5		7				
Percent Heavy Vehicles						3				3		3				
Proportion Time Blocked																
Right Turn Channelized	No				No				No				No			
Median Type	Undivided															
Median Storage																

Delay, Queue Length, and Level of Service

Flow Rate (veh/h)						5						13				
Capacity						526						150				
v/c Ratio						0.01						0.09				
95% Queue Length						0.0						0.3				
Control Delay (s/veh)						11.9						31.3				
Level of Service (LOS)						B						D				
Approach Delay (s/veh)					0.1				31.3							
Approach LOS									D							

HCS 2010 Two-Way Stop Control Summary Report

General Information		Site Information	
Analyst	MSH	Intersection	US-395 & East Driveway
Agency/Co.	Solaegui Engineers	Jurisdiction	Douglas County
Date Performed	9/30/2016	East/West Street	US-395
Analysis Year	2036	North/South Street	East Driveway
Time Analyzed	AM Base	Peak Hour Factor	0.92
Intersection Orientation	East-West	Analysis Time Period (hrs)	0.25
Project Description	Mixed-Use Commercial Project		



Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Movement	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Priority																
Number of Lanes	0	0	2	0	0	1	2	0		0	0	0		0	0	0
Configuration			T	TR		L	T				LR					
Volume (veh/h)			617	0		2	791			1		1				
Percent Heavy Vehicles						3				3		3				
Proportion Time Blocked																
Right Turn Channelized	No				No				No				No			
Median Type	Undivided															
Median Storage																

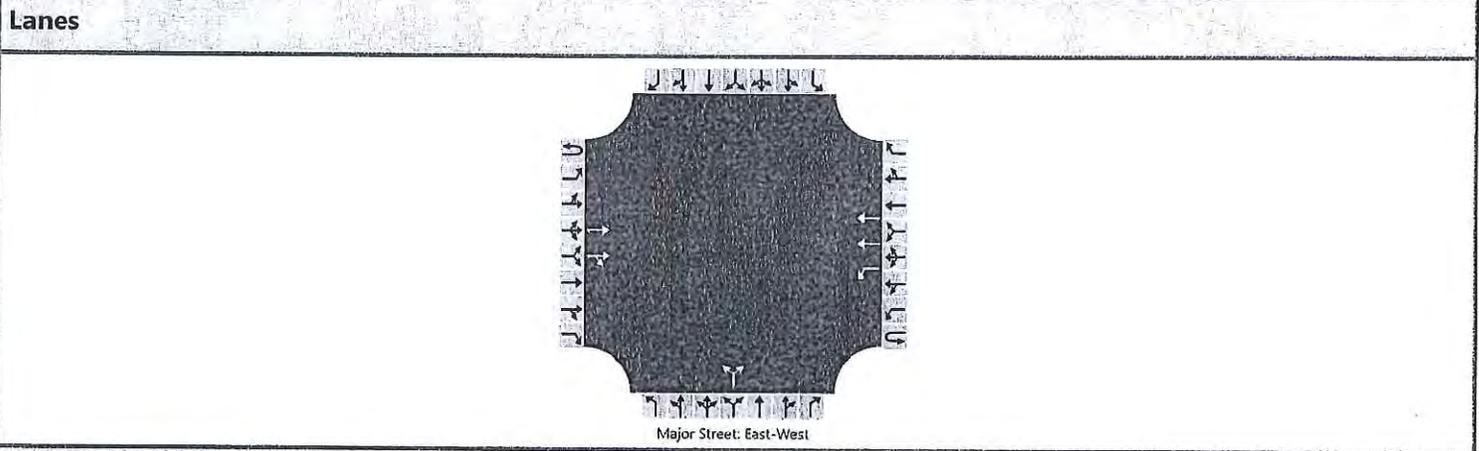
Delay, Queue Length, and Level of Service

Flow Rate (veh/h)					2					2						
Capacity					909					310						
v/c Ratio					0.00					0.01						
95% Queue Length					0.0					0.0						
Control Delay (s/veh)					9.0					16.7						
Level of Service (LOS)					A					C						
Approach Delay (s/veh)					0.0				16.7							
Approach LOS									C							

8-40

HCS 2010 Two-Way Stop Control Summary Report

General Information		Site Information	
Analyst	MSH	Intersection	US-395 & East Driveway
Agency/Co.	Solaegui Engineers	Jurisdiction	Douglas County
Date Performed	9/30/2016	East/West Street	US-395
Analysis Year	2036	North/South Street	East Driveway
Time Analyzed	PM Base	Peak Hour Factor	0.92
Intersection Orientation	East-West	Analysis Time Period (hrs)	0.25
Project Description	Mixed-Use Commercial Project		



Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Movement	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Priority																
Number of Lanes	0	0	2	0	0	1	2	0		0	0	0		0	0	0
Configuration			T	TR		L	T				LR					
Volume (veh/h)			1249	0		2	878			1		1				
Percent Heavy Vehicles						3				3		3				
Proportion Time Blocked																
Right Turn Channelized	No				No				No				No			
Median Type	Undivided															
Median Storage																

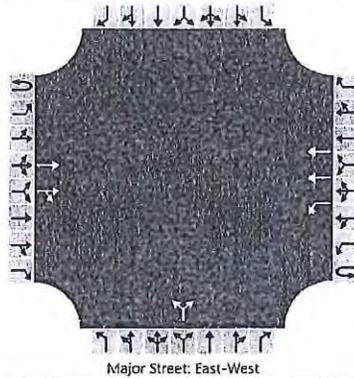
Delay, Queue Length, and Level of Service

Flow Rate (veh/h)					2					2						
Capacity					497					113						
v/c Ratio					0.00					0.02						
95% Queue Length					0.0					0.1						
Control Delay (s/veh)					12.3					37.5						
Level of Service (LOS)					B					E						
Approach Delay (s/veh)					0.0				37.5							
Approach LOS									E							

HCS 2010 Two-Way Stop Control Summary Report

General Information		Site Information	
Analyst	MSH	Intersection	US-395 & East Driveway
Agency/Co.	Solaegui Engineers	Jurisdiction	Douglas County
Date Performed	9/30/2016	East/West Street	US-395
Analysis Year	2036	North/South Street	East Driveway
Time Analyzed	AM Base + Project	Peak Hour Factor	0.92
Intersection Orientation	East-West	Analysis Time Period (hrs)	0.25
Project Description	Mixed-Use Commercial Project		

Lanes



Vehicle Volumes and Adjustments

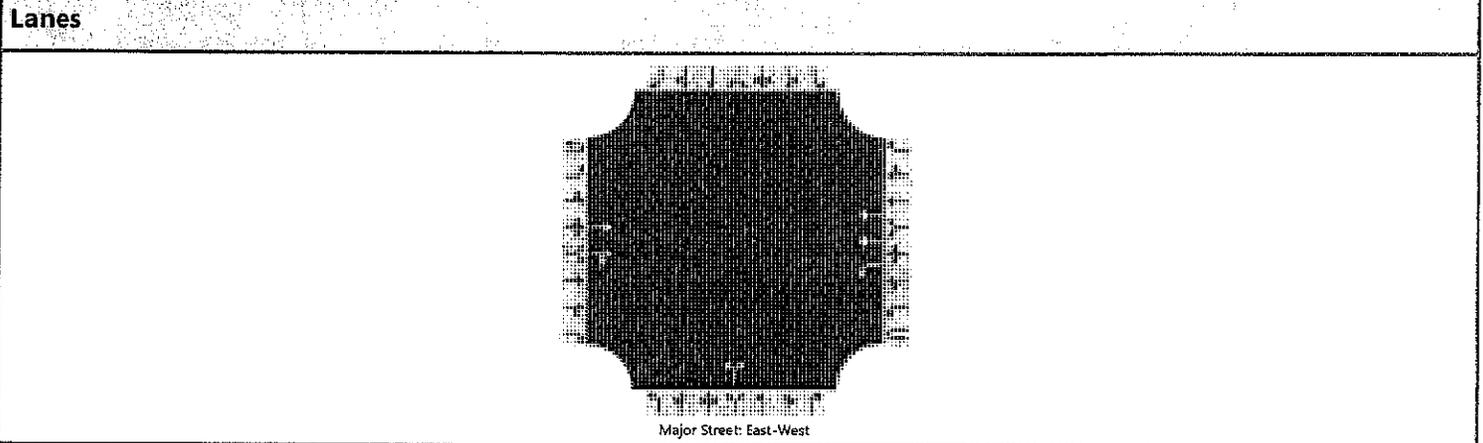
Approach	Eastbound				Westbound				Northbound				Southbound			
	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Movement	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Priority																
Number of Lanes	0	0	2	0	0	1	2	0		0	0	0		0	0	0
Configuration			T	TR		L	T				LR					
Volume (veh/h)			620	3		5	792			3		4				
Percent Heavy Vehicles						3				3		3				
Proportion Time Blocked																
Right Turn Channelized	No				No				No				No			
Median Type	Undivided															
Median Storage																

Delay, Queue Length, and Level of Service

Flow Rate (veh/h)					5						7					
Capacity					904						330					
v/c Ratio					0.01						0.02					
95% Queue Length					0.0						0.1					
Control Delay (s/veh)					9.0						16.1					
Level of Service (LOS)					A						C					
Approach Delay (s/veh)					0.1				16.1							
Approach LOS									C							

HCS 2010 Two-Way Stop Control Summary Report

General Information		Site Information	
Analyst	MSH	Intersection	US-395 & East Driveway
Agency/Co.	Solaegui Engineers	Jurisdiction	Douglas County
Date Performed	9/30/2016	East/West Street	US-395
Analysis Year	2036	North/South Street	East Driveway
Time Analyzed	PM Base + Project	Peak Hour Factor	0.92
Intersection Orientation	East-West	Analysis Time Period (hrs)	0.25
Project Description	Mixed-Use Commercial Project		



Vehicle Volumes and Adjustments

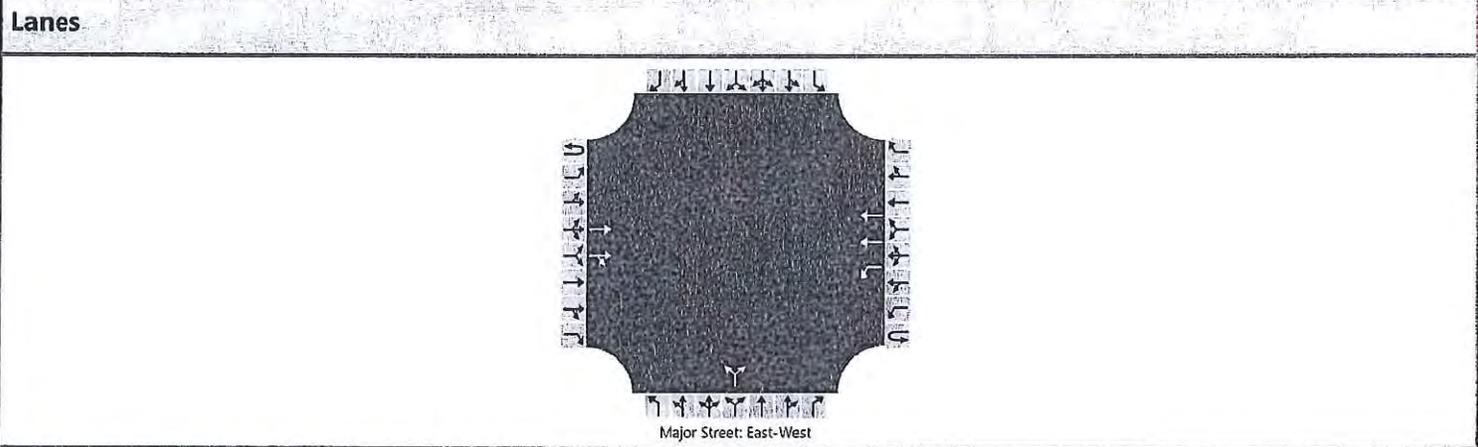
Approach	Eastbound				Westbound				Northbound				Southbound			
	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Movement	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Priority																
Number of Lanes	0	0	2	0	0	1	2	0		0	0	0		0	0	0
Configuration			T	TR		L	T				LR					
Volume (veh/h)			1250	2		5	881			5		7				
Percent Heavy Vehicles						3				3		3				
Proportion Time Blocked																
Right Turn Channelized	No				No				No				No			
Median Type	Undivided															
Median Storage																

Delay, Queue Length, and Level of Service

Flow Rate (veh/h)					5					13						
Capacity					496					133						
v/c Ratio					0.01					0.10						
95% Queue Length					0.0					0.3						
Control Delay (s/veh)					12.3					35.0						
Level of Service (LOS)					B					E						
Approach Delay (s/veh)					0.1				35.0							
Approach LOS									E							

HCS 2010 Two-Way Stop Control Summary Report

General Information		Site Information	
Analyst	MSH	Intersection	US-395 & West Driveway
Agency/Co.	Solaegui Engineers	Jurisdiction	Douglas County
Date Performed	9/30/2016	East/West Street	US-395
Analysis Year	2016	North/South Street	West Driveway
Time Analyzed	AM Existing	Peak Hour Factor	0.92
Intersection Orientation	East-West	Analysis Time Period (hrs)	0.25
Project Description	Mixed-Use Commercial Project		



Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Movement	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Priority																
Number of Lanes	0	0	2	0	0	1	2	0		0	0	0		0	0	0
Configuration			T	TR		L	T				LR					
Volume (veh/h)			602	0		1	684			1		1				
Percent Heavy Vehicles						3				3		3				
Proportion Time Blocked																
Right Turn Channelized	No				No				No				No			
Median Type	Undivided															
Median Storage																

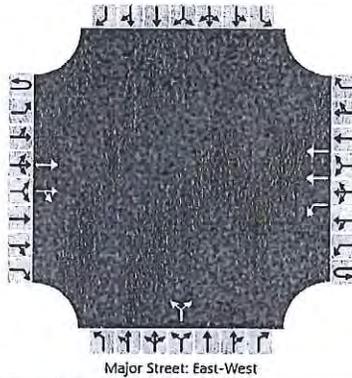
Delay, Queue Length, and Level of Service

Flow Rate (veh/h)						1						2				
Capacity						922						340				
v/c Ratio						0.00						0.01				
95% Queue Length						0.0						0.0				
Control Delay (s/veh)						8.9						15.7				
Level of Service (LOS)						A						C				
Approach Delay (s/veh)					0.0				15.7							
Approach LOS									C							

HCS 2010 Two-Way Stop Control Summary Report

General Information		Site Information	
Analyst	MSH	Intersection	US-395 & West Driveway
Agency/Co.	Solaegui Engineers	Jurisdiction	Douglas County
Date Performed	9/30/2016	East/West Street	US-395
Analysis Year	2016	North/South Street	West Driveway
Time Analyzed	PM Existing	Peak Hour Factor	0.92
Intersection Orientation	East-West	Analysis Time Period (hrs)	0.25
Project Description	Mixed-Use Commercial Project		

Lanes



Vehicle Volumes and Adjustments

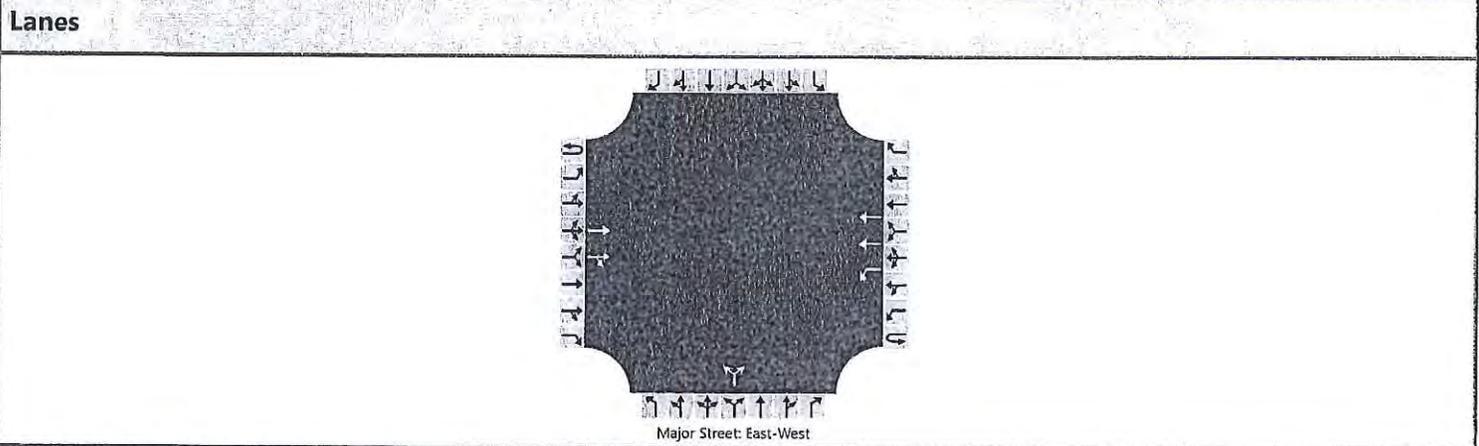
Approach	Eastbound				Westbound				Northbound				Southbound			
	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Movement	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Priority																
Number of Lanes	0	0	2	0	0	1	2	0		0	0	0		0	0	0
Configuration			T	TR		L	T				LR					
Volume (veh/h)			1084	4		2	853			2		3				
Percent Heavy Vehicles						3				3		3				
Proportion Time Blocked																
Right Turn Channelized	No				No				No				No			
Median Type	Undivided															
Median Storage																

Delay, Queue Length, and Level of Service

Flow Rate (veh/h)						2					5					
Capacity						581					171					
v/c Ratio						0.00					0.03					
95% Queue Length						0.0					0.1					
Control Delay (s/veh)						11.2					26.7					
Level of Service (LOS)						B					D					
Approach Delay (s/veh)					0.0				26.7							
Approach LOS									D							

HCS 2010 Two-Way Stop Control Summary Report

General Information		Site Information	
Analyst	MSH	Intersection	US-395 & West Driveway
Agency/Co.	Solaegui Engineers	Jurisdiction	Douglas County
Date Performed	9/30/2016	East/West Street	US-395
Analysis Year	2016	North/South Street	West Driveway
Time Analyzed	AM Existing + Project	Peak Hour Factor	0.92
Intersection Orientation	East-West	Analysis Time Period (hrs)	0.25
Project Description	Mixed-Use Commercial Project		



Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Movement	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Priority																
Number of Lanes	0	0	2	0	0	1	2	0		0	0	0		0	0	0
Configuration			T	TR		L	T				LR					
Volume (veh/h)			605	1		2	686			4		4				
Percent Heavy Vehicles						3				3		3				
Proportion Time Blocked																
Right Turn Channelized	No				No				No				No			
Median Type	Undivided															
Median Storage																

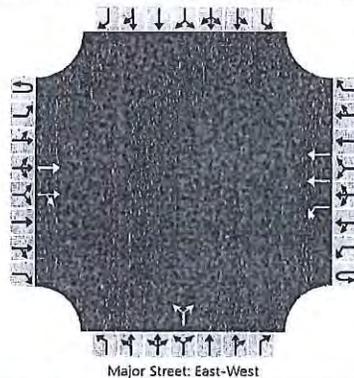
Delay, Queue Length, and Level of Service

Flow Rate (veh/h)					2					8						
Capacity					918					336						
v/c Ratio					0.00					0.02						
95% Queue Length					0.0					0.1						
Control Delay (s/veh)					8.9					16.0						
Level of Service (LOS)					A					C						
Approach Delay (s/veh)					0.0				16.0							
Approach LOS									C							

HCS 2010 Two-Way Stop Control Summary Report

General Information		Site Information	
Analyst	MSH	Intersection	US-395 & West Driveway
Agency/Co.	Solaegui Engineers	Jurisdiction	Douglas County
Date Performed	9/30/2016	East/West Street	US-395
Analysis Year	2016	North/South Street	West Driveway
Time Analyzed	PM Existing + Project	Peak Hour Factor	0.92
Intersection Orientation	East-West	Analysis Time Period (hrs)	0.25
Project Description	Mixed-Use Commercial Project		

Lanes



Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Movement	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Priority																
Number of Lanes	0	0	2	0	0	1	2	0		0	0	0		0	0	0
Configuration			T	TR		L	T				LR					
Volume (veh/h)			1086	8		4	857			5		4				
Percent Heavy Vehicles						3				3		3				
Proportion Time Blocked																
Right Turn Channelized	No				No				No				No			
Median Type	Undivided															
Median Storage																

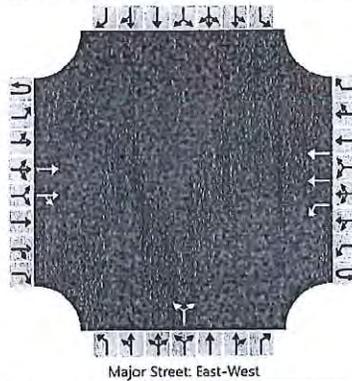
Delay, Queue Length, and Level of Service

Flow Rate (veh/h)					4					9						
Capacity					577					136						
v/c Ratio					0.01					0.07						
95% Queue Length					0.0					0.2						
Control Delay (s/veh)					11.3					33.4						
Level of Service (LOS)					B					D						
Approach Delay (s/veh)					0.0				33.4							
Approach LOS									D							

HCS 2010 Two-Way Stop Control Summary Report

General Information		Site Information	
Analyst	MSH	Intersection	US-395 & West Driveway
Agency/Co.	Solaegui Engineers	Jurisdiction	Douglas County
Date Performed	9/30/2016	East/West Street	US-395
Analysis Year	2036	North/South Street	West Driveway
Time Analyzed	AM Base	Peak Hour Factor	0.92
Intersection Orientation	East-West	Analysis Time Period (hrs)	0.25
Project Description	Mixed-Use Commercial Project		

Lanes



Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Movement	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Number of Lanes	0	0	2	0	0	1	2	0		0	0	0		0	0	0
Configuration			T	TR		L	T				LR					
Volume (veh/h)			633	0		1	719			1		1				
Percent Heavy Vehicles						3				3		3				
Proportion Time Blocked																
Right Turn Channelized	No				No				No				No			
Median Type	Undivided															
Median Storage																

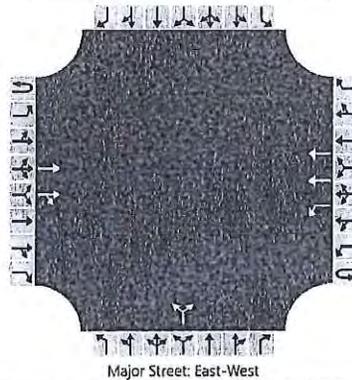
Delay, Queue Length, and Level of Service

Flow Rate (veh/h)					1					2						
Capacity					895					318						
v/c Ratio					0.00					0.01						
95% Queue Length					0.0					0.0						
Control Delay (s/veh)					9.0					16.4						
Level of Service (LOS)					A					C						
Approach Delay (s/veh)					0.0				16.4							
Approach LOS									C							

HCS 2010 Two-Way Stop Control Summary Report

General Information		Site Information	
Analyst	MSH	Intersection	US-395 & West Driveway
Agency/Co.	Solaegui Engineers	Jurisdiction	Douglas County
Date Performed	9/30/2016	East/West Street	US-395
Analysis Year	2036	North/South Street	West Driveway
Time Analyzed	PM Base	Peak Hour Factor	0.92
Intersection Orientation	East-West	Analysis Time Period (hrs)	0.25
Project Description	Mixed-Use Commercial Project		

Lanes



Vehicle Volumes and Adjustments

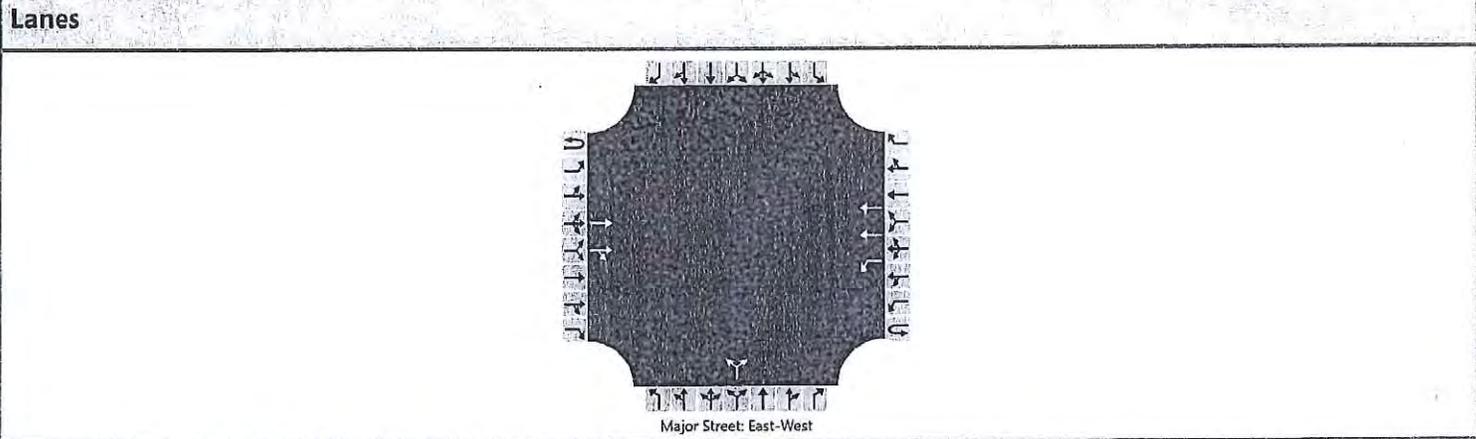
Approach	Eastbound				Westbound				Northbound				Southbound			
	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Movement	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Priority																
Number of Lanes	0	0	2	0	0	1	2	0		0	0	0		0	0	0
Configuration			T	TR		L	T				LR					
Volume (veh/h)			1140	4		2	897			2		3				
Percent Heavy Vehicles						3				3		3				
Proportion Time Blocked																
Right Turn Channelized	No				No				No				No			
Median Type	Undivided															
Median Storage																

Delay, Queue Length, and Level of Service

Flow Rate (veh/h)					2						5					
Capacity					551						153					
v/c Ratio					0.00						0.03					
95% Queue Length					0.0						0.1					
Control Delay (s/veh)					11.6						29.3					
Level of Service (LOS)					B						D					
Approach Delay (s/veh)					0.0				29.3							
Approach LOS									D							

HCS 2010 Two-Way Stop Control Summary Report

General Information		Site Information	
Analyst	MSH	Intersection	US-395 & West Driveway
Agency/Co.	Solaegui Engineers	Jurisdiction	Douglas County
Date Performed	9/30/2016	East/West Street	US-395
Analysis Year	2036	North/South Street	West Driveway
Time Analyzed	AM Base + Project	Peak Hour Factor	0.92
Intersection Orientation	East-West	Analysis Time Period (hrs)	0.25
Project Description	Mixed-Use Commercial Project		



Vehicle Volumes and Adjustments

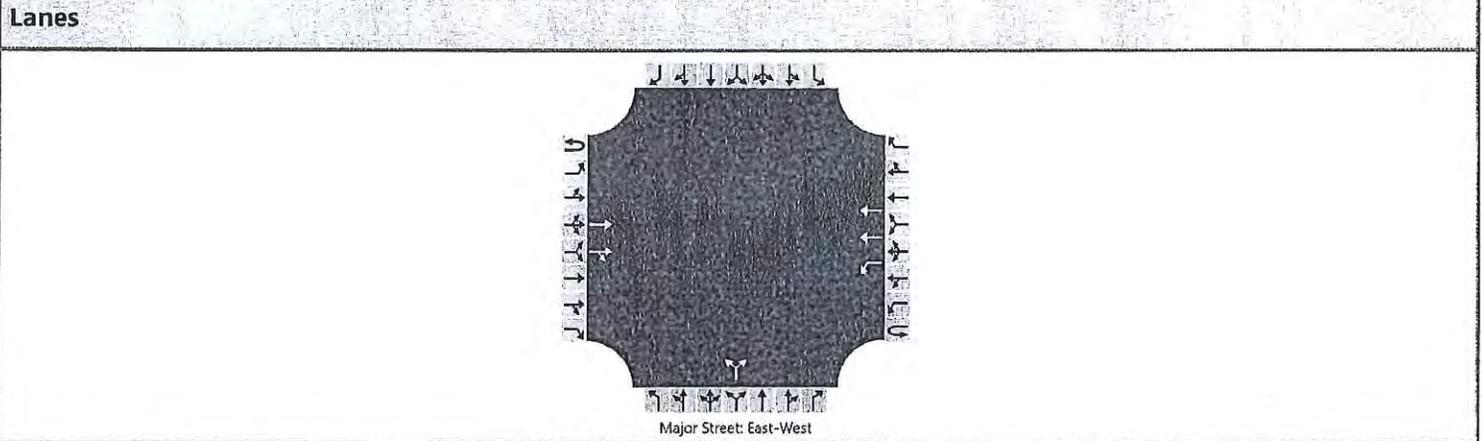
Approach	Eastbound				Westbound				Northbound				Southbound			
	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Movement	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Priority																
Number of Lanes	0	0	2	0	0	1	2	0		0	0	0		0	0	0
Configuration			T	TR		L	T				LR					
Volume (veh/h)			636	1		2	721			4		4				
Percent Heavy Vehicles						3				3		3				
Proportion Time Blocked																
Right Turn Channelized	No				No				No				No			
Median Type	Undivided															
Median Storage																

Delay, Queue Length, and Level of Service

Flow Rate (veh/h)					2					8						
Capacity					892					315						
v/c Ratio					0.00					0.03						
95% Queue Length					0.0					0.1						
Control Delay (s/veh)					9.0					16.7						
Level of Service (LOS)					A					C						
Approach Delay (s/veh)					0.0				16.7							
Approach LOS									C							

HCS 2010 Two-Way Stop Control Summary Report

General Information		Site Information	
Analyst	MSH	Intersection	US-395 & West Driveway
Agency/Co.	Solaegui Engineers	Jurisdiction	Douglas County
Date Performed	9/30/2016	East/West Street	US-395
Analysis Year	2036	North/South Street	West Driveway
Time Analyzed	PM Base + Project	Peak Hour Factor	0.92
Intersection Orientation	East-West	Analysis Time Period (hrs)	0.25
Project Description	Mixed-Use Commercial Project		



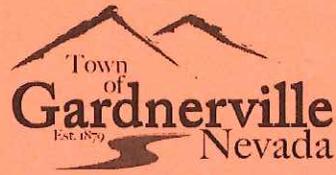
Vehicle Volumes and Adjustments

Approach	Eastbound				Westbound				Northbound				Southbound			
	U	L	T	R	U	L	T	R	U	L	T	R	U	L	T	R
Movement	1U	1	2	3	4U	4	5	6		7	8	9		10	11	12
Priority																
Number of Lanes	0	0	2	0	0	1	2	0		0	0	0		0	0	0
Configuration			T	TR		L	T				LR					
Volume (veh/h)			1142	8		4	901			5		4				
Percent Heavy Vehicles						3				3		3				
Proportion Time Blocked																
Right Turn Channelized	No				No				No				No			
Median Type	Undivided															
Median Storage																

Delay, Queue Length, and Level of Service

Flow Rate (veh/h)					4					9						
Capacity					547					120						
v/c Ratio					0.01					0.07						
95% Queue Length					0.0					0.2						
Control Delay (s/veh)					11.6					37.4						
Level of Service (LOS)					B					E						
Approach Delay (s/veh)					0.0				37.4							
Approach LOS									E							

Gardnerville Town Board



AGENDA ACTION SHEET

1. **For Possible Action:** Discussion to approve, approve with modifications or deny, a request by Opal Investments LLC, ET AL, to accept the maintenance of the Ranch at Gardnerville, Phase 1 improvements, including, street, storm drain, street lights, street signage, all associated with the local roads: Lasso Lane, Ox Yoke, Gilman Avenue north of Heybourne Road, and the proposed flood channel trench, and storm drain trench located on town owned open space property.
2. **Recommended Motion:** Approve the request by Opal Investments LLC, ET AL, to accept the maintenance of the Ranch at Gardnerville, Phase 1 improvements, including, street, storm drain, street lights, street signage, all associated with the local roads: Lasso Lane, Ox Yoke, Gilman Avenue north of Heybourne Road, the proposed flood channel trench, and storm drain trench located on town owned open space property.

Funds Available: Yes N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** November 1, 2016 **Time Requested:** 30 minutes

6. **Agenda:** Consent Administrative

Background Information: Alton Anker has requested that Douglas County release his bond for the project and the county will not do that until the improvements have been approved and they receive the report from the soils engineer, and record drawings from the engineer of record. With those two issues at the county, the improvement is ready at this time to be accepted by the town. Alton is helping with some of the outstanding items and will reimburse the town for the sidewalk that needs to be replaced at the flood channel. Staff wants to expand the effort to fix the access to the maintenance path and we have a scout that will plant the landscaping for us in the island. Alton will supply the shrubs and the boulders for the town project along Gilman. The pavement, curb and gutter sidewalk, stop signs and lights were installed back in 2013. Most of the sidewalk did not survive the building crew driving over it and was replaced by the builder two years ago.

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

8. **Board Action:**

Approved Approved with Modifications
 Denied Continued



OX YOKE CT

GILMAN AVE

LASSO LANE

The Ranch at Gardnerville Phase 1
Gilman
Ox Yoke
Lasso
Street, Signs, Lights, Elec Meter
drainage channel and culvert under
Gilman Ave

Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Discussion to approve, approve with modifications or deny, a request by Jenuane Communities The Ranch LLC. to;
 - a. Approve the Landscaping Maintenance plan for use by the HOA,
 - b. Approve the Storm Drain System Maintenance plan, which will discharge into the town owned and maintained channel which discharges directly into the Martin Slough,
 - c. Approve an access and maintenance easement along the maintenance path of the large flood channel located between the proposed development and flood channel,Authorizing the town manager to sign the documents, located at Esplanade at the Ranch, (APN:1320-33-210-069); with public comment prior to Board action.
2. **Recommended Motion:** Approve request by Jenuane Communities The Ranch LLC. to;
 - a. Approve the Landscaping Maintenance plan for use by the HOA,
 - b. Approve the Storm Drain System Maintenance plan, which will discharge into the town owned and maintained channel which discharges directly into the Martin Slough,
 - c. Approve an access and maintenance easement along the maintenance path of the large flood channel located between the proposed development and flood channel, and, authorize the town manager to sign the documents associated with the project

Funds Available: Yes N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** November 1, 2016 **Time Requested:** 30 minutes

6. **Agenda:** Consent Administrative

Background Information: The town conditioned that the project come back to the town for approval of the storm drain and landscaping maintenance plans. The easement was not anticipated, but will be necessary for the HOA to hire out the maintenance of their overflow structure.

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 |

APN: 1320-32-614-002

RECORDING REQUESTED BY AND
MAIL TO:

Communities The Ranch
Jenuane Properties, LLC

ACCESS AND SPILLWAY MAINTENANCE EASEMENT

THIS Access and Spillway Maintenance Easement ("Easement") is entered into this ____ day of November, 2016, by and between the Grantor, the Town of Gardnerville Nevada, a political subdivision of the State of Nevada and the County of Douglas, by and through its Manager, Thomas A. Dallaire ("Grantor") and Jenuane *Communities The Ranch* Properties, LLC, by and through its Manager, Kenneth Hendrix, ("Grantee"). Grantor and Grantee are sometimes individually referred to as "Party" and may collectively be referred to as "Parties."

WITNESSETH

WHEREAS, Grantor is the owner of certain real property located in Douglas County, Nevada, commonly identified as Douglas County Assessor's Parcel No. 1320-32-614-002, more particularly described in Exhibit A and depicted on Exhibit B attached hereto and incorporated herein by this reference; and

WHEREAS, Grantor desires to grant, and Grantee desires to acquire, a perpetual non-exclusive access and spillway maintenance easement over, through and under those portions of the property depicted, and more particularly described, in Exhibits A and B ("Easement Area").

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Grantor and Grantee hereby agree as follows:

1. **Recitals:** The foregoing recitals are true and correct and are incorporated herein.
2. **Grant of Easement:** The Grantor hereby grants and conveys to the Grantee a perpetual non-exclusive, rent free, access and spillway maintenance easement over, through and under the Easement Area for the following purposes:

a. The maintenance and repair (including necessary replacement and reconstruction) of the improvements constructed by Grantee located within the Easement Area and any appurtenances reasonably connected and contiguous thereto, including, without limitation, a storm water retention basin, emergency spillway and rip-rap apron and ditches. The maintenance and repair required of the improvements constructed by Grantee shall be performed and paid for by the Grantee; provided, however, that the Grantor shall have the right, should the Grantee, after thirty (30) days written notice provided by Grantor specifying the maintenance or repair needed, neglect, refuse or fail to maintain and repair the improvements within the Easement Area, to enter the Easement Area and conduct such maintenance and repair (including necessary replacement and reconstruction) of the improvements located within the Easement Area and any appurtenances reasonably connected or contiguous thereto. Should Grantor maintain and repair the improvements located within the Easement Area, the cost of such maintenance and repair shall be paid by Grantee within thirty (30) days of the submission by Grantor of an invoice reflecting such maintenance and repair expenses. The Easement Area shall not be materially changed by Grantee without the written consent of the Grantor; and

b. Grantee shall have such access, ingress and egress over the Easement Area as approved before hand by Grantor as may be necessary or useful to enjoy the foregoing rights.

3. **Use of Easement:** The purpose of this Easement is to provide year round access, upon approval by Grantor, to Grantee for spillway access over, through and under the Easement Area for the operation of Grantee's improvements, including, without limitation, spillways, retention basin and emergency rip-rap apron. Nothing in this Easement is intended to prohibit the use of the Easement Area by Grantor provided such use does not interfere with the use of the Easement by the Grantee.

4. **Improvements:** Grantee shall have the right to construct, at its sole expense, improvements within the Easement Area suitable for the uses delineated in this access and spillway maintenance easement, including, but not limited to, the grading and clearing of the Easement Area. Grantor shall not be obligated to install any of these improvements, but Grantor shall be afforded the right to install improvements in the event that the Grantee, after thirty (30) days written notice provided by Grantor specifying the improvements needed, neglects, refuses or fails to do so. Any improvements constructed by Grantor shall be reimbursed by the Grantee within thirty (30) days of submission of an invoice of the cost of such improvements. Any improvements within the Easement Area made by the Grantee shall be subject to the prior approval of the Grantor.

5. **Maintenance:** Grantee shall be responsible for maintaining the spillway improvements within the Easement Area to the extent necessary for the uses described in this Easement; provided, however, that Grantor, after thirty (30) days written notice provided by Grantor specifying the maintenance needed, may maintain the spillway improvements within the Easement Area in the event that the Grantee neglects, refuses or fails to do so. The cost of such

Grantor maintained spillway improvements shall be reimbursed to Grantor within thirty (30) days of the submission of an invoice reflecting the cost of such maintenance incurred by Grantor.

6. **Indemnity:** Each Party to this Agreement hereby agrees that such Party (the "Indemnifying Party") shall defend, protect, indemnify, and hold harmless each other Party (the "Protected Party") from and against any and all damages, losses, expenses, and fines based upon any claim of personal injury or property damage occurring during the term of this Agreement and resulting from the Indemnifying Party's use of, construction upon, or maintenance of, the Easement Area or the Improvements, except to the extent arising from the Protected Party's own negligence or misconduct, or that of the Protected Party's agents, tenants, licensees, or invitees. In the event that the Protected Party receives notice of any claim potentially implicating the Indemnifying Party's duties under this Section 6, the Protected Party shall inform the Indemnifying Party of the claim as soon as is reasonably possible, and in any event within ten (10) days of receiving notice of such claim. The Protected Party's failure to timely inform the Indemnifying Party of a claim shall waive the Protected Party's rights under this Section 6 as to that claim.

7. **Easement Runs with Land; Successors and Assigns:** The easement created in this Agreement is perpetual in nature, appurtenant to the Dominant Property, and shall run with the Dominant Property and benefit any owner of any portion of the Dominant Property in perpetuity. The provisions of this Agreement shall be binding upon the successors and assigns of Grantor and Grantee. Grantor and Grantee shall be responsible for their respective obligations that accrue during their ownership of the Dominant Property and the Servient Property; provided, however, in the event that either Party conveys, transfers, assigns, or otherwise disposes of all of its interest in the property described in Exhibits "A" and "B" to this Easement, the transferring party shall be released and discharged from any liabilities and obligations under this Agreement that occur after such transfer.

8. **Notices:** All communications which may be, or are required to be, given by either Party to this Agreement shall be properly given if made in writing and sent by: (a) hand delivery; (b) certified mail, return receipt requested; © facsimile, provided a confirming copy thereof is also sent in accordance with (a), (b), or (d); or (d) Federal Express or another nationally recognized overnight delivery service for next business day delivery, with all postage, delivery, and other charges paid by the sender and addressed to Grantors or Grantees, as applicable, as follows, or at such other address as each may request in advance in writing. Such notices shall be deemed delivered: (I) by hand, upon actual delivery; (ii) by overnight delivery service, on the next business day after the notice is sent; (iii) by facsimile, on the next business day after the date the notice is sent; and (iv) if mailed, upon the earlier of actual receipt or three (3) business days after mailing. Refusal of delivery shall be deemed effective delivery. Unless changed as provided in this Section, notice addresses are as follows:

If to Grantor:

Town of Gardnerville
Attn: Thomas A. Dallaire
1407 Hwy 395
Gardnerville, NV 89410
Telephone: 775-782-7134
Facsimile: 775-782-7135

If to Grantee:

Jeanuane Communities, The Ranch, LLC
Attn: Kenneth Hendrix, Manager

Telephone: _____
Facsimile: _____

9. **Damage to Easement Property:** The Grantor and Grantee shall be responsible for any damage each may cause to the improvements within the Easement Area. The Party responsible for such damage shall promptly make all needed repairs, restoring the Easement Area and improvements thereon to its condition prior to the damage.

10. **Obstructions to Use of the Easement Property:** Neither the Grantor nor the Grantee or any person permitted to use the Easement Area under the terms of this Easement may utilize the Easement Area in any way that interferes with its use by any person permitted to use it. Any obstructions or impediments to the use of the Easement Area may be removed, without notice, by the Grantor or the Grantee and the cost of such removal shall be borne by the party responsible for such obstruction.

11. **Enforcement of Agreement:** The Grantor and Grantee shall have the right to legally enforce this Easement and the covenants, conditions and restrictions set forth herein, by whatever action or actions are legally available, including, without limitation, enjoining any violation or threatened violation hereof.

12. **Amendments:** This Easement may not be modified, amended or terminated except by execution and recording of a written instrument signed by both Grantor and Grantee.

13. **Breach Shall Not Permit Termination:** No breach of this Easement shall entitle either party to terminate this Easement or to bring any action for termination; provided, however, that such limitation shall not impact any other rights that may be available to such party.

14. **Severability:** If any provision or specific application of this Easement is found to be invalid by a court of competent jurisdiction, the remaining provisions or specific applications of this Easement shall remain valid and binding.

///

///

///

IN WITNESS WHEREOF, the Grantor has agreed to and executed this Access and Spillway Maintenance Easement this ____ of November, 2016.

DATED this __ day of November, 2016.

GRANTOR:
Town of Gardnerville, by and through its Manager

By: Thomas A. Dallaire
Its: Manager

ACKNOWLEDGEMENT

STATE OF NEVADA)
) ss.
COUNTY OF DOUGLAS)

On November ____, 2016, before me, the undersigned, a Notarial Officer in and for said County and State, personally appeared the Town of Gardnerville, by and through its Manager, Thomas A. Dallaire, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signatures on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under penalty of perjury under the laws of the State of Nevada that the foregoing paragraph is true and correct.

WITNESS my hand and official seal

NOTARIAL OFFICER

///

///

Approved and accepted this ___ day of November, 2016.

GRANTEE:
Jeanuane Communities, The Ranch, LLC

By: Kenneth Hendrix
Its: Manager

ACKNOWLEDGEMENT

STATE OF NEVADA)
) ss.
COUNTY OF DOUGLAS)

On November ____, 2016, before me, the undersigned, a Notarial Officer in and for said County and State, personally appeared Jeanuane Communities, The Ranch, LLC, by and through its Manager Kenneth Hendricks, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacities, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under penalty of perjury under the laws of the State of Nevada that the foregoing paragraph is true and correct.

WITNESS my hand and official seal

NOTARIAL OFFICER

EXHIBIT 'A'
DESCRIPTION
Access and Spillway Maintenance Easement

All that real property situate in the County of Douglas, State of Nevada, further described as follows:

A parcel of land located within a portion of Section 33, Township 13 North, Range 20 East, Mount Diablo Meridian, Douglas County, Nevada, more particularly described as follows:

BEGINNING at the southwest corner of Lot 'D' as shown on the Final Subdivision Map for The Ranch at Gardnerville – Phase IIA-1 filed for record June 18, 2013 in the office of Recorder, Douglas County, Nevada as Document No. 825569;

thence South 89°19'12" East, 101.94 feet;

thence South 89°20'57" East, 340.65 feet to a point on the westerly line of

Gilman Avenue;

thence along said westerly line of Gilman Avenue, South 00°39'03" West, 18.00 feet;

thence leaving said westerly line of Gilman Avenue, North 89°20'57" West, 340.65 feet;

thence North 89°19'12" West, 51.94 feet;

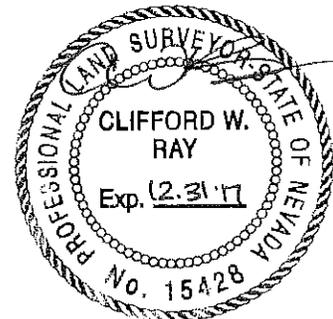
thence South 00°40'48" West, 12.00 feet;

thence North 89°19'12" West, 50.00 feet;

thence North 00°40'48" East, 30.00 feet to the POINT OF BEGINNING, containing 8,567 square feet, more or less.

The basis of bearing for this description is North 00°39'03" East, being the centerline of Gilman Avenue as shown on the Final Subdivision Map for The Ranch at Gardnerville – Phase IIA-1 filed for record June 18, 2013 in the office of Recorder, Douglas County, Nevada as Document No. 825569

Prepared By: R.O. ANDERSON ENGINEERING, INC.
P.O. Box 2229
Minden, Nevada 89423



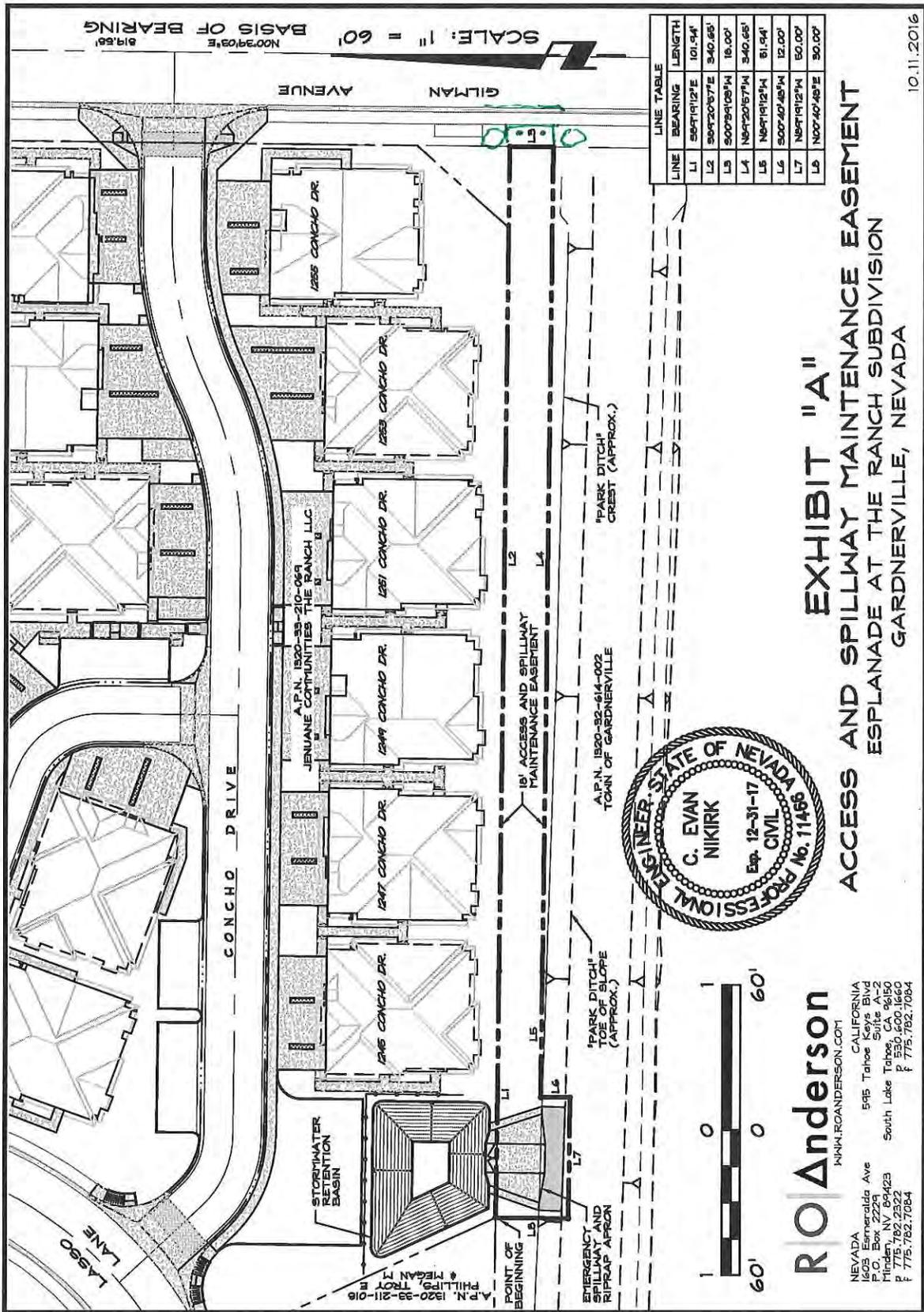
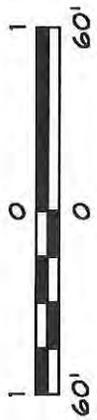
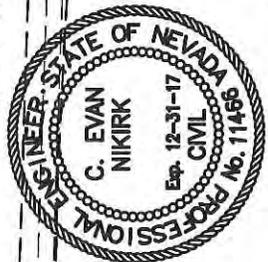
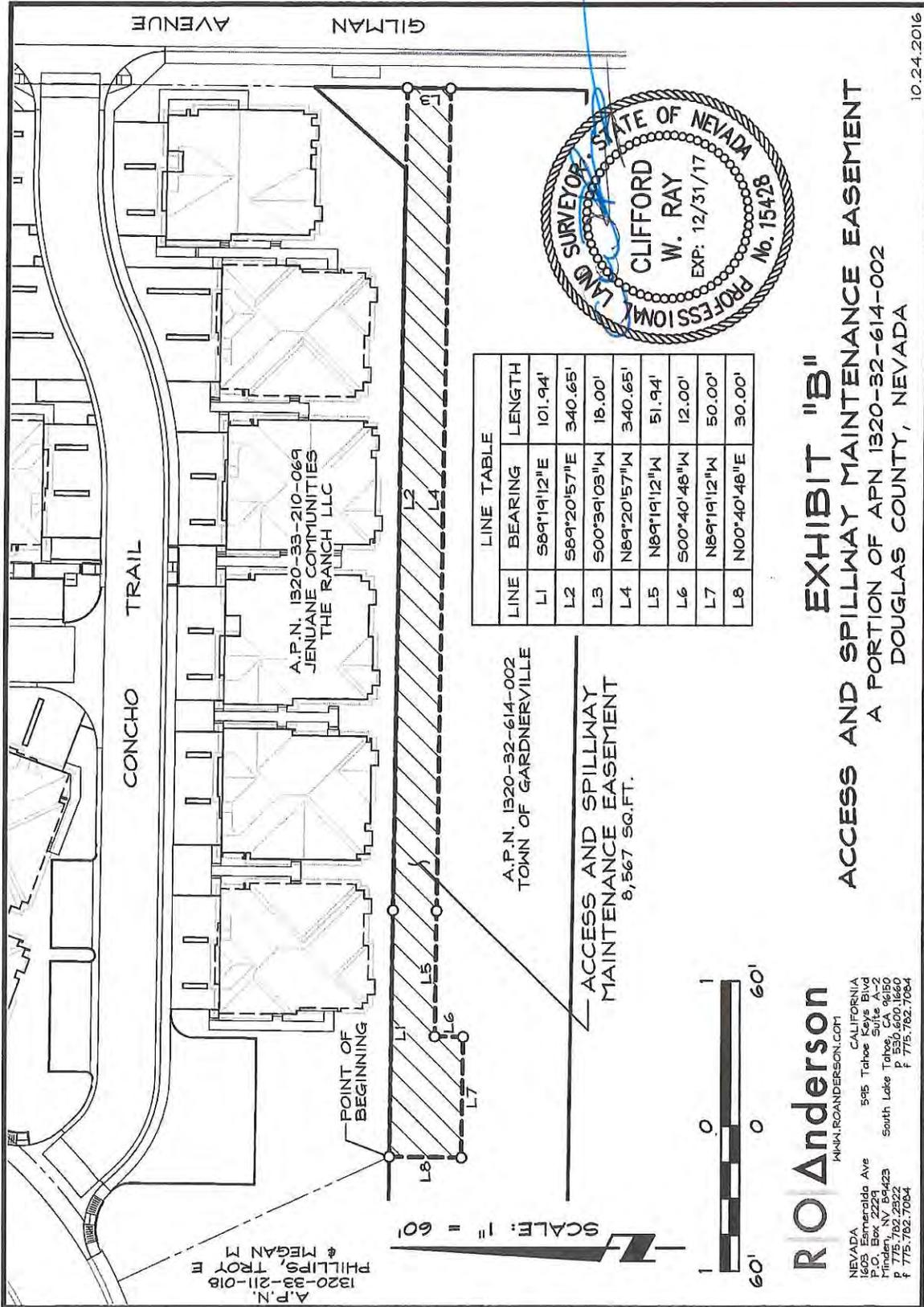


EXHIBIT "A"
ACCESS AND SPILLWAY MAINTENANCE EASEMENT
ESPLANADE AT THE RANCH SUBDIVISION
GARDNERVILLE, NEVADA



RO Anderson
 WWW.ROANDERSON.COM
 CALIFORNIA
 545 Tahoe Keys Blvd
 P.O. Box 22294
 Henderson, NV 89423
 South Lake Tahoe, CA 96150
 P 775.782.2322 P 530.600.1660
 F 775.782.7084 F 775.782.7084

10.11.2016



10.24.2016

Y:\Client Files\2115-001\CAD\Survey\Exhibits\2115-001 Spillway Esmt - Exhibit.dwg 10/25/2016 10:35:45 AM Bill C. Ray

UNIT BOUNDARY NOTES

THE UPPER BOUNDARY IS THE HORIZONTAL OR LOWER SURFACE OF THE CONCRETE SLAB OR SURFACE OF THE CONCRETE ON HOOD SUBFLOOR.
 THE LOWER BOUNDARY IS THE HORIZONTAL PLANE OR SURFACE OF THE CONCRETE ON HOOD SUBFLOOR.
 THE SIDE BOUNDARY IS THE UNFINISHED INNER WALL, UNLESS SHOWN OTHERWISE. THE WALLS SHALL BE FINISHED TO THE FINISH LINE AND CEILING HEIGHTS SHOWN. SEE NOTES FOR ADDITIONAL INFORMATION ON UNIT BOUNDARIES.
 TO THE BUILDING ENVELOPE UNLESS OTHERWISE NOTED.

LIMITED COMMON ELEMENTS AT GROUND LEVEL

BUILDING UNIT	FINISH AREA	FINISH AREA
1-1	114.00 SF	444.00 SF
1-2	114.00 SF	444.00 SF
1-3	114.00 SF	444.00 SF
2-1	114.00 SF	444.00 SF
2-2	114.00 SF	444.00 SF
2-3	114.00 SF	444.00 SF
3-1	222.00 SF	888.00 SF
3-2	222.00 SF	888.00 SF
3-3	222.00 SF	888.00 SF
4-1	222.00 SF	888.00 SF
4-2	222.00 SF	888.00 SF
4-3	222.00 SF	888.00 SF
5-1	207.00 SF	828.00 SF
5-2	207.00 SF	828.00 SF
5-3	207.00 SF	828.00 SF
6-1	207.00 SF	828.00 SF
6-2	207.00 SF	828.00 SF
6-3	207.00 SF	828.00 SF
7-1	240.00 SF	960.00 SF
7-2	240.00 SF	960.00 SF
7-3	240.00 SF	960.00 SF
8-1	408.00 SF	1632.00 SF
8-2	408.00 SF	1632.00 SF
8-3	408.00 SF	1632.00 SF
9-1	333.00 SF	1332.00 SF
9-2	333.00 SF	1332.00 SF
9-3	333.00 SF	1332.00 SF
10-1	444.00 SF	1776.00 SF
10-2	444.00 SF	1776.00 SF
10-3	444.00 SF	1776.00 SF
11-1	288.00 SF	1152.00 SF
11-2	288.00 SF	1152.00 SF
11-3	288.00 SF	1152.00 SF
12-1	288.00 SF	1152.00 SF
12-2	288.00 SF	1152.00 SF
12-3	288.00 SF	1152.00 SF
13-1	57.00 SF	228.00 SF
13-2	57.00 SF	228.00 SF
13-3	57.00 SF	228.00 SF
14-1	114.00 SF	444.00 SF
14-2	114.00 SF	444.00 SF
14-3	114.00 SF	444.00 SF
15-1	114.00 SF	444.00 SF
15-2	114.00 SF	444.00 SF
15-3	114.00 SF	444.00 SF
16-1	114.00 SF	444.00 SF
16-2	114.00 SF	444.00 SF
16-3	114.00 SF	444.00 SF
TOTALS	15,948.00 SF	63,792.00 SF
TOTAL LIMITED COMMON AREA AT GROUND LEVEL	1,277.00 SF	5,108.00 SF

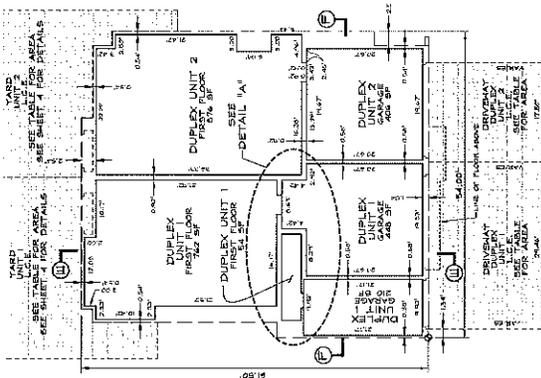
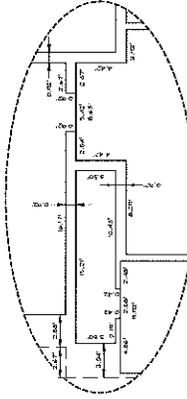
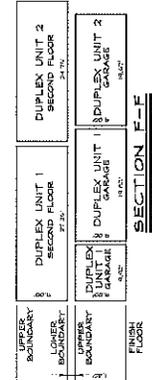
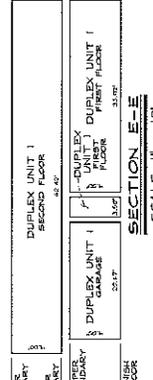
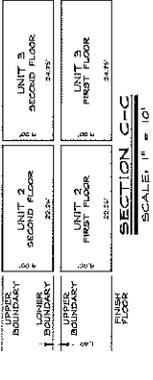
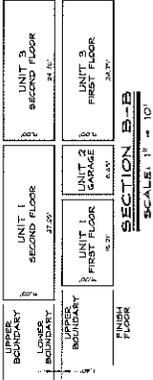
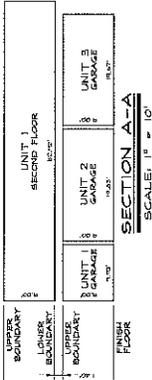
PRELIMINARY
FOR REVIEW ONLY

SHEET 3 OF 4

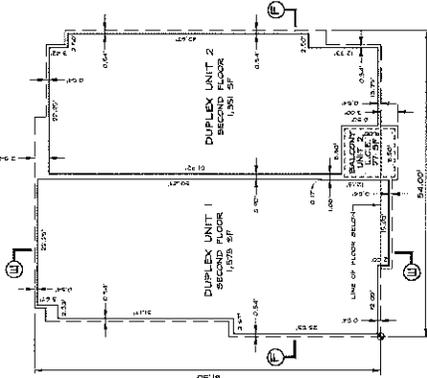
FINAL SUBDIVISION MAP
LDA 15-020
FOR
ESPLANADE AT THE RANCH

LOCATED WITHIN A PORTION OF
SECTION 38, T11N, R08E, N.D. 11,
DOUGLAS COUNTY, NEVADA

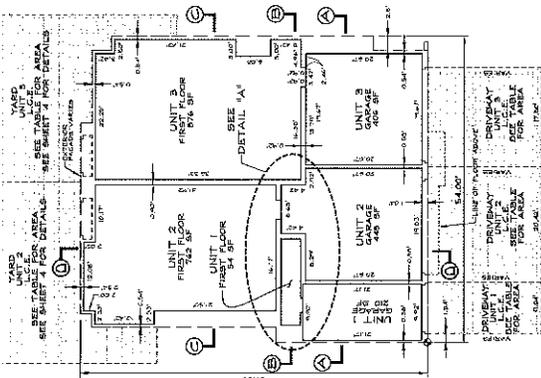
215-500 P11.dwg 07/24/14



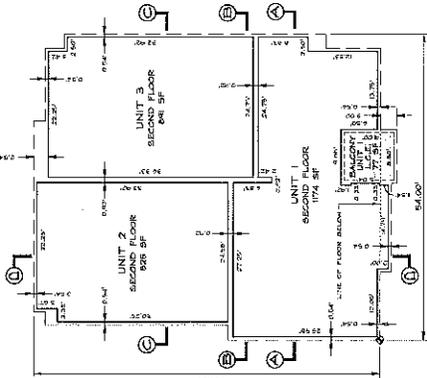
FIRST FLOOR DUPLEX
SCALE: 1" = 10'



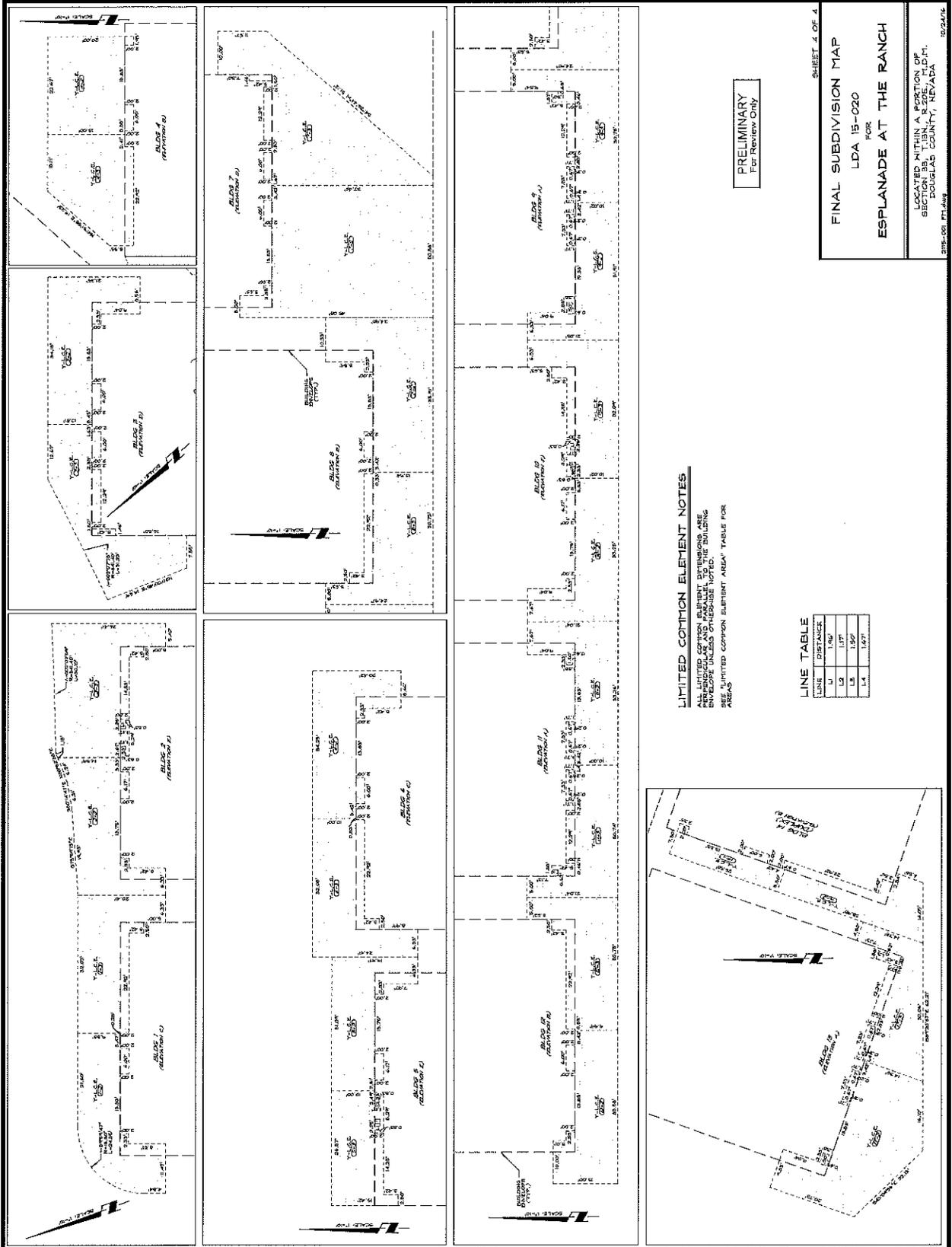
SECOND FLOOR DUPLEX
SCALE: 1" = 10'



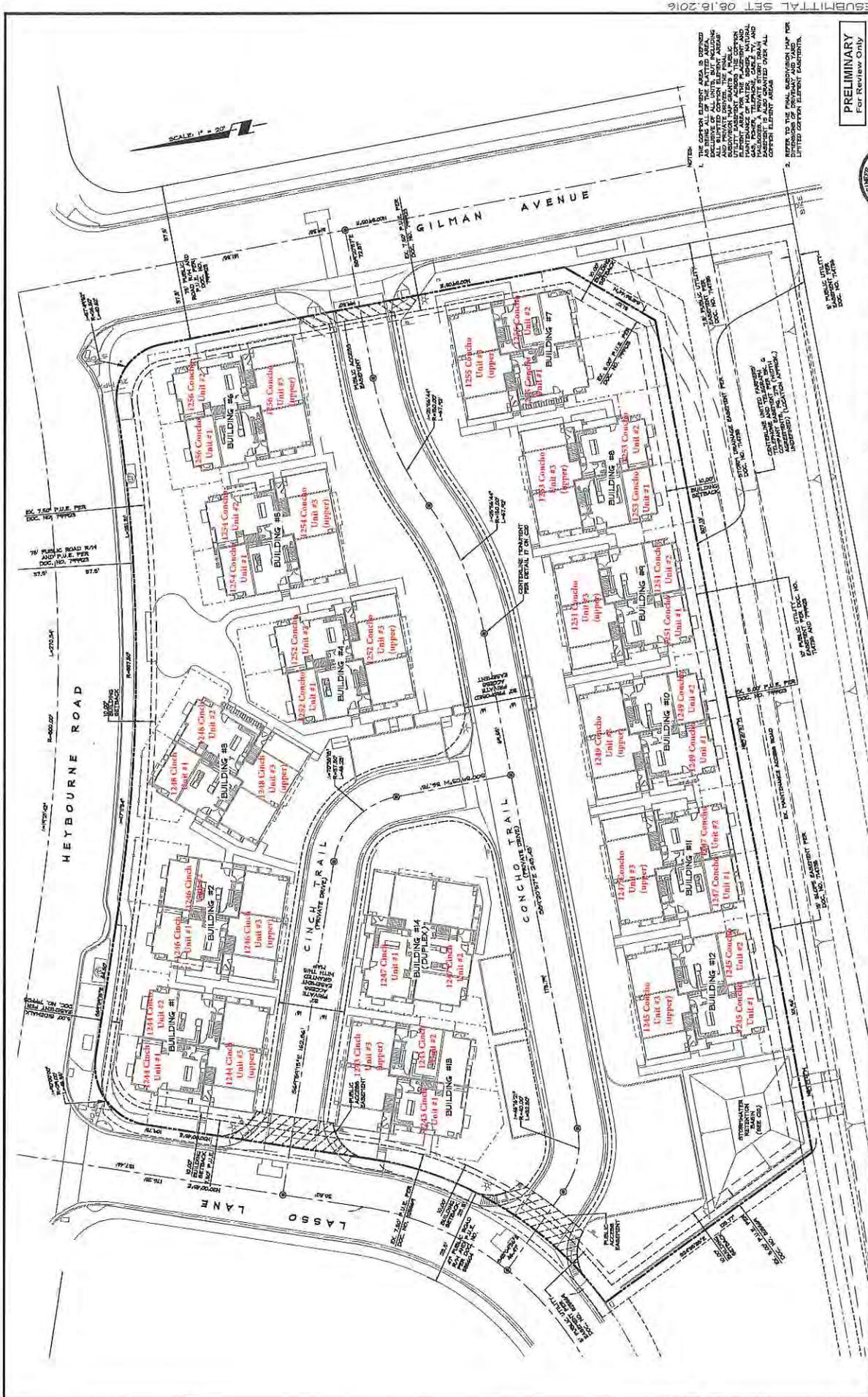
FIRST FLOOR TRIPLEX
SCALE: 1" = 10'



SECOND FLOOR TRIPLEX
SCALE: 1" = 10'



10-14



NO. DATE BY REVISION BLOCK



EXISTING AND PROPOSED EASEMENTS

ESPLANADE AT THE RANCH
JENUANE COMMUNITIES LLC

R O Anderson
PROFESSIONAL ENGINEER
STATE OF NEVADA
LICENSE NO. 12345

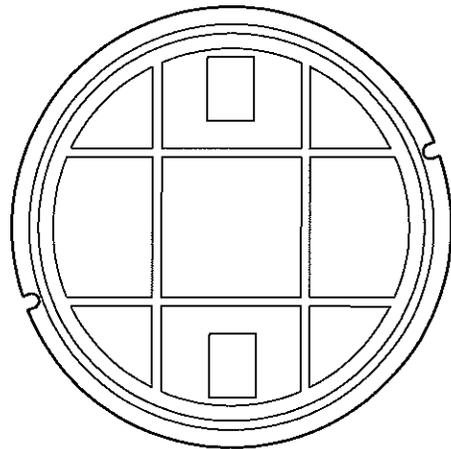
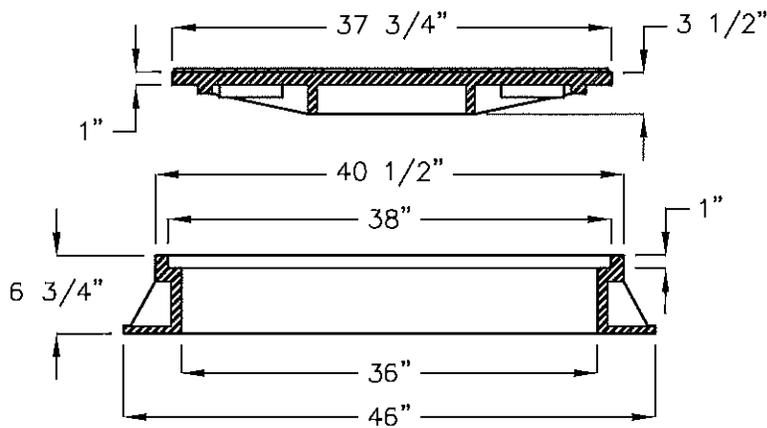
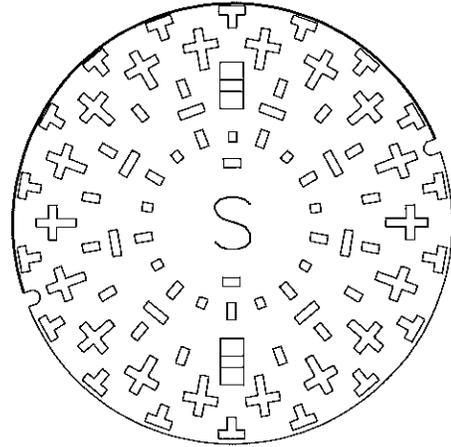
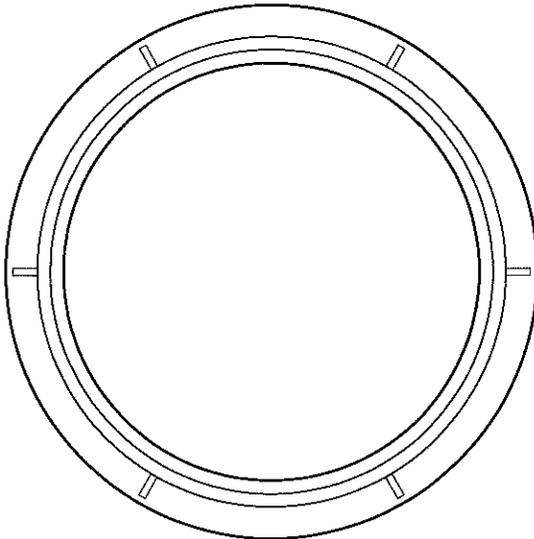


PRELIMINARY
For Review Only

DATE: 05.16.2016
SHEET: C5
OF: 21 SHEETS

1462

STORM OR SEWER FRAME AND COVER



FOR COMPLETE DESIGN
AND PRODUCT INFORMATION
CONTACT JENSEN PRECAST.

**Esplanade at the Ranch
Landscape Maintenance Schedule
September 12, 2016**

TASK	MONTH											
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
CARE OF PLANTS												
MONITORING												
PRUNING												
FERTILIZE												
WATERING												
FREEZE WATCH												
PLANTING BEDS												
PLANT												
DIVIDE AND MOVE												
WEEDING												
MULCHING												
LEAF REMOVAL												
IRRIGATION												
SPRING ACTIVATION												
WINTERIZATION												
ADJUST TIMERS												
CLEAN FILTERS												
CHECK EQUIPMENT												

Tasks with Special Considerations

- Adjust task activity as appropriate for actual seasonal conditions.
- Water plants during periods of insufficient natural winter moisture approximately two times per month.
- Aesthetic pruning to be conducted at the appropriate time specific to the plant species. Remove diseased or damaged limbs throughout the season.
- Task to be performed on a monthly basis at a minimum.
- Task to be performed to be based on specific plant requirements.

*Seasonal conditions very from year to year in the Carson Valley. Adjustments to the proposed schedule may need to be made based on actual seasonal conditions.

RETENTION BASIN AND STORM DRAIN SYSTEM MAINTENANCE PLAN

ESPLANADE AT THE RANCH MULTI-FAMILY SUBDIVISION

System Description

Retention / infiltration basins function to store stormwater runoff so that it may infiltrate it into the underlying soil. They are designed to manage the increased runoff volume produced from impervious surfaces such as streets, driveways, roofs, and sidewalks typical of new development. The retention / infiltration basin surface is layered with rock, which reduces soil erosion and serves as a filter media for any material or litter that could block stormwater from draining into the soil. A six-inch-thick layer of 1-inch drain rock is placed on basin sideslopes and a two-foot-thick layer of 1- to 3-inch-diameter cobble is placed at the basin bottom.

Insert filters (i.e., sand / oil separators) have been installed in three curb inlets and a drop inlet located upstream of the basin. Insert filters are not proposed for drop inlets in the landscape (low-flow) storm drain system installed in backyards because they are not subject to the pollutants and sediments from subdivision streets. Further, grass and other landscaping naturally filters overland runoff flow.

It is important to keep the basin and storm drains in proper operating condition so they can perform as intended; therefore, a list of tasks is provided below for proper long-term system maintenance and operation.

Minimum Maintenance Requirements

1. The retention basin and all storm drain inlets and discharge points must be kept free of debris and weeds. Any blockage must be removed.
 - a. Weeding in the basin, at storm drain inlets, and along subdivision curb and gutter should be performed three times per year, at a minimum: apply pre-emergent in early Spring before weed growth and remove weed accumulation (with herbicide application, if approved, or by physical means) in mid-Summer and again in early Autumn prior to typical periods of runoff.
 - b. Litter removal from the basin (including tumbleweeds) and storm drain inlets should be performed on a quarterly basis, at a minimum.
2. The retention basin should be inspected after each heavy rain. If the basin does not drain after 48 hours, then it must be inspected by an engineer.
 - a. If the basin bottom and/or sideslopes have become sediment-laden or if the soil has become well-compacted or crusted, which will reduce or prevent infiltration, then the soil must be loosened with tillage equipment. The drainage rock and/or cobbles must first be removed, screened, and stockpiled, then the underlying soil

- should be tilled to a one- to two-foot depth. After tilling, the stockpiled cobble must be spread back in place and augmented if necessary.
- b. The steps in (a) above should be performed at least once every 5 years, unless conditions require a more frequent cleaning and rejuvenation.
3. Any eroded areas on basin sideslopes must be repaired to avoid an expansion and/or deepening of rills and a resulting build-up of sediments in the basin.
 4. No trees are to be planted on the bottom or sideslopes of the basin.
 5. No access or grading other than for sediment removal or repair of erosion areas is allowed.
 6. The sand / oil separators installed in the storm drain inlets must be inspected at a minimum frequency of twice per year. In particular, inspections should be performed in early Autumn and in early Spring prior to typical periods of runoff.
 - a. If the filter bag is more than half filled with sediment and debris, then it must be emptied out and disposed properly in accordance to EPA guidelines.
 - b. An industrial vacuum may be used to remove the majority of sediment and debris. The remaining sediment may be removed by reversing the filter bag and flushing it with medium spray.
 - c. If the filter bag is torn or punctured by at least a half-inch diameter on the lower half of the bag, then it must be replaced in accordance with manufacturer's recommendations. Make sure the replacement filter bag is a Post-Construction (PC) bag.
 - d. Refer to manufacturer specifications and maintenance recommendations. Copies of suggested filters are provided in the attached data sheets.
 7. The emergency spillway should be inspected at least once per year in early Autumn prior to typical periods of runoff. Litter and weeds should be picked and rocks and sediment should be removed by sweeping, pressure washing, or other means.

Reporting Requirements

A written annual report shall be submitted to the Town Manager (Town of Gardnerville) by the first Monday of the year. The report shall summarize the maintenance activities performed during the prior year for the retention basin, emergency spillway, and storm drain system. Any repairs and/or replacements of system components shall be described and copies of results from any tests performed shall be included. If any storm flows are discharged from the retention basin into the Park Ditch, the report should describe the flow (Was it a trickle or a torrent? Was the water clear or muddy?), its approximate duration, and the day(s) on which the discharge occurred. Report organization and level of detail shall meet the requirements of the Town Manager.



FLEXSTORM™ Inlet Filter Specifications and Work Instructions

Product: FLEXSTORM Inlet Filters

Manufacturer: Inlet & Pipe Protection, Inc www.inletfilters.com

A subsidiary of Advanced Drainage Systems (ADS) www.ads-pipe.com

1.0 Description of Work:

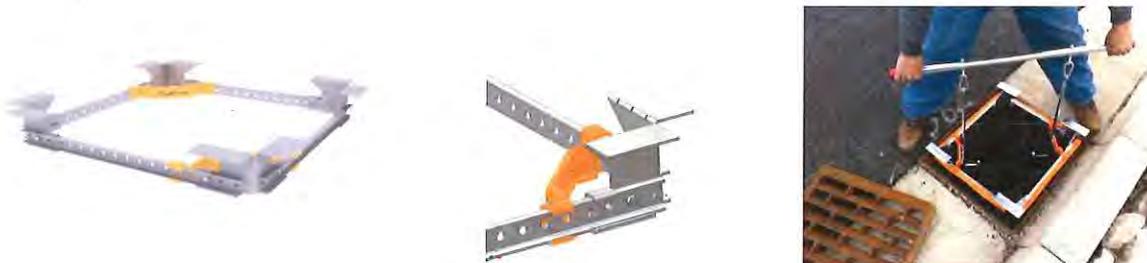
- 1.1 The work covered shall consist of supplying, installing, and maintaining/cleaning of the FLEXSTORM Inlet Filter assembly. The purpose of the FLEXSTORM Inlet Filter system is to collect silt and sediment from surface storm water runoff at drainage locations shown on the plans or as directed by the Engineer. FLEXSTORM PURE, permanent filters, are capable of removing small particles, hydrocarbons, and other contaminants from drainage "hot spots".

2.0 Material:

- 2.1 The FLEXSTORM Inlet Filter system is comprised of a corrosion resistant steel frame and a replaceable geotextile sediment bag attached to the frame with a stainless steel locking band. The sediment bag hangs suspended from the rigid frame at a distance below the grate that shall allow full water flow into the drainage structure if the bag is completely filled with sediment.



- 2.2 The FLEXSTORM Inlet Filter frame includes lifting handles in addition to the standard overflow feature. A FLEXSTORM Removal Tool engages the lifting bars or handles to allow manual removal of the assembly without machine assistance. The frame suspension system on most rectangular designs is adjustable in 1/2" increments up to 5" per side should the casting or drainage structure have imperfections.





2.3 **FLEXSTORM CATCH-IT** Inlet Filters for temporary inlet protection: The FLEXSTORM CATCH-IT framing is galvanized or zinc plated for corrosion resistance. The “FX” Woven Polypropylene filter bag is the design standard, although the “IL” Nonwoven geotextile is also available if preferred by the engineer. These products are typically used for temporary inlet protection lasting 3 months (short term road work) to 5 years (residential developments).



2.4 **FLEXSTORM PURE** Inlet Filters for permanent inlet protection: The FLEXSTORM PURE framing is comprised of 304 stainless steel with a 25 year life rating. Multiple filter bags are available: FX, FX+, PC, PC+, LL and others. The Post Construction “PC+” is the design standard consisting of the “FX” Woven Polypropylene sediment bag lined with Adsorb-it filter fabric, which is made from recycled polyester fibers. The “PC+” includes a replaceable hydrocarbon skimmer pouch strapped to the bottom of the bag for advanced TPH removal.



3.0 Filter Bag Specifications and Capabilities:

3.1 Material Properties (taken from manufacturers average roll value):

FLEXSTORM FILTER BAGS	(22" depth)	(12" depth)	Clean Water Flow Rate (GPM/SqFt)	Min A.O.S. (US Sieve)
	STD Bag P/N	Short Bag P/N		
FX: Standard Woven Bag	FX	FX-S	200	40
FX+: Woven w/ Oil Skimmer	FXP	FXP-S	200	40
FXO: Woven w/ Oil Boom	FXO	FXO-S	200	40
PC: Post Construction Bag	PC	PC-S	137	140
PC+: PC w/ Oil Skimmer	PCP	PCP-S	137	140
LL: Litter and Leaf Bag	LL	LL-S	High	3.5
IL: IDOT Non-Woven Bag	IL	IL-S	145	70



3.2 Standard Bag Sizes and Capabilities: Bag Sizes are determined by clear opening dimensions of the drainage structure. Once frame design size is confirmed, Small - XL bag ratings can be confirmed to meet design criteria. Ratings below are for standard 22" deep bags.

Standard Bag Size ⁶	Solids Storage Capacity (CuFt)	Filtered Flow Rate at 50% Max (CFS)			Oil Retention (Oz)	
		FX	PC	IL	PC*	PCP**
Small	1.6	1.2	0.8	0.9	66	155
Medium	2.1	1.8	1.2	1.3	96	185
Large	3.8	2.2	1.5	1.6	120	209
XL	4.2	3.6	2.4	2.6	192	370

4.0 Tested Filtration Efficiency and Removal Rates: Filtration Efficiency, TSS, and TPH testing performed under large scale, real world conditions at accredited third party erosion and sediment control testing laboratory. (See Full Test Reports at www.inletfilters.com)



Inside View of Hopper Agitator



Hopper With Outlet Pipe Leading To Area Inlet



Area Inlet Simulated Showing Influent Discharge From Pipe

4.1 FLEXSTORM "FX" Filtration Efficiency Test Results: All testing performed in general accordance with the ASTM D 7351, *Standard Test Method For Determination of Sediment Retention Device Effectiveness in Sheet Flow Application*, with flow diverted into an area inlet. Test Soil used as sediment had the following characteristics with a nominal 7% sediment to water concentration mix. This is representative of a heavy sediment load running off of a construction site.

Soil Characteristics	Test Method	Value	Filtration Efficiency of "FX" FLEXSTORM Bag 82%
% Gravel	ASTM D 422	2	
% Sand		60	
% Silt		24	
% Clay		14	
Liquid Limit, %	ASTM D 4318	34	
Plasticity Index, %		9	
Soil Classification	USDA	Sandy Loam	
Soil Classification	USCS	Silty Sand (SM)	



4.2 FLEXSTORM “PC” and “PC+” Test Results: TSS measured on effluent samples in accordance with SM 2540D and TPH in accordance with EPA 1664A.

Product Tested	110 micron Sediment Load	Ave Flow Rate GPM	% TSS Removal	Soil Retention Efficiency
FLEXSTORM PC Sediment Bag	1750 mg/L using OK-110 Silica Sand and Clean Water	23	99.28%	98.96%
		48	99.32%	99.25%
		70	98.89%	98.80%

Product Tested	Street Sweep Sediment Load	Particle Size of Sediment Load	% TSS Removal	Soil Retention Efficiency
FLEXSTORM PC Sediment Bag	2.5% = 100 lbs Sed / 4000 lbs water	.001 mm – 10.0 mm (median 200 micron)	99.68%	95.61%

Product Tested	Hydrocarbon Load	Ave Flow Rate GPM	% TPH Removal	Oil Retention Efficiency
FLEXSTORM PC+	243 mg/L using 750 mL (1.45 lb) used motor oil + lube oil and clean water	19	99.04%	97.22%
FLEXSTORM PC		20	97.67%	91.61%
FLEXSTORM PC+		92	96.88%	99.11%

5.0 Identification of Drainage Structures to Determine FLEXSTORM Item Codes:

5.1 The Installer (Contactor) shall inspect the plans and/or worksite to determine the quantity of each drainage structure casting type. The foundry casting number or the exact grate size and clear opening size will provide the information necessary to identify the required FLEXSTORM Inlet Filter part number. Inlet Filters are supplied to the field pre-configured to fit the specified drainage structure. Item Codes can be built using the FLEXSTORM Product Configurator at www.inletfilters.com. Detailed Submittal / Specification drawings are linked to each Item Code and available for download by engineers and contractors to include on plans and/or verify field inlet requirements. An example of a typical drawing is shown below.

FLEXSTORM P/NS 62SHDFX & 62SHDFXP
HD4 INLET TYPE | SQUARE/RECT PRECAST OPENING WITH 4 SEAT GRATE SUPPORT

A: GRATE (SEE LEFT TO RIGHT)
B: CLEAN GRATING FRONT TO BACK
C: GRATE (SEE LEFT TO RIGHT)
D: CLEAR OPENING FRONT TO BACK

Pure Frame with FX Bag		Field Inlet Dimensions		Flexstorm Framing Dims				Flexstorm Ratings (Flow at 80% Max)				Pure Frame with FX Bag	
ADS P/N	Flexstorm Item Code	Grate Size (A x C)	Clear Opening (B x D)	B1	D1	A1	C1	Bag Capacity (CY)	PCPC Flow Rate (GPM)	Hydraulic (CFS)	ADS P/N	Flexstorm Item Code	
62SHDFX	F1H04-06-06-00-00-FX	0.12 X 0.12	6 X 6	0.0	0.0	0.0	0.0	0.2	0.5	1.2	62SHDFXP	F1H04-06-06-00-00-FXP	
62SHDFX	F1H04-115-115-105-105-FX	11.5 X 11.5	10.5 X 10.5	0.0	7.8	11.5	11.3	0.4	0.7	1.7	62SHDFXP	F1H04-115-115-105-105-FXP	
62SHDFX	F1H04-176-176-165-165-FX	17.75 X 17.75	16.5 X 16.5	0.0	7.5	17.5	17.3	0.4	0.7	1.7	62SHDFXP	F1H04-176-176-165-165-FXP	
62SHDFX	F1H04-120-120-105-105-FX	12 X 12	10.5 X 10.5	0.5	7.5	12.0	11.8	0.4	0.7	1.7	62SHDFXP	F1H04-120-120-105-105-FXP	
62SHDFX	F1H04-134-134-110-110-FX	13.375 X 13.375	11.0 X 11.0	0.5	0.5	13.0	12.8	0.5	0.8	1.9	62SHDFXP	F1H04-134-134-110-110-FXP	
62SHDFX	F1H04-130-130-120-120-FX	13 X 13	12 X 12	0.5	0.0	13.0	12.8	0.5	0.8	2.0	62SHDFXP	F1H04-130-130-120-120-FXP	
62SHDFX	F1H04-144-144-133-133-FX	14.375 X 14.375	13.25 X 13.25	10.0	0.0	14.0	14.1	0.7	0.0	2.3	62SHDFXP	F1H04-144-144-133-133-FXP	
62SHDFX	F1H04-145-145-133-133-FX	14.5 X 14.5	13.25 X 13.25	11.0	0.0	14.0	14.1	0.7	0.0	2.3	62SHDFXP	F1H04-145-145-133-133-FXP	
62SHDFX	F1H04-150-150-143-143-FX	15.875 X 15.875	14.25 X 14.25	12.0	11.6	15.0	15.0	0.9	1.0	2.5	62SHDFXP	F1H04-150-150-143-143-FXP	
62SHDFX	F1H04-176-176-165-165-FX	17.75 X 17.75	16 X 16	14.0	13.0	17.5	17.5	1.2	1.1	2.0	62SHDFXP	F1H04-176-176-165-165-FXP	

NOTES:

- RATINGS SHOWN ARE FOR STANDARD 22" BAG DEPTH; 'SHORT' 12" DEPTH BAGS ARE AVAILABLE WITH -S SUFFIX; RATINGS REDUCED BY ~50%.
- THE FOLLOWING REQUIRES ADDITIONAL REVIEW
 - GRATES WITH EXTENDED BOTTOMS
 - ANY OBSTRUCTED INLET OPENINGS

ALL PRODUCTS MANUFACTURED BY INLET & PIPE PROTECTION, INC. A DIVISION OF ADS, INC. WWW.INLETFILTERS.COM (866) 287-8655 PH (630) 355-3477 FX INFO@INLETFILTERS.COM

TYPE: HD4 HD4-62SHD-FX

SCALE: _____

SHEET 1 OF 1

6.0 Installation Into Standard Grated Drainage Structures:

6.1 Remove the grate from the casting or concrete drainage structure. Clean the ledge (lip) of the casting frame or drainage structure to ensure it is free of stone and dirt. Drop in the FLEXSTORM Inlet Filter through the clear opening and be sure the suspension hangers rest firmly on the inside ledge (lip) of the casting. Replace the grate and confirm it is elevated no more than 1/8", which is the thickness of the steel hangers. For Curb Box Inlet Filters: Insert FLEXSTORM CATCH IT Inlet Filter as described above, pull the rear curb guard flap up and over the open curb box until tight, align magnets to ensure firm attachment to the top portion of the curb box casting. If the curb back opening is not magnetic, slide a typical rock sack or 2 x 4 through the 2-ply rear curb box flap to create a dam which will direct runoff into the sediment bag.





- 7.0 Maintenance Guidelines:** The frequency of maintenance will vary depending on the application (during construction, post construction, or industrial use), the area of installation (relative to grade and runoff exposure), and the time of year relative to the geographic location (infrequent rain, year round rain, rain and snow conditions). The FLEXSTORM Operation & Maintenance Plan (as shown in 7.5) or other maintenance log should be kept on file.
- 7.1 **Frequency of Inspections:** Construction site inspection should occur following each ½" or more rain event. Post Construction inspections should occur three times per year (every four months) in areas with year round rainfall and three times per year (every three months) in areas with rainy seasons before and after snowfall season. Industrial application site inspections (loading ramps, wash racks, maintenance facilities) should occur on a regularly scheduled basis no less than three times per year.
- 7.2 **General Maintenance for standard sediment bags:** Upon inspection, the FLEXSTORM Inlet Filter should be emptied if the sediment bag is more than half filled with sediment and debris, or as directed by the Engineer. Remove the grate, engage the lifting bars or handles with the FLEXSTORM Removal Tool, and lift the FLEXSTORM Inlet Filter from the drainage structure. Machine assistance is not required. Dispose of the sediment or debris as directed by the Engineer. As an alternative, an industrial vacuum may be used to collect the accumulated sediment if available. Remove any caked on silt from the sediment bag and reverse flush the bag for optimal filtration. Replace the bag if the geotextile is torn or punctured to ½" diameter or greater on the lower half of the bag. If properly maintained, the Woven sediment bag will last a minimum of 4 years in the field.
- 7.3 **Inspection and Handling of the FLEXSTORM PC / PC+ post construction sediment bag:** The PC+ sediment bags will collect oil until saturated. Both the Adsorb-it filter liner and the skimmer pouch will retain oil. The volume of oils retained will depend on sediment bag size. Unlike other passive oil sorbent products, Adsorb-it filter fabric has the ability to remove hydrocarbons at high flow rates while retaining 10- 20 times its weight in oil (weight of fabric is 12.8 oz / sq yd). The average 2' x 2' PC Bag contains approx .8 sq yds, or 10 oz of fabric. At 50% saturation, the average Adsorb-it lined PC filter will retain approximately 75 oz (4.2 lbs) of oil. Once the bag has become saturated with oils, it can be centrifuged or passed through a wringer to recover the oils, and the fabric reused with 85% to 90% efficacy. If it is determined, per Maintenance Contracts or Engineering Instructions, that the saturated PC sediment bags will be completely replaced, it is the responsibility of the service technician to place the filter medium and associated debris in an approved container and dispose of in accordance with EPA regulations. Spent Adsorb-it can be recycled for its fuel value through waste to energy incineration with a higher BTU per pound value than coal. The oil skimmers start white in color and will gradually turn brown/black as they become saturated, indicating time for replacement. The average skimmer pouch will absorb approximately 62 oz (4 lbs) of oil before requiring replacement. To remove the pouch simply unclip it from the swivel strap sewn to the bottom of the bag. Dispose of all oil contaminated products in accordance to EPA guidelines. The ClearTec Rubberizer media used in the pouch, since a solidifier, will not leach under pressure and can be disposed of in most landfills, recycled for industrial applications, or burned as fuel.



- 7.4 Sediment Bag Replacement: When replacing a Sediment Bag, remove the bag by loosening or cutting off the clamping band. Take the new sediment bag, which is equipped with a stainless steel worm drive clamping band, and use a drill or screw driver to tighten the bag around the frame channel. Ensure the bag is secure and that there is no slack around the perimeter of the band. For Oil absorbent boom bags, simply replace the oil boom or pouch when saturated by sliding it through the mesh support sleeve.



FLOGARD +PLUS® CATCH BASIN INSERT FILTER

Inlet Filtration



Removes pollutants from runoff at the source

FloGard +Plus is a catch basin insert filter designed to remove sediment, gross solids, trash, and petroleum hydrocarbons from stormwater runoff. FloGard +Plus is ideally suited for removal of primary pollutants from paved surfaces in commercial and residential areas. Rated filter flow capacities are designed to exceed the required "first flush" treatment flow rate, and the unique dual-bypass design typically exceeds catch basin inlet capacity.

Economical Treatment

Quick, easy, and cost-effective to install, inspect, and maintain.

Efficient Performance

Removes pollutants at the inlet where they are easiest to catch.

Versatile Applications

Appropriate and easy to use on new construction or retrofit projects.

Flexible Design

Available in a wide variety of sizes and configurations, including custom options.

Durable Construction

Built to last and withstand the loads from captured pollutants.

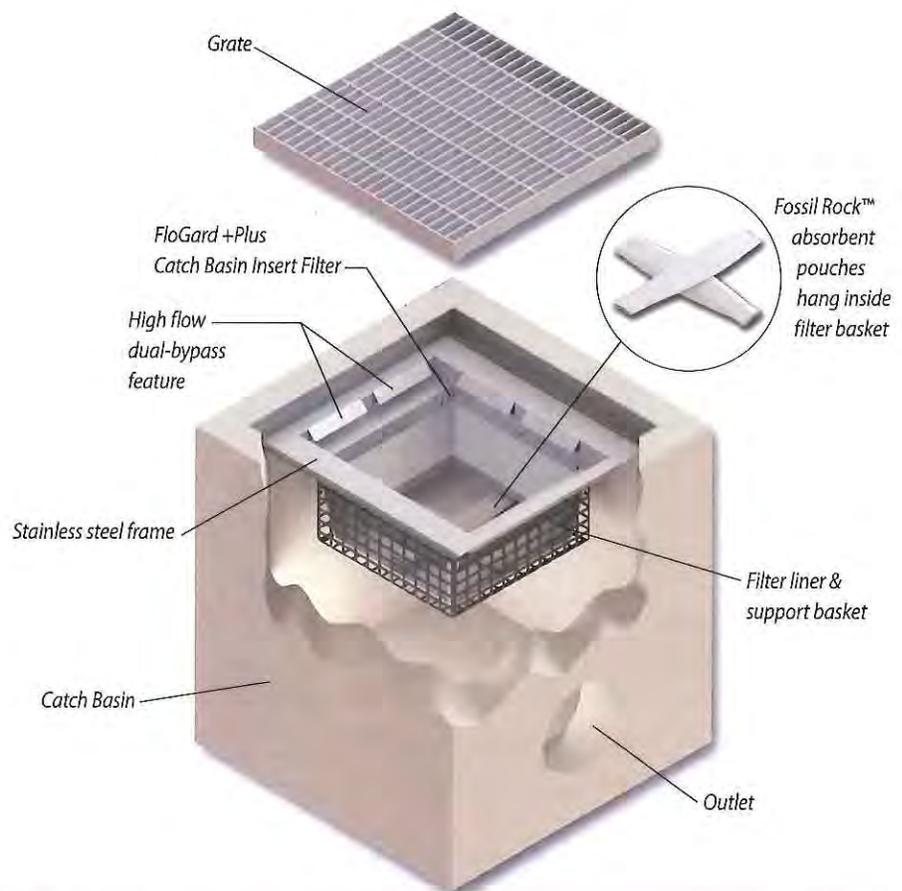
Environmentally Friendly

No standing water minimizes vector, bacteria, and odor problems.

Proven Performance

Field and laboratory tested with up to 86%¹ removal of TSS and 80%² removal of oils and grease.

1. University of Auckland laboratory testing of local street sweep material.
2. UCLA laboratory study.



How It Works:

Flows entering the unit pass through the filter liner basket for removal of sediment, trash, and debris. Optional Fossil Rock™ sorbent pouches installed in the basket effect hydrocarbon capture. As the storm flow exceeds the treatment flow rate, treatment will continue and excess flows will pass through the dual-bypass openings near the top of the unit.

10-27



FloGard +Plus Catch Basin Insert Filter

Catch basin insert designed to capture sediment, gross solids, trash, and petroleum hydrocarbons from low (first flush) flows, even during the most extreme weather conditions.

Example Types, Sizes, and Capacities

Additional sizes, including regional and custom options are available.

FloGard Combination Inlet								
SPECIFIER CHART								
MODEL NO. STANDARD DEPTH	STANDARD & SHALLOW DEPTH <small>(Data in these columns is the same for both STANDARD & SHALLOW versions)</small>			STANDARD DEPTH -20 Inches-		MODEL NO. SHALLOW DEPTH	SHALLOW DEPTH -12 Inches-	
	INLET ID Inside Dimension (Inch x Inch)	GRATE OD Outside Dimension (Inch x Inch)	TOTAL BYPASS CAPACITY (cu. ft. / sec.)	SOLIDS STORAGE CAPACITY (cu. ft.)	FILTERED FLOW (cu. ft. / sec.)		SOLIDS STORAGE CAPACITY (cu. ft.)	FILTERED FLOW (cu. ft. / sec.)
FGP-1633FGO	16 X 33	18 X 36	7.0	2.5	1.7	FGP-1633FGO8	1.4	1.1
FGP-1836FGO	18 X 36	18 X 40	6.9	2.3	1.6	FGP-1836FGO8	1.3	.9
FGP-2234FGO	22 X 34	24 X 36	8.1	3.6	2.1	FGP-2234FGO8	2.1	1.4
FGP-2436FGO	24 X 36	24 X 40	8.0	3.4	2.0	FGP-2436FGO8	1.95	1.15



Combination Inlet

FloGard Flat Grated Inlet								
SPECIFIER CHART								
MODEL NO. STANDARD DEPTH	STANDARD & SHALLOW DEPTH <small>(Data in these columns is the same for both STANDARD & SHALLOW versions)</small>			STANDARD DEPTH -20 Inches-		MODEL NO. SHALLOW DEPTH	SHALLOW DEPTH -12 Inches-	
	INLET ID Inside Dimension (Inch x Inch)	GRATE OD Outside Dimension (Inch x Inch)	TOTAL BYPASS CAPACITY (cu. ft. / sec.)	SOLIDS STORAGE CAPACITY (cu. ft.)	FILTERED FLOW (cu. ft. / sec.)		SOLIDS STORAGE CAPACITY (cu. ft.)	FILTERED FLOW (cu. ft. / sec.)
FGP-12F	12 X 12	12 X 14	2.8	0.3	0.4	FGP-12F8	.15	.25
FGP-16F	16 X 16	16 X 19	4.7	0.8	0.7	FGP-16F8	.45	.4
FGP-18F	18 X 18	18 X 20	4.7	0.8	0.7	FGP-18F8	.45	.4
FGP-1836F	18 X 36	18 X 40	6.9	2.3	1.6	FGP-1836F8	1.3	.9
FGP-21F	22 X 22	22 X 24	6.1	2.2	1.5	FGP-21F8	1.25	.85
FGP-24F	24 X 24	24 X 27	6.1	2.2	1.5	FGP-24F8	1.25	.85
FGP-2436F	24 X 36	24 X 40	8.0	3.4	2.0	FGP-2436F8	1.95	1.15
FGP-2448F	24 X 48	24 X 48	9.3	4.4	2.4	FGP-2448F8	2.5	1.35
FGP-32F-TN	28 X 28	32 X 32	6.3	2.2	1.5	FGP-32F8-TN	1.25	.85
FGP-30F	30 X 30	30 X 34	8.1	3.6	2.0	FGP-30F8	2.05	1.15
FGP-36F	36 X 36	36 X 40	9.1	4.6	2.4	FGP-36F8	2.65	1.35
FGP-3648F	36 X 48	40 X 48	11.5	6.8	3.2	FGP-3648F8	3.9	1.85
FGP-48F	48 X 48	48 X 54	13.2	9.5	3.9	FGP-48F8	5.45	2.25
FGP-1633F	16 X 34	18 X 36	6.9	2.3	1.6	FGP-1633F8	1.3	.9
FGP-2234F	22 X 34	24 X 36	8.0	3.4	2.0	FGP-2234F8	1.95	1.15



Flat Grated Inlet

FloGard Circular Grated Inlet					
SPECIFIER CHART					
MODEL NUMBER	INLET ID (Ø INCHES)	GRATE OD (Ø INCHES)	SOLIDS STORAGE CAPACITY (CU FT)	FILTERED FLOW (CFS)	TOTAL BYPASS CAPACITY (CFS)
FGP-RF15F	15	18	0.3	0.4	2.8
FGP-RF18F	18	20	0.8	0.7	4.7
FGP-RF20F	20	23	0.8	0.7	4.7
FGP-RF21F	21	23.5	0.8	0.7	4.7
FGP-RF22F	22	24	0.8	0.7	4.7
FGP-RF24F	24	26	0.8	0.7	4.7
FGP-RF30F	30	32	2.2	1.5	6.1
FGP-RF36F	36	39	3.6	2.0	8.1



Circular Frame Catch Basin

Visit our website: oldcastlestormwater.com or call (800) 579-8819 for additional sizes and options.



**GENERAL SPECIFICATIONS FOR MAINTENANCE OF
FLO-GARD+PLUS[®] CATCH BASIN INSERT FILTERS**

SCOPE:

Federal, State and Local Clean Water Act regulations and those of insurance carriers require that stormwater filtration systems be maintained and serviced on a recurring basis. The intent of the regulations is to ensure that the systems, on a continuing basis, efficiently remove pollutants from stormwater runoff thereby preventing pollution of the nation's water resources. These specifications apply to the FloGard+Plus[®] Catch Basin Insert Filter.

RECOMMENDED FREQUENCY OF SERVICE:

Drainage Protection Systems (DPS) recommends that installed Flo-Gard+Plus[®] Catch Basin Insert Filters be serviced on a recurring basis. Ultimately, the frequency depends on the amount of runoff, pollutant loading and interference from debris (leaves, vegetation, cans, paper, etc.); however, it is recommended that each installation be serviced a minimum of three times per year, with a change of filter medium once per year. DPS technicians are available to do an on-site evaluation, upon request.

RECOMMENDED TIMING OF SERVICE:

DPS guidelines for the timing of service are as follows:

1. For areas with a definite rainy season: Prior to, during and following the rainy season.
2. For areas subject to year-round rainfall: On a recurring basis (at least three times per year).
3. For areas with winter snow and summer rain: Prior to and just after the snow season and during the summer rain season.
4. For installed devices not subject to the elements (washracks, parking garages, etc.): On a recurring basis (no less than three times per years).

SERVICE PROCEDURES:

1. The catch basin grate shall be removed and set to one side. The catch basin shall be visually inspected for defects and possible illegal dumping. If illegal dumping has occurred, the proper authorities and property owner representative shall be notified as soon as practicable.
2. Using an industrial vacuum, the collected materials shall be removed from the liner. (Note: DPS uses a truck-mounted vacuum for servicing Flo-Gard+Plus[®] catch basin inserts.)
3. When all of the collected materials have been removed, the filter medium pouches shall be removed by unsnapping the tether from the D-ring and set to one side. The filter liner, gaskets, stainless steel frame and mounting brackets, etc. shall be inspected for continued serviceability. Minor damage or defects found shall be corrected on-the-spot and a notation made on the Maintenance Record. More extensive deficiencies that affect the efficiency of the filter (torn liner, etc.), if approved by the customer representative, will be corrected and an invoice submitted to the representative along with the Maintenance Record.
4. The filter medium pouches shall be inspected for defects and continued serviceability and replaced as necessary and the pouch tethers re-attached to the liner's D-ring. See below.
5. The grate shall be replaced.

REPLACEMENT AND DISPOSAL OF EXPOSED FILTER MEDIUM AND COLLECTED DEBRIS

The frequency of filter medium pouch exchange will be in accordance with the existing DPS-Customer Maintenance Contract. DPS recommends that the medium be changed at least once per year. During the appropriate service, or if so determined by the service technician during a non-scheduled service, the filter medium pouches will be replaced with new pouches. Once the exposed pouches and debris have been removed, DPS has possession and must dispose of it in accordance with local, state and federal agency requirements.

DPS also has the capability of servicing all manner of catch basin inserts and catch basins without inserts, underground oil/water separators, stormwater interceptors and other such devices. All DPS personnel are highly qualified technicians and are confined space trained and certified. Call us at (888) 950-8826 for further information and assistance.

Gardnerville Town Board
AGENDA ACTION SHEET



1. **For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for October 2016.**

2.

3. **Recommended Motion:**

Funds Available: Yes N/A

4. **Department: Administration**

5. **Prepared by: Tom Dallaire**

6. **Meeting Date: November 1, 2016 Time Requested: 5 minutes**

7. **Agenda:** Consent Administrative

Background Information: To be presented at meeting.

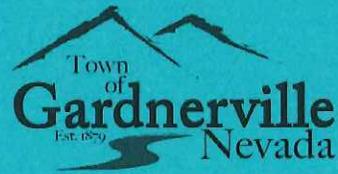
8. **Other Agency Review of Action:** Douglas County N/A

9. **Board Action:**

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

Gardnerville Town Board

AGENDA ACTION SHEET



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

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

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** November 1, 2016 **Time Requested:** 15 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 , Chairwoman
Ken Miller, Vice Chairman
Cassandra Jones, Board Member
Linda Slater, Board Member
Lloyd Higuera, Board Member

Town Manager Monthly Report November 2016 Board Meeting

- A. Gardnerville Station (former Eagle Gas):** 2016 CDBG Round 2 presentation is on Thursday Nov. 4. We have prepared a short presentation and Dube` is finalizing the 95% plan set for final review and approval for submission to the county building department. Bramco will be onsite in November to remove the canopy and finish removing the underground contamination from the site.
- B. 395 Crosswalks:** Continue to discuss with Linda Besset about NV Energy turning over the existing phase one 395 decorative lights to the town. I need to set up an appointment with her in Reno with their staff. I discussed this with her again at the League of Cities conference and her boss at the golf tournament.
- C. Kingslane Sidewalk Project:** I did not get to work on this project. Talked with David Park again about the existing design issues on the irrigation box.
- D. Toiyabe Storm Drain Project:** - ROA Anderson is updating the plan with the new storm drain concept. May have a conflict with the water line.
- E. Maintenance Yard Plans:** No progress was made. What time I had was spent on the Gilman pond amenities and storm drain modifications and the fix for the storm drain at the outlet from Chichester storm drain into the Park ditch.
- F. Chichester Estate Park Ditch Storm Drain Outlet:** I revised the plans based on my conversation with David Park. Sent the project to four contractors for bids.
- G. Office Items:**
- Addressed all the comments on the BLA. Submitted final paperwork with county staff. Next step upon staff approval will be the recorder's office.
 - Colbre Paving still has to mill and pave Douglas valley gutter. He is wrapping up the site improvements. we need to prepare a PUE easement for the redesign of the transformer now needed for the Mill Street power meter. We need to obtain an easement from the owners of the Mexican restaurant at the corner of 395 and Mill.
 - Still no news from the county on the alley at the French Bar. Doug is in the middle of a couple lawsuits. I will continue to check on this. I continue to ask Doug how things are progressing. It is not a priority for them.
 - I have been attending meetings with county staff and perspective insurance carriers. Nothing really to report until we get the final price and plan options. We may even stay with Pool Pact. We do need to consider if we plan to move insurance agents from Allen Reed to Wells Fargo insurance like the county.
 - Attended the League of Cities conference. It was very informative and worth attending.
 - Discussed the proposed website with Pronto Marketing. Civic Plus is wanting our business and have offered to update.
 - I was out of the office a lot this month with conferences and vacation with my kids while they were out of school once I got the packet info to Carol.
 - Mobilite is a pre application that staff will be meeting with county staff to discuss. Please let me know if you have any concerns I need to bring up. The concept is great. But a little preliminary to having a formal board item yet. This will improve the data availability on the cell phones and devices within the town.

Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Discussion and provide direction to staff on the mobile proposed project locating 2 poles within the Town of Gardnerville (39' wood pole on Toler) and 75' metal pole along 395 across from Walmart, for comments and consideration during a pre-application for Douglas County project review process; with public comment prior to Board action.

2. **Recommended Motion:** provide direction to staff per the board discussion.

Funds Available: Yes N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** September 6, 2016 **Time Requested:** 30 minutes

6. **Agenda:** Consent Administrative

Background Information: There is a pre application meeting on Nov. 3 where county staff is considering the attached application of installing poles so cell/data equipment can be installed improving the data coverage and increase the bandwidth of problem areas within town. The Toler light location will use an existing power pole as show on the next page. The Hwy 395 pole location is located within the NDOT right of way, not the county Right of Way.

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

8. **Board Action:**

Approved

Denied

Approved with Modifications

Continued

Toler Pole the equipment will be located on. This is where the Fiber line goes down the pole.



Hwy 395 Pole is located 2' behind the Curb and would contain an Overhead power line across the highway and tall 75'-2" pole wood pole.



The following are issues town staff has with the proposed:

1. Now overhead power line should be allowed over HWY 395. They can bore under the road. There should be minimal utility conflicts. (gas)
2. There is a town owned meter at the pole location with an existing transformer. The meter could be updated to a dual meter pedestal for this project.
3. The pole is too close to the back of curb it should be located on the other side of the highway or at the right of way line.

Douglas County Community Development
1594 Esmeralda Avenue
Post Office Box 218
Minden, Nevada 89423
(775) 782-6217



PRE-APPLICATION CHECKLIST

The following response is based upon the information supplied by the applicant as compared to current county code. All final plans and reports must comply with the most recent edition of county code and the Douglas County Design Criteria and Improvement Standards Manual. The purpose of completing this checklist is to provide staff input on your tentative proposal. A more comprehensive review will be completed once a final application is submitted.

Project Number: PRE 16-032 **Date:** August 22, 2016 (Meeting on Aug 17)

Project Name: Town of Garnerville Maintenance Yard Storage Area

Case Planner: Dean Patterson **Case Engineer:** Erik Nilssen

Participants: Tom Dallaire, Town of Gardnerville; Evan Nikirk, RO Anderson

Type of Application: Minor Design Review or Special Use Permit – see Notes.

Project Description: Develop an undeveloped Accessory Outdoor Storage Area, install paving & storm drainage controls, install a screening wall in excess of normal front yard fence requirements including a masonry lower and wrought iron upper, allow storage of cinders for road ice control, addition of customer drop-off area for yard waste (branches).

Past Projects: DA 99-157, "Construction of a maintenance/storage building" with setback reduction. DA 01-014, Minor Modification of previous permit to alter the approved elevations.

PART I – PLANNING

Zoning: PF (Public Facilities) **Land Use Designation:** Community Facilities

Flood Zone: X-Shaded for storage area near front of lot, AO1 for east side of rear lot.

Elevation Certificate/Floodplain Development Permit Req.: Not for front storage area.

Minimum Parcel Size: N/A **Maximum Structure Height:** N/A

Existing Use and Proposed Use:

Previous approvals did not define allowed uses listed in the use table, though the initial review was a Design Review. Section 20.658.020 provides no listing for "maintenance yard" or similar use. The Utility & Public Svc. group of uses includes an "other than listed" use to be reviewed as an SUP. The Retail and Personal Services group of uses includes a Vehicle Service Center use that more closely

matches the vehicle maintenance activities that occur at the site, and which is also reviewed as a Design Review.

Surrounding Uses: Residential to north and northeast. Commercial to east and west. Manufactured Home Part to south across highway.

Setbacks: Front – 0 feet. Side street – 15 feet. Side – 10 feet. Rear – 10 feet.

Parking: N/A

Signage: N/A

Landscaping: Landscaping standards require a planting bed in front of screening walls

Lighting: N/A

Floor Area Ratio: N/A

Access: No change

Building Design: N/A

Statement of Justification Findings:

XX_20.604.060 Special Use Permit

___20.606.050 Variance

___20.608.040 Master Plan Amendment

___20.610.050 Zoning Amendment

___20.610.090 Unlisted Uses

___20.612.050 Specific Plan

XX_20.614.040 Design Review/Minor Design Review

___20.440.050 Affordable Housing/Density Bonus Agreement

___20.460.050 Reimbursement Agreement

___20.400.040 Development Agreement

___20.716.040 Tentative Division of Land into Large Parcels Map

___20.712.030 Tentative Parcel Map and Subdivision Map

___20.676.040 Planned Development

___20.704.070 Variance to Improvement Standards

___20.712.040 Waiver to Adequate Public Facility Standards for Roads

Notes:

Historical Note: The 2 lots of the site are maintained as separate lots because the rear lot is actually owned by NDOT. If the facility is abandoned by the Town, it reverts back to NDOT.

The review of this project is based on an approved Design Review for a Vehicle Service Center, as described above, which included a “temporary outdoor storage area” in the location of the proposed improvements. The proposal would make the temporary storage a permanent structure that includes cinder storage. The cinder storage was added to the NE corner of the site after the previous review

(without approval) and is being moved to the front of the site. Section 20.658.020 allows “Accessory Outdoor Storage” through a Design Review. The fact that this is a modification of the previously approved area allows the project to be review as a Minor Design Review.

Outdoor storage must be screened, as proposed by the applicant. Fence standards of Section 20.690.030.F include several limitations that would prevent the proposed fence height; however, there is also a provision that those limitations do not apply when another standard requires a greater height, and where conditions of approval would require otherwise. That is the case here.

The customer drop off of yard waste creates a difficulty in permitting this proposal since it is considered solid waste handling by the Code, and the site is currently not approved for that type of use. Such activity can be approved in the PF zone as a Solid Waste Transfer Station (though of miniature scale). A Special Use Permit would be required, which must be approved by the Planning Commission. Such a proposal in the main commercial center presents challenges, including public review. Such activity might be considered under a Recycling Facility; however that is not allowed in the PF zoning district.

PART II – ENGINEERING

Engineering has no additional comments other than the item below.

Storm Drainage (Conceptual) Study (Division 6): Stormwater detention/retention should be provided for the difference in impervious surface constructed with this project.

Irrigation Ditches/WCAC (Chapter 20.100.070 and 20.100.080): If stormwater is proposed to discharge to irrigation ditches, the proposal must be reviewed by the Water Conveyance Advisory Committee.

Analysis: When selecting a new small cell site, there are a number of considerations that we take into account, including the identified coverage area, availability of existing infrastructure within the right-of-way, height of existing infrastructure, feasibility of using existing infrastructure, and zoning district (industrial and commercial prioritized, if possible).

The first step in choosing an effective site requires us to look at the search ring provided by our client to identify the coverage area they wish to address. With the search ring area identified, the next step is to determine what types of existing infrastructure is available in this area. For these sites in particular, the identified coverage area has existing infrastructure within the right-of-way, by way of wooden utility poles and street lights. Unfortunately, the existing street lights in these areas do not meet the height requirements we are proposing to achieve, limiting our design to wood poles to match the existing infrastructure. Due to the lack of height with the existing street light infrastructure and the inability to attach to the existing utility poles, our only feasible option for these sites was the installation of a new pole.

Maintenance

All of the proposed facilities will be unmanned and will be visited sparingly for routine maintenance. The facility will emit no glare, odor or noise above acceptable levels, and will not have any signage other than those required for identification as mandated by the FCC and FAA, which are designed to promote public safety. In order to ensure proper operation, each facility will be monitored remotely 24 hours a day. The facility will also have a sign posted identifying an 800-number in order to call in case of an emergency, operated by Mobilitie employees, identifying the site as a Mobilitie owned facility.

Site Justification

Wireless telephone phone usage has increased exponentially over the past decade and there are no signs of slowing. With the advent of connected devices proliferating our daily lives, a widespread, coast-to-coast wireless telephone network that can handle increased traffic is required. Mobilitie's RF engineers have identified this location as being a necessary and appropriate location for a cell site in order to provide network densification. When selecting these sites, Mobilitie's highly skilled RF engineers looked at traffic patterns, geographic topography of the surrounding area and population density when determining that this location was necessary to provide adequate network coverage in order to serve Douglas County's residents and businesses. The proposed sites were chosen because of the coverage afforded by its strategic locations and the lack of obstructions in the area in order to allow a signal to penetrate the geographical service area. The project will be able to provide connectivity to neighboring sites within the local network.

Radio Frequency

The proposed facility will be designed and constructed to meet all applicable governmental and industry safety standards. Mobilitie continues to comply with all FCC governing construction requirements, technical standards, interference protection, power limitations, and radio frequency standards.

lower than 55 ft. would require significant ground cabinet space within the right-of-way, as well as significant amounts of trenching and traditional fiber laying.

With regard to location, extensive analysis goes into where a transport site is located. These items include, but are not limited to: identified coverage area, availability of right-of-way, height limits, existence of infrastructure in the right-of-way, and zoning district. We actively made every attempt to locate our transport sites in areas that would make the least significant visual impact, while still meeting the capacity needs of highly populated areas. Site locations were specifically chosen in areas where there is currently existing infrastructure (i.e. steel poles, utility poles, and street lights) in the right-of-way as an effort to draw attention away from our proposed sites.

We are unable to collocate our sites to existing infrastructure as the two items required (height limits and coverage area) are unavailable in the area we are looking to achieve capacity goals. With regard to height and location, there is no existing infrastructure within the right-of-way in the surrounding area at an acceptable height suitable for attaching our equipment to. Furthermore, we believe the sites we chose are the best possible sites given the multiple considerations discussed above.

Small Cell Attachment to Existing Pole

Design: Attach 2' to 3' Omni-Multidirectional antenna and associated auxiliary equipment to existing street light and utility pole infrastructure within the right-of-way of the County.

Site Information: 9NVB000934, and 9NVB000909

Analysis: When selecting a small cell attachment site, there are a number of considerations that are taken into account, including the identified coverage area, availability of existing infrastructure within the right-of-way, height of existing infrastructure, feasibility of using existing infrastructure, and zoning district (industrial and commercial prioritized if possible).

Choosing an effective site requires looking at a search ring provided by our client to identify the coverage area they wish to address. With the search ring area identified, the next step is to determine what types of existing infrastructure are available in this area. For our proposed project, many identified coverage areas have existing infrastructure within the right-of-way, by way street lights, traffic signal poles, and utility poles. If there were no existing utility poles within the identified coverage area for a site, we opted to attach to existing street lights; if there were no existing street lights within the identified coverage area for a site, we opted to attach to the existing utility poles. We typically do not propose sites to existing traffic signal poles. As such, opting to attach to existing street light standards within the public right-of-way became our primary, and most feasible, option for most sites.

New Wood Utility Pole

Design: Installation of 39' to 72' wood utility poles within the right-of-way in the County.

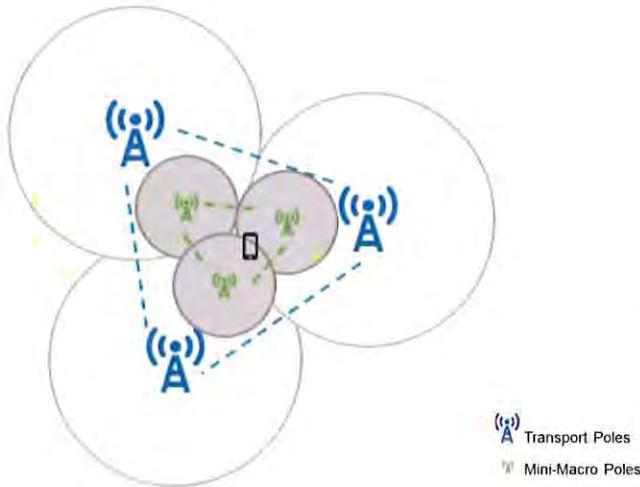
Site Information: 9NVB000866

Douglas County - Project Description

Introduction

Mobilitie is one of the largest utility providers in the State of Nevada. In order to further Mobilitie's goal of providing access to technology in an ever-connected world, Mobilitie is proposing to place a hybrid backhaul infrastructure that will provide cutting edge connectivity to applications such as: connected vehicles, weather monitoring stations, mobile service providers, agricultural equipment, and healthcare facilities.

With the digital divide shrinking, access to web-connected technology is not only needed, but necessary. From web connected appliances to online banking, technology is entrenched in our day-to-day lives. In our technology filled world, connectivity is the new currency that drives progress. Mobilitie's main goal of providing areas with access to cutting-edge connectivity will allow communities such as yours to remain ahead of the curve. By providing more connectivity to an already strained existing network infrastructure, Mobilitie's proposal will allow greater connectivity throughout your community. This greater access will allow your citizens to enjoy cutting edge connectivity in their smart cars, weather stations, and other network driven devices.



The main purpose of this installation is to fulfill capacity objectives caused by the rapid increased usage of wireless data and technology in the area surrounding the project sites. This nationwide, hybrid transport network is comprised of transport and small-cell facilities. Both types of facilities work in tandem in order to provide even, widespread coverage throughout the nation. The transport facilities are used to broadcast the source signal and to provide local coverage to the variously placed small-cell facilities. In turn, the small-cell facilities act as a repeater to distribute the signal to the end user. This allows for network densification without adding larger, more

traditional wireless facilities. As future capacity requirements increase, the existence of these transport sites will allow for more small-cell sites to be utilized to fill in additional coverage gaps.

Project Description

Pursuant to Douglas County's Municipal Code, Mobilitie, LLC proposes to attach and install small-cell equipment to existing utility, street light and transport poles located within Douglas County's public right-of-way.

Site ID	Latitude	Longitude	Zone	Attachment or New Pole
9NVB000866 (Hwy 395)	38.917898	-119.719023	Private Recreation	New Wood Pole (72 ft.)
9NVX000002	39.098918	-119.778368	Commercial	New Metal Pole (75 ft.)
9NVB000934	39.110339	-119.779365	General Commercial	Attachment to Existing Light Pole (26 ft.)
9NVX000016	38.892155	-119.737751	Single Family Residential	New Metal Pole (75 ft.)
9NVXR00321	38.962236	-119.885418	Multi-Family Residence	New Metal Pole (60 ft.)
9NVB000909 Toler	38.939599	-119.74013	Residential	Attachment to Existing Pole (39 ft.)

Transport Poles

Design: Installation of 55' to 120' steel transport poles within the right-of-way of the County.

Site Information: 9NVX000002, 9NVX000016, and 9NVXR00321

Analysis: In order to function properly, our hybrid network will require specific heights and locations. Due to these limitations, collocation is often not feasible for what our transport sites are trying to accomplish.

With regard to height, in order for our transport sites to properly communicate with each other, as well as with our small cell sites, heights between 55 ft. and 120 ft. are necessary. Proposing a height lesser than 55 ft. would essentially defeat the full functionality of these sites, as the wireless aspect of connecting transports to small cells would be compromised and our signal would have to go through existing wireless signals, as opposed to operating above them. Furthermore, because our equipment is both within and on the pole, any

Safety

Mobilitie's proposed utility pole carries state-of-the-art safety features that will ensure the safety of Douglas County's residents in the case of an accident. The proposed attachment is located in a safe location that would allow for the least amount of disturbance. Furthermore, the pole is fully grounded and is entrenched to an appropriate depth in order to ensure the pole is planted securely within the public right-of-way.

This site will be monitored by Mobilitie's Network Operation Center which will alert staff of any equipment malfunction. Furthermore, no smoke, debris, noise or other nuisance will be generated by the proposed facility. The site will not pose a risk of explosion, fire or other danger to life or property due to proximity to other materials.

Traffic Control

In order to ensure the safety of our team and your community's residents, Mobilitie will implement a traffic control plan. Work operations will be confined to one traffic lane, leaving the opposite lane open to traffic. Since the new data pole is setback from the property line and the curb, Mobilitie does not anticipate a great impediment to traffic.

Landscape Restoration

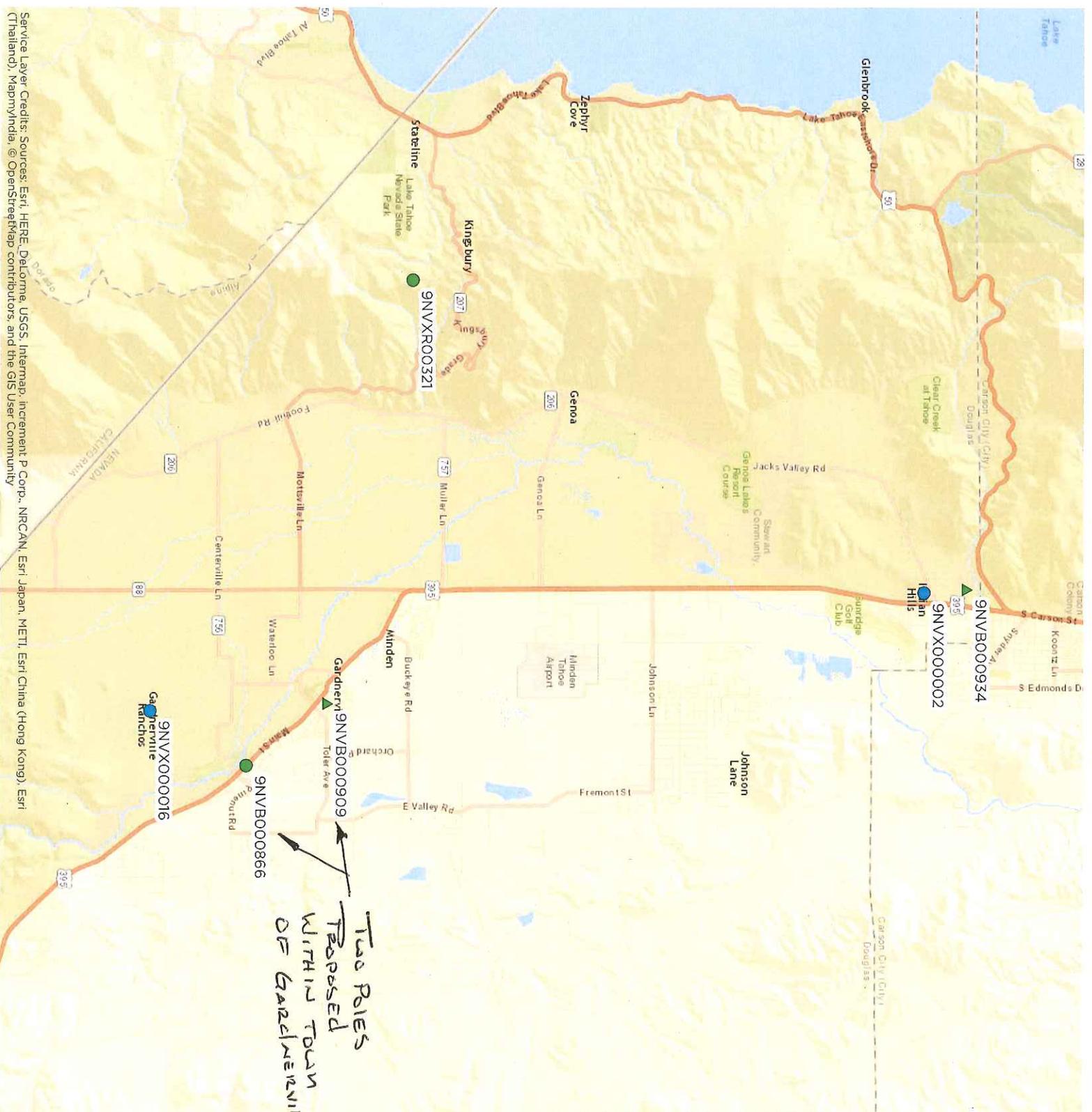
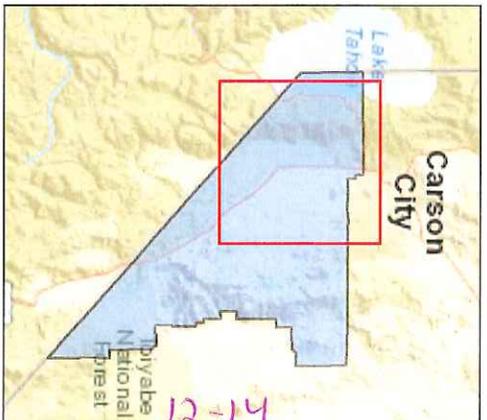
The proposed modifications to the public right-of-way will not require any landscape remediation because the proposed site is situated on undeveloped right-of-way.

Below is the name, address and phone number of the project's point of contact. Please feel free to reach out with any question or concerns.

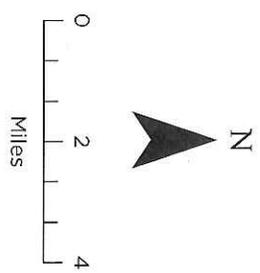
David Griffith, Permitting Manager
Mobilitie, LLC
2955 Red Hill Ave, Suite 200
Costa Mesa, CA 92626
(530) 906-1233
david.griffith@mobilitie.com

Douglas County, Nevada

2 Proposed Transport Site
4 Proposed Small Cell Sites

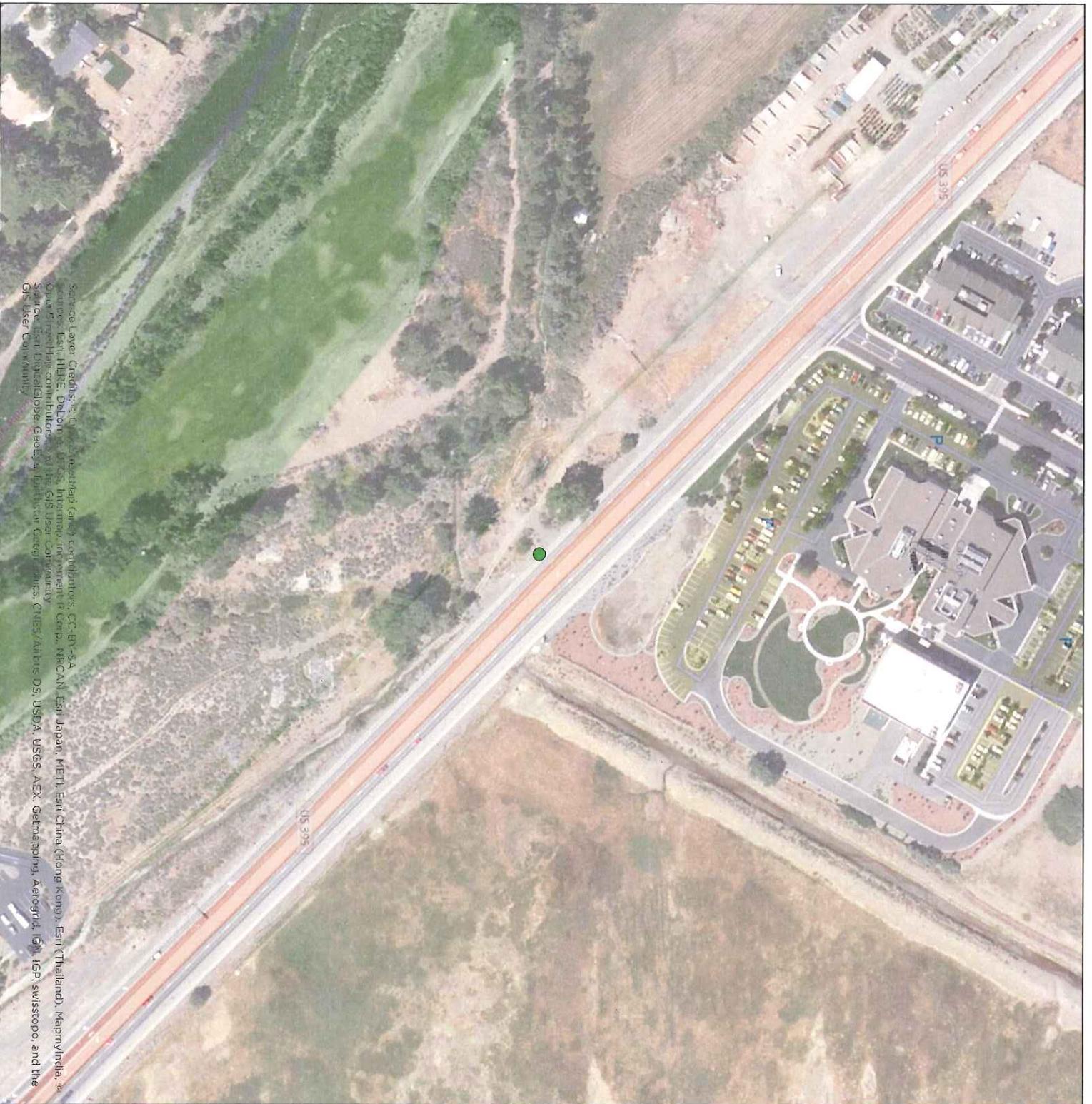


- ▲ Small Cell: Attachment;
- Transport Pole
- Small Cell: New Pole



Date Created: 10/4/2016

Service Layer Credits: Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Tailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community



Service Layer Credits to: China (Beijing) (rank) contributors, CC BY-SA
 Source: Esri, HERE, DeLorme, Swiss, Intrauma, Interim, Inc, NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), Swisstopo, and the
 OpenStreetMap contributors, and the GIS User Community
 Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, IGP, Swisstopo, and the
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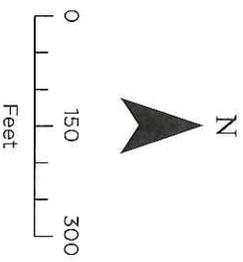
9NVB000866

(38,917898, -119,719023)
 Pole Height: 72 ft.
 Zoning District:
 Private Recreation



12-16

● Small Cell: New Pole



Date Created: 10/4/2016



SITE ID: 9NVB000866C

**SITE LOCATION:
1107 U.S. 395 GARDNERVILLE, NV 89410
U.S. HWY. 395 N. & VIRGINIA RANCH RD.**

NEW UTILITY WOOD POLE



DO NOT SCALE DRAWINGS

SUBSCRIBERS SHALL VERIFY ALL PLANS BEFORE CONSTRUCTION & FIELD CONDITIONS ON THE JOB SITE. A SMALL WARNING SIGN IS PROVIDED IN THE FRONT OF THE DRAWING TO BE USED TO ADVISE THE PUBLIC BEFORE ANY EXCAVATION WORK BEGINS. THE WORK ON BE RESPONSIBLE FOR SAME.

GENERAL NOTES

THE DESIGN IS NOT FOR HUMAN INTERACTION. A TECHNICIAN WILL VISIT THE SITE AS REQUIRED FOR EFFECT ON CHANGES. NO SAFETY SERVICE, PORTABLE WATERS, OR TANKS SPECIALLY IS PROVIDED FOR TO CONSTRUCT. LOCATED IN NV.

SITE INFORMATION

APPLICANT: MOBILETIE
APPLICANT ADDRESS: 2665 RED HILL AVENUE, STE. 200 COSTA MESA, CA 92626
PUBLIC REVIEWABLE PROPERTY: PUBLIC ROW
NEAREST ADDRESS: 1107 U.S. 395 GARDNERVILLE, NV 89410
NEAREST 1/4(S): 120A, 120B-120D
SITE LATITUDE: 38.950474 (38.950474)
SITE LONGITUDE: -117.958157 (117.958157)
GIS TYPE: CADDIS (MDS)
GROUND ELEVATION: 4,489 ABL
COUNTRY: BRIDGEMOUNTAIN
JURISDICTION: CITY OF GARDNERVILLE

PROJECT TEAM

MOBILETIE, LLC
 2000 UNIVERSITY BLVD, SUITE 100
 COSTA MESA, CA 92626
 PHONE: 714.441.2000
 EMAIL: sales_gfm@mobilitie.com

CONTRACTOR
 ORANGE COUNTY
 PHONE: 714.441.2000
 EMAIL: jf@oc4.com

VICINITY MAP



LOCATION MAPS

SITE LOCATION



PROJECT DESCRIPTION

- INSTALL ONE (1) 72" UTILITY WOOD POLE
- INSTALL ONE (1) 1/2" GALV. STEEL ANTI-TANK
- INSTALL ONE (1) 1/2" RELAY
- INSTALL ONE (1) 1/2" DISTRIBUTION PANEL
- INSTALL ONE (1) 1/2" DISTRIBUTION PANEL
- INSTALL ONE (1) 1/2" DISTRIBUTION SWITCH

ENGINEERING

- 2015 INTERNATIONAL BUILDING CODE
- 2015 NATIONAL ELECTRICAL CODE
- 2015 NATIONAL MECHANICAL CODE
- 2015 NATIONAL PLUMBING CODE

DRAWING INDEX

SHEET NO.	TITLE SHEET
T-1	TITLE SHEET
T-2	GENERAL NOTES
T-3	GENERAL NOTES
T-4	CLEARANCE NOTES
A-1	SITE PLANS
A-2	NORTHWEST & SOUTHWEST ELEVATIONS
A-3	NORTHWEST & SOUTHWEST ELEVATIONS
D-1	GRADES
D-2	ELECTRICAL PLAN
E-1	GROUNDING PLAN
TC-1	TRAFFIC CONTROL PLANS
TC-2	TRAFFIC CONTROL PLANS



MOBILITIE, LLC

DRAWN BY:	JC
DATE:	06/21/2018

REV.	DATE	DESCRIPTION	BY
A	06/21/2018	80% CONSTRUCTION	JC

PRELIMINARY NOT FOR CONSTRUCTION

IT IS A VIOLATION OF LAW FOR ANY PERSON UNLESS THEY ARE ACTING UNDER THE AUTHORITY OF THE ENGINEER TO ALTER THIS DOCUMENT.

SITE ID: 9NVB000866C
 1107 U.S. 395 GARDNERVILLE, NV 89410
 U.S. HWY. 395 N. & VIRGINIA RANCH RD.
 NEW UTILITY WOOD POLE

SHEET TITLE
 ELECTRICAL PLAN

SHEET NUMBER
T-1

12-17



MOBILITIE, LLC

DRAWN BY: JC
DATE: 08/21/2016

REV	DATE	DESCRIPTION	BY
A	08/21/2016	50% CONSTRUCTION	JC

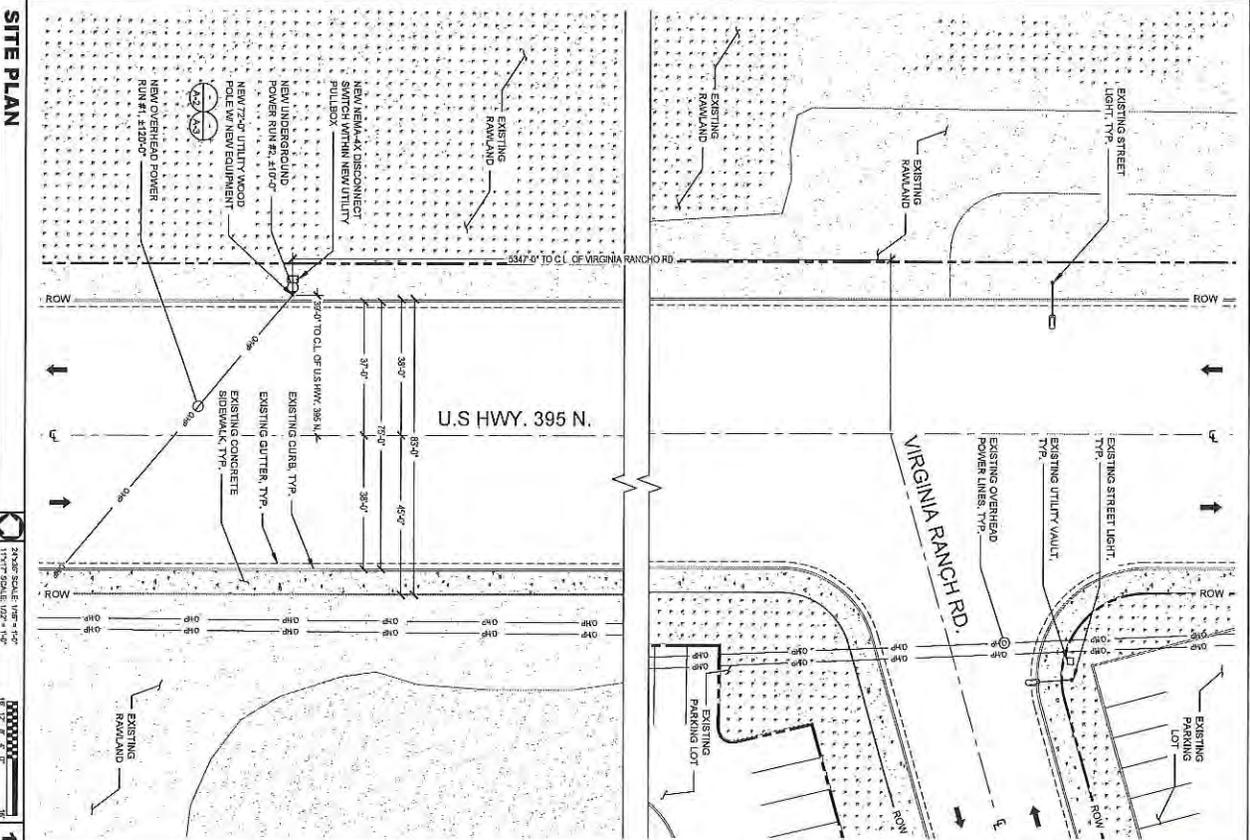
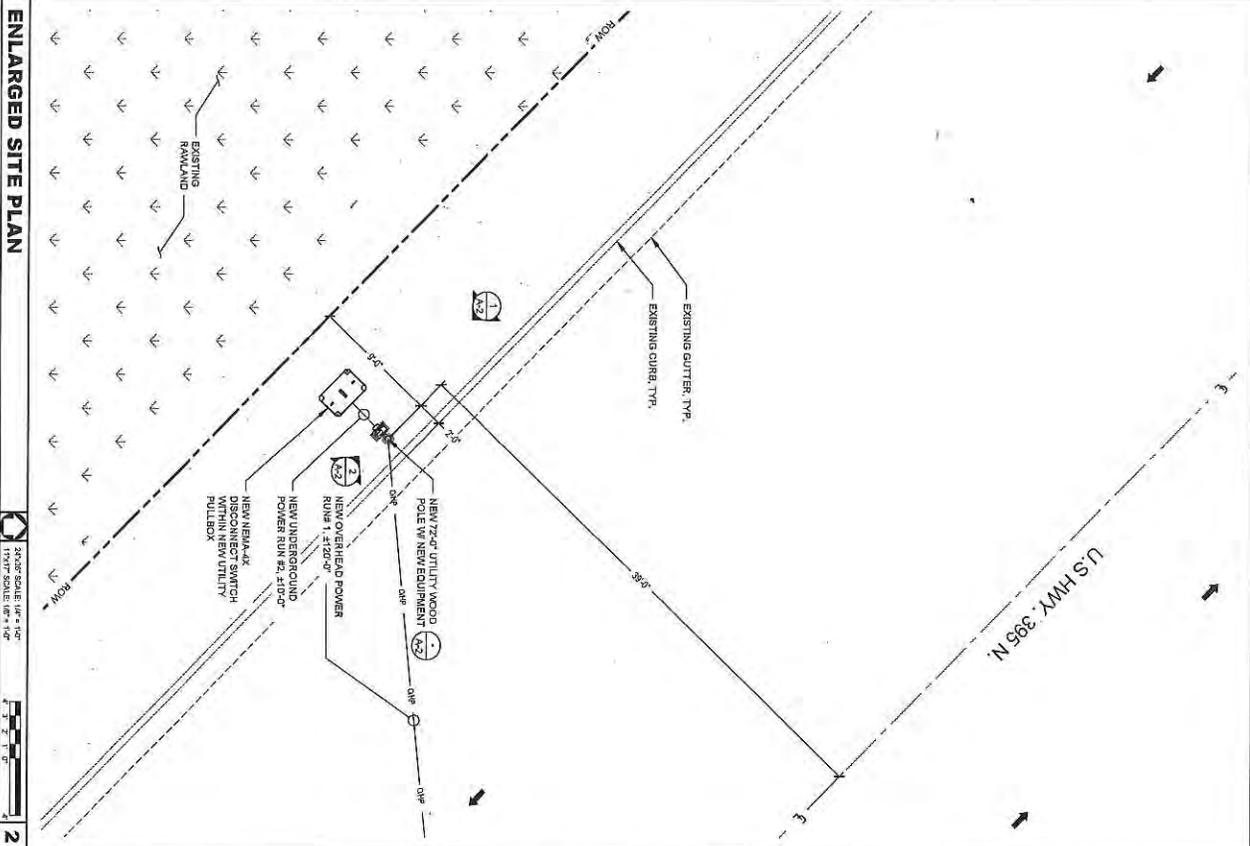
**PRELIMINARY
NOT FOR
CONSTRUCTION**

IT IS A REPRESENTATION AND WARRANTY THAT THE PERSON
DIRECTOR OF A LICENSED PROFESSIONAL ENGINEER
REGISTERED IN THE STATE OF CALIFORNIA HAS REVIEWED
THIS DRAWING AND APPROVES IT FOR CONSTRUCTION.

SITE ID:
9NVR000866C
11871 U.S. 395 RANCH RD. W. 1/4
U.S. HWY. 395 N. & VIRGINIA RANCH RD.
NEW UTILITY WOOD POLE

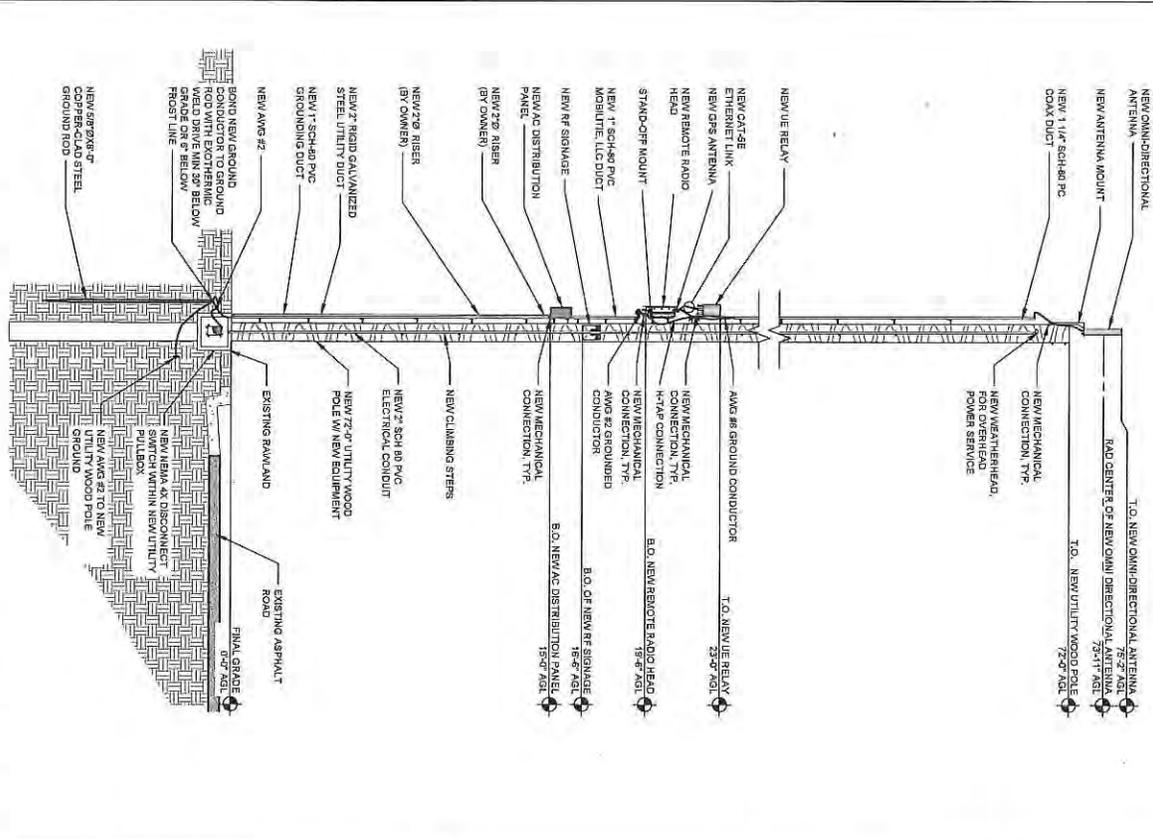
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SITE PLANS

SHEET NUMBER
A-1



12-18

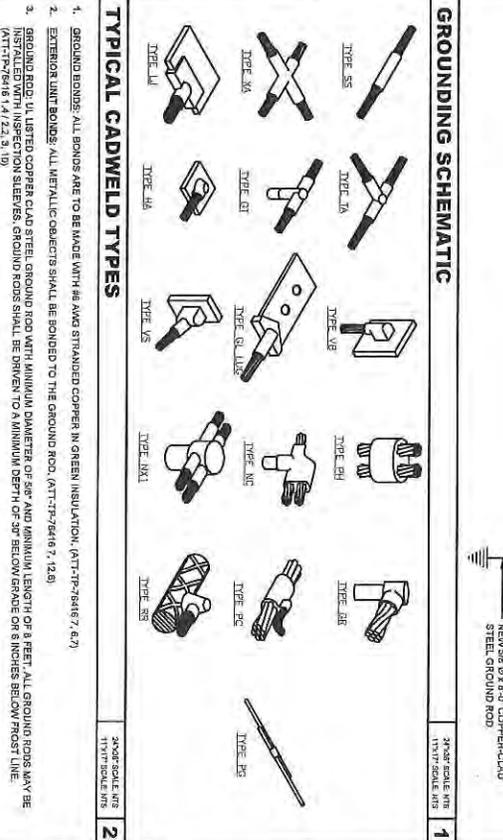
GROUNDING SCHEMATIC



200% SCALE HTS
115% SCALE HTS

4

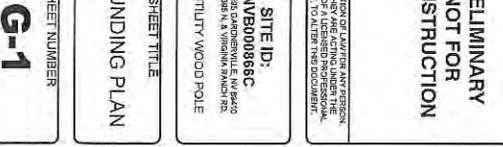
GROUNDING NOTES



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115% SCALE HTS

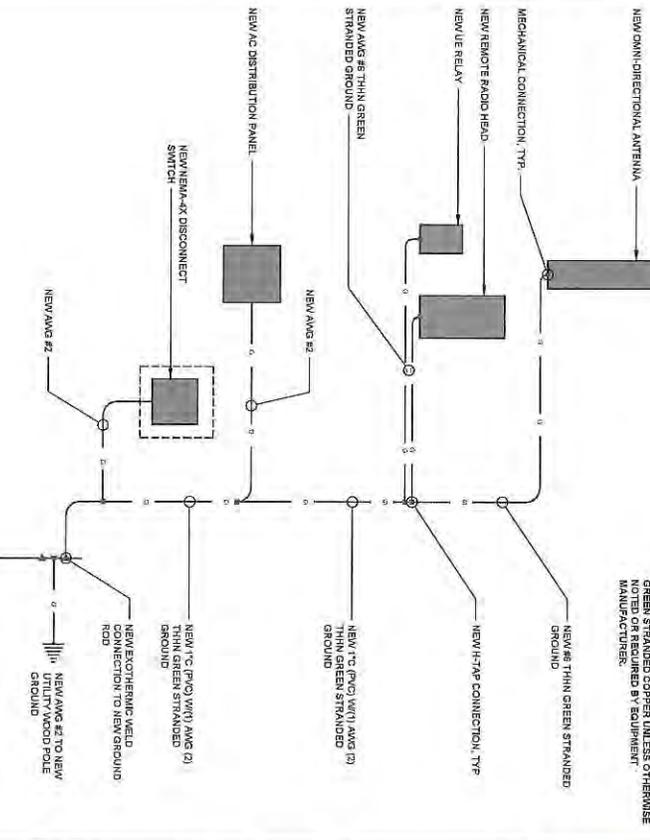
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GROUNDING PLAN



200% SCALE HTS
115% SCALE HTS

3



200% SCALE HTS
115% SCALE HTS

1

REV	DATE	DESCRIPTION	BY
1	08/21/2016	90% CONSTRUCTION	JC

DATE: 08/21/2016

MOBILITTE, LLC

NOTE:
ALL GROUNDING CONDUCTORS TO BE #4 THIN GREEN STRANDED COPPER UNLESS NOTED OR REQUIRED BY EQUIPMENT MANUFACTURER.

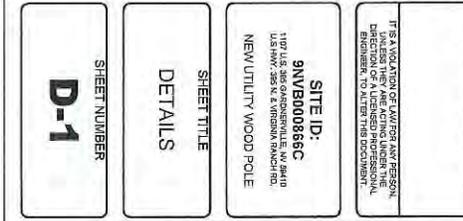
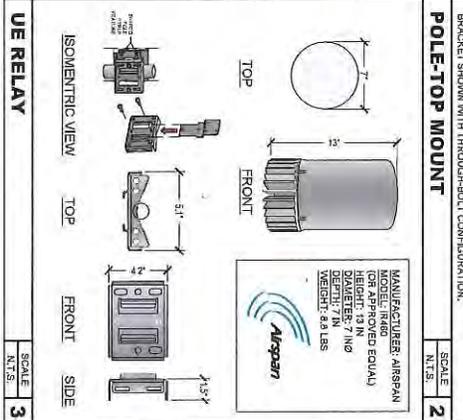
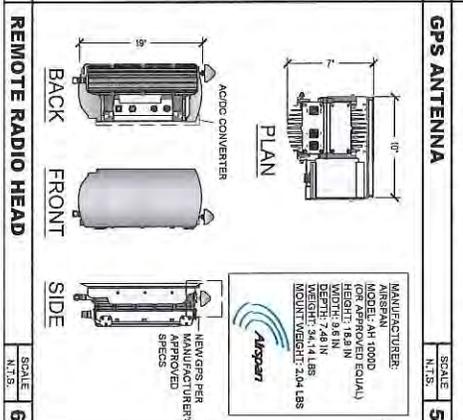
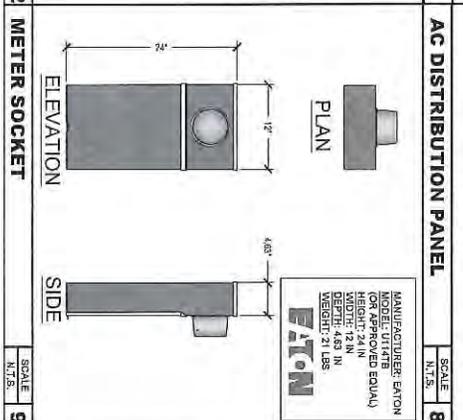
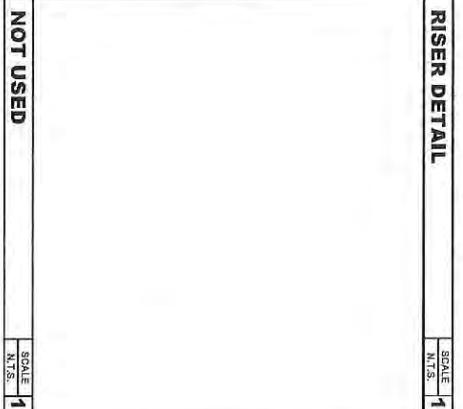
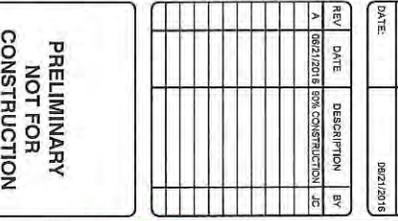
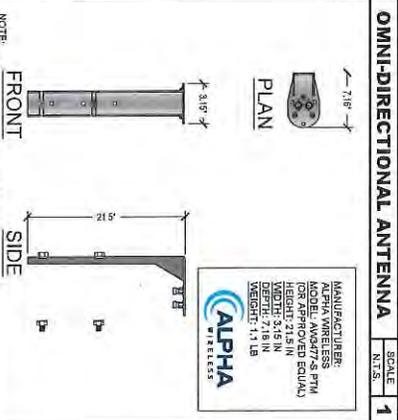
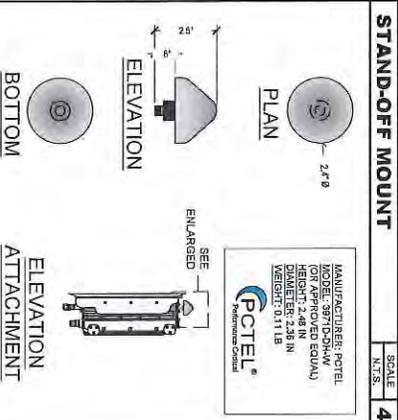
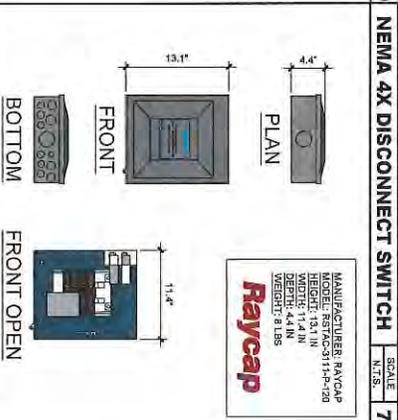
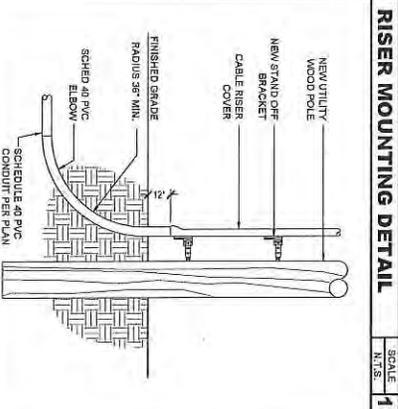
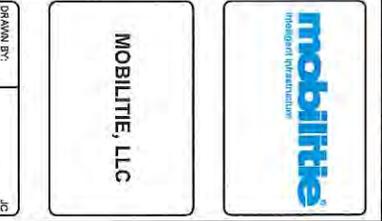
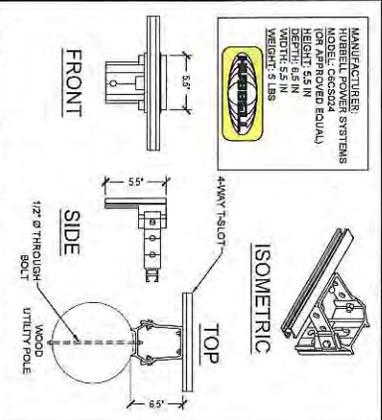
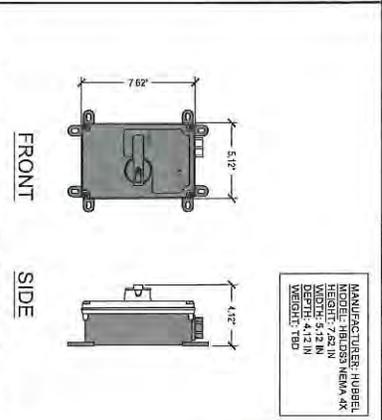
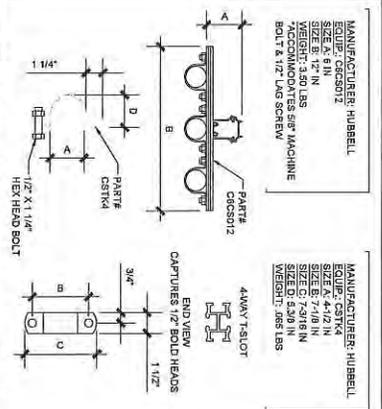


PRELIMINARY NOT FOR CONSTRUCTION

SITE ID:
9NW00008066C
1107 U.S. 300 GARDENVILLE, WY 82404
U.S. HWY. 300 N. & WINDING SANDY RD.
NEW UTILITY WOOD POLE

SHEET NUMBER
G-1

12-20



NOT USED

SCALE	SCALE	SCALE	SCALE	SCALE	SCALE	SCALE	SCALE	SCALE	SCALE
N.T.S.	N.T.S.	N.T.S.	N.T.S.	N.T.S.	N.T.S.	N.T.S.	N.T.S.	N.T.S.	N.T.S.
12	11	10	7	8	5	4	6	9	3
METER SOCKET	AC DISTRIBUTION PANEL	NEMA 4X DISCONNECT SWITCH	STAND-OFF MOUNT	GPS ANTENNA	POLE-TOP MOUNT	OMNI-DIRECTIONAL ANTENNA	REMOTE RADIO HEAD	UE RELAY	UE RELAY

PRELIMINARY
NOT FOR
CONSTRUCTION

DRAWN BY: JC
DATE: 06/21/2016

REV	DATE	DESCRIPTION	BY
A	06/21/2016	50% CONSTRUCTION	JC

MOBILITTE, LLC

mobilitte
Innovative Infrastructure

SHEET TITLE
DETAILS

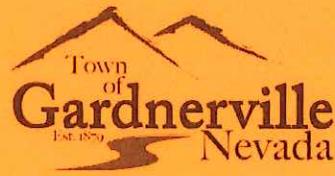
SHEET NUMBER
D-1

SITE ID:
9NVE000685C

1101 W. WILSON AVE. SUITE 100
LITTLE ROCK, AR 72114
U.S. MAIL: 265 N. K. AIRBORNE PARKWAY, BLD.
NEW UTILITY WOOD POLE

Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Discussion on the Board members activities and liaison committee reports including but not limited to; Carson Valley Arts Council, Nevada League of Cities, and Main Street Gardnerville.

2. **Recommended Motion:** N/A

Funds Available: Yes N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** November 1, 2016 **Time Requested:** 10 minutes

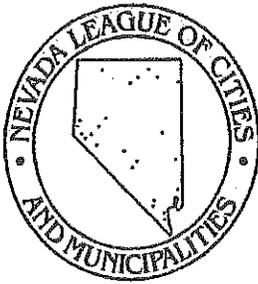
6. **Agenda:** Consent Administrative

Background Information: Reports given at meeting.

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

8. **Board Action:**

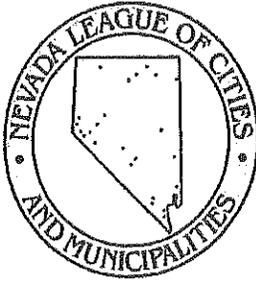
- Approved Approved with Modifications
 Denied Continued



NLC&M
2017 Legislative Session
Local Government BDRs

BDR#	Sponsor	Title
323	NLC&M	Revises provisions governing the collection of delinquent municipal utility charge.
324	NLC&M	Revises provisions governing the distribution of the proceeds of fuel taxes.
341	Lyon County	Authorizes smaller counties to approve additional uses of a tax for infrastructure.
403	City of North Las Vegas	Revises provisions relating to local government financial administration.
404	City of North Las Vegas	Revises provisions relating to economic development.
411	City of Las Vegas	Revises provisions relating to supplemental reimbursement for Medicaid ground emergency medical transportation services.
412	City of Las Vegas	Revises provisions relating to fire safety requirements for multi-story buildings occupied by people.
413	City of Las Vegas	Revises provisions governing the use of revenue received for redevelopment purposes.
414	Storey County	Revises the composition of the Nevada Commission for the Reconstruction of the V & T Railway.
416	City of Reno	Revises provisions relating to redevelopment.
420	NLC&M	Revises provisions governing programs that provide affordable housing.

BDR#	Sponsor	Title
421	NLC&M	Authorizes cities to adopt ordinances relating to vacant and abandoned lots and buildings.
422	City of Fernley	Revises provisions relating to taxation.
433	Washoe County	Makes various changes to regional planning.
434	City of Mesquite	Provides a charter for the City of Mesquite.
435	Clark County	Revises provisions relating to the service areas of municipal utilities and annexation and deannexation of property.
436	Clark County	Revises provisions relating to the funding of the metropolitan police department.
437	Clark County	Revises provisions relating to presentencing investigation reports.
438	Clark County	Revises provisions relating to the administration of Medicaid.
439	NACO	Revises provisions relating to presentence investigation reports.
440	NACO	Revises provisions relating to the University of Nevada's Cooperation Extension program.
441	NACO	Revises provisions governing the partial abatement of taxes levied on residential and other property.
448	City of Reno	Revises various provisions of the Reno City Charter.



NLC&M
2017 Legislative Session
BDRs of Interest

BDR#	Sponsor	Title
2	Secretary of State	Makes various changes relating to elections.
7	Assemblywoman Spiegel	Requires an employer to make certain accommodations for a nursing mother.
11	Senator Manendo	Establishes standards for programs relating to the management of feral cats.
16	Assemblywoman Seaman	Revises provisions governing elections.
22	Senator Ford	Revises provisions relating to elections.
25	Assemblyman Armstrong	Revises provisions governing campaign practices.
33	Assemblyman Thompson	Revises provisions governing the consideration of the criminal history of an applicant for the employment by the State or a county or city.
35	Assemblyman Wheeler	Makes various changes relating to collective bargaining.
43	Senator Segerblom	Authorizes local governments to enact ordinances allowing for marijuana social clubs, events and concert arenas to allow the public use of marijuana.
58	Senate LegOps	Revises provisions governing elections.
78	Senator Settlemeyer	Revises provisions relating to governmental administration.
81	Senator Settlemeyer	Revises provisions relating to public financial administration.
85	Assemblyman Oscarson	Makes various changes regarding campaign practices,

BDR#	Sponsor	Title
88	Assemblyman Hansen	Revises provisions relating to elections.
93	Senate GA	Revises provisions relating to business license fees.
110	Assemblywoman Dickman	Revises provisions governing ethics in government.
176	State Dept. of Agriculture	Revises provisions relating to governmental entities that apply pesticides.
186	Assemblyman Sprinkle	Revises provisions governing wildlife management.
190	Senator Goicoechea	SJR: Expresses support for federal legislation to transfer recreational and public purpose land back to the jurisdiction or non-profit entity that held the land.
205	Senator Roberson	Revises provisions relating to public notices.
208	Senator Goicoechea	Revises provisions relating to public works.
209	Assemblyman Oscarson	Provides for the periodic review of rates under the State Plan for Medicaid.
211	Assemblywoman Joiner	Authorizes the creation of park, trail and open space districts.
233	Office of Energy	Provides for creation of local improvement districts that include an energy efficiency improvement project or a renewable energy project.
247	GOED	Revises provisions governing exemptions from the state business registration requirements.
268	Senator Hardy	Revises provisions related to elections.
272	Senator Kieckhefer	Exempts certain property from taxation.
274	Assemblyman Jones	Revises provisions governing elections.
290	Assemblyman Carrillo	Revises provisions governing collective bargaining.
295	Assemblywoman Spiegel	Provides for pay equity and fairness in government contracts.
300	Senator Spearman	Revises provisions relating to elections.
323	NLC&M	Revises provisions governing the collection of delinquent municipal utility charge.

BDR#	Sponsor	Title
324	NLC&M	Revises provisions governing the distribution of the proceeds of fuel taxes.
325	Senator Hardy	Revises provisions relating to taxation.
341	Lyon County	Authorizes smaller counties to approve additional uses of a tax for infrastructure.
355	Leg Committee on Health Care	Imposes certain requirements concerning vapor products and alternative nicotine products.
377	Attorney General	Revises provisions governing the acceptance of gifts by certain public officers.
403	City of North Las Vegas	Revises provisions relating to local government financial administration.
404	City of North Las Vegas	Revises provisions relating to economic development.
407	State Treasurer	Revises provisions relating to notice and publication of lists of abandoned property.
411	City of Las Vegas	Revises provisions relating to supplemental reimbursement for Medicaid ground emergency medical transportation services.
412	City of Las Vegas	Revises provisions relating to fire safety requirements for multi-story buildings occupied by people.
413	City of Las Vegas	Revises provisions governing the use of revenue received for redevelopment purposes.
414	Storey County	Revises the composition of the Nevada Commission for the Reconstruction of the V & T Railway.
416	City of Reno	Revises provisions relating to redevelopment.
418	Lieutenant Governor	Requires public entities to include anti-boycott provisions in contracts.
420	NLC&M	Revises provisions governing programs that provide affordable housing.
421	NLC&M	Authorizes cities to adopt ordinances relating to vacant and abandoned lots and buildings.

BDR#	Sponsor	Title
422	City of Fernley	Revises provisions relating to taxation.
425	Secretary of State	Revises various provisions relating to the licensing and registration of business entities.
426	Secretary of State	Revises various provisions relating to elections.
428	State Controller	Revises provisions relating to relations between local governments and public employees.
429	State Controller	Revises provisions relating to the Public Employees' Retirement System.
433	Washoe County	Makes various changes to regional planning.
434	City of Mesquite	Provides a charter for the City of Mesquite.
435	Clark County	Revises provisions relating to the service areas of municipal utilities and annexation and deannexation of property.
436	Clark County	Revises provisions relating to the funding of the metropolitan police department.
437	Clark County	Revises provisions relating to presentencing investigation reports.
438	Clark County	Revises provisions relating to the administration of Medicaid.
439	NACO	Revises provisions relating to presentence investigation reports.
440	NACO	Revises provisions relating to the University of Nevada's Cooperation Extension program.
441	NACO	Revises provisions governing the partial abatement of taxes levied on residential and other property.
448	City of Reno	Revises various provisions of the Reno City Charter.
450	Senate LegOps	Revises provisions relating to elections.
452	Senator Farley	Revises provisions relating to elections.
456	Assemblyman Moore	Revises provisions to provide expanded opportunities for veterans in public employment.

4

BDR#	Sponsor	Title
460	Legislative Counsel	Revises provisions governing fiscal notes on legislative measures.