

#### GARDNERVILLE TOWN BOARD

#### **Meeting Agenda**

Ken Miller, Chairman Cassandra Jones, Vice Chairman Lloyd Higuera, Board Member Linda Slater, Board Member Mary Wenner, 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, January 3, 2017

#### 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 December 27, 2016, on or before the third day prior	to the meeting date, by Mary
Wenner, Gardnerville Town Board Chairwoman, Signed:	: in accordance with NRS
Chapter 241 at following locations; Carson Valley Chamber of Commerce, 1477 Hwy 395 N, Gardnerville NV 89410 at <u>4:06</u> Douglas County Historic Courthouse, 1616 8 <sup>th</sup> Street, Minden NV 89423, at <u>4:19</u> . P.M.	P.M.
Gardnerville Post Office, 1267 US HWY 395 #L, Gardnerville NV 89410 at 4/2 25 P.M.	P.M. and on the Internet at

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 894I0, or by calling (775) 782-7I34 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, 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, 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 - Rich Lammay, High Sierra Fellowship

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

**PLEDGE OF ALLEGIANCE – Mary Wenner** 

#### **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:

December 1, 2016 Regular Board meeting, with public comment prior to Board action.

January 3, 2017



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 December 2016 claims.

#### **ADMINISTRATIVE AGENDA**

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

- 4. <u>Not for Possible Action</u>: Discussion on the Main Street Program Manager's Monthly Report of activities for December 2016. (approx. 10 minutes)
- 5. <u>For Possible Action</u>: Discussion to approve, approve with modifications or deny a request for a Design Review development application (DA 16-079) by Jon & Danielle Stafford, to build a 2,600 square foot automotive repair shop with onsite parking and landscaping improvements, on their 0.23 acre parcel, located at 1232 Pep Circle in the SI (Service Industrial) Zoning District in the Minden / Gardnerville Community Plan (APN 1220-03-411-006); with public comment prior to Board action. (approx. 30 minutes)
- 6. <u>For Possible Action</u>: Discussion to approve, approve with modifications or deny a request for a Design Review development application (DA 16-077) by Carson Valley Community Food Closet to build a 10,000 square foot commercial storage & distribution service area and offices, with onsite parking and landscaping improvements on the one acre parcel, located at 1251 Waterloo Lane in the NC (Neighborhood Commercial) zoning district in the Minden / Gardnerville Community Plan (APN 1220-04-002-022) with required parking and landscaping; with public comment prior to Board action. (approx. 20 minutes)
- 7. For Possible Action: Discussion on a presentation on the principle of Placemaking and the draft scope of work prepared by Project for Public Spaces (PPS) in response to a request by Minden staff for PPS to develop a proposal to work with the communities of Minden and Gardnerville on an all-encompassing place-led, community driven visioning workshop, stakeholder training, and planning review exercise; with public comment prior to Board action. Presentation by Jennifer Davidson, Minden Town Manager, and Tom Dallaire, Gardnerville Town Manager. (approx. 45 minutes)
- 8. <u>Not For Possible Action</u>: Discussion on the Town Attorney's Monthly Report of activities for December 2016. (approx. 5 minutes)
- 9. <u>Not For Possible Action</u>: Discussion on the Town Manager's Monthly Report of activities for December 2016. (approx. 5 minutes)
- 1. <u>For Possible Action:</u> Discussion on Town Board member appointments to represent the Town of Gardnerville and to be the Town Board liaison for the following boards:
  - a. Main Street Gardnerville Board of Directors
  - b. Carson Valley Arts Council
  - c. Nevada League of Cities,

with public comment prior to Board action. (approx. 10 minutes).

2<sup>nd</sup> PUBLIC INTEREST COMMENTS period (No action will be taken)

Adjourn

Next monthly meeting February 7, 2017



#### GARDNERVILLE TOWN BOARD

#### **Meeting Minutes**

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, December 6, 2016

4:30 p.m.

Gardnerville Town Hall

INVOCATION – Don Wingfield from Lifepoint Church

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

PLEDGE OF ALLEGIANCE – Lloyd Higuera

#### 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.

Cassandra Jones attended a meeting of the Community Foundation of Western Nevada. Elko just started their own foundation. The meeting was to discuss creating a foundation for Douglas and Carson. I wanted to let the board know I am participating in that process. As an estate planner I have had the pleasure of working with the foundation.

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

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

#### Motion Higuera/Slater to approve the agenda.

No public comment.

Upon call for the vote, motion carried unanimously.

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

November 1, 2016 Regular Board meeting, with public comment prior to Board action.

Motion Miller/Jones to approve the minutes of November 1, 2016.

No public comment.

#### Upon call for the vote, motion carried unanimously.

#### CONSENT CALENDAR FOR POSSIBLE ACTION

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

- 1. For Possible Action: Correspondence. Read and noted.
- 2. <u>For Possible Action</u>: Health and Sanitation & Public Works Departments Monthly Report of activities. Approved.
- 3. For Possible Action: Approve November 2016 claims. Approved.
- 4. <u>For Possible Action:</u> Approve the urban forestry annual work plan update. Approved.
- 5. <u>For Possible Action:</u> Approve Amendment No. 2 to Cooperative Agreement P492-12-063 U.S. 395 Kingslane Project of 110 lineal feet of sidewalk and new channel and culvert improvements with Nevada Department of Transportation, authorizing chairman Wenner to sign the agreement. Approved.

- For Possible Action: Approve extension of Gilman Pond Park Amenities grant project #32-00326 with Nevada Division of State Parks, Land & Water Conservation Fund, authorizing the town manager to sign the agreement. Approved.
- 7. <u>For Possible Action</u>: Approve the proposed legal service agreement with Jennifer Yturbide of Rowe Hales Yturbide, LLP for attorney representation of Town interests and matters effective January 1, 2017 to conclude December 31, 2018, authorizing Chairman Wenner to sign the agreement. Approved.
- 8. <u>For Possible Action</u>: Approve privacy policy for the Town of Gardnerville; with public comment prior to board action. Approved.
- For Possible Action: Approve survey results for Town of Gardnerville Service Survey; with public comment prior to Board action. Approved.

Mr. Franklin Harry Ernst asked about item number 6, the Gilman pond park amenities. Will the work to be done occur on the southeast side or northwest side or a combination of both?

Mr. Dallaire answered on both sides and gave a brief explanation of exactly where the work will be done. We have an Eagle Scout project that will help do some of the work.

Motion Higuera/Slater to approve the consent calendar. Motion carried unanimously.

#### **ADMINISTRATIVE AGENDA**

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

10. <u>Not for Possible Action</u>: Presentation by Ed James, Manager, Carson Water Subconservancy District, regarding the new Carson River Floodplain Map the conservancy has been working on modeling the Carson River watershed

Mr. Ed James gave a power point presentation on the remapping of the flood plain on the Carson River. This includes Alpine, Douglas, Carson and Lyon County. We will have one integrated flood map model.

Discussion of the maps shown on the power point.

(Due to technical difficulties the recording of the meeting did not begin until the end of item 10)

#### 11. Not for Possible Action: Discussion on the Main Street Program Manager's Monthly Report of activities for November 2016.

Mrs. Lochridge congratulated town staff on an incredible Christmas Kickoff. It was the biggest turnout I have seen yet. We had our small business Saturday event in conjunction with Main Street Minden and the Chamber the Saturday after Thanksgiving. We also had the best turnout ever. We had at least 50 people trying to win the flat screen TV. Our Main Street Mingle was well attended. Thank you, Ken, for joining us. We are planning another mingle in February. We are focusing on the upcoming wine walk season. We want to make it fun and a learning experience for the businesses. Getting ready to work with the committees to prepare action plan revisions and start planning for the 2016 annual report. We have a New Year's Eve Candlelight Labyrinth Walk coming up again December 31<sup>st</sup>. I have some people that I would like to introduce: Linda Dibble, President of the Main Street Board and Scott Bergan, Vice-President of the board, and they would like to take a few moments.

Mr. Bergan is here this evening to present Ken Miller with a certificate of appreciation. Ken has been the liaison between the town board and the Main Street Gardnerville board for a number of years. He has been a steady influence on our ability to do what we like to do. He will be missed but never forgotten. Thank you for your time, your service, your expertise and for your steadiness on our board. We really appreciate it.

Mrs. Dibble reminded Mr. Miller this only lets him off the hook to be on the board. We still need you on all the committees. We would also like to welcome your replacement Lloyd Higuera. We are looking forward to having you on our board. You realize once you are on we do not let you go. It's a lot of fun. You will enjoy it.

Mr. Bergan would like to thank all the board members for allowing us to continue and supporting us. On behalf of Linda and myself and the rest of the board members, subcommittee chairs and volunteers, our thanks. We certainly couldn't do anything without them.

Chairwoman Wenner pointed out they all do a lot of hard work.

Mrs. Dibble stated they get a lot of support from the board and other members of the community, which has kept us going.

Mr. Bergan added without question, Paula's help as well. She has always been there for us. She is our inspirational beacon. She is always a source of light and a very positive influence. Thank you.

#### 12. For Possible Action: Discussion to approve, approve with modifications or deny a request by the Record Courier to become a sponsor for the "Newspapers in Education" program in a budgeted amount of \$150; with public comment prior to Board action.

Mr. Dallaire currently has a budgeted item of \$150. They are looking for an additional \$150. That would be for the whole year. Right now we are paying for six months. There wasn't anyone that could show up for this item but staff thought we should ask the question of the board since it is not budgeted for this year.

Mr. Higuera would have liked to have heard some background information.

Vice-Chairman Miller remembered last year they could not give us a number of how many newspapers got out to the schools. It was nice that we were mentioned in the ad.

Chairwoman Wenner noticed on the survey that most of the information people get in our area is from the Record Courier.

Mr. Dallaire asked if they wanted to do \$300.

No public comment.

Vice-Chairman Miller asked when the \$300 would go into effect.

Mr. Dallaire would pay it this year. It would be an additional \$150 out of this budget or we can budget next year for the full \$300.

Motion Miller/Higuera to contribute another \$150 to this project. Motion carried unanimously.

13. For Possible Action: Discussion on a request for a modification to the Ranch at Gardnerville Planned Development and a Variance to Improvement Standards as they relate to design criteria for the construction of the Zerolene Road crossing of Martin Slough. The property is located south of Buckeye Road and east of Highway 395 along Heybourne Road, within the SFR-8000 (Single Family Residential-8,000 square foot minimum net parcel size) and the MFR (Multi-Family Residential) zoning districts with a Planned Development (PD) Overlay, in the Minden/Gardnerville Community Plan Area. The applicant is Ezra Nilson. PD 0-008-8 and LDA 16-035; presentation but RO Anderson, with public comment prior to Board action.

Mr. Dallaire didn't have enough information last month when they submitted the application. Rob had submitted a letter requesting to be on the December agenda. The Planning Commission already heard the item. Heather Farris and Erik Nilssen from Douglas County Community Development are here to discuss this item. The planning commission did go over the project. They postponed the project to see what the towns had to say. I contacted Jennifer and JD at Minden and we met about this project a couple of times. The code is unclear as to whether or not a dry lane is required or if there was some alternate overflow of the amount of water that would be allowed. I tried contacting Todd Carlini. Board members have his letter in the packet. He is basically saying Zerolene should receive consideration as an emergency access. The concern that town staff has, and I am not speaking for Jennifer, but we were at a consensus that Zerolene is for the Ranch project. It doesn't appear to be a road that would be well used. It is not in a great location. We have Gilman that services Chichester and the Ranch; Buckeye services East Valley and eventually Heybourne will be running parallel to the Martin Slough and connecting both Gilman and Buckeye. Water

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currently crosses 395, Gilman, Buckeye and Lucerne. The question we were asking, is Zerolene really considered a critical access point. If it's not or we define it as an egress road then we need some sort of connection point from the development on the east side. Staff is supporting Rob's position on this with the crossing over the road. We need to discuss whether Zerolene is a critical access point to the east side of the Martin Slough. Would the money be better spent providing one of the other access points, putting in an additional culvert at Gilman and making that the dry lane and not Zerolene. That's where both Minden and Gardnerville staff stand. Then we received the letter from Todd Carlini. Zerolene is not in the transportation plan as an emergency access.

Mrs. Slater asked when the development was being proposed, was it the applicant or the county that required Zerolene to be made into a roadway to access the development.

Mr. Rob Anderson, on behalf of the applicants, answered it was Douglas County that required Zerolene Road. It was shown then to be a collector road. What is at issue is the standard at which it needs to be constructed.

Mrs. Jones asked what happens when 2900 houses are built between Minden and Gardnerville with this road. How does that affect the use of Zerolene?

Mr. Anderson can't give a specific answer. It has been evaluated but I do not recall the distribution of traffic. It would get significantly more use than what is proposed or what is required to serve the Ranch at Gardnerville project.

Chairwoman Wenner asked if Mr. Anderson would explain a collector road.

Mr. Anderson explained a collector road is what I consider to be the first level or the first tier of a public transportation system. Typically it goes local road, which funnels traffic to collector roads; which funnels traffic to arterial roads and then to principal arterials or highways. 395 and 88 are the principal arterial roads. Muller Parkway is the closest thing we have to an arterial road and then there are numerous collector roads. There is some confusion as to how many are collector roads and then minor versus major collector roads. In theory there is a distinction on the transportation plan but there is not a distinction in Douglas County's design criteria improvement standards.

Mr. Miller asked if Johnson Lane, Stephanie and County are collector roads.

Mr. Anderson answered yes. Zerolene has been designated as a collector road.

Mr. Dallaire added it would be a county maintained road.

Mr. Anderson is here tonight on behalf of the two owners of the Ranch at Gardnerville, Ezra Nilson & Alton Anker. Alton is here tonight on behalf of the owners. Mr. Anderson gave a power point presentation on the project.

Mr. Dallaire wonders if this is the best route to access the rest of the homes. We could take the money and put in an additional culvert, maybe 2 at Gilman and that gives you clear lane access into the development rather than Zerolene. Is this the best route into this new developed area?

Mrs. Slater asked what the county's position is on Zerolene Road now.

Mr. Nilssen would like to address the board when Mr. Anderson's presentation is complete to go over some of these items.

Mr. Anderson continued his presentation. I ask you to support the variance request. If you believe that Zerolene is the proper location for this emergency access road to be constructed I ask that you recommend the county be responsible for those additional costs. It will serve the public. It will serve the East Valley area.

Mrs. Wenner asked if on the recommendation it mentioned that the county had certain funding to do that.

Mr. Anderson answered it didn't say they had funding.

Mrs. Wenner clarified "potential funding".

Mr. Miller asked if someone did the improvements on Gilman who would pay for that.

Mr. Anderson answered it would be the same funding sources.

Mrs. Jones stated the logical fallacy I hear is "should the other roads be the access point". The logical fallacy is that we can go and fix those access point problems. Gardnerville can't. They are county roads. But you'd also be looking for a developer at that time who would take on that project and no developer would want to do that.

Mr. Anderson didn't believe there is a rational nexus. The rough proportionality test would be they share proportionately. They could do a special assessment, but it shouldn't be born on the back of the last guy to come in the door.

Mr. Alton Anker is not an engineer. I am a contractor. This whole deal is upsetting to me. Your job, the engineers' job, and my job as a contractor is we're supposed to look out for the public. The only thing the public knows about roads is they are black. When somebody writes a letter and part of it says "thank you for supporting our position." Common sense should prevail and I believe what they are alluding to is there are 33 places in the 100 year event where the roads are over top with water on the valley floor. If we build the golden road, Zerolene, where are you going to go? Can't go north or south on 395. Can't cross Buckeye. What good is it? You have an island sitting out in the middle. Let's fix Buckeye or Gilman. We need to get past this who has the most friends on their team. Standing on the outside and having to pay for this, this does not make sense. That's my position.

Mr. Nilssen, Douglas County Engineering, stated there are three different criteria that have to be met. The first is to pass a 25 year storm. As designed, with six culverts, yes it does. What does one access to communities during a 100 year flood event mean? I would say a dry lane. The intent is that it would be allowed to have the depth of flow times velocity not to exceed six. As Rob stated, they meet that. So I would agree that they would not need a variance to this standard. Certainly money would be better spent on Gilman or Buckeye. East Fork's position has been we need an emergency access. It could be Zerolene, Gilman or Buckeye. Zerolene is not designated as an emergency access route in the proposed new Douglas County Transportation Master Plan. The offer in the proposal has always been pick whichever three of the roads you want to make an emergency access route.

#### Mr. Miller asked "cheaper for who?"

Mr. Nilssen responded the developer. We need one of the three. They can use whichever one they want. The point is not to make Zerolene an emergency access route so you can get out of your house during a flood event; it's so fire trucks can cross from one side of the Martin Slough to the other so people could get out to get into town. I don't agree 100 percent with how Douglas County requires development to pay for improvements. There should probably be cost share from the county at some point. I was discussing with our transportation consultant and the closest community to Douglas County charges \$29,000 a home for traffic impact fees. We don't charge anything. You pay for it one way or the other. Douglas County has elected to require the developer to put it in. All the other projects that were mentioned were allowed over topping. They were built well before any of the design standards were in effect. Douglas County does have two projects we are completing with the assistance of federal funding. Douglas County has recognized that previously we made some mistakes by not building to this standard, and now we're digging ourselves out of these projects one project at a time. I would state we are asking for from 8 to 10 box culverts and to provide one emergency access. If it was preferable to improve Buckeye or Gilman, that would certainly be acceptable to the county.

Mrs. Slater asked why the county and the developer haven't talked this out. I'm a little confused as to why it's coming here. Why can't this be worked out and save the developer the time and effort of going back and forth. If we send it back with a denial to the county then is that going to make the county sit down with the developer and work it out?

Mr. Nilssen stated it's going to the planning commission on December 13<sup>th</sup> and depending on what happens there, to the board of county commissioners. It will be figured out soon anyway.

Chairwoman Wenner saw that Tom had another option. Option 4 is where he wanted to have the dip built in and six culverts. Would that be something the county would accept?

Mr. Nilssen answered it doesn't provide the 12 foot dry lane for emergency access. Six doesn't meet it. We thought 8 would, but now with 10 everything would be met.

Mr. Dallaire mentioned there are two options: a12 foot dry lane or the county may establish an allowable depth of water. Todd just said it's zero. So we didn't have the letter when we did our staff report.

Mr. Miller asked Mr. Nilssen if Zerolene is not built, what is the designated route?

Mr. Nilssen responded the designated route per the plan is either Buckeye or Gilman. We need one emergency access route in the community. Staff is considering Zerolene.

Mr. Anderson's opinion is it is being hoisted on the developer inappropriately.

Mr. Dallaire and staff in Minden believe culverts clog. So if one of them clog the dip still would be accessible. In the aftermath of a flood, is Douglas County going to be able to clean out those culverts.

Mr. Higuera asked what is his estimate of time on the dip section clearing out.

Mr. Dallaire estimated about 6 hours. I think 18 hours is the whole process for the storm. Six of that the dip section would be non-accessible.

Mr. Anderson added it would be accessible but could have a maximum of one foot during that period of time.

Chairwoman Wenner called for public comment.

Mr. Robert Stiles is a homeowner in Chichester and also one of the directors on the homeowners board. My concern is if Gilman is designated an emergency access route, are there some changes that would need to be made. I heard something about assessments. Is there a possibility homeowners in Chichester Estates would be assessed something extra to pay for that?

Mr. Dallaire answered the county would have to do that. It is located on the hazard mitigation plan so we can go after funding. Whether it is a contractor or developer funding used for the match, there is a lengthy process with federal funding.

Mr. Stiles should ask the question to Douglas County. I'm guessing in the future Gilman will go all the way through to Zerolene?

Mr. Dallaire responded it depends on the development. It will go to Heybourne and eventually to Zerolene.

Mr. Stiles' opinion is if this was to come about and they made Gilman an emergency route just to satisfy this developer, there would be some legal battles possibly between Chichester and the developer. It's something you should consider. We are 778 homeowners versus what you have in the city. We're about 29 percent of the town.

Mr. Dallaire mentioned there is a movement with the stormwater committee for the county to move in that direction. That will have to be worked out in the near future.

Mr. Franklin Harry Ernst has seen some photographs of what Main Street looked like in 1908, 1906. There is a significant amount of water. In listening to the engineers, I've determined that I will need a bigger truck. After that the planning commissioner stated she is worried because all the roads will have water. The fire chief is coming from the point of view he has to apply fire codes. He's sworn to the laws. Before you make a decision you need to get him to site those rules. An observation on the process in the valley, public comments made are not passed on to the other committees. I spoke with the planning commission. There's nothing in your packet about what I said or what my neighbors said. Think about me as one of the new landowners in the valley. Start thinking about the little guys.

No further public comment.

Vice-Chairman Miller would like to say to Mr. Ernst that our minutes are open to the public. If the planning commission doesn't read those minutes it's not our fault. It is the same with the county commissioners, if I have an item I ask them to please look at our minutes on that item. We are a public board and you yourself can read our minutes. I don't know how much homework they do but I would hope it would be a lot.

Mr. Higuera pointed out Mr. Ernst is mentioned prominently in the minutes from the last meeting when you were making the comments on Ox Yoke and Gilman north of Heybourne Road. It is in the public record and anybody can read this. It's on the internet.

Mrs. Jones commented we are here because Douglas County has determined that Zerolene is an emergency road and a variance is required to decrease the number of culverts. When you look at the transportation table that was put up, it says the standard was there be a minimum of one route. There was no maximum listed. The map identifies three routes. The county transportation plan meets its own minimum standard, but identified a total of three. There's no maximum number. So I don't believe it's inconsistent to pursue Zerolene as the dry road because there can be multiple emergency access routes. The map identifies multiple. Then it says the county can set the clearance level on an emergency route. The problem is I don't see where county has done that. So I think what we struggle with, and we don't make the decision, is that we don't want to perpetuate the errors of previous boards in making decisions that have caused harm to landowners because flooding and roads weren't built to standard to meet the flood plains. We should not waive our duty to hold the water line because the error exists on other existing roads already. It is a problem. It's a problem that exists. But just because it happened on one road doesn't justify us waiving our duty to take care of this road. We have no development going in. We have to look at Zerolene and the situation in front of us and not start saying somewhere in the future it will be taken care of. Unfortunately that's why our transportation system is in such bad shape. We put off funding repairs and certain decision for a generation and it's catching up with us now. The risk of flooding as we develop this section of town is significant and we can't shift our focus away to other areas, to other emergency routes, when what we are faced with is what we can do today on this route.

Vice-Chairman Miller has a real problem with designating a road an emergency route that has not been built yet and may not be built. I have to agree with Mr. Anker. He is being picked on because he may be the last or the first one down the line. Because there will be some more development behind his. So how do you allocate this cost. It's a question we're trying to discuss tonight. Who has to pay for it? I don't have the answer. I would hope the county commissioners have the answer.

Chairwoman Wenner asked Mr. Nilssen if they can put that on the building permit.

Mr. Nilssen stated previously most communities collect impact fees. Every home pays a certain amount of money the county collects to be able to upgrade facilities. Douglas County does not collect impact fees.

Chairwoman Wenner knows they are collecting \$1,000 per home for parks. Couldn't they do that for roads?

Mr. Nilssen agreed they could.

Mrs. Slater has an issue with lowering the standard or us accepting something less than the county standard. If the standard right now is 10 I just don't think we should be in a position to lower that standard.

Chairwoman Wenner thinks the dips work just as well as a culvert.

Mrs. Slater asked if we denied this and leave it as a county standard of 10 does it go back.

Mr. Dallaire pointed out there isn't a standard of 10.

Mr. Nilssen added to meet the one dry lane for emergency access 10 would be required.

Mr. Anderson stated the standard is not 10. There is not a standard that says for a road that is not designated as an emergency access route has to have a dry lane. It does not exist. This is not designated as an emergency access route. Therefore, the standard is by FEMA that we can't raise the base flood elevation and that we must pass a 25 year event. That can occur with six culverts and a 325 foot long dip section. There is not a standard that requires 10. The county's position is that we need one emergency access route per development. If there is an emergency access route it is Muller Parkway at Riverview Drive. My client came forward six weeks ago and there were no designated routes. Now I'm being asked to install more culverts so we have a dry lane, a standard by which does not exist in Douglas County Code. This project's plan has been approved since 2005.

Mr. Dallaire, Jennifer and JD came up with a recommendation on13-5.

Mrs. Jones asked if this wasn't an emergency access road would six culverts meet that level.

Mr. Nilssen answered yes. If it isn't an emergency access route then it meets the design criteria for the standards. The county's position is one of the three: Gilman, Buckeye or Zerolene would be improved to provide emergency access to the community.

Motion Miller/Jones to recommend approval of the variance to Douglas County Board of Commissioners on item 4 on page 13-5 allowing for the construction of six box culverts and a dip section conditioned on the following: a. the applicant should work with the county emergency service providers and the towns to establish the allowable depth of water and design for the crossing that would meet the requirements while ensuring public health and safety is safeguarded. Douglas County could use this process to establish a level of service standards for critical emergency access to communities. The applicant should also work with Douglas County to create acceptable design standards for the dip sections for ease of maintenance and to ensure emergency access. Motion carried unanimously.

(10 minute recess)

### 14. <u>For Possible Action</u>: Discussion to approve or deny authorizing staff to proceed with submittal of an application for the Gardnerville Station project, located at 1395 Highway 395 North (APN: 1320-33-402-086) to Douglas County for their consideration and support for the 2017 Community Development Block Grant application; with public comment prior to Board action.

Mr. Dallaire reviewed the previous applications that were submitted. I pitched this project after we weren't selected last year. We are at a point we need some direction from the board. Candace will still participate but she is in the middle of the master plan update. We have to have a letter of support from NNDA and they have to run an economic development benefit computer model.

Vice-Chairman Miller thought we should mention it is proposed to be an information center. It would increase sales tax dollars.

Mr. Dallaire thought with 24,000 cars coming by we will end up with some sort of public restroom that entices them to stop. Hopefully we will get the support from NNDA and have a letter written by both entities.

Chairwoman Wenner called for public comment.

Mr. Stiles asked about charging stations. I have a broker at the lake, Chase International. We've added the Tesla charging stations to most of our offices. They will come out and add those stations. I believe the only cost is the electricity. It's just a matter of asking them and they will come out and add the stations.

Mr. Dallaire contacted them and they wanted 12 stations minimum for the Teslas only.

Mr. Stiles shared they are working on wi-fi charging.

No further public comment.

Motion Higuera/Slater to approve authorizing staff to proceed with submittal of an application for the Gardnerville Station project located at 1395 Highway 395 North, APN 1320-33-402-086 to Douglas County for their consideration and support for the 2017 Community Development Block Grant application. Motion carried unanimously.

15. For Possible Action: Discussion on joining with Douglas Disposal Inc. (DDI) and the Town of Minden in a trial recycling program by providing approximately 180 homes with limited recycling service in the Town of Gardnerville every other week between February 2017 and July 2017, and allowing the town to collect data needed to determine a volume across all the towns customers should a recycling program become offered by DDI full time; with public comment prior to board action.

Mr. Dallaire tried contacting Jennifer today to find out if the Town of Minden decided to move forward on recycling. I don't know if they are going forward with it or not. DDI is planning for an area out in the Ranchos. John Maricini did a presentation to the county commissioners on Thursday, December 1<sup>st</sup>. He sent me the slide show. The public needs to know what they have accomplished over the years. They are doing this trial period to come up with a cost associated with that transfer and coming up with a process. Right now Douglas County has a drop-off for cardboard, glass, plastic, paper and metal recycling. The pilot program would be from February through July. There wouldn't be a charge on the weight for the trial period. They will prepare some sort of survey before and after. I am hoping to get this information and do the same thing for our members. The area we are talking about is basically this section of Chichester and the Ranch. I am estimating about two hours to run the route. There will be just under180 homes for

the trial. July they come up with a processing fee, go back to the county commissioners and say this is what the cost will be. Right now we have a letter from them for \$75 a ton for our trash. We will do a letter to the residents in the trial area and give them a cart. We want to replace the lid to another color and put a sticker on it. We would collect it every other week on a Monday. We are trying to make it as minimal a cost to the town as possible. He went through the estimated costs for the trial recycling period; total of about \$8,200 to run the six month program. I am hoping John will share the operating costs. Nancy McDermid is pushing this hard before she terms out.

Vice-Chairman Miller suggested down the road, if it is successful, do we need to redo our policy that recycling is mandatory.

Mr. Dallaire answered yes.

Vice-Chairman Miller asked what happens to ones that don't use it.

Mr. Dallaire will offer it to the residences, but what do we do with the businesses. It could include one more staff to drive for just recycling. It will be a worthwhile effort and we will know. I couldn't find any other area that had 180 homes for the trial period. We do have 160 homes in Stodick Estates, but we have to drive by homes that aren't going to get picked up during the trial period.

Mrs. Jones noted in the survey this was by far the number one priority, double of any other project.

Mr. Dallaire talked to John at DDI and recycling isn't profitable. I think it is worthwhile to try it. We could turn it over to DDI and have them collect it but it would be better if we did it. We will probably hand deliver letters to the trial customers. It will be better to go door to door.

Chairwoman Wenner called for public comment.

Mr. Harry Franklin Ernest, 1513 Lasso, which is in the district for recycling. I do recycle now. I take stuff out about once a month. A lot of people use it. I attended the board meeting on Tuesday and the guy from South Lake Tahoe brought in a can. My major concern is the contract with these recycle people. Garbage companies are notorious for somehow wrangling sweetheart deals. So if you are going to do this on a six month trial basis, I suggest you have six month reviews on how people are getting trained to use the service and how much material is actually being recycled. Don't give them a long range contract.

Mr. Dallaire will know how much we get in recycling. Overall we will know how much is being recycled. We will see how that works out.

Mr. Ernest is going to take some time and train his neighbors. It's a matter of cost. I learned it may or may not be voluntary. The rate per month may be \$3.80 a month.

Mr. Dallaire stated it depends on the volume.

Mr. Ernst resists the tax increases. Just to let you know that there are others in the community that are like that too. If it's mandatory you have to bring them along. Don't hit them over the head with a sledge hammer. Bring your constituents along.

Mr. Stiles wanted to say I did bring up this trial period and everyone was excited about it. Their only concern is their trash rate would be increased to accommodate recycling. Most are excited. Is it something you are anticipating that trash rates will go up?

Mr. Dallaire will not increase trash rates for the trial period. I don't know what the processing fee will be. If this is a service they continue then they may build another facility so they don't have to haul it to Tahoe. I can come to the next meeting in Chichester and do a presentation.

No further public comment.

Motion Jones/Higuera to join with Douglas Disposal Inc in a trial recycling program by providing approximately 180 homes with limited recycling service in the town of Gardnerville every other week between February 2017 and July 2017 and allow the town to collect the data necessary to determine a volume across

all the town's customers should a recycling program become offered by DDI full time. Motion carried unanimously.

#### 16. Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for November 2016.

Mr. Rowe reported you approved the privacy policy and I worked with Carol on that. My booklet only has a part of the audit response letter that is due every year. They requested the letter on November 28<sup>th</sup> and they wanted it in by the 20<sup>th</sup>. We were able to get it done and send it in. Nothing significant to report. Updated the invocation resolution for Carol after it automatically renewed. The usual agenda review and comments to Tom. After your approval of the access spillway easement we finalized it and got it to RO Anderson. I haven't seen it back yet.

Mr. Dallaire shared it has been recorded. I will get you a copy.

Mr. Rowe would appreciate an email with it. That's it.

#### 17. Not For Possible Action: Discussion on the Town Manager's Monthly Report of activities for November 2016.

Mr. Dallaire reported the consultant we hired is almost done with the additional SHPO analysis. We will get that submitted as soon as I get it. I sent Gary Whisler's electrical in to NDOT to review. I hired Lumos to get the plans done. I will be working on the irrigation structure improvements. I met with Gary from Three Castles and he will get his plan revised. We should be able to get all this in to them before the new year. I do have all the approvals needed. I just received the Waterloo Lane and Northampton street light. There is a contract for \$10,800 for the light if we use the power. The solar light is on order. We will get that installed before January 7. I submitted the plans around Gilman pond to get some bids from local contractors and no one responded. I ordered two shelters. This is what the county has down at Lampe Park. I did get permission from the Chichester family to use their brand and Mr. Chichester will be writing up a history. I am working on trying to get a bulb put in that affects the town property and the church property. They are willing to participate with us on that. I will be talking to the school district and find out from the owner of the Slaughterhouse property if they would participate. Having a bulb there would allow the school district a 30 foot wide commercial access. In the meantime the path will end in the dirt. It will be ready and prepped for paving in the future. We might end up losing the sidewalk project between the shop and Raley's because of funding.

Vice-Chairman Miller mentioned Tom and I met with the High Sierra Fellowship for the proposed church on the property which used to be the Spence property. The church is located mostly on the back side of the lot. The front side toward the park would still stay dirt. They said they could probably agree the town could use that dirt parking area at our events. But they are looking at a 20,000 square foot building on the lot.

Mr. Dallaire shared they are supposed to have a design review application next month. Somebody is interested in buying the old Mexican restaurant and wants to make it look like the old Ritchford. They were looking for some pictures. I sent them some pictures and they found a few online. They want to convert it to a bed and breakfast. I also met with McDuffee about the Guns and Arrows place. He's looking at acquiring it and building a mixed use facility. He may be coming in next month as well to change that zoning.

Mrs. Slater would like staff to think about the connectivity between the roadways. Right now the ingress and egress is straight on 395.

Mr. Dallaire has a meeting Thursday to discuss that pre-app. I met with McDuffee at 11 yesterday and shared the Plan for Prosperity.

Mrs. Slater asked if our Plan for Prosperity mentions anything about lessening the amount of driveways that enter onto Highway 395?

Mr. Dallaire answered it does. He has two accesses there now

Mr. Ernst asked if Mr. Dallaire could give an update or his impression regarding the stormwater management advisory board. There's also a flood management advisory board, which is a completely different entity. Could we hear an update from Tom sometime in the future?

Chairwoman Wenner advised we just have to put it on the agenda.

Mr. Dallaire is on the committee and I am the vice-chairman. The chairman is Barbara Byington. She is leaving to go to Hawaii and won't be back until the first of January. Last night's meeting, after the county manager put together an agenda, didn't get approved, so we didn't have a meeting. I proposed to Larry to come up with a plan and I will talk to Barbara before she leaves to make sure she is okay with me doing this. I think the committee needs to know where they are going.

Mr. Ernst would like to give recognition to Lloyd for being at those meetings.

Mr. Higuera has to be there. But thank you for the commendation.

#### 18. For Possible Action: Discussion and election of Chairman and Vice Chairman of the Gardnerville Town Board for the calendar year 2017.

a. Election of Gardnerville Town Board Chairman for the 2017 calendar year; with public comment prior to Board action.

Slater/Higuera nominated Ken Miller for 2017 chairman. No further nominations.

No public comment.

Upon call for the vote, motion carried.

b. Election of Gardnerville Town Board Vice-Chairman for the 2017 calendar year; with public comment prior to Board action.

Higuera/Wenner nominated Cassandra Jones for 2017 vice-chairman. No other nominations.

No public comment.

#### Upon call for the vote, motion carried.

#### 2<sup>nd</sup> PUBLIC INTEREST COMMENTS period (No action will be taken)

Mr. Franklin Harry Ernst went back to his comments regarding the Zerolene/Martin Slough matter, when I stated the minutes, or my testimony from the planning commission meeting, is not reflected in your packet. It's not there. After that matter Mr. Higuera pointed out my comments from the Gardnerville meeting are reflected in the minutes. I hope that a board member here will refrain from scolding me in the future and others in the public. I do take exception because he's discouraging public input. I am looking for an apology.

Mr. Miller didn't agree it was scolding. It was just saying it was out there for the public to read. If they don't read it I can't control that.

No other comments.

Mr. Dallaire mentioned it's been a pleasure working with Mr. Rowe. It has been a learning experience and helped me through a lot of tough decisions. Mary Wenner served as chairman so she receives a commemorative gavel. (Mr. Dallaire presented Chairwoman Wenner with the gavel.)

Meeting adjourned at 8:12 p.m.

Ken Miller, Chairman

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: January 3, 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:						
ContinuedContinued						

Agenda Item #1

#### BILL DRAFT REQUEST FOR THE 2017 LEGISLATIVE SESSION

#### \* Person or Entity Authorized to Submit BDR: Nevada League of Cities and Municipalities

\* Name of Person Submitting Request: Wes Henderson

\* 1. Intent of Proposed Bill or Resolution (Describe the problem to be solved, intended effect, and/or the goal(s) of the proposed bill or resolution – may be attached as separate document):

Amend existing law to provide that all towns and General Improvement Districts that have the responsibility for the construction and/or maintenance of streets and roads receive revenue from existing taxes on motor fuels. Current law does not specify that unincorporated towns or General Improvement Districts that have responsibility for the construction and/or maintenance of roads are entitled to receive funds generated by taxes on motor fuels for these purposes.

2. Any additional information that may be helpful in drafting the bill (e.g., any relevant legislative measures, cases or federal or state laws – may be attached as separate document):

NRS 365.560 does provide that "towns with town boards as organized under NRS 269.016 to 269.019, inclusive" are entitled to the revenue generated under NRS 365.190. This does not provide that other incorporated towns or General Improvement Districts are eligible to receive funds generated by this levy. In addition, there are several references to payments made in prior fiscal years that impact the formula that will have to be modified so that the newly eligible entities can receive funding.

Sample language is attached.

\* Required fields.

Bill Draft Request – Generic (Revised 6/27/16)

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#### 3. NRS Title(s), Chapter(s) and Section(s) affected and/or Nevada Constitutional provisions affected:

NRS 365.531 through NRS 365.565

#### 4. Effective Date:

- □ Default (October 1, 2017)
- □ July 1, 2017
- □ January 1, 2018
- □ Upon Passage and Approval
- X Other July 1, 2018

#### \* 5. Person(s) to be consulted if more information is needed:

Name: Wes Henderson

Phone Number(s): 775 882-2121

E-mail Address: whenderson@nvleague.org

6. Description of any known cost to the State or a local government that would result from carrying out the changes in the bill if enacted:

There may be a cost in revising the formulas used to determine the distribution on revenues derived from the taxes on motor fuels. In additions, counties may see a reduction in the revenue they receive as it is distributed to the towns and general improvement districts that have the responsibility to construct and/or maintain streets and roads.

#### **REQUIRED PREFILING:**

**Non-Legislators:** A bill draft requested by any entity other than a legislator or a legislative committee is <u>required</u> to be prefiled on or before the third Wednesday of November preceding the regular legislative session (Wednesday, November 16, 2016). By statute, a measure that is not prefiled on or before that date is deemed to be withdrawn. There is no authority to waive this requirement.

Please submit completed Bill Draft Request form by mail to: Brenda Erdoes, Legislative Counsel, Legislative Building, 401 South Carson Street, Carson City, Nevada 89701, by e-mail at <u>erdoes@lcb.state.nv.us</u> or by fax at (775) 684-6761.

1-3

\* Required fields.

Bill Draft Request - Generic (Revised 6/27/16)



United States Department of Agriculture

**Rural Development** 

nt Dec. 9, 2016

Nevada State Office

1390 S. Curry St. Carson City, NV 89703

Dear Mayor Wenner:



Voice 775.887.1222 Fax 855-816-1209

USDA Rural Development Nevada is pleased to share with your our statewide investments from 2009-2016. As you can see, the information is set up in a countybased format. We have had outstanding results in rural Nevada over these past eight years, and I am proud of my staff, who have worked tirelessly to meet rural Nevadans' needs. I am also proud of the community based team approach we use; it is only through collaborative efforts with our city, county, state, tribal and federal partners that we can improve the quality of life and economic outlook in rural communities.

As my term ends, I have many fond memories of our times together in rural Nevada. Events, activities, tours and celebrations have all pointed at ways that we can all succeed when we work together. I have appreciated your participation and that of your staff in these celebrations; your presence means a great deal.

I encourage you to continue to be aware of USDA Rural Development's programs and to call upon us at any time to learn more or to connect us to your constituents. You can find us at our website at <a href="https://www.rd.usda.gov/nv">https://www.rd.usda.gov/nv</a>.

With best wishes for a very happy holiday season and a productive New Year.

Sincerely,

Sarah Adler Nevada State Director USDA Rural Development

USDA is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint\_filing\_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W. Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov



#### NLC&M

#### **Issue Brief**

#### **Recreational Marijuana**

Voters in Nevada approved Question 2 legalizing recreational marijuana by a margin of 54.5% to 45.5% in the general election held November 8, 2016. What does this mean for Nevada and the cities and towns of the state? Some information regarding the passage of this ballot initiative and what happens next is below but this should not in any way be considered comprehensive or complete. Many of the implications and implementation of legal recreational marijuana are still to be determined. In some ways, the state is in the same situation it was in after voters approved medical marijuana in 2000. At that time there were no regulations in place regarding the cultivation, processing, transportation or retail distribution until after the legislature passed Senate Bill 374 during the 2013 legislative session.

As of January 1, 2017, persons age 21 and over may possess, use, consume, purchase, obtain, process and transport marijuana paraphernalia, one ounce or less of marijuana other than concentrated marijuana or one-eighth of an ounce or less of concentrated marijuana. Persons may also possess, cultivate, process or transport not more than six marijuana plants for personal use and possess the marijuana produced by the plants. Individuals may also give or otherwise deliver done ounce or less of marijuana, other than concentrated marijuana, or one-eighth of an ounce or less of concentrated marijuana without remuneration to a person provided that this transaction is not advertised or promoted to the public. Persons may also assist another person who is 21 years of age or older in any of the acts of the initiative. (Section 6 – Initiative to Regulate and Tax Marijuana) Individuals over 21 years of age may also manufacture, possess, use, transport or purchase marijuana paraphernalia and may distribute or sell marijuana paraphernalia to another person who is 21 or older. (Section 7– Initiative to Regulate and Tax Marijuana)

It will still be illegal for a person to drive, operate or be in actual physical control of a vehicle, aircraft or vessel under power or sail while under the influence of marijuana or while impaired by marijuana. Knowingly delivering, giving, selling, administering, or offering to sell, administer, give or deliver marijuana to a person under 21 years of age unless the recipient is permitted to possess marijuana under NRS 453A or the person demanded and was shown a government issued identification card. Marijuana and marijuana paraphernalia may not be possessed or used within or on the grounds of any facility operated by the Nevada Department of Corrections, within or on the grounds of a school including preschool or when undertaking any task under the influence of marijuana constitutes negligence or professional malpractice. The passage of Question 2 does not prevent a public or private employer from maintaining, enacting and enforcing a workplace policy prohibiting or otherwise restricting actions allowable under the provisions of the initiative. State and local agencies that own, occupy or control a building may prohibit or restrict the consumption, cultivation, processing, manufacture, sale delivery of marijuana in the building. These same

provisions apply to a person who occupies, owns or controls a privately owned property. Local governments may adopt and enforce local marijuana control measures pertaining to zoning and land use for marijuana establishments. (Section 4 – Initiative to Regulate and Tax Marijuana)

Recreational marijuana will be regulated by the Nevada Department of Taxation. The department has up to twelve month after the initiative becomes effective to adopt regulations (January 1, 2018). When the department begins to accept applications for retail marijuana stores, marijuana product manufacturing facilities and marijuana cultivation facilities from persons holding a medical marijuana registration certificate pursuant to Chapter 453A. Only persons that hold a wholesale dealer license pursuant to NRS 369 may be issued a license as a marijuana distributor unless the department determines that an insufficient number of marijuana distributors will result from this limitation. (Section 10 – Initiative to Regulate and Tax Marijuana)

The number of retail marijuana store licenses is limited by the initiative. Counties with a population greater than 700,000 (Clark) are authorized to have 80 licenses. Counties with a population less than 700,000 but more than 100,000 (Washoe) are authorized 20 licenses. Counties with a population less than 100,000 but more than 55,000 (currently none) are authorized 4 licenses and counties with population under 55,000 (Carson City\*, Churchill, Douglas, Elko\*, Esmeralda, Eureka, Humboldt, Lander, Lincoln, Lyon\*, Mineral, Nye, Pershing, Storey and White Pine) (\* indicates counties over 50,000 as of July 1, 2015) are authorized 2 licenses. A county government may request that the department issue more licenses than authorized by the initiative. (Section 10 – Initiative to Regulate and Tax Marijuana)

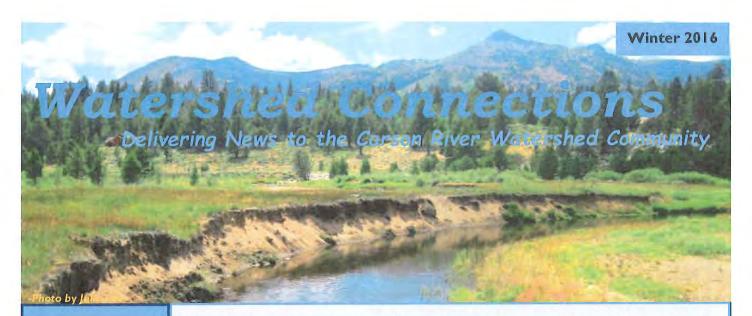
So what does this all mean? Here is what we know.

- Possession, use, consumption, obtain, processing and transportation of up to one ounce of marijuana, one-eighth ounce of concentrated marijuana and marijuana paraphernalia will be legal for persons age 21 or over on January 1, 2017.
- Persons over 21 may give legal amounts of marijuana or concentrated marijuana without remuneration to another person 21 or over or authorized to possess marijuana products under NRS 453A as long as the transaction is not advertised or promoted to the public.
- Possession, cultivation, processing or transportation of up to six marijuana plants and use and possession of marijuana of the plants will also be legal for persons age 21 or over beginning January 1, 2017. There are restrictions on where marijuana can be grown in the initiative. However, there is a provision in section 14 of the initiative that prohibits personal cultivation within 25 miles of a licensed retail recreational marijuana store unless the individual is authorized under NRS 453A to cultivate marijuana. This seems to imply that when retail stores are established personal cultivation is no longer permissible except for medicinal purposes.
- There will be no authorized recreational marijuana retail stores in Nevada on January 1, 2017. Senator Segerblom has been reported as saying that he will introduce a bill as soon as possible during the 2017 legislative session to provide temporary licenses to sell recreational marijuana to licensed medical marijuana dispensaries.
- The Department of Taxation has up to twelve months to develop regulations. Once regulations are adopted, the department, for the first eighteen months, may only grant licenses to individuals that have existing medical marijuana licenses.

Licenses are limited by county based on population. Counties can request the department issues additional licenses. There is no provision for cities or other municipalities to request additional licenses.

Here are some questions?

- Could someone drive to Oregon and purchase legal recreational marijuana and return to Nevada with it? Recreational marijuana will be legal in both states on January 1, 2017 and the states share a border. (Of course, marijuana is still illegal under federal law and transportation of an illegal substance across state lines may trigger harsher penalties.)
- What impact will the new administration in Washington, DC have? President Obama and Attorney General Lynch have stated that they will not waste federal dollars targeting lowlevel possession and use of marijuana is states where it is legal. Will this policy change under President-elect Trump and his attorney general?
- State legal marijuana businesses are still denied access to the federal banking system. Will the increased amount of cash generated by these businesses be a problem for local law enforcement?



#### Inside this issue:

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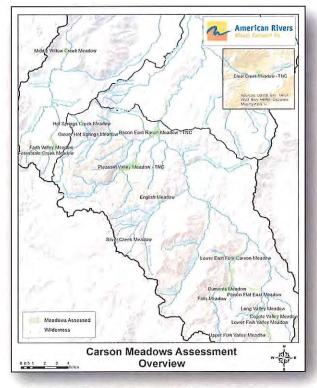
#### Restoring Meadows in the Upper Carson River Watershed By Julie Fair, American Rivers

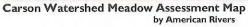
It is currently estimated that 40 to 60 percent of meadows in the Sierra Nevada need restoration primarily due to impacts from historic land uses. Meadows in the Sierra Nevada provide a suite of ecological and hydrologic benefits including increasing groundwater storage, improving late season base flows, and reducing flooding by moderating peak flows. Bank vegetation along creeks shade and cool water

temperatures, while providing important riparian and instream habitat. American Rivers, a national river conservation organization, is leading the effort to increase the pace and scale of meadow restoration in the Upper Carson River Watershed. The restoration projects outlined below are only possible through collaborations with many local partners and stakeholders. Key collaborators for our upper Carson River watershed projects include the US Forest Service, CA Dept. of Fish and Wildlife, Alpine Watershed Group, and Friends of Hope Valley.

#### Hope Valley Meadow Restoration

American Rivers' first meadow restoration project in the Upper Carson began in 2011 with the restoration planning for Hope Valley Meadow in partnership with the





Alpine Watershed Group and Friends of Hope Valley. Road infrastructure, historic grazing, and other land uses caused the stream channel to be disconnected from its floodplain, incise the riverbed, and erode the rivers banks (< 10 feet in places). The

1-8

www.cwsd.org

#### Watershed Connections

#### Watershed Projects in Ash Canyon, Carson City By: Ann Bollinger and Richard Wilkinson

Over the past three years, Carson City has been conducting erosion stabilization projects in Ash Canyon located on the west side of Carson City. Ash Creek is a perennial stream and important to Carson City's drinking water supply. The projects are an ongoing effort to meet objectives identified in the Ash Canyon Erosion Control Plan written by Resource Concepts, Inc. in 2014. Past projects have included "road" closures and rehabilitation, repairing waterbars, slope stabilization, rip-rapped ditches, and education signage. Grants from the Nevada Division of Environmental Protection (NDEP), 319 Nonpoint Source Grant Program have played a significant role in completing this plan.



Ash Canyon Restoration Site I-Erosion Control Photo by Richard Wilkinson



Ash Canyon Restoration Site 2- Road Closure Photo by Richard Willdinson

In fall of 2016, the Carson City Open Space Program started working with high school student and Eagle Scout candidate Jake Kordonowy. Jake expressed his interest and willingness to assist with a seeding and planting project in the lower section of the watershed. In preparation, Carson City worked with Horizon Construction to place logs and block access to the reclamation areas, place filtration waddles, scarify soils, and dig holes for the plantings. Jake was successful in recruiting 45 volunteers from local scout troops for his project on Saturday, October 22<sup>nd</sup>. lake and his volunteers planted 498 plants (native grasses, shrubs, and trees) and reseeded

(Continued on next page)

#### 2017 Carson Watershed Management Forum US EPA Mercury Superfund Eus Tour February 21st, 2017 The Eureka Mill on the Carson

The full day tour will include historic source sites and areas under investigation, with discussions on the remedial investigation and the feasibility study. On February 22nd a two hour US EPA Mercury Workshop will seek ideas to address mercury contamination.

2-Day Forum with Mercury Workshop

#### February 22nd and 23rd, 2017

Presentations on restoration, source water protection, EE education, invasive species, floodplain planning and mapping, along with many other watershed topics!



River

The events are free - @ the Auditorium of the Carson City Community Center Click Here to RSVP or Contact: Shane@cwsd.org P: (775) 887-9005

Watershed Connections



approximately 6,000 square feet of bare soil. The Nevada Division of Forestry donated seed, pine logs and staff to assist with the planting project. The Nevada Division of State Lands and the Masonic Lodge granted access and graciously participated in the watershed protection efforts. Carson City appreciates all those who made this and all previous projects possible. For more information on these projects, contact Ann Bollinger, <u>annbollinger@carson.org</u>

Ash Canyon Restoration - Volunteers Photo by Richard Wilkinson

#### Welcome New AmeriCorps Members By: Gavin Feiger, Watershed Coordinator, Alpine Watershed Group

The Alpine Watershed Group (AWG) and River Wranglers (RW) welcome two new AmeriCorps members. Thanks to support from the Sierra Nevada AmeriCorps Partnership, AWG and RW are able to grow their education and outreach programs sharing Sarah Muskin, and AWG is enhancing its monitoring and restoration programs hosting Alyson Cheney. Please join us in welcoming Sarah and Aly to the area and thanking them for their service.



Sarah Muskin

#### Sarah Muskin, Education & Outreach Coordinator Alpine Watershed Group and River Wranglers

Sarah grew up in coastal New England and spent her summers exploring the Green Mountains of Vermont as a camp counselor. She recently graduated from Vassar College in Poughkeepsie, New York with a B.A. in Environmental Studies. In 2015, she travelled to Tanzania with the School of International Training to study "Wildlife Conservation and Political Ecology." Sarah has engaged in water related topics not only through her academic courses in environmental management and ecology, but also in an independent study project about water borne disease prevention that she completed while in Tanzania on the Coast of Lake Victoria. Sarah is passionate about stewardship,

environmental health, and social justice. In her free time, Sarah enjoys running, hiking, reading, gardening, and learning new skills. Sarah will be spending half her time with the AWG and the other half with River Wranglers.



Alyson Cheney

#### Alyson Cheney, Restoration & Monitoring Coordinator Alpine Watershed Group

Aly grew up in Boulder Colorado, where her love of wild rivers and big mountains began. She carried these passions into her education at Connecticut College where she majored in Environmental Studies and Economics. Both in her senior project and research abroad, Aly explored how residents and tourists value the ecosystem services provided by local watersheds. During her collegiate summers, Aly worked for the Tuolumne River Trust. While paddling the Tuolumne from the Sierra to the sea, Aly reaffirmed her passion for water conservation as a career. Since graduating Aly has been guiding rapids on the American River and backpacking in Costa Rica. She is excited to get back to

California, to participate in some hands on restoration work and ski some Tahoe powder!

#### Watershed Connections

#### Comments Sought on Carson City Stormwater Management Program Update By: Robb Fellows, Chief Stormwater Engineer, Carson City Public Works

Carson City Storm Water Management Program, in place since 2003, is in the process of a program update as required under the Small Municipal Separate Sewer System (MS4) National Pollution Discharge Elimination Systems (NPDES) permit. Many citizens don't realize that stormwater (precipitation, generally rain and melting snow) is not treated and that surface water from storms that flow through the city's storm drains eventually reach the river. Carson City's program works to reduce the amount of pollutants that enter our stormwater system. The main focus of the program is to look at how the people of Carson City can change everyday to prevent or reduce polluting our lakes, creeks, and rivers.



Polluted Stormwater Entering Storm Drain

Under the updated program, seven distinct areas or control measures are addressed as outlined below :

•	Continue direct mailing in January and July to all developed parcels in the city.	•	Continue to improve storm water website. Show a 5% increase of website visits each yea from unique visitors.
0	Continue providing worksheets to all second and fourth grade students. Continue direct mailing to all lawn care businesses in the City.	6	Continue to collaborate with Carson Water Subconservancy District (CWSD) on a watershed wide outreach. Participate in at least two outreach meetings or events each year.
	Continued use and promotion of the hazardous material/used oil collection program.	Implement an "Adopt a Watershed" program by August 22, 2017.	
PL	ublic Involvement/Participation		
•	Continue to maintain storm water website and hotline with a 10% annual increase in calls made to the hotline.	•	Develop/Implement "Adopt a Watershed" program by August 22, 2017.
•	Continue to support and participate in CWSD activities.		
Po	ost-Construction Site Storm Water Manage	em	ent
•	Continue to review the adequacy of the storm water utility and fees.		Continue to enforce post construction BMP maintenance ordinance, CCMC 12.18.
D	Continue Implementation of inspection program for existing storm water quantity and quality control facilities.	•	Develop and adopt Low Impact Development (LID) standards and incorporate them into Stormwater Division 14 of the Development

#### Watershed Connections

#### Conserve Carson River Work Days 2016 By: Linda Conlin, Director, River Wranglers

As the autumn leaves on the majestic cottonwood trees begin to fall and frost covers the ground, elementary and teen River Wranglers can be found on the banks of the Carson River. They are cutting willows, creating bundles and planting them on the river bank. The students understand they are helping



prevent erosion and look forward to seeing the willows leaf out in the springtime as the willow roots begin holding soil in place.

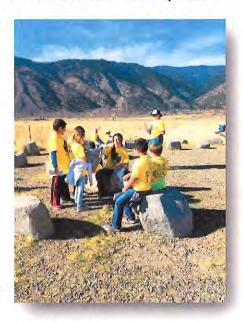
Students from Douglas High School FFA, Dayton High's zoology, environmental science and marine science classes and Silver Stage High School's zoology classes participated in River Wranglers training so they could become 4<sup>th</sup> grade mentors. Then they worked with a small group of elementary students at various sites on the river and taught them about the Carson River watershed, nonpoint source pollution, the water cycle and animal adaptations - how animals living in our watershed adapt to their environment.

Carson River Work Day

Since 1995 students have gathered at the river to celebrate Conserve Carson River Work Days and

explore the habitat while participating in conservation projects. This fall 118 high school students and 532 elementary students participated in Douglas and Lyon counties. With support from Carson Valley Conservation District employees Mike Hayes and Craig Burnside, as well as Dayton Valley Conservation District employees Rob Holley, Stacy Mathis and Robert Fillippini, students learned hands-on about the value of trees in preventing erosion.

The River Wranglers trio; Sarah Muskin (Americorps volunteer), Becki Schwindt (environmental educator) and Linda Conlin (director) worked tirelessly to spend time before the field trip in the classroom, training teens and educating 4<sup>th</sup> graders about the history of the Carson River watershed. River Wranglers coordinates the field trips and then the trio are back in the classroom again administering the post-event evaluation and reviewing activities. "Every workday fills me with hope for the future health of the river. The hope is in the look of resolve in their eyes and the optimism in their voices when these kids figure out that they have the ability to be an important part of improving the quality of water in their watershed," said Schwindt.



Carson River Work Day

The result of Conserve Carson River Work Days (CCRWD) is extremely positive. Teen students, once 4<sup>th</sup> grade participants, are now returning as mentor educators and have traveled full circle. Being outdoors; learning, observing and working, CCRWDs fulfils our kids need and desire to be aware of their environment; the quality of their water...the quality of their life. Thank you to the Carson Water Subconservancy District and NDEP's 319 grant program for helping fund these inspiring events.

1-12

#### Watershed Connections

Page 6

(Restoring Meadows in the Upper Carson River Watershed , continued from page 1)

eroding banks contribute sediment to the river and reduce woody riparian cover that cools the river and provides habitat. American Rivers worked with partners and stakeholders to plan and develop restoration designs and implement the project. The first phase of restoration was completed in fall of 2015 and the second Phase was completed October 2016. Approximately one mile of stream channel, located on US Forest Service and California Department of Fish and Wildlife land in Hope Valley Meadow, has been restored using bank stabilization and revegetation techniques. The project reduces erosion, improves floodplain connectivity, and enhances aquatic and wet meadow habitat for birds, fish and other wildlife. This large-scale project was funded by the National Fish and Wildlife Foundation, the Sierra Nevada Conservancy, the California Wildlife Conservation Board, the California Department of Water Resources, the Wildlife Conservation Society, and the Bella Vista Foundation.

Click here to watch a video of the construction



Hope Valley CA — Meadow Restoration Photo by Shane Fryer

#### **Carson River Watershed Meadow Assessment**

American Rivers and our partners recognized the need to assess and prioritize meadow restoration in the Sierra, as the lack of basic knowledge regarding these meadows has limited restoration efforts in this area. To remedy this issue, American Rivers developed the Meadow Condition Scorecard in 2010 with support from the National Fish and Wildlife Foundation and in collaboration with the US Forest Service, UC Davis. The Meadow Condition Scorecard is a methodology to quickly assess the overall condition and restoration potential of a meadow, and provide data to prioritize sites for restoration. American Rivers applied the scorecard in the Upper Carson Watershed in 2014 evaluating all accessible meadows for restoration potential (See Assessment Map on Page 1). American Rivers and partners are now collaborating with stakeholders to identify priority sites for restoration based on the scorecard results. The first round of analyses identified Faith Valley Meadow, upstream of Hope Valley, as a top priority. American Rivers has received funding from the National Fish and Wildlife Foundation to begin project planning and restoration could start next season. American Rivers plans to continue to work with stakeholders to identify addition restoration Rivers plans to continue to work with

For more information on American Rivers work in the Upper Carson River Watershed, contact Julie Fair at American Rivers: <u>jfair@americanrivers.org</u>.

	r 2016	Watershed Connecti		
(Corr	nments Sought on	Carson City Stormwater Management Program	n Upa	late, continued from page 4)
Co	nstruction S	ite - Runoff Control		
•	Continue to Carson City	maintain stormwater hotline and Connect.	0	Continue to train staff in construction site erosion/sediment control management and enforcement methods per the training policy.
8	site erosion a	enforce BMPs for construction and sediment control as required opment Standards, Division 13.		
IIIi	cit Discharg	e Detection and Elimination		
	Continue re map.	gular updates to the storm sewer	•	Continue to monitor stormwater outfalls.
8	Continue to ordinance.	enforce illicit discharge program	•	Complete GIS data base transfer for the storm sewer map by November 16, 2017.
0	Continue to	maintain stormwater hotline.	•	Continue to train staff in illicit detection program and procedures.
9		inspect the storm drain system, 20% of the system annually.	•	Continue to operate and promote the hazardous material/used oil collection program.
Dal	Indian Duran	ention/Good Housekeeping for	B.d.s	nising Operations
•	Continue to	follow the procedures of the keeping Program.	_	Continue to train Public Works and Parks staff per City policy.
	other govern	mental agencies in the watershed pollution prevention/good	•	Update the Municipal Pollution Prevention/ Good Housekeeping program and Integrated Pest Management program by Aug 29, 2017.
•	Continue to Management	follow Integrated Pest program.		
Cle	ear Creek M	1aster Storm Water Manage	em	ent Program (CCSWMP)
•	Continue to	collaborate with all entities vatershed under the approved	0	Include any specific BMP that relates to the Clear Creek watershed in the LID standards and incorporate them into Stormwater Division 14 of the Development Standards.
y's s thei cume	torm water v n to Storm w	website at <u>www.carsonsw.org</u> th vater Management Program Upd comments on the Program Upd	ien i ate	and will end January 4, 2017. Please visit navigate to Stormwater Management drop d 2016 tab. Use the "click here" to view the fu to Public Works, use the "Email Us" on the

#### Watershed Connections

Page 8

Save a Stamp! Sign up for CWSD's e-blast list for a digital newsletter copy. <u>cwsd@cwsd.org</u>

<u>Editor:</u> Brenda Hunt

Production: Shane Fryer

Thanks to Contributors!

Ann Bollinger Linda Conlin Julie Fair Gavin Feiger Robb Fellows Rich Wilkinson **Upcoming Events** 

Happy Holidays from the CWSD and CRC! Have a safe and festive New Years!

January 1st, 2017 Nevada State Parks: First Hike - Fort Churchill SP (12:30pm-3:00pm) bucklandstation@hdiss.net - Dayton Valley (2:30pm-3:30pm) washoelake@hdiss.net - Washoe Lake SP (10:00am-12:00pm) washoelake@hdiss.net

January 4th, 2017 Carson City Storm Water Management Program Update Comment Period Ends www.carsonsw.org

January 11-12, 2017, Two Day Annual Winter Weed Conference Eastern Nevada Landscape Coalition www.envlc.org

January 14, 2017, 8:00am-6:00pm 2nd School Garden Conference Nevada Department of Agriculture Ashley Jeppson, <u>ajeppson@agri.nv.gov</u>

777 E. William St., #110A

Carson City, NV 89701

CARSON WATER SUBCONSERVANCY DISTRICT

January 28. 2017, 8:30am-5:00pm DRI STEAM Teacher Training, NV Museum of Art, <u>Register Here</u>

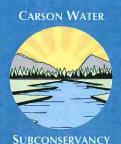
January 26-29, 2017: Eagles & Ag in Douglas County, <u>www.carsonvalleynv.org/pages/</u> <u>eaglesag/</u>

February 14-16, 2017 Nevada Water Resources Association Reno, NV, <u>Register Here</u>

February 21, 2017, 9:00 - 4:30: EPA & NDEP Mercury Superfund Site Tour Carson Water Subconservancy District Shane@cwsd.org

February 22-23, 2017, 9:00 - 4:30 Carson River Watershed Management Forum, Carson City Community Center Shane@cwsd.org





DISTRICT



This newsletter has been developed in part with Clean Water Act 319 (h) funds from the Nevada Division of Environmental Protection.

> ENVIRONMENTAL PROTECTION

> > 1-15



# Rural Development



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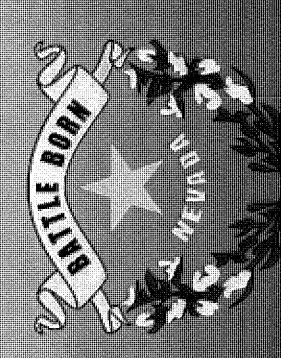
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Edillan (Minus INUST-STATIC Phone: (775) 423-5124 Toll Free Fax: (855) 816-1209 Housing Programs Loan Specialist Betty Percifield@nv.usda.gov	Las Vegas Office Aced la Cienega Sa, Suna 100 le: Vegas, NV 69119-4222 Obcoc (775) A72-5124	Toll Free Fax: (855) 816-1209 Toll Free Fax: (855) 816-1209 Housing Programs Loan Specialist Elias Askins elias.askins@nv.usda.gov	Single Family Housing Coordinator Ticia Weare ticia.weare@nv.usda.gov Single Family Housing Program Technician Michele Joe	@nv.usda.gov ogram Coordinator nv.usda.gov	Lu Torres Lu Torres Nouise:torres@nv.usda.gov
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Find the first of the first (855) 816-1209 State Director: 5areh Adler 5areh.adler@nv.usda.gov State Director Secretary:	Jenny Taylor Ex. 101 jenifer.taylor@nv.usda.gov Special Projects Coordinator Ex. 130 Kelly Clark kelly.clark2@nv.usda.gov	Community & Economic Development Geri Johnson Ex. 107 geri.johnson@nv.usda.gov Administrative Programs Director Jim park Ex. 102 iames.park@nv.usda.gov	Housing Program Director Vacant Multi Family Housing Loan Specialist	Tamara Burke Ex. 108 tamara.burke@nv.usda.gov Single Family Housing Technician Ex. 106 Debra Parra@nv.usda.gov Ex. 106 debra.parra@nv.usda.gov	Business & Cooperative Programs Director Herb Shedd herb.shedd@nv.usda.gov

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1390 S. Curry St. Carson City, NV 89703



Voice 775.887.1222 Fax 855-816-1209

United States Department of Agriculture

## November 2016

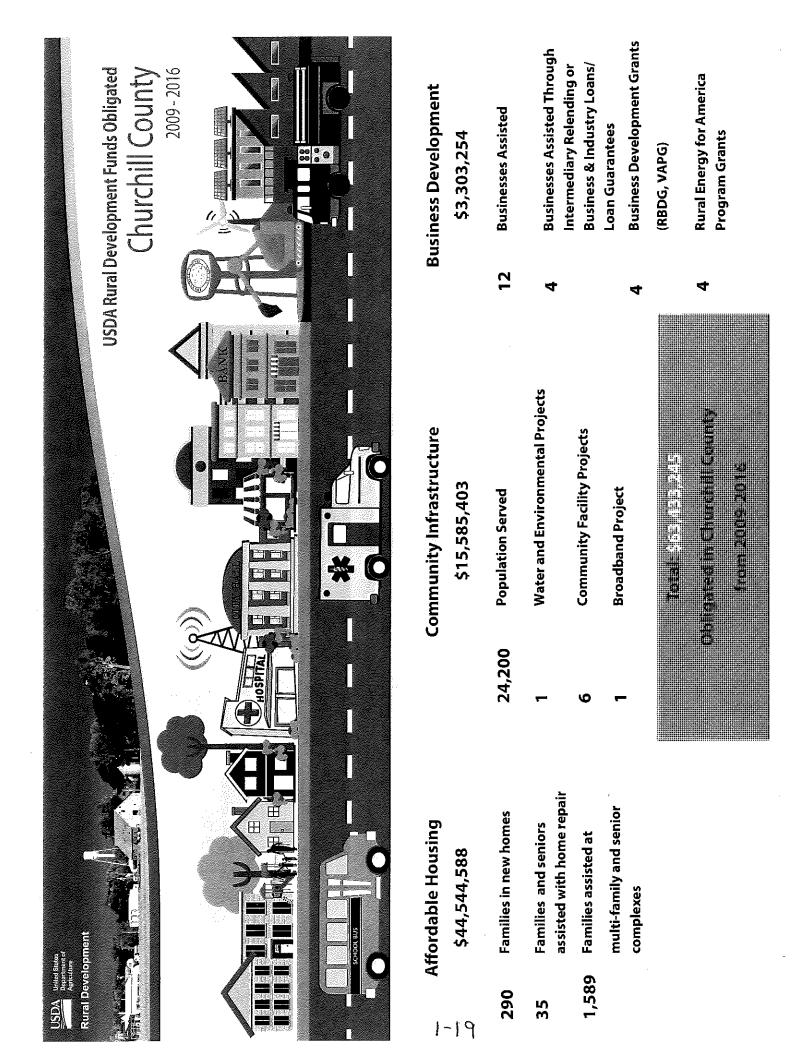
# Greetings Rural Nevada Leaders!

Development grants, loans, and loan guarantees is \$1,352,880,335 -yes you read that right--over \$1.35 billion of USDA On behalf of the entire team at USDA Rural Development, I am proud to share with you the size and range of our investments over the last seven fiscal years. It has been a pleasure working with you and an honor to serve your communities and residents. Our total , across Affordable Housing , Community Infrastructure and Business Rural Development funds has been invested in rural Nevada since 2009.

As you look through these pages, you will see what has occurred in your county and those of your colleagues across Please call us at the offices listed above, or visit our website at https://www.rd.usda.gov/nv. Go team ! the state. In partnership we have accomplished much! Yet, we can do more.

Sarah Adler Nevada State Director USDA Rural Development USDA is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint\_filing\_cust.html , or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W. Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at <u>program intake@usda.gov</u>



Rural Development <u>NSDA</u>

## Churchill County Highlights

OHIM Comfort Inn

Churchill County Law Enforcement Center Fallon Paiute Shoshone Tribe **Meals on Wheels Van** 

1-20

**Churchill County Court House** Fallon Community Theatre Metal Detectors

Fallon Food Hub

Enhanced Energy Efficiency at **Multiple Fallon Motels** 

## (SET) Regional Strategic Plan

Stronger Economies Together

Churchill Vineyards used a Value Added Producer Grant to add distilled spirits such as "Black Rock Rum" and a

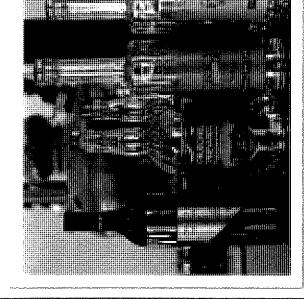
sage-flavored Gin to its product lines.

# **Churchill Vineyards Introduces Spirits**

USDA's Value Added Producer Grant Helps

Churchill

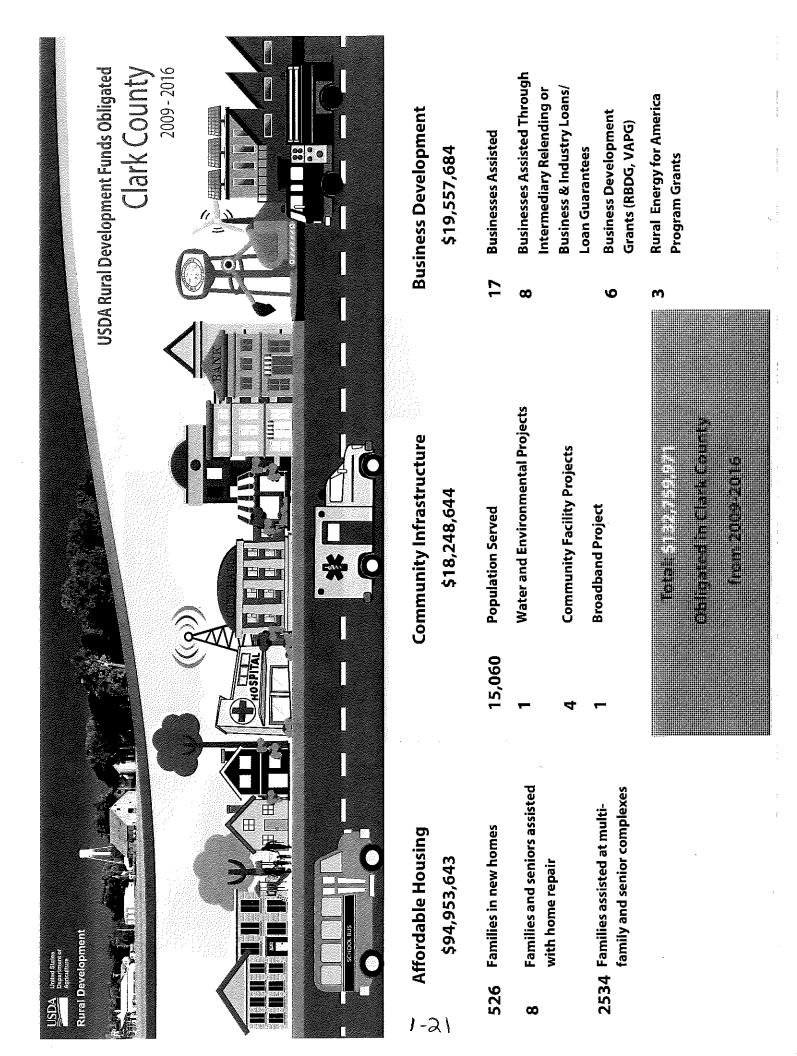
its product line. Not only would this Nevada company add a new line of products, it would apply "spirited" local branding and local ingredients Churchill Vineyards had a solid business plan to add distilled spirits to to make a Nevadan's heart beat fast.





offset the costs to develop and produce new custom labels famed festival is held, and a tasty gin flavored with juniper berries and the Nevada state flower --sagebrush, would be (VAPG) from USDA Rural Development Nevada. The funds Black Rock Rum, named in honor of the area where the center stage. To put those ideas into action, Colby Frey applied for and received a Value Added Producer Grant and to market an entirely new line of spirits.

USDA is an equal opportunity emplayer, provider and lender



JSUA United States Department o Agriculture

## Clark County Highlights

Wallace-Morris Surveying Consilium Magnum Lakeview Terrace

Centennial Acquisitions

Las Vegas Rock

Boulder City Economic Vitality Commission Organic Edibles-Las Vegas

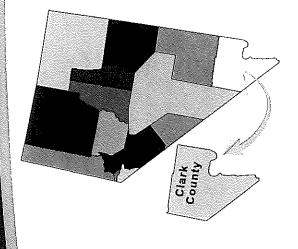
Overton Power District

Moapa Band of Paiutes Recycling Operation and Housing Development Plan

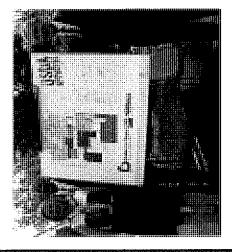
# Boulder City Hospital Expansion and Renovation Supports Aging in Place

USDA Funding Supports 28 Bed Expansion

debt, renovate, and enhance the hospital to meet the changing needs of the community and region. suffered wear and tear. Administrators made the choice to refinance served as the primary health care institution for the region. Over the years, needs have grown, technology has changed, and the facility Boulder City Hospital originally opened in 1954 and has since



Nevada helped structure the financing, and USDA Rural Development provided a direct loan of \$13.87 To assist, partner organizations Rural Community Assistance Corporation (RCAC) and Building Hope

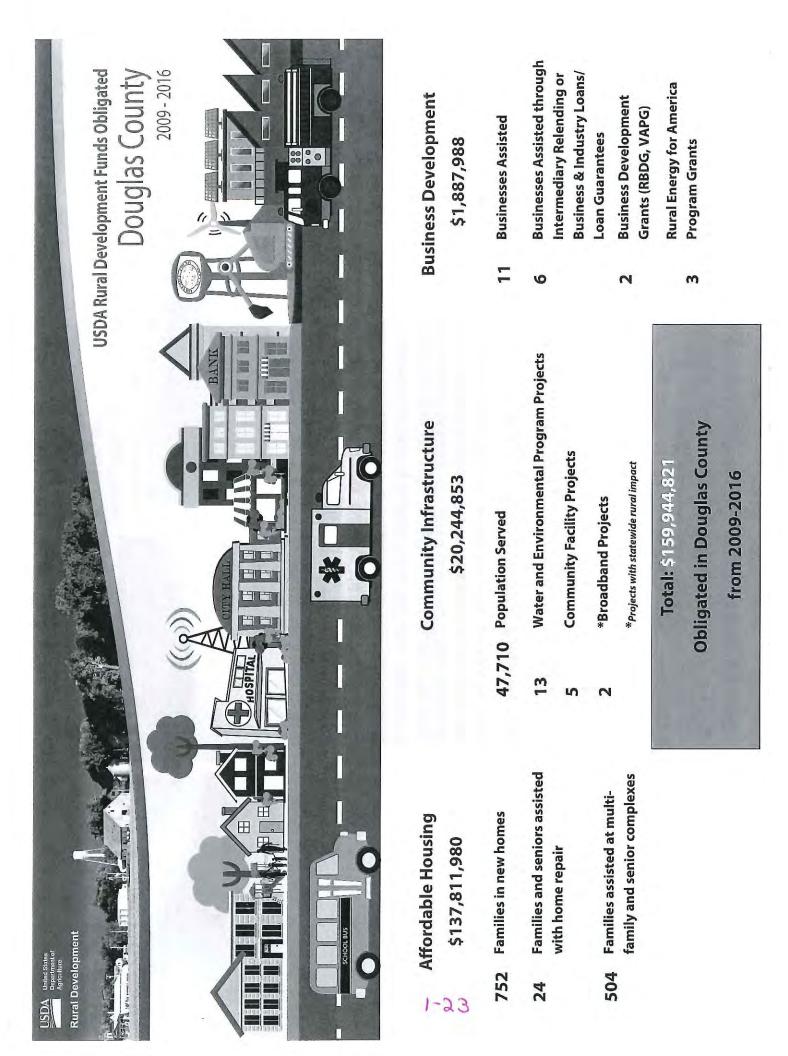


million and guaranteed the \$2.44 million loan of RCAC. In March 2013, Senator Harry Reid joined the partners and signed a "Blueprint for Health Care," where he applauded the efforts.



The renovation is now complete, with an extra 19,000 square feet of space, which includes a state-of-the-art surgery center, expanded emergency department, a Gero-Psych unit, and enhanced services for physical and occupational therapy. The hospital is now well equipped to serve regional critical access care needs into the future, while continuing to support an aging population.

> From left, State Director Sarah Adler, BCH Administrator Tom Maher, and Senator Harry Reid celebrate Boulder City Hospital.



## Douglas County Highlights

Indian Hills GID Water Line Extension Jeffrey Carlton Alpine Farms Solar Project Carson Valley Community Food Closet Equipment Main Street Gardnerville Revolving Loan Fund Lampe Corners Solar Project

Comstock Seed Solar Project

Stronger Economies Together (SET) Regional Strategic Plan

## Landscaping Company Uses Guaranteed Loan to Build Business and the Bio-economy

# Funding Supports Locally Produced Compost

andscaping company, located in beautiful Carson Valley, produces high grade compost using locally Great Basin Organics owner Duncan Getty knew he had an excellent product, but he needed to refinance debt to allow him to expand. His

donated and converted waste materials. Trimmed tree limbs from the Lake Tahoe basin, donated barn

residuals like straw and manure, and even left over coffee from a nearby roasting company all go into

he mix to make "Getty's gold," as he calls it.

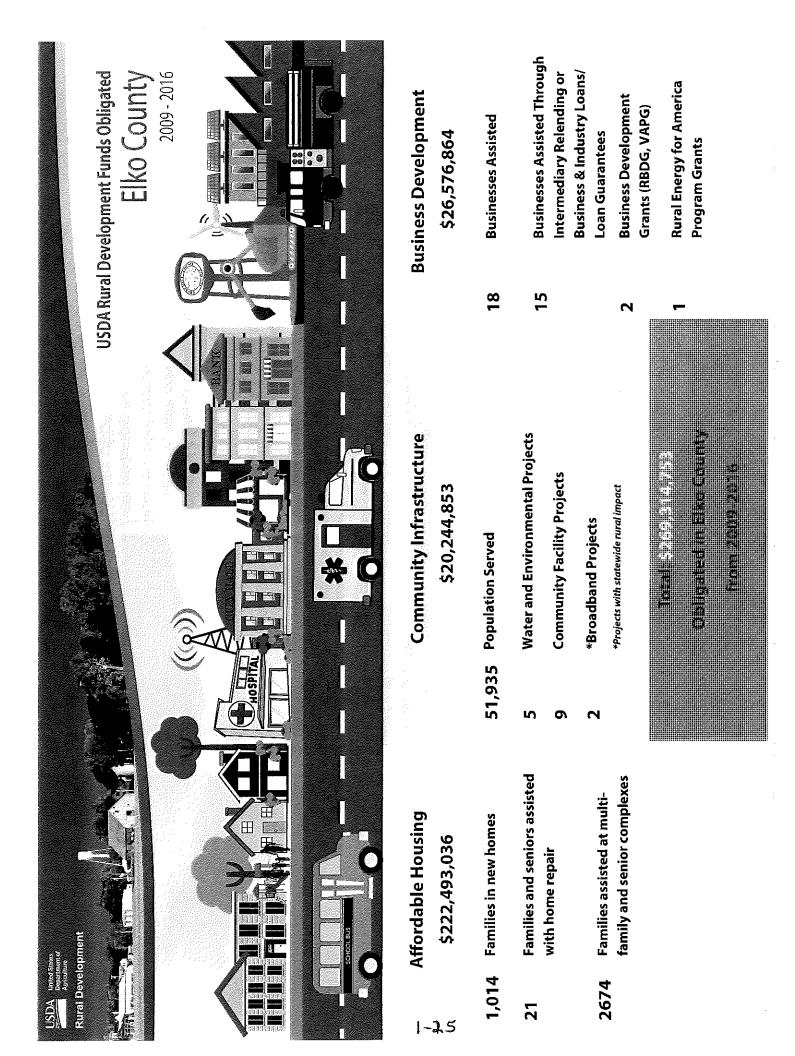
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Duncan Getty used a loan from Heritage Bank of Nevada, guaranteed by USDA Rural Development to support expansion at his landscaping company.

Using a \$671,000 Business and Industry Loan from Heritage Bank that was guaranteed by USDA Rural Development, Duncan Getty was able to refinance his debt and expand his operations to add a biochar amendment to his product line.

Getty hosted a "Building the Bio-Economy" tour in December 2014 where then Deputy Under Secretary Patrice Kunesh toured the company to learn how locally made compost from regional waste and converted materials supports local jobs. Patrice Kunesh met with leadership from Heritage Bank of Nevada, one of the strongest partners USDA Rural Development has in the Business and Industry Guarantee market in Nevada.



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## **Elko County Htghitghts**

Van Norman Hydro Power

Jackpot Water and Sewer

West Wendover Wastewater

Carlin Wastewater

Elko Band of Temoak vehi<mark>cles</mark>

Elko TownPlace Marriott Ledgestone Hotel

Holiday Inn Express

Wells Band Incubator

## South Fork Band Travel Plaza

Java Coffee

# Ruby 360 Lodge Takes Heli-skiing to

## A Whole New Elevation

## USDA Helps Owner Build Dream Resort

with spectacular views, splendiferous powder and a heli-experience that is out of this world. You've heard of back country skiing, but what about heli-skiing? That's the ski action where you get airlifted into virgin mountainous terrain

Joseph Royer and his family operate Ruby Mountain Heli-Experience out of Lamoille, Nevada, in Elko

County, where making snow dreams come true has been a way of life since 1977.

Elko County

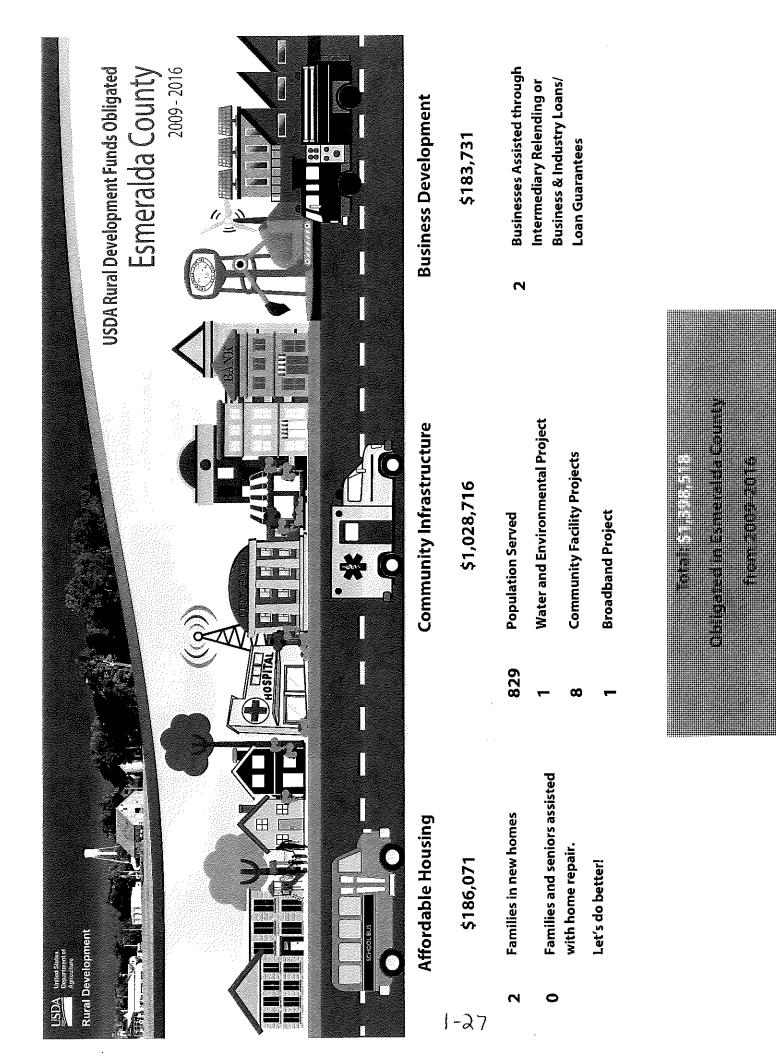


Ruby Lodge 360 will provide accommodations for heli-skiers in Lamoille, Nevada. The Royers family used USDA's guaranteed B&I loan to help fund the project.

square foot luxury lodge at 7,000 foot elevation, offering panoramic In January 2017 the Royers will celebrate the 40th anniversary of 360 degree views of the Great Basin and the Ruby Mountains. their business with the opening of Ruby 360 Lodge, a 10,000

ര Accommodations at the 10-bedroom lodge will include hot tubs, Royers expect to lease the resort out for events, weddings, and masseuse, and heli-pad access. In the summer season, the mountain biking.

Rural Development for a \$2.4 million Guaranteed Loan to build the The Royers came to Greater Nevada Credit Union and USDA lodge. Now Joe Royer's dream of building a luxury resort for adrenalin junkies has come true.



## USDA United States Department of Agriculture Rural Development

## Esmeralda County Highlights

Goldfield Arsenic Treatment Water System

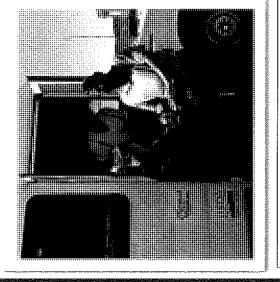
Esmeralda County Sheriff's Patrol Vehicles Alfalfa King Rural Microenterprise Assistance Program (RNDC) Recipient

## Esmeralda County Senior Van Makes Rural Life Accessible

# Community Facility Funds Provide \$26,000

Esmeralda

Nevada, of those, more than one-fourth are older than 65. That's a lot of creaky bones and a lot of In rural remote areas, USDA Rural Development can make a huge example. Just under 900 people live in this county in southwestern difference in the lives of seniors. Esmeralda County is a good wisdom for one county to sustain.



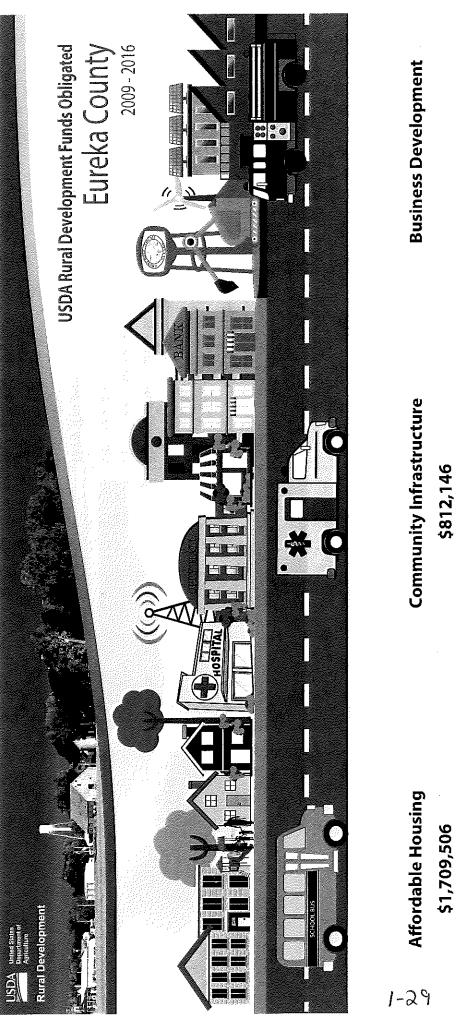
The Esmeralda County Senior Center has a new van thanks to USDA's CF Program.

The problem was that the County's Senior Van was worn out, thanks to 10 years of driving rough rural roads. Seniors in Goldfield needed transportation to get to the Senior Citizens Center for meals and socialization, and 30 miles to Tonopah, the nearest larger community, for banking and shopping, but an unreliable vehicle made that trip impossible.

County staff turned to USDA Rural Development for help.

USDA Rural Development provided \$26,000 in Community Facility grant funds to help the county purchase a new 14passenger handicap van to serve its senior citizens. The new van has a wheelchair lift and can handle two wheelchairs.

Now the seniors can count on a weekly trip into town to complete their errands and stay in the mix of life.



\$812,146	Population Served	No Water and Environmental Projects or Community Facility Projects	—Please Call Us! Broadband Project	
	2,016		-	
\$1,709,506	Families in new homes	Families and seniors assisted with home repair	Families assisted at multi- family and senior complexes	

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No Business Assistance Provided—

Let's do more!

Please Call Us.



JSDA United States Department of Agriculture RUTAI Developm

## Eureka County Highlights

Single Family Direct Home Loan Program Single Family Guaranteed Home Loan Program

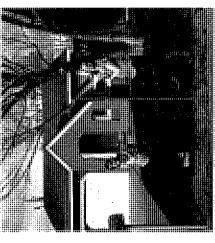
Nevada Pinyon-Juniper Partnership Biomass Pilot Project

## Homeowners Use USDA Loan Program to Purchase Homes

Ten New Homeowners in Eureka County

amazing art gallery that is know statewide. But there are not many lenders in Eureka County, and that's There are many amenities there, including a beautiful opera house, court house, church and an Eureka County may be the smallest, prettiest town in rural Nevada. when you call USDA Rural Development Nevada.

USDA's Direct and Guaranteed Home Loans are often one of the few mortgage options in really rural

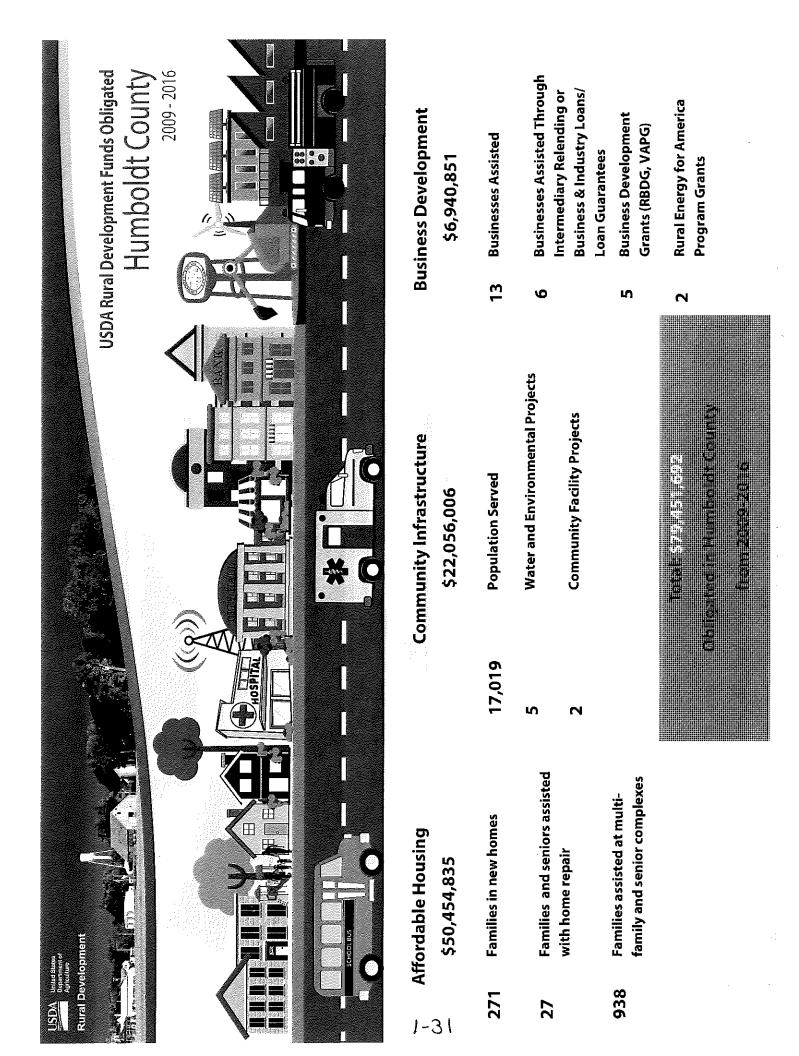


The Cochrane Family purchased a home using the USDA Home Loan Program.

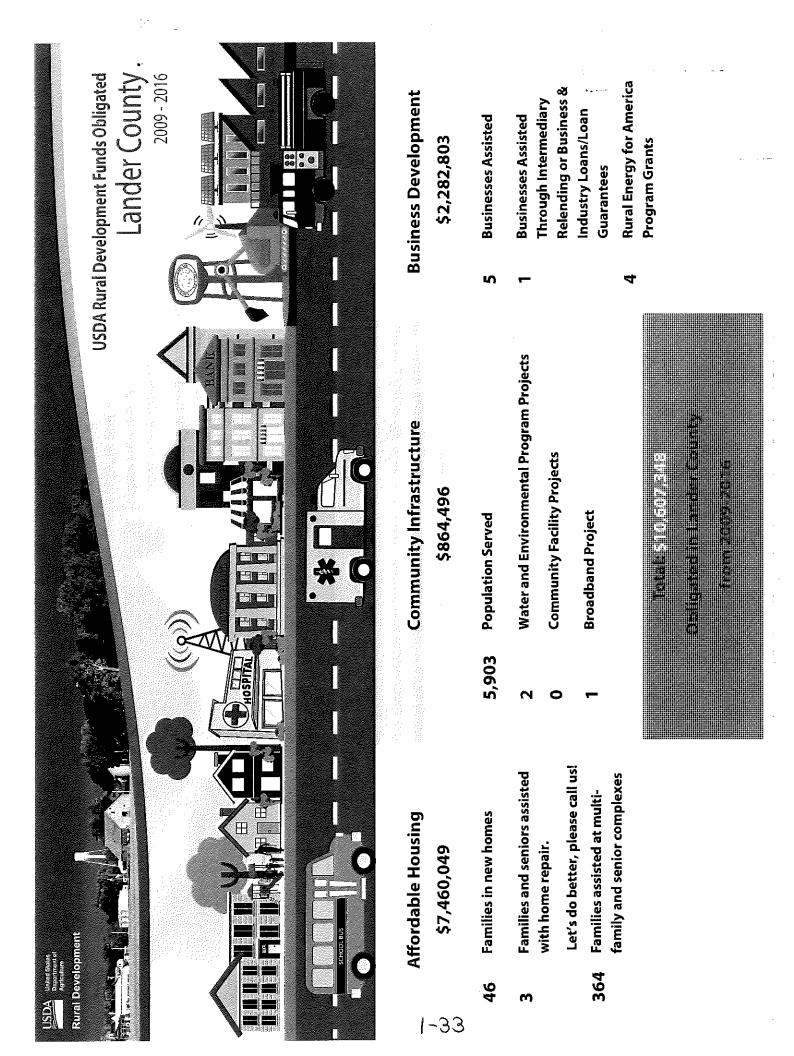
places like Eureka County. And in Eureka, like other places, these home loans are small, but are mighty important for rural homebuyers.



Between 2009-2016 in Eureka County, USDA obligated seven guaranteed home loans worth \$1.2 million. In addition, three direct home loans were obligated, for a total of \$1.9 million in home loan investments. Although that does not seem like much, for the families who benefitted, these loans meant the world.



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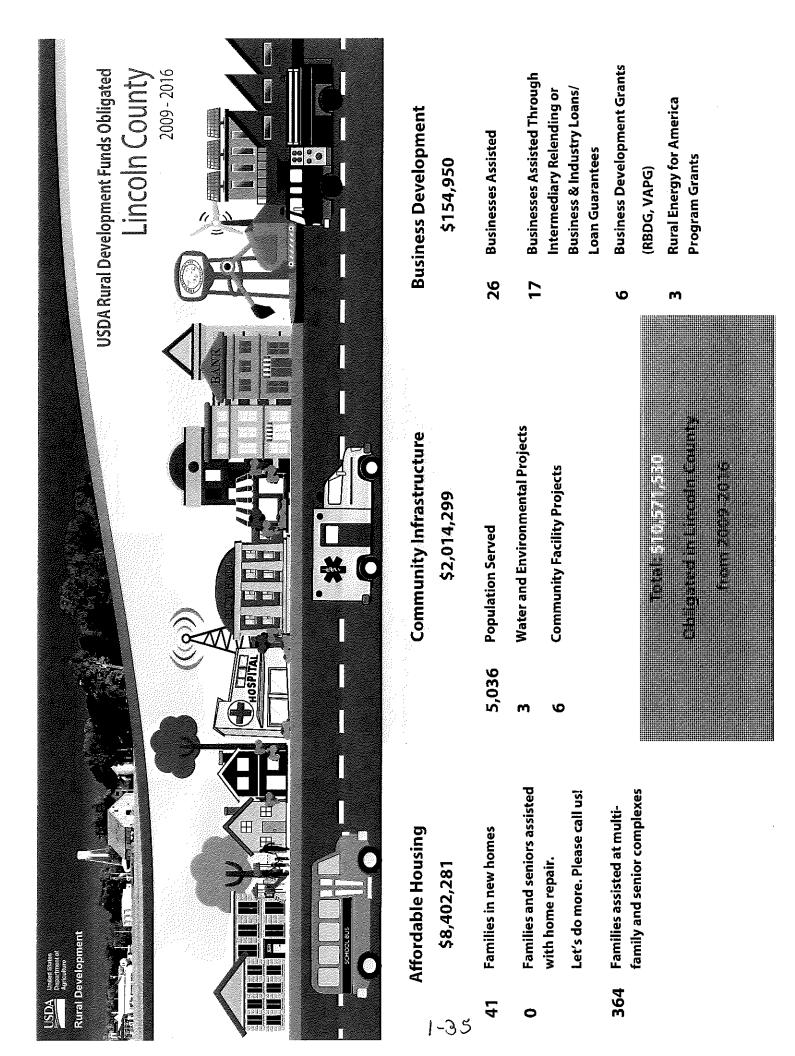
	County	are glad they did.	levada) the couple was irrigation. They used a em to power an irrigation	If is ascer to manage	c. Letter Mercula	iams, USDA Rural finalize their application. Now rgy each winter, help them	
ada Ranch Takes the Solar, Reaps Benefits	owers Irrigation Pump for 160 Acres	Dianne and Lee Hutchens took the plunge into solar energy using USDA Rural Development's Rural Energy for America (REAP) grant, and are glad they did.	As ranchers in a remote area of the state (17 miles southwest of Austin, Nevada) the couple was looking for an alternative energy source to help reduce their power bill for irrigation. They used a \$41,098 REAP Grant in 2014 to help with the purchase a 50kw solar system to power an irrigation pump they use to pivot irrigate 160-acres of pasture grass.	"We are harpy with solar- for us it is easier to manage	wind. Dame Putchen, Lander Tend & Wester	The Hutchens worked with Mark Williams, USDA Rural Development Energy Coordinator, to finalize their application. Now the credits that build up with NV Energy each winter, help them	offset the costs of irrigation in the spring.
Central Nevada Raı Plunge with Solar, I	50kw System Powers Irrig	Dianne and Lee Hutchens took the plunge into solar energy using USDA Rural Development's Rural Energy for America (REAP) gra	As ranchers in a remote area of the state (17 miles southw looking for an alternative energy source to help reduce the \$41,098 REAP Grant in 2014 to help with the purchase a 5 pump they use to pivot irrigate 160-acres of pasture grass.				Dianne and Lee Hutchens used a REAP grant to help purchase a 50kw solar system for their ranch near Austin, Nevada.
Lander County Highlights		Battle Mountain Super 8	Miles' End Lodge Solar Hot Water System	Young Brothers 93 KW	Hydro System Gandolfo Ranch REAP Project		

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## Rural De VIOS

## Lincoln County Highlights

Panaca Farmstead Sewer

90 KW Community Solar Lincoln County Power/

Lincoln County Senior Center Kitchen Equipment

Lincoln County Revolving Loan Fund

**Canyon Gardens Solar** 

Hermitage Ranch Solar/Wind

Lincoln County Small Business Incubator

# **Three MFH Senior Neighborhoods**

Lincoln County

## Renovated & Revitalized

with friendly people and a small town rural feeling. But one Lincoln County in southeastern Nevada is a beautiful area, thing Lincoln County doesn't have is a lot of housing.

retire, a willing buyer – Lincoln Senior Housing, LP—stepped up. The buyer and RD staff realized it (MFH) properties in Caliente, Pioche and Panaca decided to When owners of three separate 515 Multi Family Housing



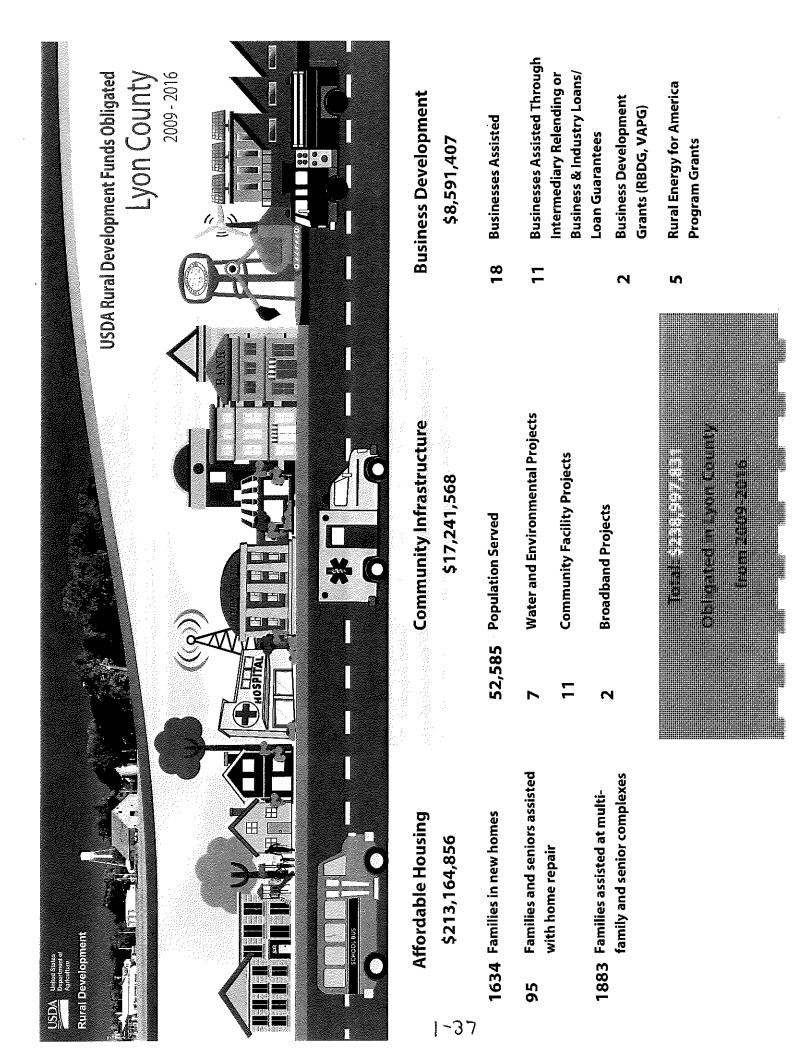
ates three MFH properties which offer renovated homes and revitalized senior communities.

would be more efficient to consolidate the three properties under one management and ownership structure.

apartments in the complex. Long overdue repairs were needed. Along with a transfer in ownership, came a major renovation to Seniors had to be temporarily relocated, hopscotching into renovated apartments, until work was complete.

walk-in showers, inew HVAC systems, increased accessibility and neighborhoods have now undergone a complete renovation. The result is upgraded kitchens with new appliances, bathrooms with Assisted by MFH Coordinator Kara Blake, these three senior refurbished community rooms.

managers to finish the job, but now Lincoln County seniors are living in nicer apartments, with lower energy bills, and a greatly improved Lincoln Senior Housing now owns and oper- It took a tenacious MFH Coordinator and a committed owners and quality of life.



Department of Agriculture			
Rural Development			
Lyon County	Family Owned Manufacturer Saves Energy and Money with RFAP	facturer Saves	P
Highlights	Solar Project Saves Money,	Saves Money, Reduces Emissions	
	When a Fernley-based materials manufacturer looked at his bottom line in 2013 and saw red, he knew he had to do something. Chris	nufacturer looked at his bottom e had to do something. Chris	C
Health Communities Coalition New Headquarters Office	Yount, the president and third-generation owner, didn't want to lay off workers at his Fortifiber company, but cutbacks in new home	ation owner, didn't want to lay off it cutbacks in new home	
Basin and Range Organics	kraft paper often called "tar paper" us	construction were impacting the company. The company produces Jumbo TeX, an asphalt-saturated kraft paper often called "tar paper" used in building construction, and has operated since 1984 with 55	saturated 984 with 55
Clean Dried Processing	When he saw the energy bills he was	Permanent employees. When he saw the energy bills he was paying, Chris decided it was time to give solar power a chance.	r a chance.
Dayton Septic Conversion		In 2015 the company applied for and received a \$373,429 REAP	3,429 REAP
Mason Valley Boys & Girls Club Refrigerated Truck		grant, the largest of its kind in Nevada.	
HCBI Mason Valley		n i fins of a second star moon it and the second star and constants. If has sublem we will take a car to watch they care as an and the second second second second second second second second second	and Ayoun turn findia itt
Desert Hills Dairy		Chris Yount, Fresidentiand Owner of Forbitter	
Iron Mountain Nursery		The funding paid for a portion of the costs of a roof-mounted 499	nounted 499
Stronger Economies Together		KW solar photovoltaic system which generates an estimated 886.681 KWh of renewable energy annually, replacing 39% of the	timated q 39% of the
(Se I) Kegional Strategic Plan	Fortifiber, a manufacturer of tar paper, used a \$373,429 REAP grant to reduce its energy	plant's electricity needs, and reducing CO2 emissions by more than	by more than
		a million pounds annually. That's a winning bottom line that helps	ie that helps

;

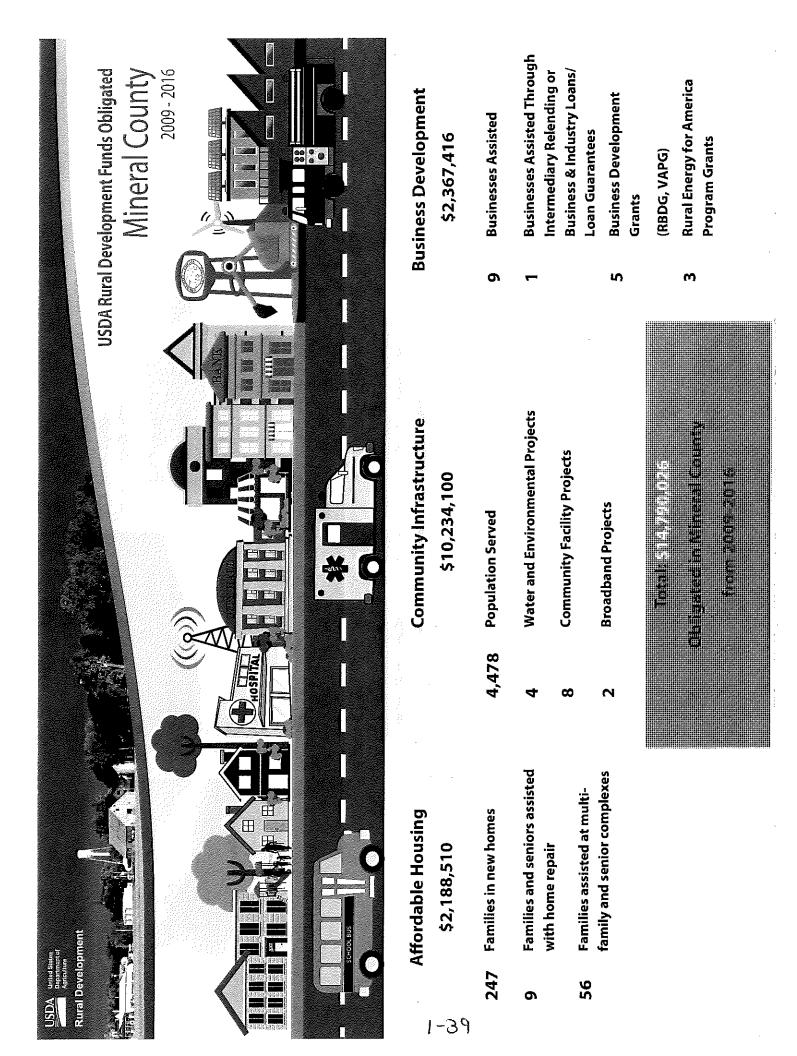
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USDA United States

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the environment too.

costs, thereby retaining workers.



## USDA United States Department o Agricultura

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## Rural Development

## Mineral County Highlights

America's Best Inn & Suites Solar Project

Mineral County Economic Development WIFI Online Business Directory Walker River Tribe Market

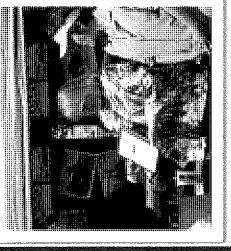
4x4 Ambulance

Consolidated Agencies for Human Services building purchase and equipment Stronger Economies Together (SET) Regional Strategic Plan

## Hawthorne Replaces Disintegrating Water and Wastewater Pipes

The Town of Hawthorne, in Mineral County, needed new pipes. The clay pipes installed in the 1920's were crumbling and in desperate need of repair. Between 2002-2009, the city's collection system experienced more than 361 breaks or blockages.

Hawthorne Utilities went to USDA Rural Development (RD) for assistance. By the time the project was system, including about \$9 million in grants, \$310,000 in Community Development Block Grant funds, and \$6.1 million in a combination of American Recovery and Rehabilitation Act (ARRA) grant (\$2.4 complete, over \$15.5 million was invested in new sewer collection lines and the water distribution

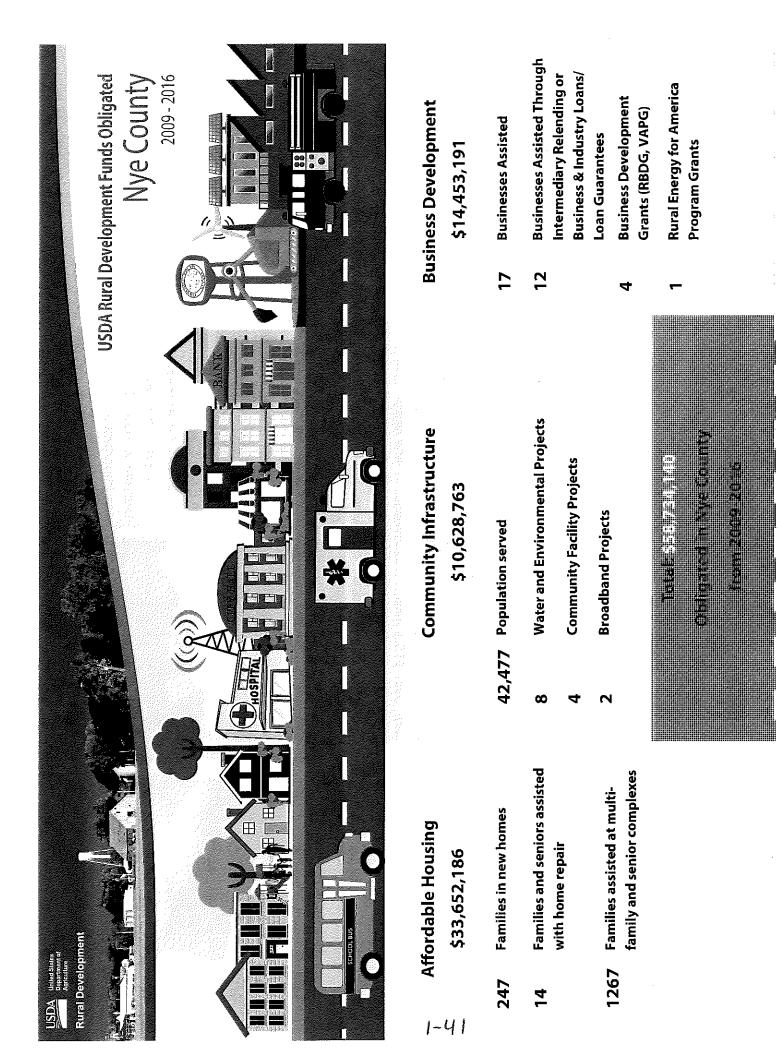


Kay Vernatter presents a commendation to the Mineral County Commission during an Earth Day Event in Hawthorne.

million) and loan (\$3.6 million) funds.

Statewide, USDA invested about \$11 million in ARRA loans and \$713,980 in ARRA grants for significant water and waste water projects in Panaca, West Wendover, and Jackpot. Those communities now have systems that can support growth, enhance quality of life and protect the environment for generations to come. On Earth Day, 2011, the City of Hawthorne and USDA RD celebrated the completion of the project at a local elementary school with a field day. Students participated in a water modeling exercise to learn about pollution and talked about why clean water was important to them.

City administrators and staff were there to celebrate a project that will protect community and environmental health for decades to come.



UDDA United States Dependment of Agriculture Ruiral Development

## Nye County Highlights

Nye County Regional Economic Development Revolving Loan Fund

Tonopah Wells and Transmission Line Sunset Mobile Home Park

Gabbs Community Connect Broadband Project

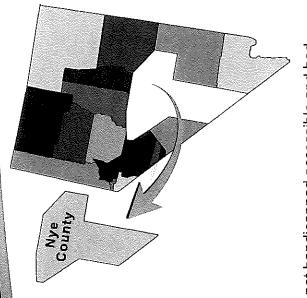
Pahrump Medical Center

Spring Mountain Race Track

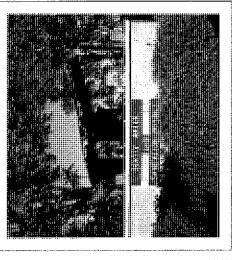
## Beatty Water and Sanitation Improves Operations Center

USDA Provides CF Loan for Purchase

The Beatty Water and Sanitation District in southern Nevada has multiple responsibilities in a small community of 1,014 people. Water, sewer and garbage are all vital services for a rural community.



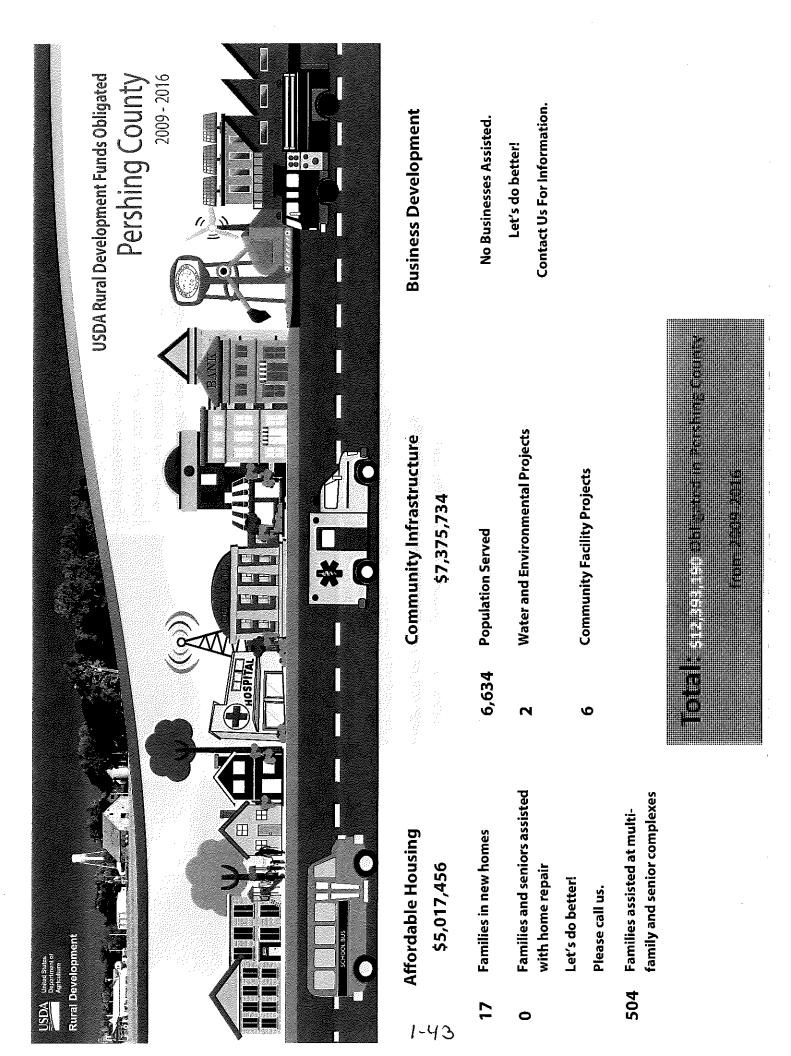
But the District's operations office needed upgrades. It was not handicapped accessible and had multiple health and safety issues. The District came to USDA Rural Development's Community Facility's program and the rest is happy history.



Beatty Water and Sanitation District used a CF Loan to purchase a centrally located building for their operations office.

The District applied for and received a CF loan of \$125,000 to purchase a building to house its operations office. An \$8,500 grant helped the District to purchase new computers and upgraded software.

The new building is ADA compliant, modern and centrally located in Beatty. It also provides a conference room for board and other public meetings. Employees now have a modern facility and computers and software that are up-to-date, and customers have an accessible location with good parking when they come to conduct business.



## USDA United States Dependent of Agriculture Rural Development

## Pershing County Highlights

Lovelock Paiute Tribe Water and Sewer Project

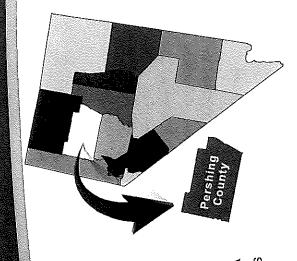
Pershing County Water Conservation District City of Lovelock Patrol Vehicles

Lovelock Meadows Water District Lovelock Sewer Lift Station

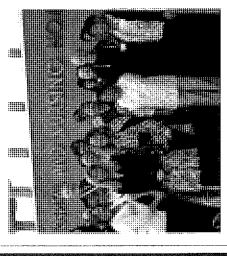
Rye Patch Reservoir Dam Renovation Stronger Economies Together (SET) Regional Strategic Plan

## USDA Funds Pershing County Development From the Ground Up

Rural Development's goal is to enhance the quality of life in rural communities by providing capital in areas where private lending is less accessible. Lovelock, Nevada is a good example of how USDA works from the ground up, to support many vital community projects that benefit families and their communities.



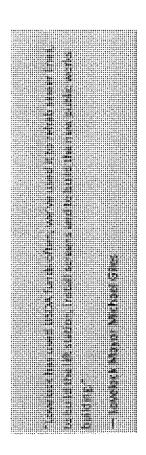
of Lovelock and Lovelock Meadows Water District are receiving USDA water and waste disposal grants recently finished necessary updates and remodeling with a \$3.7 million Community Facility Direct Loan Four USDA funded projects are recently completed or under construction in or near Lovelock. The City to complete work on the water and sewer line at the Lovelock Colony. The Pershing General Hospital

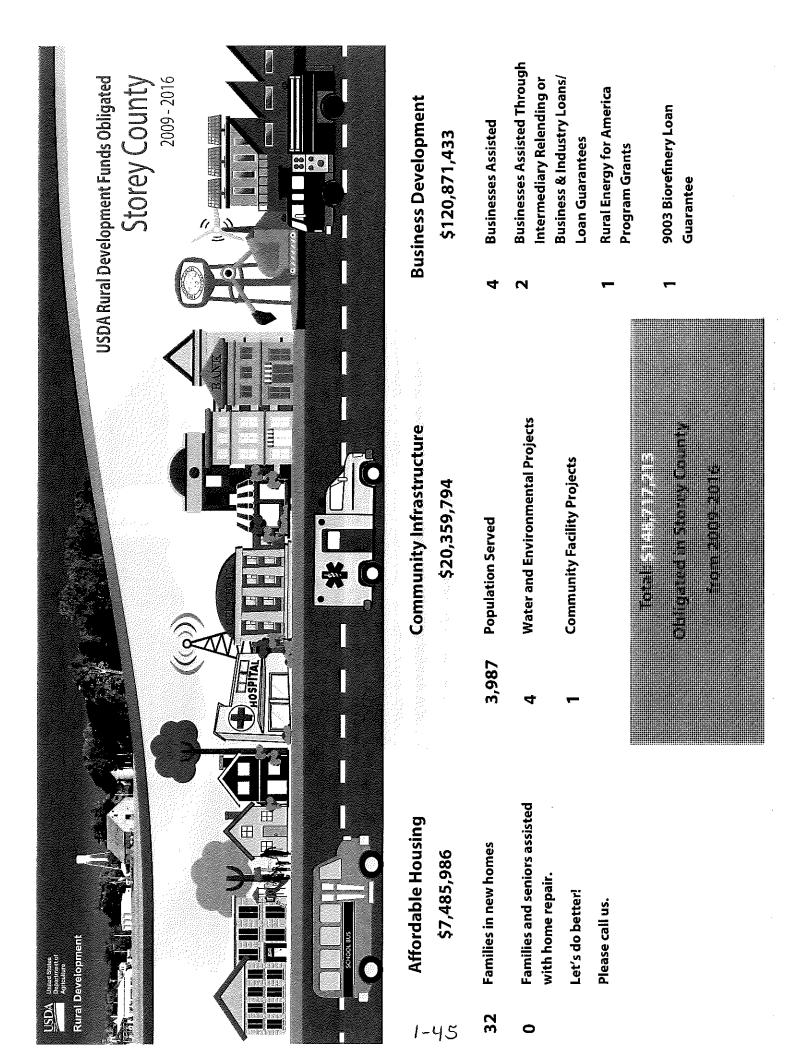


The Pershing General Hospital in Lovelock recently completed a \$3.7 million upgrade with support of USDA's Community Facilities Direct Loan Program.

and an \$8,250 Community Facilities Grant. In previous years, RD also funded the Humboldt County Annex, and City of Lovelock patrol vehicles.

Last but not least, the dam at Rye Patch Reservoir has been renovated using Community Facility funds; it is now generating more power with the water flows.





USDA United States Deputiment of Agriculture

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## Rural Development

## Storey County Highlights

Herman Menezes Solar

Sierra Fulcrum Biofuels Foley-Tahoe Reno

Aqua Metals Reno

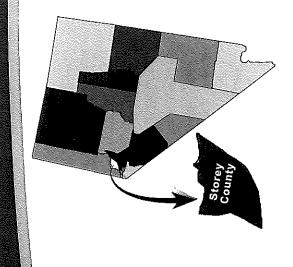
Storey County Wastewater Treatment Plant and System Improvements Fire District Apparatus and Ambulance Stronger Economies Together (SET) Regional Strategic Plan

## **USDA Guarantees Attract**

# High-Tech Industry to Storey County

\$120 Million Invested in Guaranteed Loans

Storey County is the pro-industry place to build —partnering with USDA makes this premier location even more inviting.



neighbors--three high-tech companies that are using USDA's loan guarantees to acquire property and It's no wonder that companies like the TESLA, EBay, and Switch are coming. Among the new build facilities: Fulcrum Sierra Biofuels, Foley-Tahoe, and Aqua Metals.

All three are companies that saw the opportunity in the region and jumped on board. Fulcrum Sierra

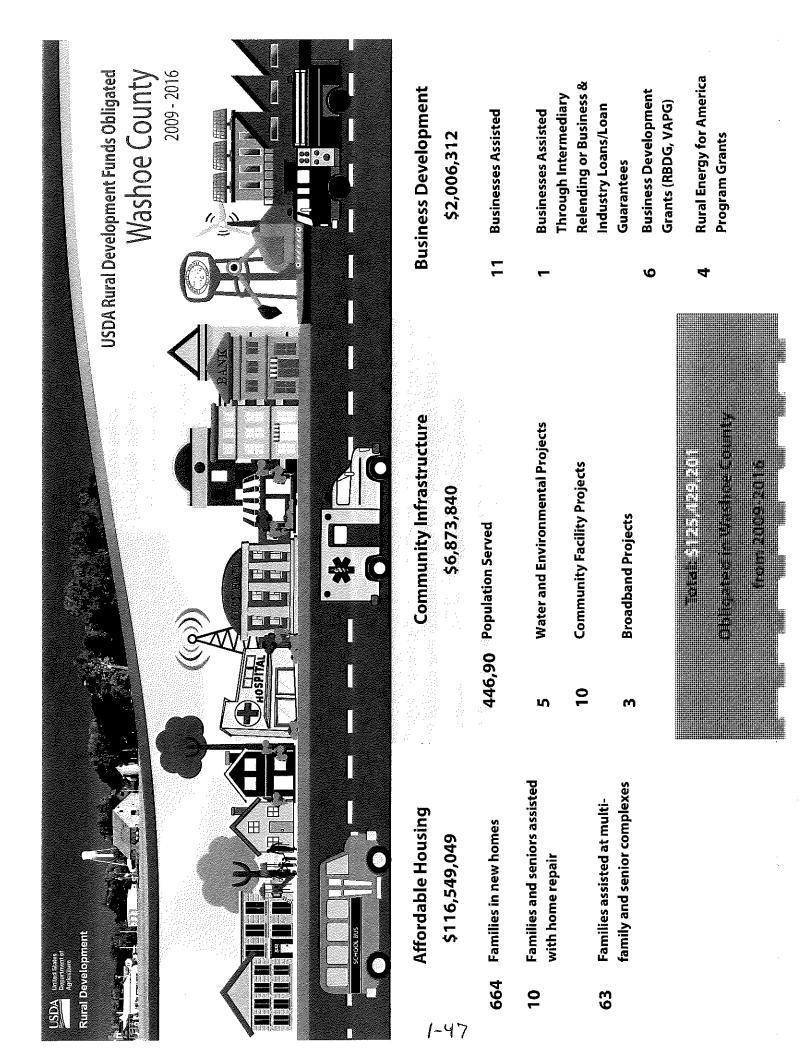


Biofuels received a commitment for a \$105 million loan guarantee under the 9003 Biorefinery Assistance Program to construct a refinery that will convert municipal waste to biofuel for aviation.

Foley-Tahoe refinanced using a \$5.6 million Business and Industry (B&I) Loan Guarantee, which allowed the company to restructure and continue growth with its two related manufacturers-one what designs and manufactures seismic isolators-the other that manufactures rubber products to protect buildings in earthquakes.

Aqua Metals Reno, used a \$10 million B&I guaranteed loan to purchase land and build a large-scale lead recycling facility in the park. The electro-chemical process recycles lead from used lead acid batteries in a way that will protect the environment, and change battery recycling into the future.

> Aqua Metals held a grand opening tour in August 2016 of its new lead acid battery recycling plant in Storey County.



USDA

## **Washoe County** High lights

Nevada System of Higher Education Energy Audit

Equipment & Ambulance Gerlach Fire Department

RSIC Colony Water System

Pyramid Lake Tribe Internet

**River School Farms Marketing** 

NX Level Training

(SET) Regional Strategic Plan

Stronger Economies Together

## **Basin and Range Wine**

## Pyramid Lake Paiute Tribe Uses DLT Funds to Build Tele-health Network

Learning Telemedicine (DLT) grant to address the issue for four Northern Nevada Tribes. Tribal members in remote areas of Nevada needed efficient access to medical care and prescriptions. Distance and remoteness often mean Lake Tribal Health Clinic in Northern Nevada used USDA's Distance that there is no local doctor or corner pharmacy. Staff at Pyramid

Reshoe

behavioral health, tele-dermatology and distance education. Nine sites, six at Pyramid Lake, and one at The Tribe received a \$377,772 DLT grant to develop a tele-pharmacy and tele-health video system for each tribal health clinic at Fort McDermitt, Walker River, and Duckwater are now under design.

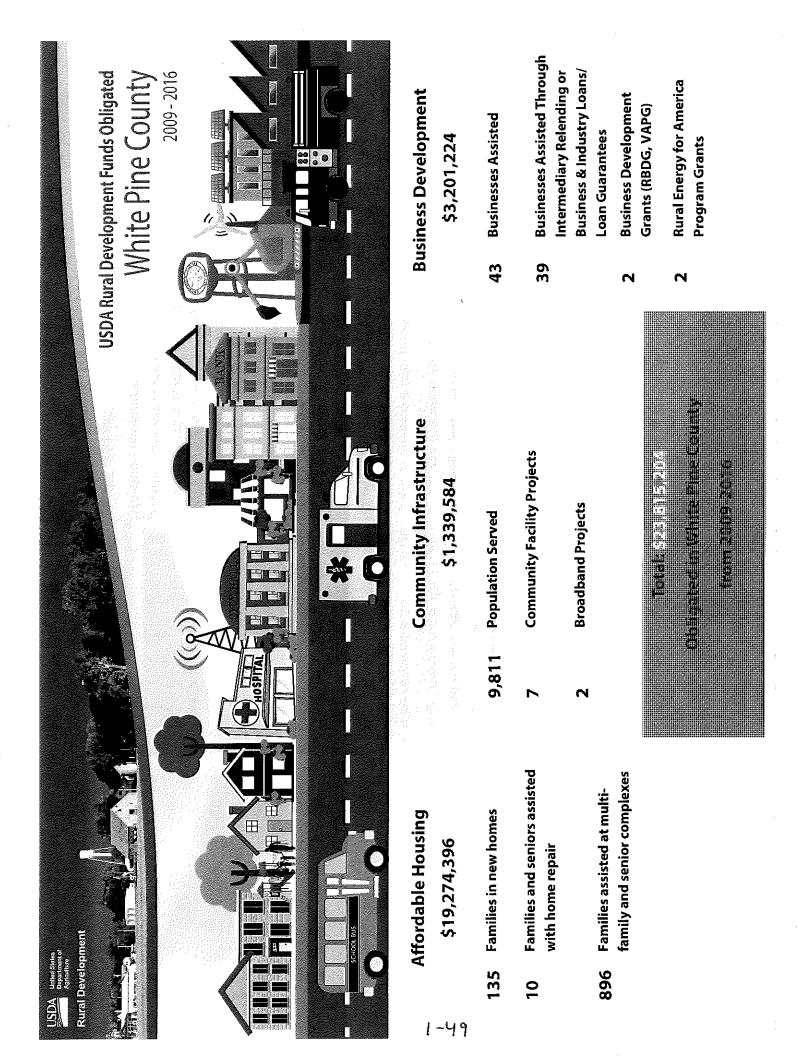


USDA Under Secretary Lisa Mensah visited the PLPT Health Clinic to learn about the tele-pharmacy dispensary to three other Tribe's DLT project which will provide a tribal clinics,

dispensers located at remote end user sites. For the tele-pharmacy The project will use video-conferencing and special tele-pharmacy Pyramid Lake Tribal Health Clinic is the "centralized bridging ocation"

pharmacists will communicate directly with patients at remote sites Tribal health providers will order prescriptions via the electronic health system, and prepackaged prescriptions will be securely via video conferencing to discuss prescription safety and use dispensed via a secure robotic dispensing machine. The

Health care will be improved, more efficient and more cost effective. That's a real benefit, especially for tribal seniors with health concerns.



USDA United States Department of Agriculture Rural Development

## White Pine County Highlights

HMB True Value Hardware

Rural Nevada Development Corp. Intermediary Relending

**Christensen Wind Turbine** 

Indian Dispute Resolution Services Technical Assistance

Rural Nevada Development Corp. Micro Loan Program Ely Shoshone Tribe Pinyon-Juniper Feasibility Study

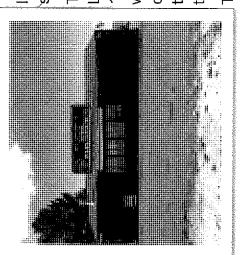
4 x 4 Ambulance

McGill/Ruth Sewer Project

## Ely Tribe Uses Community Facility Funds to Renovate Police Station

New Facility to Include Judicial Services

The Ely Shoshone Tribe's police station in Ely, Nevada, was in need of repair and expansion. Located in far eastern Nevada, the building was poorly designed for offices and operations and needed new heating and air, a sewer connection and new bathrooms.

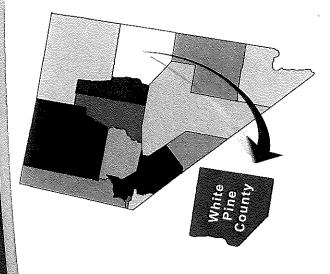


The Ely Shoshone Tribe is renovating and expanding its Tribal Police Station using a CF loan and grant. The building will be expanded to accommodate the Tribe's Judicial Services staff.

The offices of the Judge and Clerk of the Court and the courtroom located in the Tribal administration building basement were too small; there was no space for secured items.

The Tribe received a \$255,000 combination Community Facility Loan and Grant. The funds will be used to construct an additional 1,480 SF to accommodate Judicial Services, replace exterior windows and doors, paint, add new mechanical systems for heating, cooling and ventilation, add two multi-purpose meetings rooms and two restrooms. New furniture, fixtures and equipment will finish out the addition.

The project is now in the design phase. In the near future, tribal police and judicial personnel will be working in a safer and more secure environment.



## **Gardnerville Town Board**



## **AGENDA ACTION SHEET**

- 1. <u>For Possible Action:</u> 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: January 3, 2017
- 5. Time Requested: N/A
- 6. Agenda: 🖻 Consent 🛛 🗆 Administrative

## 7. Background Information:

Trash (November landfill figures)

## Credit Cards (November figures)

M/A

Residential Accounts	1786	Total Amount	\$9,23	34.16
Commercial Accounts	224	Total Transactions	10	)5
Green Waste Accounts	1346	Visa	88	\$7,653.71
Cleanup Dumpsters	1	Mastercard	7	\$ 826.30
X-cans	380	ACH/E Check	10	\$ 754.15
# of new residential	16 accts transferred to new	AND PROPERTY AND REAL PROPERTY.		
accounts	owners			
# of new commercial	0			
accounts				
Minimum User Accounts	32			
Total tons of trash	334.87			
Total tons of Greenwaste	56.7			

## 8. Other Agency Review of Action: Douglas County

- 9. Board Action:
- $\Box$  Approved  $\Box$  Approved with Modifications

## Superintendent Town Public Works Monthly Report

## Public Works & Parks – 12/2016

- Christmas Kickoff went out with a bang. Thank you to all who supported this event.
- Provided support for Parade of Lights at the Gardnerville judging station.
- Yearly preventative maintenance on all vehicles and equipment.
- Arborist evaluation of disturbed tree roots for the Mill/Douglas restoration project.
- Graffiti removed December 9<sup>th</sup> on a sidewalk near Mission and Eddy Street.
- Street light survey conducted.
- Cleaned up debris near the Gilman ponds.
- Identified and started trimming trees on trash routes that are damaging our vehicles.
- Short staffed for most of the month due to H&S shift coverage and departmental vacation requests. Tis the season.
- The Christmas Eve snow storm prompted us to apply cinders 12/24/2016 12pm-3pm.
- Street sweeping December 3, 9, 12, 15, and 30.

## Health and Sanitation – 12/2016

- Cleaning and preparing of old trash totes in preparation of the pilot recycling program.
- New tote lids have arrived for the recycling program.

## Engineering – 12/2016

- Project review completed for Stafford Automotive on Pep Circle.
  - Pulled from board meeting due to County request.
- Project review completed for the Carson Valley Food Closet on Waterloo Lane.
- Gardnerville Station canopy came down on December 12<sup>th</sup>. Video and pictures available. Contaminated soil was removed, hole filled in, compacted, and covered with road grindings. Ready for the next steps.
- Mill/Douglas restoration project almost complete. Waiting on NV Energy to turn the power on to the street lights.

## **Superintendent Town Public Works Monthly Report**



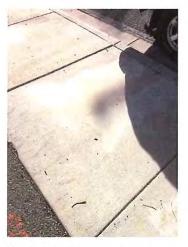


Gardnerville Station Soil Remediation





Arborist Tree Inspection Mill/Douglas Project



Graffiti Removal Mission and Eddy



Geoffrey LaCost E.I.

2016 Projects Page 1

## MEMORANDUM

## **Town of Gardnerville**

## Tom Dallaire, P.E.

TO: Gardnerville Town Board

FROM: Carol Louthan

SUBJECT: Kudos to Jaired Briggs

DATE: 12/15/16

Received a call from Linda Cook who lives on Lasso Lane. This morning was so windy she was watching cans and trash blow everywhere. But Jaired stopped at each place to pick up the blown cans and trash. She really appreciated the extra effort. He was done so quickly that she did not get a chance to thank him. Thank you Jaired and all the drivers dealing with the wind and blowing trash this morning.

## Gardnerville Town Board AGENDA ACTION SHEET



- For Possible Action: Approve December 2016 claims.
   Recommended Motion: Approve as submitted Funds Available: □ Yes □ N/A
   Department: Administration Prepared by: Carol Louthan
   Meeting Date: January 3, 2017 Time Requested: N/A
   Agenda: P Consent □ Administrative
   Background Information: See attached.
   Other Agency Review of Action: □ Douglas County P N/A
   Board Action:
  - **Approved**
- **Approved with Modifications**
- **□** Denied
- □ Continued

Vendor		Invoice No.	Invoice Description	Status	G/L Date Range 11/25/16 - 12/31/16 Status Held Reason Invoice Date Due Date G/L Date Received Date Payment Date Invoice Amount	Due Date	G/L Date R G/L Date Received	G/L Date Range 11/25/16 - 12/31/16 te Received Date Payment Date Invoice Amount	- 12/31/16
Fund 61( Departr	Fund 610 - Gardnerville Town Department 921 - Gardnerville Admin								
4288 - H	Account 510.150 - Board Compensation 4288 - Higuera Lloyd W 12/16 BOARC	inpensation 12/16 BOARD	G'VILLE	Paid by Check	12/01/2016	12/09/2016	12/09/2016	12/09/2016	250.00
24008 -	24008 - Jones Cassandra Esq	12/16 BOARD	G'VILLE	Paid by Check	12/01/2016	12/09/2016	12/09/2016	12/09/2016	250.00
- 09682	28960 - Miller Kenneth	12/16 BOARD	G'VILLE	# bootto Paid by Check	12/01/2016	12/09/2016	12/09/2016	12/09/2016	250.00
2969 - S	2969 - Slater Linda	12-16 BOARD	G'VILLE	# 6564/0 Paid by Check	12/01/2016	12/09/2016	12/09/2016	12/09/2016	250,00
8364 - V	8364 - Wenner Mary	12-16 BOARD	G'VILLE	# 656550 Paid by Check # 656596	12/01/2016	12/09/2016	12/09/2016	12/09/2016	275.00
				Account	Account 510.150 - Board Compensation Totals	isation Totals	Invoice Transactions 5	tions 5	\$1,275.00
20219 -	Account 511.201 - PEBS-Ret.Medical 20219 - NV ST Public Employees	t,Medical 12-16	731	Paid by Check	12/01/2016	12/16/2016	12/16/2016	12/16/2016	9.68
		PREMIUMS		# Accol	Account 511.201 - PEBS-Ret. Medical Totals	ledical Totals	Invoice Transactions 1	tions 1	\$9.68
Ac 29103 - Frontier	Account 520.055 - Telephone Expense Frontier	ie Expense 782-7134 11/16	e Expense 782-7134 11/16 77578271340502795	ē	11/16/2016	12/09/2016	12/09/2016	12/09/2016	106.53
29103 - Frontier	Frontier	782-3856 11/16	782-3856 11/16 77578238560808025	# Paid by Check	11/16/2016	12/09/2016	12/09/2016	12/09/2016	52.88
13097 -	13097 - Verizon Wireless	9776275122	842011146-00001	# 656426 Paid by Check	12/01/2016	12/23/2016	12/23/2016	12/23/2016	277.04
				# 65/090 Accoun	Account 520.055 - Telephone Expense Totals	kpense Totals	Invoice Transactions	tions 3	\$436.45
26465 -	Account 520.060 - Postage/Po Box Rent 26465 - Diamond Printing Inc 10599	/Po Box Rent 10599	G'VILLE	Paid by Check # 656914	12/10/2016	12/23/2016	12/23/2016	12/23/2016	317.11
				Account 5	Account 520.060 - Postage/Po Box Rent Totals	x Rent Totals	Invoice Transactions 1	ctions 1	\$317.11
23632 -	Account 520.064 - Travel 23632 - Clark Ryan	11/14-16/16	TRAVEL	Paid by Check # 656003	11/16/2016	12/02/2016	12/02/2016	12/02/2016	175.80
26819 -	26819 - Martin Jody	11/14-16/16	TRAVEL	Paid by Check	11/16/2016	12/02/2016	12/02/2016	12/02/2016	175.80
					Account 520.064 - Travel Totals	Travel Totals	Invoice Transactions 2	ctions 2	\$351.60
22633 -	Account 520.072 - Advertising 22633 - Sierra Nevada Media Group 15	ing 15043-	1063912	Paid by Check	11/30/2016	12/23/2016	12/23/2016	12/23/2016	124.58
		11302016		# 657049	Account 520.072 - Advertising Totals	entising Totals	Invoice Transactions 1	ctions 1	\$124.58
11985 -	Account 520.084 - Replacement & Repair 11985 - Ace Hardware	ment & Repair 112401/1	1236	Paid by Check	11/17/2016	12/16/2016	12/16/2016	12/16/2016	4.99

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Page 1 of 11

chord V		Tavoire No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Di G/L Date Re	G/L Date Range 11/25/16 - 12/31/16 Status Held Reason Invoice Date Due Date G/L Date Received Date Payment Date Invoice Amount	i - 12/31/16 Invoice Amount
Fund 6 Depa 11985	vencor Fund 610 - Gardnerville Town Department 921 - Gardnerville Admin Account 520.084 - Replacement & Repair 11985 - Ace Hardware 112498/1	ment & Repair 112498/1	1236		0	11/22/2016 Macement & R	12/16/2016 epair Totals	12/16/2016 Invoice	016 12/16/2016 Invoice Transactions 2	7.48
2924	Account 520.089 - Power 2924 - NV Energy	791804 11-16	791804	Paid by Check # 656773	Accourt	11/24/2016 12/16/2016 Account 520.089 - Power Totals	12/16/2016 ower Totals	12/16/2016 Invoice	116 12/16/2016 Invoice Transactions 1	175.69 \$175.69
4753	Account <b>520.136 - Rents &amp; Leases Equipment</b> 4753 - Ricoh USA Inc 97845314 14 4753 - Ricoh USA Inc 5045824399 16	Leases Equipme 97845314 5045824399	ant 1481234-3433221 16769392	Paid by Check # 656252 Paid by Check # 657033		11/11/2016 12/01/2016	12/02/2016 12/23/2016	12/02/2016 12/23/2016	016 12/02/2016 016 12/23/2016	165.41 67.97 67.33
6945	Account <b>520.170 - Memberships</b> 6945 - American Society Of Civil 1043	ships 1043534752	308860	Account 520. Paid by Check # 656050	Account 520,136 - Kents & Leases Equipriment Touds aid by Check 09/06/2016 12/02/2016 656050 Account 520,170 - Memberships Totals	30 - Kents & Leases Equipment Tours 09/06/2016 12/02/2016 Account 520.170 - Memberships Totals	12/02/2016 12/02/2016 rships Totals	12/02/2016 Invoice	12/02/2016 16 12/02/2016 Invoice Transactions 1	267.00
6- C	Account 520.187 - Internet Expense 32036 - Spectrum Business 0012509	t Expense 0012509 12/16	8354110060012509	Paid by Check # 657063 Acc	k 12/23/2016 12/23/2016 Account 520.187 - Intermet Expense Totals	12/02/2016 - Internet Exp	12/23/2016 Jense Totals	12/23/2016 Invoice	016 12/23/2016 Invoice Transactions 1	64.99 \$64.99
1299.	Account 520.200 - Training & Education 12997 - Do Co Procurement Program 11-16 LOUTHAN	g & Education 11-16 LOUTHAN	G'VILLE	Paid by Check # 656917 Accoun	Check 11/27/2016 12/23/2016 7 Account 520,200 - Training & Education Totals	11/27/2016 aining & Educ	12/23/2016 ation Totals	12/23/2016 Invoice	016 12/23/2016 Invoice Transactions 1	250.00
1081	Account 521.130 - Legal Services 10816 - Rowe Hales & Yturbide LLP 26621	ervices 26621	GVILLE	Paid by Check # 656531	Account 521.1	11/21/2016 12/09/2016 Account 521.130 - Legal Services Totals	12/09/2016 rvices Totals	12/09/2016 Invoice	016 12/09/2016 Invoice Transactions 1	3,560.00 \$3,560.00
3049 Educ	Account 532.056 - Subscriptions 30493 - Record Courier-Newspapers in 8773 Education	ptions 87737	GVILLE	Paid by Check # 657026	Account 532.0	12/13/2016 12/23/2016 Account <b>532.056 - Subscriptions</b> Totals	12/23/2016 ptions Totals	12/23/2016 Invoice	016 12/23/2016 Invoice Transactions 1	150.00
2646	Account 533.800 - Office Supplies 26465 - Diamond Printing Inc 10600 12997 - Do Co Procurement Program 11-16 LOUTh	upplies 10600 11-16 LOUTHAN	GVILLE GVILLE	Paid by Check # 656914 Paid by Check # 656917		12/10/2016 11/27/2016	12/23/2016 12/23/2016	12/23/2016 12/23/2016 <sup>Tavaica</sup>	12/23/2016 12/23/2016 Transactions 2	490.62 110.23 \$600.85
					Account 533.81	Account 533.800 - Office Supplies Totals	pplies Lotals	TUVOICE	Invoice Transactions 2	·····

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# Accounts Payable by G/L Distribution Report G/L Date Range 11/25/16 - 12/31/16

Vendor	Invoice No.	Invoice No. Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Held Reason Invoice Date Due Date G/L Date Received Date Payment Date Invoice Amount	Invoice Amount
Fund 610 - Gardnerville Town Department 921 - Gardnerville Admin Account 533.806 - Software 16648 - E Souared C Inc	in Jare 43915	6'VILLE	Paid by Check		12/01/2016 12/16/2016 12/16/2016	12/16/2016	12/16/2016	12/16/2016	37.50
			# 656676	Account 5.	Account 533.806 - Software Totals	ware Totals	Invoi	Invoice Transactions 1	\$37.50
Account 550.001 - Miscellaneous Expenses 4337 - NV ST Dept of Public Safety 41530 GVILLE	ellaneous Expenses 41530 G'VILLE 880005	ses E 880005	Paid by Check		11/01/2016 12/09/2016 12/09/2016	12/09/2016	12/09/2016	12/09/2016	36.25
			# 656491 Account 5 Der	0491 Account 550.001 - Miscellaneous Expenses Totals Department 921 - Gardnerville Admin Totals	llaneous Expi ardnerville A	enses Totals dmin Totals	Invoi Invoi	Invoice Transactions 1 Invoice Transactions 27	\$36.25

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Vander	Invoire No.	Invoice Description	Status Held Reason	ason Invoice Date	Due Date	G/L Date Received I	Received Date Payment Date In	Invoice Amount
Fund 610 - Gardnerville Town	2000							
Department 923 - Parks & Recreation Account 520.054 - Replacement & Repair	ement & Repair				3100/00/01	2100/00/01	9106/60/61	30.78
18821 - Fastenal Industrial/Cons Suppl	NVMIN59098	NVMIN0011	Paid by Check # 656125	9102/20/11	0TN7/7N/7T	0107/20/21	0102/20/21	
11985 - Ace Hardware	112053/1	1236	Paid by Check	11/02/2016	12/16/2016	12/16/2016	12/16/2016	8.25
11985 - Ace Hardware	112408/1	1236	# poorts Paid by Check	11/18/2016	12/16/2016	12/16/2016	12/16/2016	10.47
11985 - Ace Hardware	112410/1	1236	# 656619 Paid by Check	11/18/2016	12/16/2016	12/16/2016	12/16/2016	7.47
13485 - Ahern Rentals Inc	16787402-1	205304	# 656619 Paid by Check	11/02/2016	12/16/2016	12/16/2016	12/16/2016	5.19
13485 - Ahern Rentals Inc	16880864-1	205304	# 656624 Paid by Check	11/28/2016	12/16/2016	12/16/2016	12/16/2016	22.27
2121 - Meeks Lumber	991024	06G1570	# 656624 Paid by Check	11/18/2016	12/16/2016	12/16/2016	12/16/2016	36.00
12997 - Do Co Procurement Program	11-16	G'VILLE	# 656759 Paid by Check	11/27/2016	12/23/2016	12/23/2016	12/23/2016	1,132.05
1133 - Douglas Fabrication Inc	DALLAIRE 472846	G'VILLE	# 656917 Paid by Check	12/09/2016	12/23/2016	12/23/2016	12/23/2016	11.25
			# 656928 Account 520.08	128 Account 520 <b>.08</b> 4 - Replacement & Repair Totals	Repair Totals	Invoice Transactions	tions 9	\$1,263.23
Account 520.089 - Power 2924 - NV Enerav	791804 11-16	791804	Paid by Check	11/24/2016	12/16/2016	12/16/2016	12/16/2016	483.58
VD - NV Fnerry	791804 11=16	791804	# 656773 Paid by Check	12/07/2016	12/23/2016	12/23/2016	12/23/2016	32,24
			# 656992	Account 520,089 - Power Totals	Power Totals	Invoice Transactions 2	tions 2	\$515.82
Account 520.090 - Water 2153 - Minden Town of	1862.01 11/16	1862.01	Paid by Check	11/22/2016	12/16/2016	12/16/2016	12/16/2016	24.05
			70/000 #	Account 520.090 - Water Totals	Water Totals	Invoice Transactions 1	ctions 1	\$24.05
Account 532,003 - Gas & Oil 3814 - Flvers Energy LLC	Dil 16-365119	8308	Paid by Check	11/17/2016	12/09/2016	12/09/2016	12/09/2016	305.95
			# 656421 P	Account 532.003 - Gas & Oil Totals	s & Oil Totals	Invoice Transactions 1	ctions 1	\$305.95
Account 533.817 - Small Projects 18821 - Fastenal Industrial/Cons Suppl NVMI	Projects NVMIN59225	1100NIMVN	Paid by Check	11/08/2016	12/02/2016	12/02/2016	12/02/2016	18.08
572 - Campbell Welding	WELDING 11-	G'VILLE	# 656125 Paid by Check	11/22/2016	12/09/2016	12/09/2016	12/09/2016	1,813.00
11558 - Costco-Comptroller	22-16 7237 11/16	7003731100017237	# 656364 Paid by Check	11/26/2016	12/09/2016	12/09/2016	12/09/2016	51.10
2549 - Dallaire Tom-Petty Cash	12-16 G'VILLE	PETTY CASH	# 65638/ Paid by Check	11/18/2016	12/09/2016	12/09/2016	12/09/2016	25.00

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	Tanan Min	Tatolog Description	Shehd Suited?	Hald Reason Invoice	Invoice Date Due Date		G/L Date	Received Date	Received Date Payment Date	Invoice Amount
vendor Fund 610 - Gardnerville Town Department 923 - Parks & Recreation Account 533.817 - Small Projects	pjects						0	A.		2000
11985 - Ace Hardware	112248/1	1236	Paid by Check	11/10/2016		5/2016 1	12/16/2016 12/16/2016		12/16/2016	96.67
11985 - Ace Hardware	112623/1	1236	# 650619 Paid by Check	11/28/2016		12/16/2016 1	12/16/2016		12/16/2016	15.97
11985 - Ace Hardware	112665/1	1236	# b56619 Paid by Check	11/30/2016		12/16/2016 1	12/16/2016		12/16/2016	4.98
13485 - Ahern Rentals Inc	16893300-1	205304	# 656619 Paid by Check	11/30/2016		12/16/2016 1	12/16/2016		12/16/2016	12.40
13485 - Ahern Rentals Inc	16893366-1	205304	# 656624 Paid by Check	11/30/2016		12/16/2016 1	12/16/2016		12/16/2016	26.24
18821 - Fastenal Industrial/Cons Suppl	NVMIN59457	1100NIWVN	# 656624 Paid by Check	11/21/2016		12/16/2016 1	12/16/2016		12/16/2016	86.86
18821 - Fastenal Industrial/Cons Suppl	NVMIN59487	1100NIMVN	# 656684 Paid by Check	11/22/2016		12/16/2016 1	12/16/2016		12/16/2016	12.45
18821 - Fastenal Industrial/Cons Suppl	NVMIN59622	NVMIN0011	# 656684 Paid by Check	11/29/2016		12/16/2016 1	12/16/2016		12/16/2016	16.46
31630 - Sierra Event Rentals LLC	1599	G'VILLE	# 656684 Paid by Check	02/24/2016		12/16/2016 1	12/16/2016		12/16/2016	296.25
12997 - Do Co Procurement Program	11-16	G'VILLE	# 656800 Paid by Check	11/27/2016		12/23/2016 1	12/23/2016		12/23/2016	1,756.45
5331 - Signs of Excitement Inc	LOUTHAN 5622	G'VILLE	# 656917 Paid by Check	11/30/2016		12/23/2016 1	12/23/2016		12/23/2016	85,00
			# 657052 Accour Accour	Account 533.817 - Small Projects Totals Denartment 923 - Parks & Recreation Totals	all Projects Recreation	s Totals 1 Totals	Invo Invo	Invoice Transactions 15 Invoice Transactions 28	15 28	\$4,250.20 \$6,359.25

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Vendor	Invoice No.	Invoice Description	Status Held Reason	ason Invoice Date Due Date	Due Date	ALL DALE RECEIVED	Vecelven Date 1 aviintin pare	
Fund 610 - Gardnerville Town Denartmant 926 - Other Public Works								
Account 520.084 - Replacement & Repair 18231 - Factoral Industrial/Cons Suppl	ment & Repair NVMIN59098	1100NIM/N	Paid by Check	11/02/2016	12/02/2016	12/02/2016	12/02/2016	45.42
	70007	4170	# 656125 Paid by Check	11/09/2016	12/09/2016	12/09/2016	12/09/2016	3.87
- Parts Frouse	1/020011	1736	# 656509 Paid by Check	11/01/2016	12/16/2016	12/16/2016	12/16/2016	20.47
11985 - Ace Hardware	T /PCN7TT	0001	# 656619	11/02/2016	12/16/2016	12/16/2016	12/16/2016	12.36
11985 - Ace Hardware	112053/1	1230	# 656619				2100/24/01	5.37
18821 - Fastenal Industrial/Cons Suppl	NVMIN59622	IL00NIMVN	Paid by Check	11/29/2016	12/16/2016	12/16/2016	0TN7/0T/7T	400
8043 - Mark Smith Tire Center Inc	71700168627	A17-14675	# 000004 Paid by Check	11/02/2016	12/16/2016	12/16/2016	12/16/2016	66.00
18358 - Rohcat of Reno	P03076	NVTOD0	# 656746 Paid by Check	12/06/2016	12/23/2016	12/23/2016	12/23/2016	24.33
200 Doctor of the second s	477846	GVILLE	# 656876 Paid by Check	12/09/2016	12/23/2016	12/23/2016	12/23/2016	16.87
TT22 - DOUGIAS FADILIZATION THE			# 656928 Account 520.08	128 Account 520,084 - Replacement & Repair Totals	Repair Totals	Invoice Transactions 8	actions 8	\$194.64
Account 520.095 - Street Lights	ights 791804 11-16	791804	Paid by Check	11/24/2016	12/16/2016	12/16/2016	12/16/2016	6,178.48
27 - IN LIGIN			# 656773 Accou	Account 520,095 - Street Lights Totals	Lights Totals	Invoice Transactions 1	actions 1	\$6,178,48
Account 520.103 - Maint Road 19871 - Factonal Industrial/Cons Sund	oadi NVMIN59098	1100NIWWN	Paid by Check	11/02/2016	12/02/2016	12/02/2016	12/02/2016	32.86
	P12249	6035322502697513	# 656125 Paid by Check	11/07/2016	12/02/2016	12/02/2016	12/02/2016	214.36
14/4/ - NULLE DEPORT (DVILLE)	RERE	G'VILLE	# 656158 Paid by Check	11/28/2016	12/09/2016	12/09/2016	12/09/2016	7,038.00
Jur Binnight liked bero - CO/CZ	112522/1	1236	# 656431 Paid by Check	11/22/2016	12/16/2016	12/16/2016	12/16/2016	8.99
11905 - Ace Hardware	112635/1	1236	# 656619 Paid by Check	11/29/2016	12/16/2016	12/16/2016	12/16/2016	39.99
11903 - Aue Haruware 13007 - Do Co Producement Program	11-16 LACOST	G'VILLE	# 656619 Paid by Check	11/27/2016	12/23/2016	12/23/2016	12/23/2016	219.24
			# 656917 Acc	Account 520.103 - Maint Road Totals	t Road Totals	Invoice Transactions	actions 6	\$7,553.44
Account 520,116 - Veh. Maint-Co Shop Account Maintenance 10@16	aint-Co Shop 10@16	MOTOR POOL	Paid by Check	11/15/2016	12/02/2016	12/02/2016	12/02/2016	1,349.99
1200 - Do Co Vehicle Maintenance	TRANSFER 11@16	MOTOR POOL	# 656112 Paid by Check	12/05/2016	12/23/2016	12/23/2016	12/23/2016	3,919.67
	TDANCEED		# 656923			с Н Н	•	4E 360 66

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Accounts Payable by G/L Distribution Report G/L Date Range 11/25/16 - 12/31/16

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Vendor	Invoice No.	Invoice Description	Status Hel	Held Reason Invoice Date Due Date	Due Date	ה/ר חקוב עברבואבר	Necelven hate rayment hate	SUPPORT PRIORITY
10 - Ga								
Account 532.003 - Gas & Oil 3814 - Fivers Eneray LLC	II CFS1325082	8308	Paid by Check	11/15/2016	11/15/2016 12/09/2016 12/09/2016	12/09/2016	12/09/2016	316.72
3814 - Flvers Fnerov II C	CFS1335117	8308	# 656421 Paid by Check	11/30/2016	12/16/2016	12/16/2016	12/16/2016	350.58
			# 656697	Account 532.003 - Gas & Oil Totals	প্ল Oil Totals	Invoice Transactions	actions 2	\$667.30
Account 532.028 - Uniforms 5785 - Alsco Inc	s LREN1198519	000330	Paid by Check	11/01/2016	12/09/2016	12/09/2016	12/09/2016	4.39
5785 - Alsco Inc	LREN1200449	000330	# 656343 Paid by Check	11/08/2016	12/09/2016	12/09/2016	12/09/2016	4.39
5785 - Alsco Inc	LREN1202343	000330	# 656343 Paid by Check	11/15/2016	12/09/2016	12/09/2016	12/09/2016	4.39
5785 - Alsco Inc	LREN1204238	000330	# 656343 Paid by Check	11/22/2016	12/09/2016	12/09/2016	12/09/2016	4.39
5785 - Alsco Inc	LREN1206185	000330	# 656343 Paid by Check	11/29/2016	12/09/2016	12/09/2016	12/09/2016	4.39
30870 - Mallory Safety & Supply LLC	4167169	87639	# 656343 Paid by Check	11/01/2016	12/09/2016	12/09/2016	12/09/2016	26.92
30870 - Mallory Safety & Supply LLC	4175441	87639	# 656459 Paid by Check	11/17/2016	12/09/2016	12/09/2016	12/09/2016	45.50
10314 - Work World Inc	49411	109-103 G'VILLE	# 656459 Paid by Check	11/12/2016	12/16/2016	12/16/2016	12/16/2016	159,95
12997 - Do Co Procurement Program	11-16 LACOST	G'VILLE	# 656848 Paid by Check	11/27/2016	12/23/2016	12/23/2016	12/23/2016	42.72
			# 656917	Account 532.028 - Uniforms Totals	iforms Totals	Invoice Transactions 9	actions 9	\$297.04
Account 562,000 - Capital Projects 2012 - Lumos and Associates Inc 93173	Projects 93173	8939,000	Paid by Check	11/17/2016	12/09/2016	12/09/2016	12/09/2016	2,502.50
31525 - Bramco Construction Corp	7247	G'VILLE	# 656457 Paid by Check	12/01/2016	12/23/2016	12/23/2016	12/23/2016	832.17
12997 - Do Co Procurement Program	11-16	G'VILLE	# 6568/8 Paid by Check	11/27/2016	12/23/2016	12/23/2016	12/23/2016	5,975.00
	DALLAIRE		# 65691/ Accc Departi	Account 562.000 - Capital Projects Totals Department 926 - Other Public Works Totals E4 540 - Cardinerville Town Totals	ojects Totals Works Totals	Invoice Transactions 3 Invoice Transactions 36 Invoice Transactions 86	actions 3 actions 31 actions 86	\$9,309.67 \$29,470.23 \$43,732.03

Accounts Payable by G/L Distribution Report G/L Date Range 11/25/16 - 12/31/16

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Vendor	Invoice No.	Invoice Description	Status Held Reason	Invoice Date	Due Date	G/L Date Received Date	Received Date Payment Date I	Invoice Amount
11 - Ga								
Account 510.150 - Board Compensation 12/16 BOARD	ompensation 12/16 BOARD	G'VILLE	Paid by Check	12/01/2016	12/09/2016	12/09/2016	12/09/2016	250.00
n brond problem 0001	12/16 BOARD	G'VILLE	# 656437 Paid by Check	12/01/2016	12/09/2016	12/09/2016	12/09/2016	250.00
4006 - JUNES Cassanua a reg	12/16 BOARD	G'UILE	# 656446 Paid by Check	12/01/2016	12/09/2016	12/09/2016	12/09/2016	250.00
28960 - Miller Neiliteur	12-16 ROARD	G'VILLE	# 656470 Paid by Check	12/01/2016	12/09/2016	12/09/2016	12/09/2016	250.00
2909 - Släter Linua	12-16 ROARD	G'UILE	# 656550 Paid by Check	12/01/2016	12/09/2016	12/09/2016	12/09/2016	275.00
8364 - Wenner Mary	00000 0T 2T		# 656596 Account 510.150 - Board Compensation Totals	- Board Compens	ation Totals	Invoice Transactions 5	ls 5	\$1,275.00
Account 520.055 - Telephone Expense 782-7134 1	ne Expense 782-7134 11/16	e Expense 782-7134 11/16 77578271340502795	Paid by Check	11/16/2016	12/09/2016	12/09/2016	12/09/2016	106.52
29103 Erontion	782-3856 11/16	782-3856 11/16 77578238560808025	# 656426 Paid by Check	11/16/2016	12/09/2016	12/09/2016	12/09/2016	52.88
ISNIML - COTE			# 656426	12/01/2016	12/23/2016	12/23/2016	12/23/2016	277.05
13097 - Verizon Wireless	7715/79//6	T0000-041TT0749	# 657090 Account 520.055	Account 520.055 - Telephone Expense Totals	pense Totals	Invoice Transactions	I S SU	\$436.45
Account 520.060 - Postage/Po Box Rent 2006 - U S Doctmastar (2)/011 F	e/Po Box Rent 12-16 BULK	GVILLE	Paid by Check	12/08/2016	12/16/2016	12/16/2016	12/16/2016	2,000.00
2200 - 0.3 rosumater o tree	MAIL	G'VILLE	# 656828 Paid by Check	12/10/2016	12/23/2016	12/23/2016	12/23/2016	317.12
Juit Binning brombld - C0+02	1000		# 656914 Account 520.060 - Postage/Po Box Rent Totals	- Postage/Po Box	r Rent Totals	Invoice Transactions 2	ns 2	\$2,317.12
Account 520.072 - Advertising 22633 - Siarra Nevada Media Group	sing 14945-	1057644	Paid by Check	11/30/2016	12/23/2016	12/23/2016	12/23/2016	364.50
	11302016		# 657048 Account	Account 520.072 - Advertising Totals	tising Totals	Invoice Transactions 1	ns 1	\$364.50
Account 520.084 - Replacement & Repair 1001 - Defending 1001 - Defending Industrial/Cons Sunol	ement & Repair NVMIN59098	1100NIMVN	Paid by Check	11/02/2016	12/02/2016	12/02/2016	12/02/2016	45.42
10021 - Lasterial Industrial Co. 2000 - Arsts Fruitioment Co.	1-87859	1015	# 656125 Paid by Check	11/21/2016	12/09/2016	12/09/2016	12/09/2016	1,307.74
3030 - Ariala Equipricas co. 14030 - Cartified Laboratories	2495656	455902	# 656349 Paid by Check	10/21/2016	12/09/2016	12/09/2016	12/09/2016	244.72
17227 - Celanca capalaconos 0571 - Valley Towing Inc	47212	TOWNGV	# 656380 Paid by Check	11/17/2016	12/09/2016	12/09/2016	12/09/2016	525.00
11085 - Ace Hardware	112053/1	1236	# 656583 Paid by Check	11/02/2016	12/16/2016	12/16/2016	12/16/2016	12.37
	117484/1	1236	# 656619 Paid by Check	11/21/2016	12/16/2016	12/16/2016	12/16/2016	29.94

Accounts Payable by G/L Distribution Report G/L Date Range 11/25/16 - 12/31/16

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	Touries No.	Thuning Description	Status Held Reason	Invoice Date	Due Date	G/L Date Received	Received Date Payment Date Ir	Invoice Amount
Vendor Find 611 - Gardnerville Health & San	TINNICE INO.	דוואחורב הפסרווהחחו						
Department 925 - Health & Sanitation	Ĕ							
Account 520.084 - Replacement & Kepair 11985 - Ace Hardware	ment & kepair 112498/1	1236	Paid by Check	11/22/2016	12/16/2016	12/16/2016	12/16/2016	7.49
11985 - Ace Hardware	112514/1	1236	# 656619 Paid by Check	11/22/2016	12/16/2016	12/16/2016	12/16/2016	5.99
11985 - Ace Hardware	112604/1	1236	# 656619 Paid by Check	11/28/2016	12/16/2016	12/16/2016	12/16/2016	39.90
11985 - Ace Hardware	112680/1	1236	# 656619 Paid by Check	11/30/2016	12/16/2016	12/16/2016	12/16/2016	49.90
18821 - Fastenal Industrial/Cons Suppl	NVMIN59570	1100NIMVN	# 656619 Paid by Check	11/28/2016	12/16/2016	12/16/2016	12/16/2016	8.60
5059 - Hydraulic Industrial Services Inc	32129	G'VILLE	# 656684 Paid by Check	11/15/2016	12/16/2016	12/16/2016	12/16/2016	99.51
1957 - Lawson Products Inc	9304542217	10228446	# 656722 Paid by Check	11/28/2016	12/16/2016	12/16/2016	12/16/2016	19.84
1957 - Lawson Products Inc	9304549612	10228446	# 656/39 Paid by Check	11/30/2016	12/16/2016	12/16/2016	12/16/2016	54.31
1957 - Lawson Products Inc	9304520666	10228446	# 656739 Paid by Check	11/16/2016	12/16/2016	12/16/2016	12/16/2016	29.06
2121 - Meeks Lumber	988938	06G1570	# 656/39 Paid by Check	11/09/2016	12/16/2016	12/16/2016	12/16/2016	131.09
7198 - Consolidated Fabricators	182679	TOWN01	# 656759 Paid by Check	12/01/2016	12/23/2016	12/23/2016	12/23/2016	163.32
1133 - Douglas Fabrication Inc	472846	G'VILLE	# 656902 Paid by Check	12/09/2016	12/23/2016	12/23/2016	12/23/2016	16.88
5591 - Silver State International Trucks Inc N34168	c N34168	71641	# 656928 Paid by Check	11/30/2016	12/23/2016	12/23/2016	12/23/2016	2,349.43
			# 65/054 Account 520.084 - Replacement & Repair Totals	eplacement & R	tepair Totals	Invoice Transactions 19	ctions 19	\$5,140.51
Account 520.089 - Power 2924 - NV Energy	791804 11-16	791804	Paid by Check	11/24/2016	12/16/2016	12/16/2016	12/16/2016	200.61
				Account 520.089 - Power Totals	ower Totals	Invoice Transactions 1	ctions 1	\$200.61
Account 520.136 - Rents & Leases Equipment 97845314 14	k Leases Equipme 97845314	ent 1481234-3433221	Paid by Check	11/11/2016	12/02/2016	12/02/2016	12/02/2016	165.41
4753 - Ricoh USA Inc	5045824399	16769392	# 656252 Paid by Check	12/01/2016	12/23/2016	12/23/2016	12/23/2016	67.98
			# b5/U33 Account 520,136 - Rents & Leases Equipment Totals	s & Leases Equip	ment Totals	Invoice Transactions 2	ctions 2	\$233.39
Account 520.187 - Internet Expense 32036 - Spectrum Business 0012509	et Expense 0012509 12/16	8354110060012509	Paid by Check	12/02/2016	12/23/2016	12/23/2016	12/23/2016	64.99
			# 65/063 Account 520.15	Account 520.187 - Internet Expense Totals	nense Totals	Invoice Transactions	ctions 1	\$64.99

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\$37.50	Invoice Transactions 1		Riware Totals	Account 533.806 - Software Totals	Account	0/0000 #			
37.50	12/16/2016	12/16/2016	12/16/2016	12/01/2016	~	Paid by Check	G'VILLE	re 43915	Account 533.806 - Software 16648 - E Squared C Inc
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490.62	12/23/2016	12/23/2016	12/23/2016	12/10/2016	v	Paid by Check	<b>G'VILLE</b>	Supplies 10600	Account 533.800 - Office Supplies 26465 - Diamond Printing Inc 10600
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42.72	12/23/2016	12/23/2016	12/23/2016	11/27/2016	~	# 050040 Paid by Check	G'VILLE	11-16 LACOST	12997 - Do Co Procurement Program
159.95	12/16/2016	12/16/2016	12/16/2016	11/12/2016		# 000409 Paid by Check	109-103 G'VILLE	49411	10314 - Work World Inc
45.50	12/09/2016	12/09/2016	12/09/2016	11/17/2016		Paid by Check	87639	4175441	30870 - Mallory Safety & Supply LLC
26.92	12/09/2016	12/09/2016	12/09/2016	11/01/2016		# 020242 Paid by Check	87639	4167169	30870 - Mallory Safety & Supply LLC
4.39	12/09/2016	12/09/2016	12/09/2016	11/29/2016		# 020242 Paid by Check	000330	LREN1206185	5785 - Alsco Inc
4.39	12/09/2016	12/09/2016	12/09/2016	11/22/2016		# 020242 Paid by Check	000330	LREN1204238	5785 - Alsco Inc
4.39	12/09/2016	12/09/2016	12/09/2016	11/15/2016		Paid by Check	000330	LREN1202343	5785 - Alsco Inc
4.39	12/09/2016	12/09/2016	12/09/2016	11/08/2016		Paid by Check	000330	LREN1200449	5785 - Alsco Inc
4.39	12/09/2016	12/09/2016	12/09/2016	11/01/2016		Paid by Check	000330	IS LREN1198519	Account 532.028 - Uniforms 5785 - Alsco Inc
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\$20,283.96	Invoice Transactions 2	Invoice Tra	pense Totals	7 - Landfill Expense Totals	Account 520.197	# 656926		11/16	
1,929.86	12/23/2016	12/23/2016	12/23/2016	12/01/2016		# 656885 Paid by Check	40990612	40990612	9016 - Douglas Disposal Inc
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Page 10 of 11

G/L Distribution Report G/L Date Range 11/25/16 - 12/31/16	
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\$33,076.06 \$33,076.06 \$76,808.09 G/L Date Received Date Payment Date Invoice Amount Held Reason Invoice Date Due Date Status Invoice Description Invoice No. Vendor Fund 611 - Gardnerville Health & San

\* = Prior Fiscal Year Activity

Department 925 - Health & Sanitation Totals Fund 611 - Gardnerville Health & San Totals Grand Totals

Invoice Transactions 50 Invoice Transactions 50 Invoice Transactions 136

1

# **Gardnerville Town Board AGENDA ACTION SHEET**



- 1. Not For Possible Action: Discussion on the Main Street Program Manager's Monthly Report of activities for December 2016.
- 2. Recommended Motion: Receive and file a. Funds Available: 🗆 Yes M/A 3. Department: Administration 4. Prepared by: Paula Lochridge Time Requested: 10 minutes 5. Meeting Date: January 3, 2017 6. Agenda: Consent ✓ Administrative 7. Background Information **⊠**N/A 8. Other Agency Review of Action: Douglas County 9. Board Action: Approved with Modifications □ Approved
- □ Denied
- □ Continued



## Main Street Gardnerville's Program Manager Report January 3, 2017

## • Main Street Mingle at Record Courier Center, Feb. 16<sup>th</sup>:

• Our next Mingle is tentatively scheduled for February 16<sup>th</sup> and the focus will be on the upcoming wine walk season. We hope the next mingle will be well attended by those businesses that participate in the wine walk event. We will provide some training on how they can improve the event, cut their expenses and on ways that the businesses can "cash in" on the exposure.

# • Submitted our annual reports for our two Nevada Department of Agriculture Grants:

- o Closed Grant: Children's Garden/Education Based Garden Grant
- o Active Grant: Growing to Share

Partial reports for both grants are included in your packet. If you would like the full report, I can email it to you.

## • Miscellaneous Program Items:

- Coordinated a meeting with our USDA representative; Tom Dallaire, TOG Manager; Jenifer Davidson, TOM Manager; and Connie Billington, MSM Executive Director to discuss submitting a grant that would revise/update our current Market Analysis and begin one for the entire town of Gardnerville as well as one for Minden's Main Street and the Town.
  - The Meeting is scheduled for Jan. 12<sup>th</sup>.
  - The original Market Analysis was completed in 2009.
    - I've included a summary from our existing Market Analysis Report in your board packet.
- Preparing for action plan revisions for first quarter.
- Planning to relaunch the revolving loan program and re-engage the existing loan review committee.
- Planning for the upcoming New Year's Eve Candlelight Labyrinth Walk on December 31, 2016, 6 9 pm.

# NDA Grant Children's Garden -Garden Based Education

Name of Department: Nevada Department of Agriculture Name of Contact: Ashley Jeppson USDA AMS Agreement Number: Specialty Crop Block Grant Program-Farm Bill Parent Award #12-25-B-1683 (USDA FFY2013). Subgrant # SCB 1410-10 Name of Contact: Ashley Jeppson Type of Report: Final Report Date Report Submitted: December 9, 2016

## **Project Title:**

Gardnerville Garden Based Education Focused on Nevada Grown Crops

## **Project Activity:**

So far this year, our volunteers have logged in 206 hours on this project. (There are some volunteer hour sheets we have yet to receive but this gives you a great idea of how much time and effort went into this project.)

## This report

Timeline	Project Activity	Report
Timeline February- August 2016	<ul> <li>Project Activity</li> <li>Begin participant recruitment plan implementation</li> <li>Prepare raised beds for planting</li> <li>Prepare/order printed materials for the summer program</li> <li>Execute educational program</li> <li>Continue with educational program</li> <li>Hold open house</li> </ul>	<ul> <li>Report</li> <li>Completed: <ul> <li>Planning meeting held to determine Children Garden Activities for the season.</li> <li>Recruitment was done through newspaper, social media, website, e-blasts, flyers, word of mouth and distribution of information at a local elementary school.</li> <li>Soil amended.</li> <li>Irrigation lines checked.</li> <li>Half of the beds were prepared for early planting with row covers.</li> <li>Flyers and rack cards created and printed in house for both the April 9<sup>th</sup> Garden Opener and the May 21<sup>st</sup> Open House special events.</li> <li>Education Workshop held at the Garden Opener event.</li> <li>Demonstrated and built row covers</li> <li>Planted Potatoes</li> <li>Planted Potatoes</li> </ul> </li> </ul>

		the children to take
		home.
		<ul> <li>Approximately 6 children</li> </ul>
		were in attendance; the
		event was almost rained
		out.
		<ul> <li>Education Workshop held at the</li> </ul>
		Open House event. Photos are
	1	attached.
		• Children planted circle
		gardens in the raised
		beds.
		• Wiggly Worms discussion
		included a hands-on
		project.
<b>z</b>		• Planted lettuce seeds and
		sprout jars to take home.
		<ul> <li>Approximately 25</li> </ul>
		children were in
		attendance.
		<ul> <li>In May, two Science classes from</li> </ul>
		Carson Valley Middle School
		toured the gardens. Photos are
		attached.
		• They designed and
		created a living sundial.
		• Each student brought a
		plant to place in the
		sundial design.
		• In Jnne, two first grade elasses
		from Gardnerville Elementary
		School came to the gardens for a
		tour.
		• They planted seeds in
		newspaper pots to take
		home and searched
		for/identified bugs in the
		gardens.
		e
		<ul> <li>In June, a teen group from</li> </ul>
		Partnership of Community
		Resources arrived for a tour and
		to plant donated tomato plants
		in the Children's Garden.
September –	<ul> <li>Host garden tours</li> </ul>	• Signs and plant labels installed in the
November	<ul> <li>Design and order signs for the</li> </ul>	Children's Garden
2015	Alphabet garden.	<ul> <li>Education Workshop held at the Fall</li> </ul>

	Harvest event on October 1 <sup>st</sup> . Photos are attached.
	<ul> <li>There was a Bee Demonstration from Hall's Honey.</li> <li>There was a scavenger hunt that included the Children's Garden area;</li> <li>Find the critters in the corn contest where children got to search for "critters" in the corn.</li> <li>Approximately 60 children were in attendance.</li> </ul>
<ul> <li>Final Report</li> </ul>	Submitted December 9, 2016.

**Problems and Delays:** 

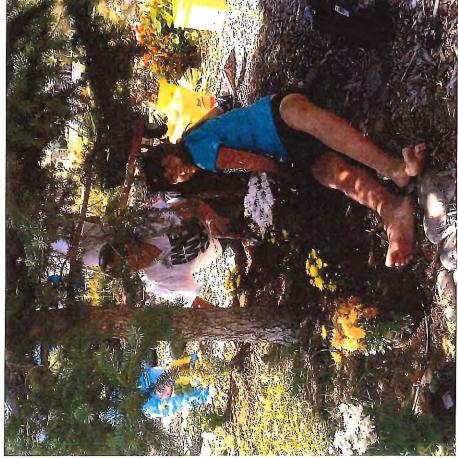
- Weekend Educational Programs are difficult due to children's sport commitments and other family activities March through May. For that reason we combined these programs with each of the three special events held within the gardens.
  - In a small community, other organizational events and sport schedules often overlap so it can be a struggle, at times, to get high attendance numbers at every event.
- The heat continued to be a consideration for workshop scheduling.

**Future Project Plans:** 

- Plans are to continue these workshops for children. The idea is to make each workshop a complete experience in one day. They'll learn, they'll plant, and take home a garden related item. (Ex. Plant a bulb in the Children's Garden aud then take one home to plant. Or they plant one in a pot to take home.)
- Continue to develop school classroom visits to the gardens and presentations to do in the classrooms.
- In 2016 we designed and created a keyhole garden, creating a garden space with paths in the children's garden area. The design has been laid out and marked. The beds have been filled with compost and are ready for planting in the spring of 2017.
- Create an afterschool Kids Gardening Club with Middle School Students. The school is a block away, easy walking distance.

**Funding Expended to Date: \$4,849.00** (Last reimbursement report/draw report submitted on 9/30/16.)

Children's Workshop during the May 21, 2016 Open House event at Heritage Park Gardens

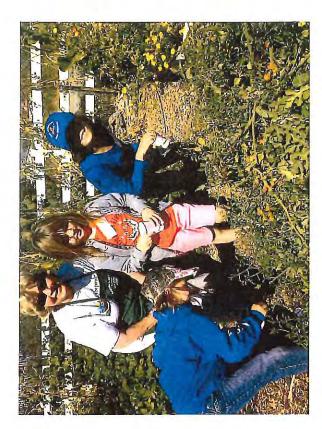






Children's Workshop during the May 21, 2016 Open House event at Heritage Park Gardens



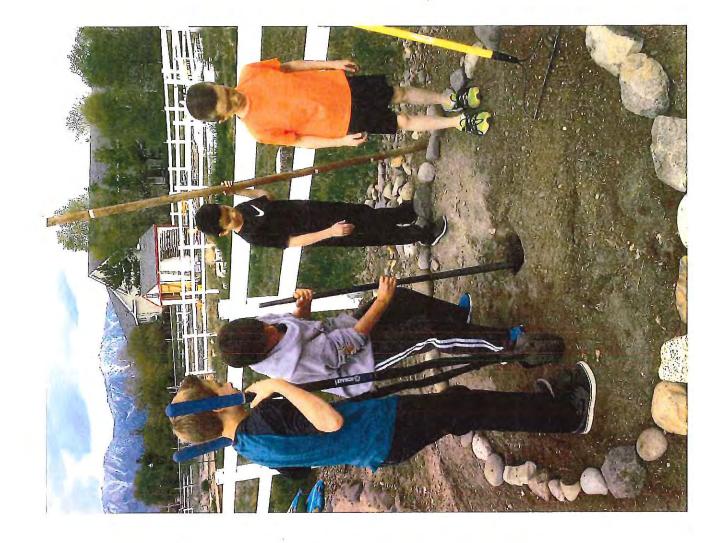




4-8

Carson Valley Middle School students created a sundial in the Children's Garden at Heritage Park Gardens. May 2016





4-9

Carson Valley Middle School students created a sundial in the Children's Garden at Heritage Park Gardens. *May 2016* 



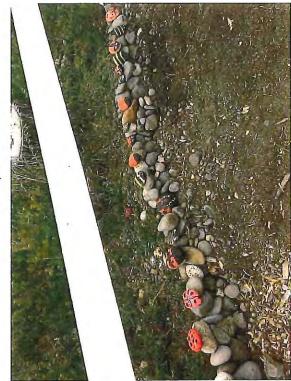


Carson Valley Middle School students created a sundial in the Children's Garden at Heritage Park Gardens. May 2016

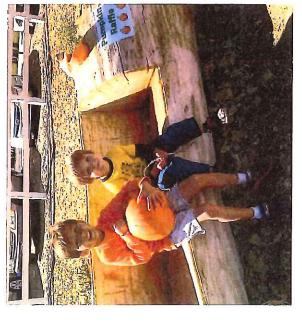


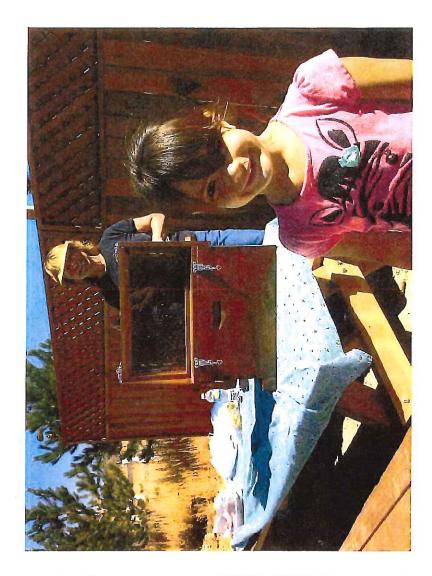


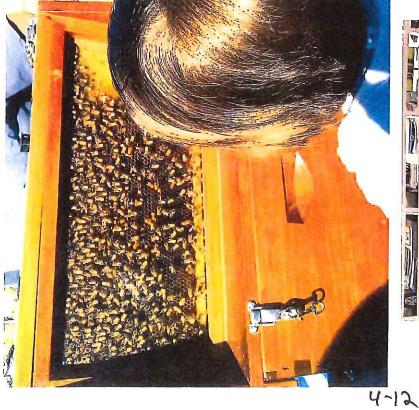
Students painted a dedication rock and lady bug rocks to mark their project.



October 1, 2016 at the Fall Harvest Festival event at Heritage Park Gardens

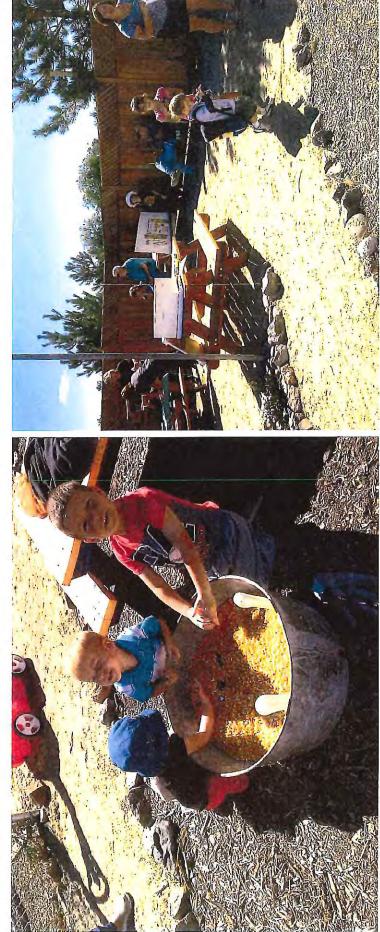






October 1, 2016 at the Fall Harvest Festival event at Heritage Park Gardens





4-13

# NDA Grant Growing to Share

Name of Department: Nevada Department of Agriculture Name of Contact: Ashley Jeppson USDA AMS Agreement Number: Specialty Crop Block Grant Program-Farm Bill Parent Award #14-SCBGP-NV-0032. Subgrant # SCB 1510-06 Name of Contact: Ashley Jeppson Type of Report: Annual Report Date Report Submitted: Dec 9<sup>cm</sup>, 2014

## Project Title: "Growing to Share" at Heritage Park Gardens

## **Project Activity:**

So far, our volunteers have logged **318 hours** on this project this year. There are some volunteer hour sheets we have yet to receive so there is a possibility that the volunteer hours for this time period could increase.

## WORK PLAN (Year 2 & 3)

Project Activity	Who	Timeline	Report
Review and update information package on growing specialty crops	"Growing to Share" Steering Committee and Carol Sandmeier	February- March 2016/2017	Completed in March 2016. Attached the information packet materials.
Order supplies for garden journals/information package	Carol Sandmeier, MSG Program Manager	February- March 2016/2017	Completed in March 2016.
Perform maintenance work and prepare raised beds for new season (e.g. order/add soil amendments, repair fence/irrigation as needed)	"Growing to Share" Steering Committee, Heritage Park Gardens Committee, MSG Volunteers	March-May 2016/2017	Scheduled monthly Saturday workdays to prep gardens for planting.
Hold pre-planting workshop with five families growing specialty crops at Heritage Park Gardens (Goal 1); conduct knowledge evaluations	"Growing to Share" Steering Committee and Carol Sandmeier	February- April 2016/2017	The Steering Committee met in February, April, June and September to review project. Did an orientation in the gardens and distributed paperwork on April 23, 2016. Volunteers also set up an informational table at the local Food Closet for 2 days to recruit new people. Ms. Sandmeier followed up with those signed up to have them re-state their commitment to the project and a few backed out.

Specialty Crop Block Grant Program-Farm Bill Parent Award #14-SCBGP-NV-0032. Subgrant # SCB 1510-06

Order plant seeds/starters	Carol Sandmeier, "Growing to Share" Steering Committee, MSG Program Manager	March-June 2016/2017	They ended up not ordering seeds/starters but rather went to the local nursery to make selections and purchases. The volunteer mentors and participants scheduled several "shopping trips" beginning on April 14, 2016.
Hold "Open House" event at Heritage Park Gardens (Goal 4)	Heritage Park Gardens, MSG Program Manager, "Growing to Share" Steering Committee	May 2016/2017	Held the open house event on May 21, 2016. See attached flyer. 100-150 members of the community attended. Vegetable plants were provided to participants growing the Sharing Gardens beds.
Assist in planting and growing specialty crops during the growing season (Goal 2)	"Growing to Share" Steering Committee, Heritage Park Gardens Committee	May- September 2016/2017	Mentors assisted the participants on an "as needed" basis. The mentors also monitored the progress, staying in contact with the participants.
Promote "Produce Baskets" at various events hosted by Main Street Gardnerville (Goal 3)	Heritage Park Gardens, MSG Program Manager, "Growing to Share" Steering Committee	June- September 2015	Participants shared what they grew with their neighbors but there wasn't a surplus to share at the Fall Festival. They made donations to the food closet.
Create/publish a recipe booklet; order/distribute Hard Copies (Goal 5)	Carol Sandmeier, "Growing to Share" Steering Committee	June- September 2016/2017	We started collecting recipes in September through the rest of the year. We will add to the existing cookbook to distribute at the next spring event.
Hold "Fall Harvest Festival" at Heritage Park Gardens	Heritage Park Gardens, MSG Program Manager, "Growing to Share" Steering Committee	September 2016/2017	Held this event on October 1, 2016. Flyer attached. Good attendance from Sharing Garden people. Picture from Carol.
Send out a survey on specialty crop consumption	"Growing to Share" Steering Committee, MSG Program Manager	September- October 2016/2017	Ms. Sandmeier will be calling each group/family to conduct survey. Survey questions attached.
Conduct annual project review/ evaluation with participating families	"Growing to Share" Steering Committee, MSG Program Manager	October 2016/2017	Completed in November.

Compile and summarize evaluation/survey results	"Growing to Share" Steering Committee, MSG Program Manager	October- November 2016/2017	To be completed in November – December.
Prepare and submit quarterly progress report	MSG Program Manager	January - December 2016/2017	Unable to provide an informative quarterly report as timing is so unpredictable with this project.
Prepare and submit annual report	MSG Program Manager	November- December 2017	Compiled in November and December. Submitted Dec. 8, 2016.
Prepare and submit final report	MSG Program Manager	November- Decentber 2017	

## **Problems and Delays:**

- Realized that "Life Happens" and affects the participants' commitments to this project.
  - There was a couple who got divorced a two other participants who had surgeries during the growing season.
- We learned that one crop is all we can expect from each group/family.

## **Future Project Plans:**

- Translate forms, informational handouts, etc. into Spanish when necessary.
- One group had 15 people and they worked out a schedule that proved to be a great success for their gardens.
  - Participants brought their children to help.
  - Mentors held special work evenings for this group because all were employed and worked on Saturdays.
  - Plan more work sessions during the weeknights for those that work on the weekends.
  - Steering Committee focusing on the whole Sharing Garden Beds focus and may be scheduling it terms of utilizing weekly care takers as this large group did. All five groups would coordinate one crop per bed and create weekly schedules for care takers to monitor and work in all five beds.
  - 0

## Describe any changes that are anticipated in the project in the future:

• None anticipated at this point in time.

## Funding Expended to Date:

• \$3,820.00 expended thus far with \$2,960.00 in funds remaining.

# Information Table at the Food Closet to recruit participants



4-18

## **Evaluation Questions**

**USDA AMS Agreement Number:** Specialty Crop Block Grant Program-Farm Bill Parent Award #14-SCBGP-NV-0032. Subgrant # SCB 1510-06

## What did you like most about the Growing to Share Project?

- The opportunity to build relationships
- Shared the harvest with the Food Closet
- Seeing the vegetables growing and get excited to pick up the harvest
- Working together, the adults and the children
- Evening work sessions
- Learning so I can have a home garden next year

## What did you grow in your Growing to Share plot?

- Spinach
- Potatoes
- Cabbage
- Tomatoes
- Carrots
- Mint
- Kale
- Beets
- Strawberries
- Broccoli
- Radish

## What would you suggest to change or add to this project?

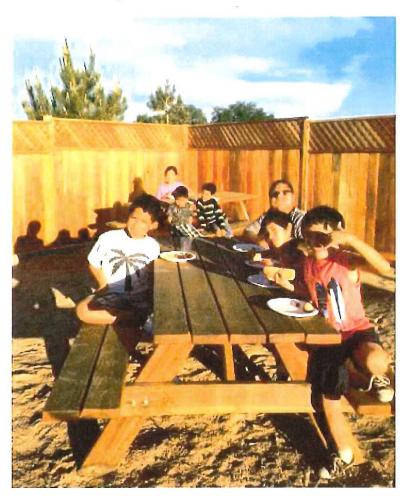
- To plant different vegetables like zucchini, squash
- Learn different ways to eliminate the "ants"
- Learn different ways to eliminate the squirrel problems
- Create weekly schedules for care takers; take turns throughout the season

# **Sharing Gardens Participants**



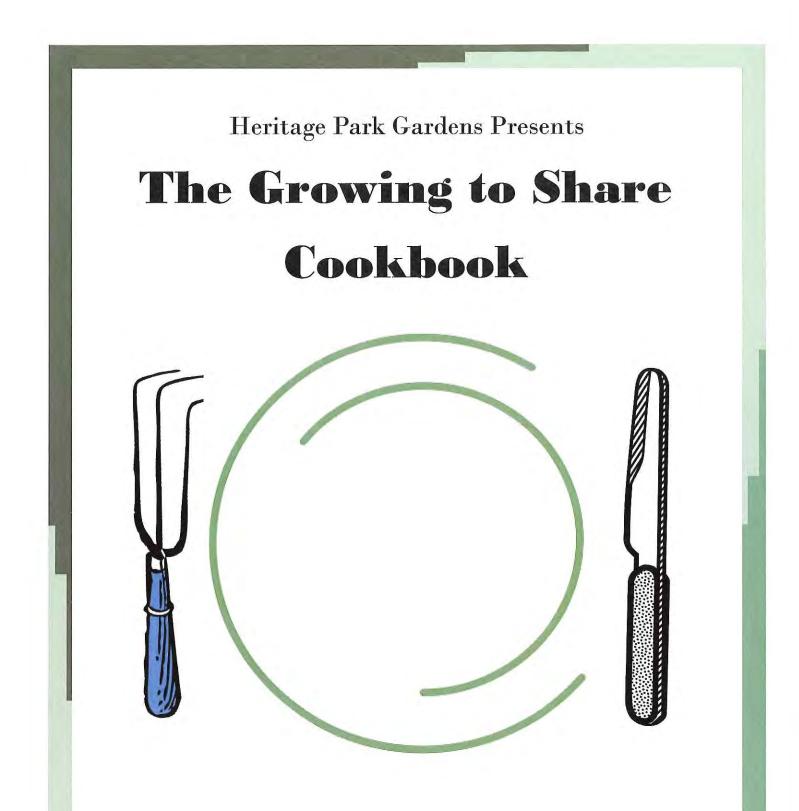
4-20

# **Sharing Gardens Participants**









A Partnership with Main Street Gardnerville, Carson Valley Community Food Closet, and Douglas County Social Services

> 2nd Edition: 2016 Gardnerville, Nevada

## Introduction

The "Growing to Share Cookbook" is made possible by a USDA Specialty Crop Block Grant.

Heritage Park Gardens is a community garden that was initiated in 2011 as a project of Main Street Gardnerville in cooperation with the Town of Gardnerville. It was established "to provide a place to learn, grow, share, and beautify . . . to cultivate and nurture our community."

Starting with just ten growing spaces, the gardens have expanded to include 18 plots for the general public, three demonstration beds, three gardens provided to youth groups and five additional spaces constructed in 2014 as part of a "Growing to Share" grant. A large Children's Garden area was dedicated in the spring of 2015. The Gardens include a meditation Labyrinth.

During the 2015 growing season, the gardeners in the Growing to Share program selected, planted, grew and harvested fresh food from their Heritage Park Community Gardens spaces. Some of the food went to their own households and some produce was shared with others through the Carson Valley Community Food Closet. This cookbook includes a few of the yummy recipes they used with their harvested vegetables.

ENJOY!!!





Heritage Park Gardens are located to the North of Heritage Park on Ezill Street in downtown Gardnerville. If you are interested in getting involved, contact: <u>cjsandmeier@aol.com</u> or

Info@MainStreetGardnerville.org



2 4-23

## Beet Ginger Sauerkraut Recipe

Prep time: 30 mins

Total time: 30 mins Ferment time: 7-14 days

Serves: 1-quart (946 mL) jar

From stupideasypaleo.com

### Ingredients

2 lb (907 g) green cabbage (you'll use half unless making a double batch)

8 oz (227 g) red beets

2–3 oz (57–85 g) fresh ginger

1-1/2 tbsp (22 g) coarse sea salt (I like this one)

If you need extra brine, use 1 tsp (5 g) salt in 1 cup (237 mL) water

## Instructions:

The basic method for making sauerkraut goes like this:

- Thinly slice the vegetables, then salt them. Pulverize the veggies by crushing them with your hands to release the juices. Pack them tightly into a jar, submerging the veggies underneath the brine. Cover with something—like fabric—so dust and bugs stay out, but air can still escape. (Gas is generated as part of the fermentation process, so don't cover it with an airtight lid unless it's one specifically made for fermenting or you run the risk of the jar exploding due to pressure.) Let it sit in a dark cabinet for at least a week—or longer, depending on how sour you like it—then refrigerate.
- Cut the cabbage in half. You'll only be using half for this recipe, unless you decide to double it. (In that case, you'll need to double the amount of beets, ginger, and sea salt, and you'll need another jar set-up.) Very thinly slice the cabbage. I used a mandolin, but I've done it plenty of times with a sharp knife. Toss the cabbage into a very large bowl.
- To prepare the beets, I scrubbed but didn't peel them. If you'd like, you can peel them, but it's just an extra step. I thinly sliced the beets into rounds using a mandolin, then stacked them up, and sliced them into matchsticks. Alternatively, you could shred them in a food processor or with a box grater (but that is SUPER messy because beet juice stains). Place the beets into the bowl with the cabbage.
- For the ginger, I grated it down finely using a microplane grater. You could also mince it by hand, just be sure the pieces are very small since biting into chunks of ginger is very spicy. Place the grated ginger in the bowl with the beets and cabbage.
- Now, add the salt. With clean hands, start to scrunch the veggies as you mix everything together. You have to get aggressive here because you're trying to break down the cells in the veggies and (with the help of the salt) draw out the moisture. This takes at least 5 minutes of scrunching and squeezing. (Yay for kitchen fitness!) If there's not a lot of moisture after that time, add more by making some brine (salt water) with 1 teaspoon salt in 1 cup of water. Some cabbages are just drier than others. C'est la vie!
- Pack the veggies into a wide-mouth quart-sized Mason jar. Really push them down. (I use my fist or a spoon.) The veggies should come up to about the shoulder of the jar. If there is not at least an inch of liquid covering the veggies, add some brine to cover.
- Now, you have a couple options: use a special lid for fermenting to cap it all off or use a simple DIY cover. For this batch, I used a new prototype lid from Kraut Source. It uses a spring mechanism to hold the veggies down under the brine. However, if you don't have that, the other method I've used successfully is to place a 4-ounce jelly jar INTO the wide-mouth jar to keep the veggies submerged. It works really, really well. Click here to see pictures and video.
- Place the jar into a bowl or on a plate in case any liquid bubbles out. If you're using the jar in jar method, cover with a kitchen towel and place in a cupboard or pantry for at least a week. Check the level of the liquid every couple days. If the level has dropped, add more brine. After a week, remove a bit of kraut with a fork and test the flavor. If it's not sour enough for your liking, keep fermenting. (I find that it's good for me around 10-14 days, but everyone is different. Some like to keep it going for weeks!) When it's done, cover with a metal Mason jar lid and refrigerate. Keeps for a few months. Remember to keep the kraut submerged in brine the whole time, even in the fridge or it'll mold.

## KALE AND APPLE SALAD

Ingredients	Directions
2 c. walnuts	Roast walnuts by tossing in olive oil and spreading onto a cookie sheet. Roast at 350° until browned – about 10-12
3 T. olive oil	minutes.
1/3 c. vinegar or lemon juice	Let walnuts cool. Finely chop ¼ c. for the dressing and reserve the rest to go whole into the salad.
½ c. oil	Make dressing: in a blender combine olive oil, vinegar, oil,
1 T Dijon mustard	Dijon, Greek yogurt, and salt. Blend until smooth. stir in 1/4 c. walnuts.
3 T Greek yogurt	Prepare salad: tear kale into bite sized pieces and place in a
½ tsp salt	large bowl. Chop apple and add to kale. Also add the reserved walnut pieces. Toss with the dressing and serve.
Kale	
1 apple	

PUREED PUMPKIN from greatbasinbasketcsa.com		
Ingredients	Directions	
One sugar pumpkin (or any pumpkin)	Heat oven to 400°	
	Cut the stem off pumpkin	
	Halve the pumpkin and remove all seeds and strings	
	Place pumpkin, cut side down, into an oven-safe dish	
	Roast pumpkin for 30-45 minutes. You may have to increase the temperature or time for larger pumpkin. When the flesh is soft (test with a fork or toothpick) your pumpkin is done.	
	Let cool.	
	Scoop out pumpkin flesh into blender or food processer and puree until smooth. You may want to add 1 Tbsp of water to smooth it out.	

Notes: You can freeze the puree in a freezer-safe container for up to 3 months or put it in fridge for up to 1 week.

Microwave option: Place the pumpkin in a glass pan, cut side down and cook for 10 minutes. Check to see if it is soft, and if not add 5 more minutes or until it is soft.



ZUCCHINI RELISH		
Ingredients	Directions	
10 c. washed, shredded zucchini 3 small white onions, chopped	The day before:	
1 green bell pepper, diced	Dimensional transmission and the second in a bour	
1 red bell pepper, diced	<ul> <li>Place zucchini, onions, peppers, salt and celery seed in a bowl.</li> <li>Mix well and store in a covered container in the refrigerator over-</li> </ul>	
4 Tbsp salt	night.	
2 Tbsp celery seed	Day 2: rinse the bowl of ingredients thoroughly.	
4 ½ c. sugar	In a large pan, heat sugar, vinegar, turmeric, nutmeg, mustard, and corn starch. Add zucchini mixture.	
2 <sup>1</sup> / <sub>2</sub> c. white vinegar	Bring to a boil and cook for 20 minutes.	
1 ½ tsp turmeric	Preserve in hot mason jars, or store in air tight containers for up to	
1 ½ tsp nutmeg	2 weeks in the refrigerator.	
1 ½ dry mustard		
2 Tbsp corn starch		

<b>BROCCOLI</b> S	SALAD
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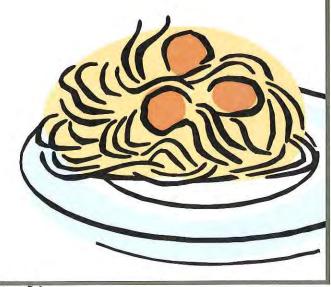
Ingredients	Directions
3 cups chopped broccoli	In a large bowl, mix broccoli, sunflower seeds, onion, and bacon
½ c. sunflower seeds	In a smaller bowl, whisk mayo, sugar, and cider vinegar.
½ red onion, chopped	Pour dressing atop the broccoli mixture and mix well. Serve right away or store for up to 3 days in the refrigerator.
1 lb. bacon, cooked and crumbled	
Dressing	
1 cup mayo	
½ cup sugar	
4 tsp. apple cider vinegar	



VEGETARIAN "MEAT" SAUCE		
Ingredients	Directions	
10-15 tomatoes cut into quarters	Put tomatoes, garlic, and onion in a sauce pan and simmer for 20 minutes.	
1 head of garlic, peeled 1 onion peeled and cut into quarters	Let tomato mixture cool for 15 minutes then blend in a blender or food processor for 30-60 seconds, depending on how	
2 Tbsp. basil	chunky you like the sauce.	
3 Tbsp. ground flax seeds	Add spices, VP, and olive oil and stir well.	
1 Tbsp. black pepper	If you are eating right away, reheat in a saucepan until hot.	
<sup>1</sup> ⁄ <sub>2</sub> cup textured vegetable protein (TVP) to give it meat texture	Mixture can be stored in the refrigerator for up to 2 weeks if stored in hot canning jars, otherwise use within one week	
3 Tbsp. olive oil		
Other herbs/spices as desired		

TOTAL	CADD.	HODA	OTTO PROPERTY //
LOW	CARB	"SPA	GHETTI"

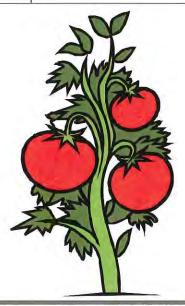
Ingredients	Directions
2 zucchini, chopped	In a large sauté pan, cook onion and garlic in the
7 Roma tomatoes, quartered	olive oil until soft.
1 onion peeled and chopped	Add zucchini and yellow squash and sauté for 3 minutes.
2 Tbsp. olive oil	Add tomatoes and sauté, covered, for 3 more
2 yellow squash, chopped	minutes.
2 cloves garlic, peeled and chopped	Spoon mixture over prepared spaghetti sauce and serve.
1 medium spaghetti squash, seeded and prepared	



TOMATO CRUMBLE		
Ingredients	Directions	
4 to 6 cups diced, fresh tomatoes	Preheat oven to 350°.	
Crumbled Feta cheese	In a mixing bowl, combine tomatoes, shallots, feta, and herbs.	
Finely chopped shallots or chives		
Chopped herbs like thyme or basil	Pour mixture into a baking dish (like a pie dish) and top with freshly ground pepper.	
-fresh ground pepper, to taste	In a separate bowl, mix flour and parmesan.	
0 11	Sprinkle cheese mixture over the tomato mixture.	
1 cup flour	Cube butter and dot the top of the cheese mixture with the	
½ cup parmesan	butter. Bake for 30 minutes or until bubbly.	
5-6 tablespoons of butter	bake for 50 minutes of until bubbly.	

## GREEN TOMATO CAKE

Ingredients	Directions
4 cups chopped green tomatoes	Place chopped tomatoes in a bowl and sprinkle with 1
1 tablespoon salt	tablespoon salt. Let stand 10 minutes. Place in a colander,
1/2 cup butter	rinse with cold water and drain.
2 cups white sugar	Preheat oven to 350 degrees F (175 degrees C). Grease and flour a 9x13 inch baking pan.
2 eggs	01
2 cups all-purpose flour	Cream butter and sugar. Add eggs and beat until creamy.
1 teaspoon ground cinnamon	Sift together flour, cinnamon, nutmeg, soda and 1/4 teaspoon salt. Add raisins and nuts to dry mixture; add dry
1 teaspoon ground nutmeg	ingredients to creamed mixture. Dough will be very stiff.
1 teaspoon baking soda	Mix well.
1/4 teaspoon salt	Add drained tomatoes and mix well. Pour into the prepared 9 x
1/2 cup raisins	13 inch pan.
1/2 cup chopped walnuts	Bake for 40 to 45 minutes in the preheated oven, or until toothpick inserted into cake comes out clean.





# **GREEN JUICE**

# INGREDIENTS

- 1 Cucumber
- 1 Green apple
- 1 Stick of Celery
- 2 or 3 Leaves of Kale





Add all of the ingredients into the blender, Blend the ingredients on the highest level setting, such as "liquefy," until the juice is well-blended. Serve and ENJOY!

Vasmin Flores



# DIURETIC JUICE

# INGREDIENTS

- 1 Liter of water
- 4 Green Tea



20 leaves of mint

1 Orange



# 2 teaspoons of coconut oil



In boiling water, add 4 bags of green tea, one orange cut into wedges, and mint. Put the tea in a large jar and allow to cool

for 12 hours. After 12 hours, put the tea in the freezer.

The next day serve the tea hot or cold

with 2 teaspoons of coconut oil and

ENJOY!



Monica Novotny





# INGREDIENTS

2 leaves of Kale

1 Peel a Kiwi



10 to 15 leaves of spinach



8 oz Orange Juice





Add all of the ingredients into the blender, Blend the ingredients, until the juice is well–blended.

Serve and ENJOY

Masmin Flores





# **INGREDIENTS**

- 1 Cucumber
- 2 Lemons
- 15 to 20 Mint leaves



Water



Add all of the ingredients into a Pitcher and add some cubes of ice, Serve and ENJOY!

**Hasmin** Flores

- aurora	SALSA
INGREDIENTS	
Tomatoes	
Onions	
Cilantro	
Jalapeños	
Avocado	

Chopped avocado, tomatoes, onions, jalapeños into little cubes, chopped cilantro. Add all ingredients in a large bowl. Serve this delicious salsa on tacos, burritos, grilled fish, meat, or chicken. Or simply serve the salsa as a dip with tortilla chips.

ENJOY!





# RED RICE

1 cup of rice

INGREDIENTS

- 2 tablespoons of oil
- 1 onion, chopped
- 2 tomatoes, chopped
- 1 garlic clove, minced
- 3/4 teaspoon salt
- 1 1/2 cups chicken broth





Put rice in a pot and cover with an inch of cold water, pour off water, repeat rinsing, then drain rice well in a colander.



Heat oil in a saucepan over medium-low heat. Add rice and cook, stirring for about 3 minutes; then increase heat to medium and cook until rice starts to turn golden, stirring often.



Meanwhile, in a blender, purée onion, garlic, and chopped tomatoes. Add tomato purée to rice, increase heat to high, and cook, stirring, until purée has been mostly absorbed. Add chicken broth and salt and bring to a boil.

Reduce heat to low, cover, and simmer until all liquid is absorbed, for around 20 minutes.

Serve and ENJOY!



Maria Sanchez



# PRESERVE CHILI PEPPERS

# **INGREDIENTS**

- 1 lb Chili jalapeños, thinly sliced
- 2 long carrots
- 2 cloves garlic, smashed
- 1 tablespoon cumin
- 1 tablespoon black pepper
- 1/2 teaspoon laurel

- 1 cup of white vinegar
- 1 onion
- 1 tablespoon salt
- 1 tablespoon cloves
- 1/2 teaspoon oregano
- 1 cup of water



Cut the onions, carrots, Jalapenos into thinly slices, Add all of the ingredients including the garlic, salt, cumin, cloves, black peeper, oregano, laurel water and vinegar into a jar, seal the jar



and keep store for a week.

After a week, Serve and EN JOY!

Josefa Cortes

# Yellow Squash Casserole - Southern Style

Margaret Sandell

This squash casserole has yellow squash, cheese, and eggs, and topped with buttery cracker crumbs.

Makes 8 serving

3 pounds yellow squash, sliced

5 tablespoons butter or margarine, divided

1 small onion, chopped (about 1/2 cup)

1 cup (4 ounces) shredded sharp Cheddar cheese

2 large eggs, lightly beaten

1/4 cup mayonnaise

2 teaspoons sugar

1 teaspoon salt

20 round buttery crackers, crushed (about 3/4 cup)

Cook squash in boiling water to cover in a large skillet 8 to 10 minutes or just until tender. Drain well; gently press between paper towels.

Melt 4 tablespoons butter in skillet over medium-high heat; add onion, and sauté 5 minutes or until tender. Remove skillet from heat; stir in squash, cheese, and next 4 ingredients. Spoon mixture into a lightly greased 11- x 7-inch baking dish. Melt remaining 1 tablespoon butter. Stir together melted butter and crushed crackers; sprinkle evenly over top of casserole.

Bake at 350° for 30 to 35 minutes or until set.

Note: To lighten, reduce butter to 3 tablespoons, using 2 tablespoons to sauté onion. Substitute 1/2 cup egg substitute for eggs and low-fat versions of mayonnaise, cheese, and crackers. Proceed as directed.



# Cucumber – Tomato Salad

Margaret Sandell

Serves: 2-3

1 Lg. Cucumber 1 Lg. Tomato

- or 2 Small Tomatoes
- 1/4 Cup Italian Dressing

Slice and cube the Cucumber and Tomato into bite size pieces. Then pour Italian Dressing over the Cucumber and Tomato. Gently stir to cover. Cover bowl with plastic wrap and refrigerate at least 2 hours.



A Brief Excerpt From a Study of The

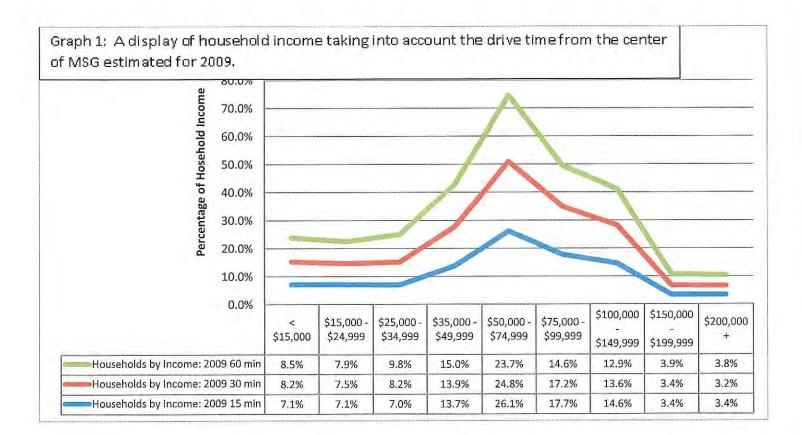
# **Economic Market Analysis of the**

# **Main Street Gardnerville District**



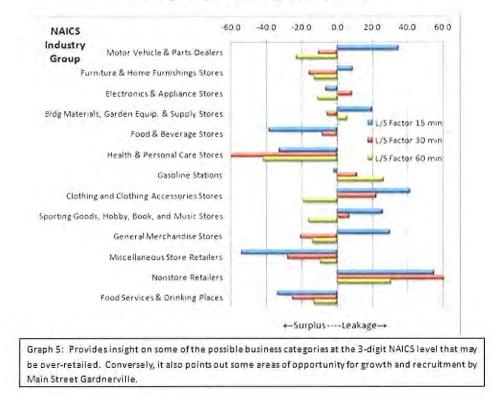
For Additional Detailed Information Contact:

Ms. Paula Lochridge, Program Manager Gardnerville Main Street, Inc. 1407 Highway 395 North Gardnerville, Nevada 89410 775-782-8027 plochridge@mainstreetgardnerville.org January 15, 2009



The household income for all three trade areas show very strong in the \$50-\$75,000 range. The chart below breaks out basic demographic data in all three trade areas of this study. This also included projections into 2014.

1. T 40	rt 2: A sumn e time so pro				1000 C 1000		cific		
		2000			2009			2014	
	15 min	30 min	60 min	15 min	30 min	60 min	15 min	30 min	60 min
Population	21,243	66,321	201,112	26,341	76,437	248,531	28,650	81,097	271,299
Households	8,172	25,734	78,643	10,294	29,977	97,272	11,262	31,916	106,277
Families	6,064	17,710	52,284	7,577	20,573	64,180	8,261	21,879	69,830
Average Household Size	2.58	2.45	2.51	2.54	2.44	2.51	2.53	2.44	2.52
Owner Occupied Housing Units	5,820	17,497	49,089	7,384	20,599	61,621	8,093	21,985	68,356
Renter Occupied Housing Units	2,352	8,237	29,554	2,910	9,378	35,651	3,169	9,931	37,921
Median Age	39,9	40.4	37.8	43.4	43.3	39.7	43.8	43.9	39.8



#### Leakage/Surplus Factor by Industry Group

From this work there was one sector in particular that came to the forefront. In the two closest trade areas the Clothing and Accessories sector was determined to show significant leakage. This leakage translates to over a \$5 million dollar opportunity for Main Street Gardnerville. Not only is it clear the need exists for additional retail in this sector, the amount of market available close to home is quite significant. The \$5 million opportunity is more than half of the estimated demand in this sector.

At least two other sectors showed promise; these were the Book, Periodical, and Music Stores, and the Sporting Goods, Hobby, and Musical Instrument Stores. These two sectors are not near as strong as the Clothing and Accessories sector but still show chances for well managed stores to be successful. Furthermore the Building Materials and Supplies Dealers showed promise, but this would need to be a very select and specialty store focused on the specific area demographic.

There are many other business opportunities available in Main Street Gardnerville. For additional information contact Paula Lochridge at 775-782-8027 or plochridge@mainstreetgardnerville.org

## **Gardnerville Town Board**

## **AGENDA ACTION SHEET**



- 1. For Possible Action: Discussion to approve, approve with modifications or deny a request for a Design Review development application (DA 16-079) by Jon & Danielle Stafford, to build a 2,600 square foot automotive repair shop with on site parking and landscaping improvements, on their 0.23 acre parcel, located at 1232 Pep Circle in the SI (Service Industrial) Zoning District in the Minden / Gardnerville Community Plan (APN 1220-03-411-006); with public comment prior to Board action.
- 3. Department: Administration
- 4. Prepared by: Geoffrey LaCost
- 5. Meeting Date: January 3, 2017 Time Requested: 30 minutes
- 6. Agenda: Consent Z Administrative

### **Background Information:**

Pulled from discussion due to incomplete application to County and a request by Douglas County Community Development.

- 7. Other Agency Review of Action: Douglas County V/A
- 8. Board Action:
- **Approved with Modifications**
- Approved
   Denied
- **Continued**

### LaCost, Geoffrey

Subject:

Stafford Automotive

From: Mason, Steve Sent: Wednesday, December 28, 2016 1:33 PM To: LaCost, Geoffrey; Dallaire, Tom Cc: Patterson, Dean; Nicholson, Marie; Louthan, Carol Subject: RE: Stafford Automotive

#### Hi Geoffrey,

Three Castles has been notified. There are a number of issues still requiring resolution, and the project would almost certainly have to return to the Town Board after the plans are finalized and the project is deemed "complete" (There are no fewer than three different versions of a site plan currently in circulation). An additional entitlement in the form of a Variance to Development Standards would be almost certainly required in order to accommodate the inadequate parking lot design and landscaping (almost entirely attributable to the under-sized lot), and this has not yet been included in the application. There are a long list of issues that must be addressed regarding our requirements, so I've asked the applicant and agent to sit down with myself, Dean and Mimi so that we can attempt resolution.

Thanks,

<u>Steve Mason – Associate Planner</u> Douglas County Community Development 775-782-6212 // smason@douglasnv.us

From: LaCost, Geoffrey
Sent: Wednesday, December 28, 2016 11:46 AM
To: Mason, Steve; Dallaire, Tom
Cc: Patterson, Dean; Nicholson, Marie; Louthan, Carol
Subject: RE: Stafford Automotive

#### Hi Steve,

We have already posted our agenda which included the Stafford item as it had to be posted by 9am this morning. Tom is off this week so I will relay the information to him Tuesday. Has Three Castles Engineering been notified of this issue and can the item be discussed at the board meeting?

Thanks, Geoffrey

Geoffrey LaCost, E.I. Superintendent Town Public Works Town of Gardnerville, Douglas County 1407 Highway 395 N. Gardnerville, NV 89410 glacost@co.douglas.nv.us

From: Mason, Steve Sent: Wednesday, December 28, 2016 11:18 AM To: Dallaire, Tom Cc: LaCost, Geoffrey; Patterson, Dean; Nicholson, Marie Subject: RE: Stafford Automotive Importance: High

Hi Tom,

We would like to request to remove the Stafford Automotive project from consideration for review at the Tuesday, January 3, 2017 meeting. As mentioned, the application is still "incomplete," and, further, staff will not support approval of the project due to the under-sized parcel (15,000 square-foot minimum).

Thanks,

<u>Steve Mason – Associate Planner</u> Douglas County Community Development 775-782-6212 // smason@douglasnv.us

### **Gardnerville Town Board**

## **AGENDA ACTION SHEET**



- 1. <u>For Possible Action</u>: Discussion to approve, approve with modifications or deny a request for a Design Review development application (DA 16-077) by Carson Valley Community Food Closet to build a 10,000 square foot commercial storage & distribution service area and offices, with onsite parking and landscaping improvements on the one acre parcel, located at 1251 Waterloo Lane in the NC (Neighborhood Commercial) zoning district in the Minden / Gardnerville Community Plan (APN 1220-04-002-022) with required parking and landscaping; with public comment prior to Board action.
- 2. Recommended Motion: Conditionally approve the proposed Major Design review (DA-16-077) for the Carson Valley Community Food Closet with the conditions as outlined in the attached staff report (with the additional items that were discussed this evening).

Funds Available: 🗆 Yes 🛛 🗹 N/A

- 3. Department: Administration
- 4. Prepared by: Geoffrey LaCost
- 5. Meeting Date: January 3, 2015 Time Requested: 20 minutes
- 6. Agenda: Consent Consent

**Background Information**: Before the board is a major design review for the construction of a new 10,000 square foot (sf) commercial building on an existing undeveloped 1 acre lot. The building as proposed has 6,258 sf receiving area, storage, and distribution, 2942 sf of office space and service area, and 800 sf of covered entry. The parking area consists of 29 spaces, 3 of which are ADA accessible spaces.

Items the board should discuss:

- 1. County code does not allow a distribution center in a Neighborhood Commercial zone. County code does define Neighborhood Commercial as "to provide areas for development of restricted retail and business uses which have minimal impact on surrounding properties." Staff believes the Food Closet fits the intended use of the Neighborhood Commercial zoning providing restricted retail to select community members.
  - a. Does the Town choose to allow this type of business to be established in this zone?
- 2. The building does include architecture similar to neighboring buildings.
  - a. Will the Town require additional features on the exterior of the building to establish the fit within the existing neighborhood?

- 7. Other Agency Review of Action: Douglas County V/A
- 8. Board Action:

  - □ Approved □ Approved with Modifications □ Denied □ Continued

Town of Gardnerville 1407 Highway 395 Gardnerville, Nevada 89410 775-782-7134 775-782-7135 fax www.gardnerville-nv.gov



STAFF REPORT

Date: January, 3 2016 GTB Meeting

To: Gardnerville Town Board

From: Geoffrey LaCost, Superintendent Town Public Works

Subject: DA 16-077,

Design Review development application (DA 16-077) by Carson Valley Community Food Closet to build a 10,000 square foot commercial storage & distribution service area and offices, with onsite parking and landscaping improvements on the one acre parcel, located at 1251 Waterloo Lane in the NC (Neighborhood Commercial) zoning district in the Minden / Gardnerville Community Plan (APN 1220-04-002-022) with required parking and landscaping; with public comment prior to Board action. APN: 1220-04-002-022.

REQUEST

The requested Design Review Development Application proposes to construct a new 10,000 sf, food storage building for distribution to families in need of perishable and non-perishable food items on a 1 acre site, with associated parking and parcel improvements all within the AO-1 flood zone, on the existing 1.00 acre parcel.

The following is our summary of the required findings per Douglas County Code Section 20.614.040:

A. The proposed development is consistent with the goals and policies embodied in the adopted master plan and the general purpose and intent of the applicable district regulations;

**APPLICANT COMMENT:** The proposed food storage and distribution building is consistent with the goals and policies of the current adopted Douglas County Master Plan and the general purpose and intent of the applicable district regulations. This parcel is located within a Neighborhood Commercial Zoning district and the proposed building design, parking layout, and landscape areas are consistent with the master plan. The site is located within an AO-1 flood zone. As required by county code, the finished floor of the building (concrete slab on grade) as shown on the site plan will be elevated 2'-0" above highest adjacent grade.

STAFF COMMENT: Agreed, the proposed development does meet the essence of the Douglas County Master Plan for the Neighborhood Commercial Zoning district.

B. The proposed development is compatible with and preserves the character and integrity of adjacent development and neighborhoods and includes improvements or modifications either on-site or within the public rights-of-way to mitigate development related adverse impacts, such as traffic, noise, odors, visual nuisances, or other similar adverse effects to adjacent development and neighborhoods. These improvements or modifications may include but shall not be limited to the placement or orientation of buildings and entryways, parking areas, buffer yards, and the addition of landscaping, walls, or both;

**APPLICANT COMMENT:** The proposed building preserves the character and integrity of the surroundings, and has been designed to fit in with the other Neighborhood Commercial zoned buildings near Waterloo Lane. 26 standard parking spaced and 3 ADA compliant Handi-Cap parking space have been provided for the volunteer workers within the building, incoming customers, and also to provide for employee parking. A loading and unloading zone has been provided on the east side of the building. Landscaping has been provided to compliment the overall site design as required by Douglas County code.

# STAFF COMMENT: Agreed, the finish of the building should present a sense of place within the neighborhood commercial area. The proposed building elevation drawings appear to fit in with the neighboring building.

C. The proposed development will not generate pedestrian or vehicular traffic which will be hazardous or conflict with the existing and anticipated traffic in the neighborhood;

**COMMENT:** Estimated traffic volume has been calculated by Resource Concepts, Inc.. A traffic review letter has been provided in this submittal and the analysis reveals that a formal traffic study is not required. The proposed entry to the parking lot meets current design standards.

# STAFF COMMENT: Agreed, the plan proposes to develop an additional 1 acres of currently vacant unimproved property.

D. The proposed development incorporates roadway improvements, traffic control devices or mechanisms, or access restrictions to control traffic flow or divert traffic as needed to reduce or eliminate development impacts on surrounding neighborhood streets;

**COMMENT**: The proposed building will incorporate pavement markings and standard parking sizes as well as ADA parking and signage, meeting Douglas County Design Standards for Public Works.

STAFF COMMENT: The Town requires no parking signs on the front of the trash enclosure to limit vehicles from blocking access. The Town will also not maintain regulatory signage at the ingress/egress points onto the property.

E. The proposed development incorporates features to minimize adverse effects, including visual impacts, of the proposed development on adjacent properties;

**COMMENT:** The proposed development incorporates features to minimize adverse effects, including visual impacts, of the proposed development on adjacent properties. This I acre site has been designed to provide 2 points of ingress / egress off of Waterloo Lane, 1 accessed through the adjacent parcel to the West, and the other via the existing ingress/egress point though the parcel to the East. Outside the building envelope, the drive and parking areas are primarily asphalt concrete, with primary drainage paths on the west and east sides to retention basins at the northwest and northeast corners. Resource Concepts provided the technical drainage report provides in this submittal. The sizing of the basins as described in that report and have been sized and incorporated into the grading and drainage plan provided to provide for retention and infiltration of storm water run-off. Exterior lighting for this building is provided. The front entry area will have soffit lighting. The parking lot has been designed and overhead lighting provided for pedestrians and vehicles for safety purposes. All lighting will be downcast and night-sky friendly. No street signage is being proposed at this time.

### **STAFF COMMENT:**

All storm water needs some type of mechanical and or biological filtration before infiltration into a designated protected wellhead area. The 100 year storm runoff needs to be addressed as to where the flow will overflow and flow offsite. The flow cannot be harmful or detrimental to adjacent or downstream property owners. The Existing inlet and drainage ditch on this property will need to be maintained and cleared of weeds to allow runoff to follow the drainage system.

F. The project is not located within an identified archeological/cultural study area, as recognized by the county. If the project is located in a study area, an archeological resource reconnaissance has been performed on the site by a qualified archeologist and any identified resources have been avoided or mitigated to the extent possible per the findings in the report;

**COMMENT:** The project is not located within an identified archeological / cultural study area as recognized by the County.

STAFF COMMENT: Agreed, no comment.

G. The proposed development complies with all additional standards imposed on it by the particular provisions of this chapter, the Douglas County design criteria and improvement standards and all other requirements of this title applicable to the proposed development and uses within the applicable base zoning district, including but not limited to, the adequate public facility policies of Chapter 20.100; and

**COMMENT:** The proposed development will comply with all additional standards imposed on it by particular provision of this chapter, The Douglas County Design Criteria and Improvement Standards and all other requirements of Title 20 where applicable and the uses within the Neighborhood Commercial zoning district.

### **STAFF COMMENT:**

County code (20.658.020.140.B) prohibits Warehouse and distribution centers in Neighborhood Commercial (NC) zones.

Upon review of county code (20.650.010.C.2) the definition of Neighborhood Commercial is "... to provide areas for the development of restricted retail and business uses which have minimal impact on surrounding properties." The purpose of the Food Closet is to provide restricted retail of food to select community members therefore it is in staffs opinion this is an appropriate use of the property.

H. The proposed development will not be materially detrimental to the public health, safety, convenience and welfare, or result in material damage or prejudice to other property in the vicinity.

**COMMENT**: The proposed development will not be materially detrimental to the public health safety, convenience and welfare, or result in material damage or prejudice to other properties in the vicinity.

STAFF COMMENT: Agreed, no comment.

### Staff recommends approval with the following conditions;

- 1. All improvements need to conform to the Towns general Improvement standards specifically the trash enclosure; a copy has been attached to this report. Town staff shall review and approved all future improvement plans.
- 2. Provide a storm drain maintenance plan for the proposed mechanical and/or biological filtration before infiltration into a "Wellhead Protection Zone". The existing ditchs will need to be cleaned and cleared of weeds on a biannual basis to allow runoff to flow into the culvert at waterloo.
- 3. The applicant shall be responsible for all administrative, engineering, or legal fees incurred by the Town in conjunction with reviewing the project. These fees shall be reimbursed to the Town before the issuance of the final approval.
- 4. Damage to the Town's existing infrastructure, during the construction phase of this project, shall be replaced at the contractor's / developers expense.
- 5. All development shall comply with the towns general improvement standards. Please see the attached standards.

Please give us a call with any questions or concerns you may have regarding this project.

Sincerely,

Geoffrey LaCost, E.I. Town of Gardnerville Superintendent Town Public Works

CC: File

Gary Thurm, P.E., Three Castles Engineering Donald McRoberts, Carson Valley Food Closet Lucille Rao, DC Planning Barbra Resnik, DC Engineering minimum lot size of 12,000 square feet, and a maximum density of 3.63 units per gross acre. Unless otherwise specified in this development code, no more than one home per parcel is permitted in this land use district.

3. SFR-1/2 (Single-family residential - one-half acre minimum net parcel size). This district is intended for the development of single-family detached units in a suburban setting with a minimum lot size of one-half ( $\frac{1}{2}$ ) net acre, and a maximum density of 1 unit per one-half gross acre. Unless otherwise specified in this development code, no more than one home per parcel is permitted in this land use district.

4. SFR-1 (Single-family residential - one acre minimum net parcel size). This district is intended for the development of single-family detached units in suburban and rural settings with a minimum lot size of one net acre, and a maximum density of one unit per gross acre. Unless otherwise specified in this development code, no more than one home per parcel is permitted in this land use district.

5. SFR-2 (Single-family residential - two acre minimum net parcel size). This district is intended for the development of single-family detached units in suburban and rural settings with a minimum lot size of two net acres, and a maximum density of 0.50 units per gross acre. Unless otherwise specified in this development code, no more than one home per parcel is permitted in this land use district.

6. MFR (Multi-family residential). This district is intended for the development of higher density residential areas with a variety of housing options, including small lot subdivisions when part of a planned unit development or attached or detached multi-family units, condominiums, townhouses or apartments. This district has a minimum net parcel size of 9,000 square feet, and a maximum density of one unit per 3,630 square feet of gross lot area.

7. RA-5 (Rural agriculture - five acre minimum net parcel size). This district is intended to promote the development of single-family detached units at a density and character compatible with agricultural uses with a minimum lot size of five net acres, and a maximum density of 0.20 units per gross acre. The director may approve a minimum parcel size of 1% less than five net acres in connection with a land division of not more than four parcels contiguous with existing, similarly sized parcels. Unless otherwise specified in this development code, no more than one home per parcel is permitted in this land use district.

8. **RA-10** (Rural agriculture - ten acre minimum parcel size). This district is intended to promote the development of single-family detached units at a density and character compatible with agricultural uses with a minimum lot size of ten net acres, and a maximum density of 0.10 units per gross acre. Unless otherwise specified in this code, no more than one home per parcel is permitted in this land use district.

C. Non-residential (commercial and industrial).

1. **PR** (Private recreation). The purpose of this district is to provide for commercially oriented recreational uses on land under private ownership.

2. NC (Neighborhood commercial). The purpose of this district is to provide areas for the development of restricted retail and business uses which have minimal impact on surrounding properties. The uses are oriented to provide services to the immediate neighborhood and in doing so reduce the amount of vehicle trips by providing local retail services.

3. OC (Office commercial). The purpose of this district is to provide areas limited to professional office uses which have a minimal exterior impact on surrounding properties. The district may also serve as a transition or buffer area between medium density residential and more intense commercial zoning districts.

### 6-8

(rev 12-2007)

(20) - 110

20.658.020 Use (see section : in chapter 20.660 for use descriptions)	PR	C Z	OC	-GC	MUC	TC	LI.	ĜI	SE	PF	AP
.130 Utility and public service (con't)								n Cu			,
(I) Telecommunication facility <sup>1</sup>	S	S	S	S	S	S	S	S	S	"S	S
(J) Utility service facility	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р
(K) Water reservoir	D	X	X	X	X	X	Х	X	Х	D	X
(L) Water tank, water treatment facility or sewer lift station	D	D	D	D	D	D	D	D	D	D	D
(M) Wind energy conversion system, commercial	Х	X	X	X	х	Х	X	X	Х	S	X
(N) Treated effluent irrigation	S	S	S	S	S	S	S	S	S	S	S
.140 Warehouse uses											
(A) Personal storage facility	Х	X	X	X	X	X	D	D	D	Х	X
(B) Warehouse and distribution center	X	X	X	X	X	X	D	D	X	D	X
.150 Accessory uses											
(A) Accessory agriculture retail sales	D	D	D	D	D	D	D	D	D	X	X
(B) Accessory dwelling	D	D	D	D	D	D	D	D	D	D	D

# Note: Italics denote that Specific Standards apply (see chapter 20.668)

(continued on next page)

Key: D - Requires design review

 ${\bf S}$  - Requires special use permit and design review

X - Prohibited

P - Permitted by right (may require building permit)

T - Request a temporary use permit

bins, rooms, or containers.

1. One parking space is required for each 20 units.

2. Any unit, bin, room, or container must be a permanent structure.

0.60,00 B. Warehouse and distribution center means a building of 100,000 square feet or greater of gross floor area used primarily for the inside storage and distribution of goods and materials, which includes land and buildings used as a relay station for the transfer of goods from one vehicle or party to another, and the parking and storage of tractor or other trailer units (see 20.660.040.C, light industrial, for warehousing centers of less than 100,000 square feet of gross floor area).

1. One parking space is required for each 1,000 square feet of floor area.

2. One loading space is required for 10,000 or more square feet of floor area. (Ord. 984, 2001; Ord. 801, 1997; Ord.763, 1996; Ord. 452, 1986; Ord. 424, 1984)

#### 20.660.150 Accessory uses.

An accessory use must be a use customarily incidental to and on the same parcel as the main use. A use listed in chapter 20.660 may be an accessory use if the planning director determines that the use is customarily incidental to a main use. Except as provided in this section, an accessory use must comply with all regulations applicable to the main use.

A. Accessory agricultural retail sales mean a location for the retail sale or wholesale of agricultural or horticultural products which are grown on site.

1. A minimum of five parking spaces is required.

2. Products must be grown on site, not have been purchased for the purpose of resale, and can only be sold on a seasonal basis with no permanent structure.

B. Accessory dwelling: An attached or detached dwelling unit determined by minor design review to be accessory to the permitted principal use; which provides complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation; which is intended for occupation by paying or non-paying guests, members of the family, or person employed on the premises; which is located on the same parcel as the permitted principal use. Accessory dwellings do not include dwellings which are designated as part of an allowed principal use and which are allowed by right. The use of trailers and manufactured homes as accessory dwellings is not allowed, unless located within an A-19, FR-19, or FR-40 zoning district subject to the provisions of subparagraph 2 below.

1. A minimum of one off-street parking space must be provided in addition to any parking required for the main structure.

2. The accessory dwelling may be detached from the structure housing the principal use provided it is on the same parcel as the main structure, except in the agricultural zoning district where the accessory dwellings may be located where appropriate for the agricultural operation with which it is associated;

3. Accessory dwellings within the residential or rural agricultural zoning districts are limited to 800 square feet of livable area;

4. Accessory dwellings in the agricultural or forest and range zoning district which are used to house persons, and their families, significantly employed for agricultural work on the property may be up to 2,500 square feet of livable area;

5. Accessory dwellings within non-residential zoning districts are limited to 1,000 square feet in livable area, and must be accessory to a primary permitted use on the same parcel. A person may utilize an existing residential structure, regardless of size, as an accessory dwelling in a nonresidential zoning district provided that at least 25 percent of the total floor area is utilized for a

### 6-10

(rev. 12-2007)

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3. See section 20.668.140 for specific standards regarding this use. (Ord. 1170, 2006; Ord. 990, 2001; Ord. 984, 2001; Ord. 801, 1997; Ord. 763, 1996; Ord. 662, 1994; Ord. 378, 1981; Ord. 167, 1968)

#### 20.660.030 Forestry uses.

A. Forestry means cultivating and maintaining forests and managing forest land, including the selling of firewood produced on the parcel. (Ord. 984. 2001; Ord.763, 1996; Ord. 167, 1968)

#### 20.660.040 Industrial uses.

A. Equipment rental means a place of business established for the rental and leasing of equipment such as construction machinery and landscape and farm implements.

1. One parking space is required for each 300 square feet of enclosed building area. Equipment may not occupy required customer and employee parking spaces.

2. Rental equipment must be architecturally screened from public view.

B. General industrial means any intense manufacturing operation or industrial use, including but not limited to batch plants, foundries, tank farms, refineries, junk yards or auto dismantling, which is not specifically listed elsewhere in this code.

1. One parking space is required for each 500 square feet of floor area or as determined through special use permit.

2. One loading space is required for each 10,000 or more square feet of floor area.

3. This use shall provide proof of having obtained and of having maintained, as may be periodically requested by the county, all applicable local, state, and federal permits.

C. Light industrial means any light industrial activity, including but not limited to assembling, compounding, food or beverage processing, inside storage, processing or treatment of products, scientific research, manufacturing, wholesale trade, warehousing, and corporate offices, which is not specifically listed elsewhere in this code. Furthermore, uses which can demonstrate compatibility with and an accessory or support relationship to the previously mentioned primary uses are permitted. These uses may include but are not limited to financial institutions, accounting offices, child care facilities, recreation facilities, service stations, and copy centers.

1. One parking space is required for each 500 square feet of floor area.

2. One loading space is required for each 10,000 or more square feet of floor area.

3. This use shall provide proof of having obtained and of having maintained, as may be periodically requested by the county, all applicable local, state, and federal permits;

4. Accessory inside retail sales may occupy up to ten percent of the total floor area of the main use.

D. Machine shop means a facility where material is processed or treated by machining, cutting, grinding, welding, or similar processes.

1. One parking space is required for each 500 square feet of floor area.

2. One loading space is required for each 10,000 or more square feet of floor area.

E. Outside storage means the outside placement of items for a period of more than 48 hours.

1. The items being stored must be screened from the view of adjacent roadways and properties.

F. Saw mill means a facility for the storage, sales, and milling of forest products, not including the cutting of firewood.

1. One parking space is required for each 500 square feet of floor area or area of operation.

2. One loading space is required for each 10,000 or more square feet of floor area.

### 6-11

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20.658,020 Use (see section in chapter 20.660 for use descriptions)	PR	NC	OC.	GC	MUC	TC	Ц.	GI	SI	PF-	AF
.030 Forestry uses	11200 1 0120	Thits, rall discos	Trans-Liningse	Sar, encour s re	The second second second second second second second second second second second second second second second s		-1991-04203	Contraction of the second	- 20 Carlot Child	-un diread	Stapper Selate
(None permitted)	X	X	Х	X	X	x	X	X	X	X	X
.040 Industrial uses											
(A) Equipment rental	X	X	X	x	X	X	D	x	D	X	X
(B) General industrial	X	X	X	X	X	X	X	S	X	X	X
(C) Light industrial	X	X	X	X	X	X	D	D	D	X	X
(D) Machine shop	X	X	X	X	X	X	D	D	D	X	X
(E) Outside storage	X	X	X	X	X	X	D	D	D	X	X
(F) Saw mill	Х	X	Х	X	X	X	X	S	X	X	X
(G) Solid waste disposal site and facility	Х	X	X	X	X	X	X	S	Х	S	X
(H) Solid waste transfer facility	X	X	X	X	X	X	S	S	S	S	X
.050 Institutional and uses of community significance											
(A) Cemetery	S	S	S	S	S	X	S	S	S	S	X
(B) Chutch	S	D	D	D	D	D	X	X	S	D	X
(C) Community center and related facilities	S	D	D	D	D	D	X	Х	X	D	X

Note: Italics denote that Specific Standards apply (see chapter 20.668)

(continued on next page)

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Key: D - Requires design review X - Prohibited  ${\bf S}$  - Requires special use permit and design review

P - Permitted by right (may require building permit)

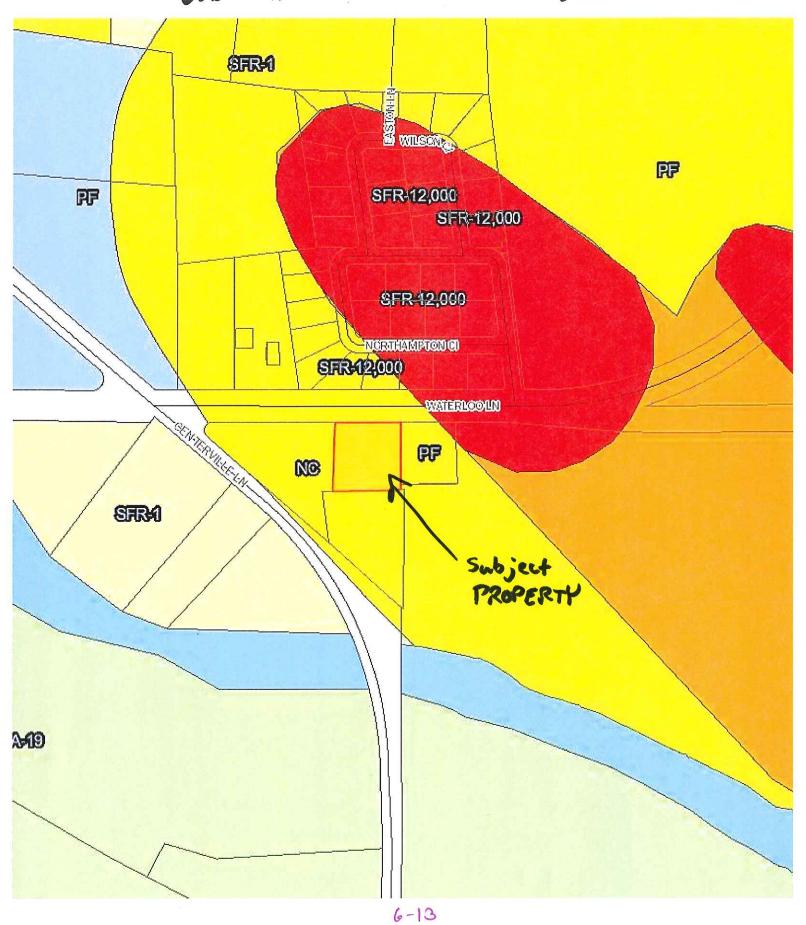
<sup>1</sup> Sheriff's substations are permitted within the AP zoning district by design review (D).

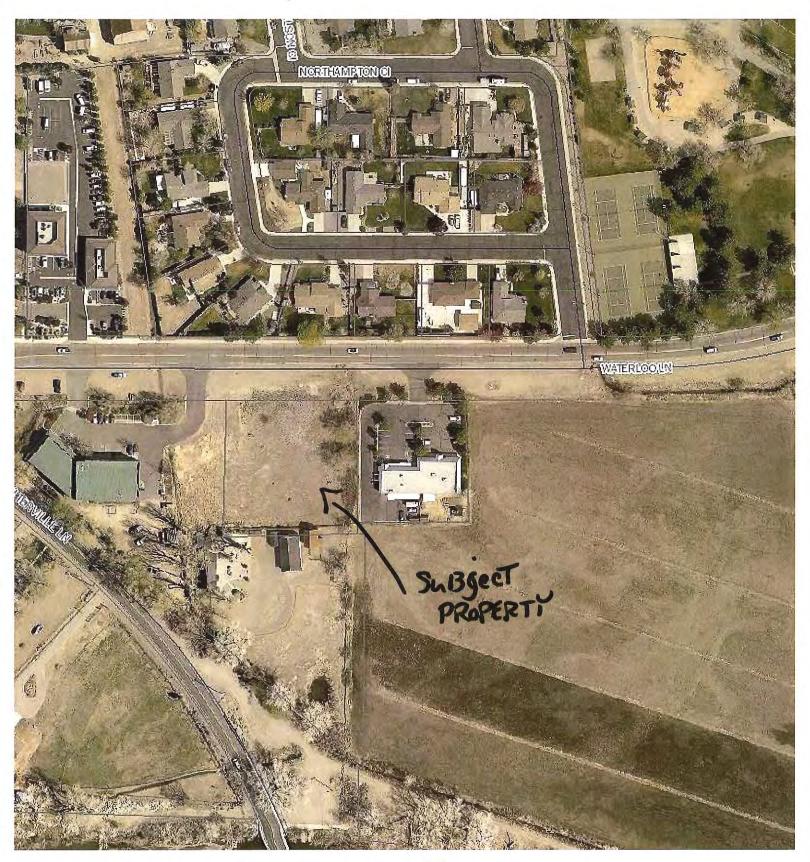
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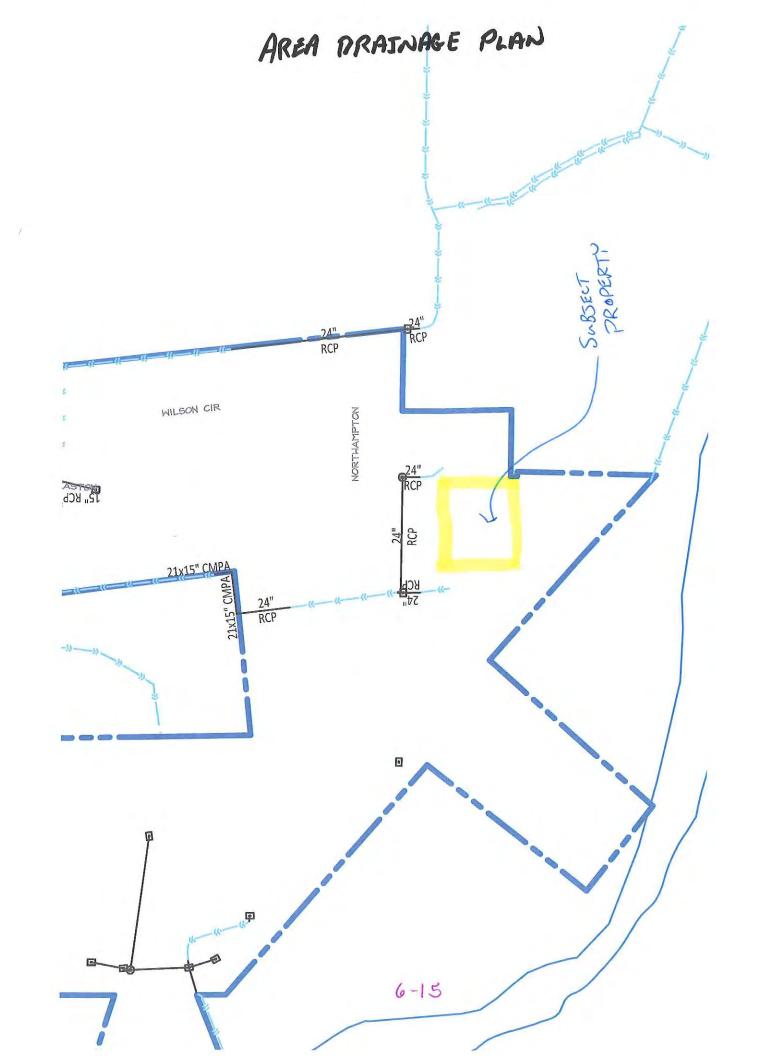
(rev 12-2007)

(20) - 133

WELL MEAD PROTECTION ZONE







had

DOUG LAS COUNTY COMMUNITY DEVELOPMENT DEPARTMENT 1594 Esmeralda Avenue Post Office Box 218 Minden, Nevada 89423 TEL (775) 782-6217 FAX (775) 782-9007 www.douglascountynv.gov

FIRM # & Date:

# **DEVELOPMENT APPLICATION**

FOR STAFF USE	ONLY		
DA 16-077			
File Number	Receipt Number	5	Received By
Town:	Gard.	Floodplain Zone:	

Regional/Community Plan:

Master Plan Land Use:

### **INSTRUCTIONS TO APPLICANT**

m

The following application form is provided for persons to submit a **Development Application** with Douglas County. As an applicant, you must complete this form and incorporate <u>all</u> requested information, as prescribed by the submittal requirements, before the application is accepted by the Community Development Department.

Wellhead Protection Area (s):\_

A. Application for (check all that apply):		RECENTER
<ul> <li>Abandonment</li> <li>Annexation</li> <li>Design Review, Major</li> <li>Design Review, Minor</li> <li>Design Review, Accessory Dwelling Unit</li> <li>Agreement (Development/Reim./Affordab</li> <li>Master Plan Map Amendment</li> <li>Master Plan Text Amendment</li> <li>************************************</li></ul>		<ul> <li>Special Use Permit</li> <li>Variance, Major</li> <li>Variance, Minor</li> <li>Zoning Map Amendment</li> <li>Zoning Text Amendment</li> <li>Modifications to Existing Development Approvals:</li> <li>Modification, Major</li> <li>Modification, Minor</li> </ul>
B. Project Location		
Street Address (if available): 1251 Waterlo	o Ln	
Assessor's Parcel Number(s): 1220-04-002	-022	
Approximately 0	eet North or	<u>: South</u> of Waterloo Ln
	(Circle one)	(Street Name) West of Centerville Ln (Street Name)
******	******	*******
••		ig, "The Carson Valley Community Food Closet" on an existing undeveloped 1 acre lot. tribution, 2942 sq. fl. of office space and service area, and 800 sq. ft. of Covered Entry.
		has been provided as required by county code. The existing food closet currently utilizes
off-site storage and would like to have supplies stored at this new lo	cation, while being ab	able to accommodate future demand for food supplies to those in need of this service,

List any previous applications that have been filed for this site: None

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### **APPLICANT:**

Contact Name: Gary E. Thurm, Jr.	Company: Three Castles Engineering
Address: 1540 Hwy 395, Ste 6	City/State/Zip: Gardnerville, NV 89410
Telephone No: ( ) 775-783-1058	Fax No: ( )
E-mail Address: threecastlesengineering	g@gmail.com
OWNER:	
Contact Name: Donald McRoberts	Company: Carson Valley Community Food Closet
Address: P.O. Box 2911	City/State/Zip: Gardnerville, NV 89410
Telephone No: ( ) 775-782-3711	Fax No: ( ) 775-782-4452
E-mail Address: cvcfcdrm@charter.net	
ENGINEER/REPRESENTATIVE:	
Contact Name: Gary E. Thurm, Jr., P.E.	Company: Three Castles Engineering
Address: 1540 Hwy 395, Ste 6	City/State/Zip: Gardnerville, NV 89410
Telephone No: ( ) 775-783-1058	
E-mail Address: threecastlesengineerin	g@gmail.com
*****	***********

### LETTER OF AUTHORIZATION

This letter shall serve to notify and verify that I/we am/are the legal owner(s) of the property being considered under this application and do hereby authorize the above representative to file and represent my/our interest in this application.

I/we am/are the legal owner(s) of said property; have read the foregoing Letter of Authorization and know the contents thereof; and so hereby certify (or declare) under penalty of perjury under the laws of the State of Nevada that the information contained in this application is true and correct.

OWNER(s) of RECORD: (Include extra sheets if necessary)

12-0-10
Date

Printed Name

Signature

Date

Note: For permits requiring a public hearing, this application must include the names of all owners and, if a corporation, all stockholders and officers (Douglas County Code 20.04.010).

I certify under penalty of perjury that I am the applicant and that the foregoing statements and answers contained herein and the information herein submitted, are in all respects true and correct. I also certify that all plans and submittal requirements are in accordance with the Nevada Revised Statutes and Douglas County Code, have been drawn to a standard engineering scale (e.g., 1"=10', 1"=20', 1"=30') that is appropriate to the project size, and clearly define and identify all of the required information.

### APPLICANT/APPLICANT'S REPRESENTATIVE:

Gary E. Thurm, Jr.

Printed Name

Signature

December 1, 2016

To: Douglas County Community Development Attn: Heather Ferris, Senior Planner

From: Gary E. Thurm, Jr., P.E. Manager Three Castles Engineering

Re: Justification Letter Carson Valley Community Food Closet 1251 Waterloo Lane Gardnerville, NV 89410 A.P.N. 1220-04-002-022 Itten ist vien Nei uktoria Vien

To Whom It May Concern:

The Carson Valley Community Food Closet is proposing to build an approximate 10,000 sq.ft. food storage building for distribution to families in need of perishable and non-perishable food items on a 1 acre site, located next to their existing food closet building. The following is the justification:

- A. The proposed food storage and distribution building is consistent with the goals and policies of the currently adopted Douglas County Master Plan and the general purpose and intent of the applicable district regulations. This parcel is located within a Neighborhood Commercial Zoning district and the proposed building design, parking layout, and, landscape areas are consistent with the master plan. The site is located within an AO-1 flood zone. As required by county code, the finished floor of the building (concrete slab on grade) as shown on the site plan will be elevated 2'-0" above highest adjacent grade.
- B. The proposed building preserves the character and integrity of the surroundings, and has been designed to fit in with the other neighborhood commercial zoned buildings near along Waterloo Lane. 26 standard parking spaces and 3 ADA compliant Handi-Cap parking spaces have been provided for the volunteer workers within the building, incoming customers, and also to provide for employee parking. A loading and unloading zone has been provided on the east side of the building. Landscaping has been provided to compliment the overall site design as required by Douglas County code.
- C. Estimated traffic volume has been calculated by Resource Concepts, Inc.. A traffic review letter has been provided in this submittal and the analysis reveals that a formal traffic study is not required. The proposed entry to the parking lot meets current design standards.
- D. The proposed building will incorporate pavement markings and standard parking sizes as well as ADA parking and signage, meeting Douglas County Design Standards for Public Works.

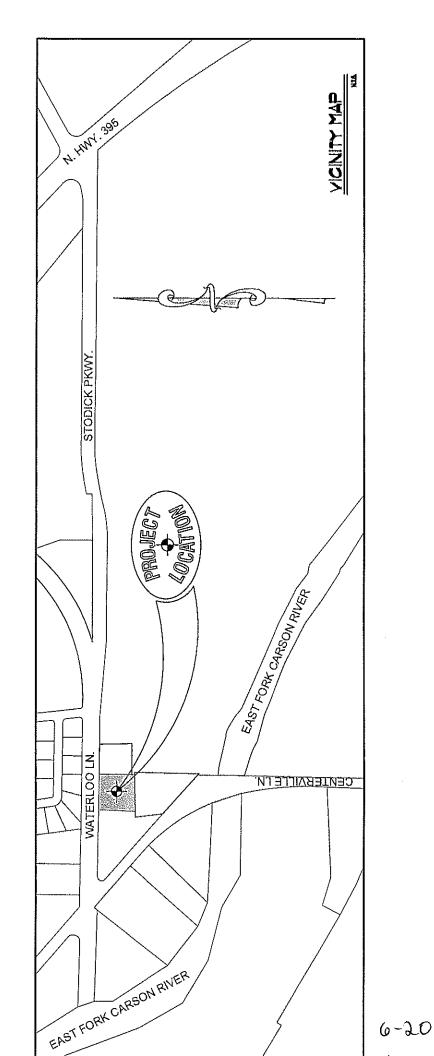
- E. The proposed development incorporates features to minimize adverse effects, including visual impacts, of the proposed development on adjacent properties. This 1 acres site has been designed to provide 2 points of ingress / egress off of Waterloo Lane, 1 accessed through the adjacent parcel to the West, and the other via the existing ingress/egress point through the parcel to the East. Outside the building envelope, the drive and parking areas are primarily asphalt concrete, with primary drainage paths on the west and east sides to retention basins at the northwest and northeast corners. Resource Concepts provided the technical drainage report provided in this submittal. The sizing of the basins as described in that report and have been sized and incorporated into the grading and drainage plan provided to provide for retention and infiltration of stormwater run-off. Exterior lighting for the building and parking lot is provided. The front entry area will have soffit lighting. The parking lot has been designed and overhead lighting provided for pedestrians and vehicles for safety purposes. All lighting will be downcast and night-sky friendly. No street signage is being proposed at this time.
- F. The project is not located within an identified archeological / cultural study area, as recognized by the county.
- G. The proposed development will comply with all additional standards imposed on it by particular provisions of this chapter, the Douglas County Design Criteria and Improvement Standards and all other requirements of Title 20 where applicable and the uses within the Neighborhood Commercial zoning district.
- H. The proposed development will not be materially detrimental to the public health safety, convenience and welfare, or result in material damage or prejudice to other properties in the vicinity.

If you have any questions concerning this justification, please call me at (775) 267-6762.

Sincerely,

Gary E. Thurm, Jr., P.E.







Three Castles Engineering An Engineering & Consulting Company 1540 HWY 395, &TE 6 Gardnerville, NV 89410 (775) 783-1058

November 30, 2016

Douglas County Community Development P.O. Box 218 Minden, Nevada 89423

Re: Design Review Application Submittal Carson Valley Community Food Closet Pre-liminary Traffic Study

The proposed improvement plans are for the construction of a new a food storage and distribution building and a parking lot on this 1.0 acre parcel. The ITE Trip Generation Manual (9<sup>th</sup> Edition) was used to estimate the anticipated average daily traffic (ADT) as well as the peak hour traffic (PHT) for the proposed use. However, there are special circumstances for this particular land use as well as existing data for trip generation from the existing Carson Valley Food Closet located to the adjacent parcel to the east, and this data rather than the ITE manual was used.

The Carson Valley Food Closet located at 1255 Waterloo Lane, currently provides food donated by families and business within the valley and elsewhere to local families in need of subsistence. They store the perishable and non-perishable food items in their current location with an off-site storage facility for non-perishable items. They provide food to approximately 1250 residents or 500 families on a one time per month visit. Of the 500 families, approximately 125 return to the food closet on a weekly basis. While the food closet receives food items on a daily basis or during food drives, distribution of the food is only during the week and during the hours of 12:30 to 4. Peak hour of adjacent street traffic for a.m. and p.m. from the ITE manual are not considered here as the two do not mix.

If we look at the total families serviced, both once per month, and ¼ of those families returning once a week, we can calculate an average daily trip. Of the total families that come to the food closet, roughly half come by foot or bus, so estimating peak traffic becomes a little more difficult. The peak time for families coming to the food closet are 12:30 to 2:30. If we look at what the maximum would be, where each family comes in their own vehicle, the calculation is conservative.

There are typically 6 volunteers during the months of November and December when the maximum number of families are served. These volunteers arrive before the peak time and leave afterwards, so no mixing of traffic. Similar for the 3 full time employees that arrive around 9 a.m. and leave after 4:00 p.m.

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The following calculation provides the estimates for Average Daily Trips (ADT) and Peak Hour Trips (PHT):

500 Families / 20 Days per month = 25 ADT 125 Families / 5 Days per week = 25 ADT

Total ADT = 50

If all families come between the hours of 12:30 and 2:30, then PHT = 25

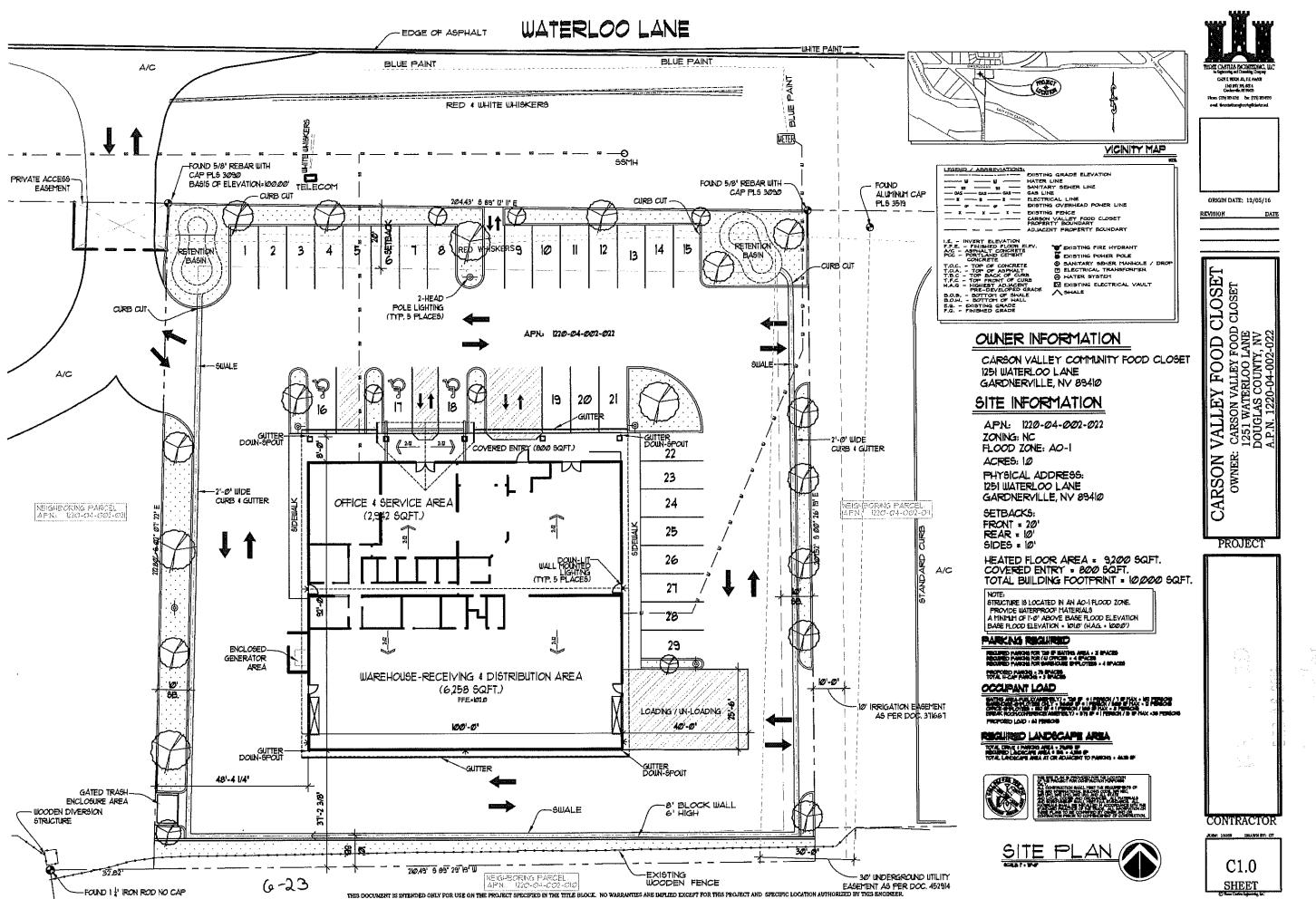
These estimates are well below the 500 ADT and 80 PHT threshold that Douglas County has established requiring a detailed traffic study.

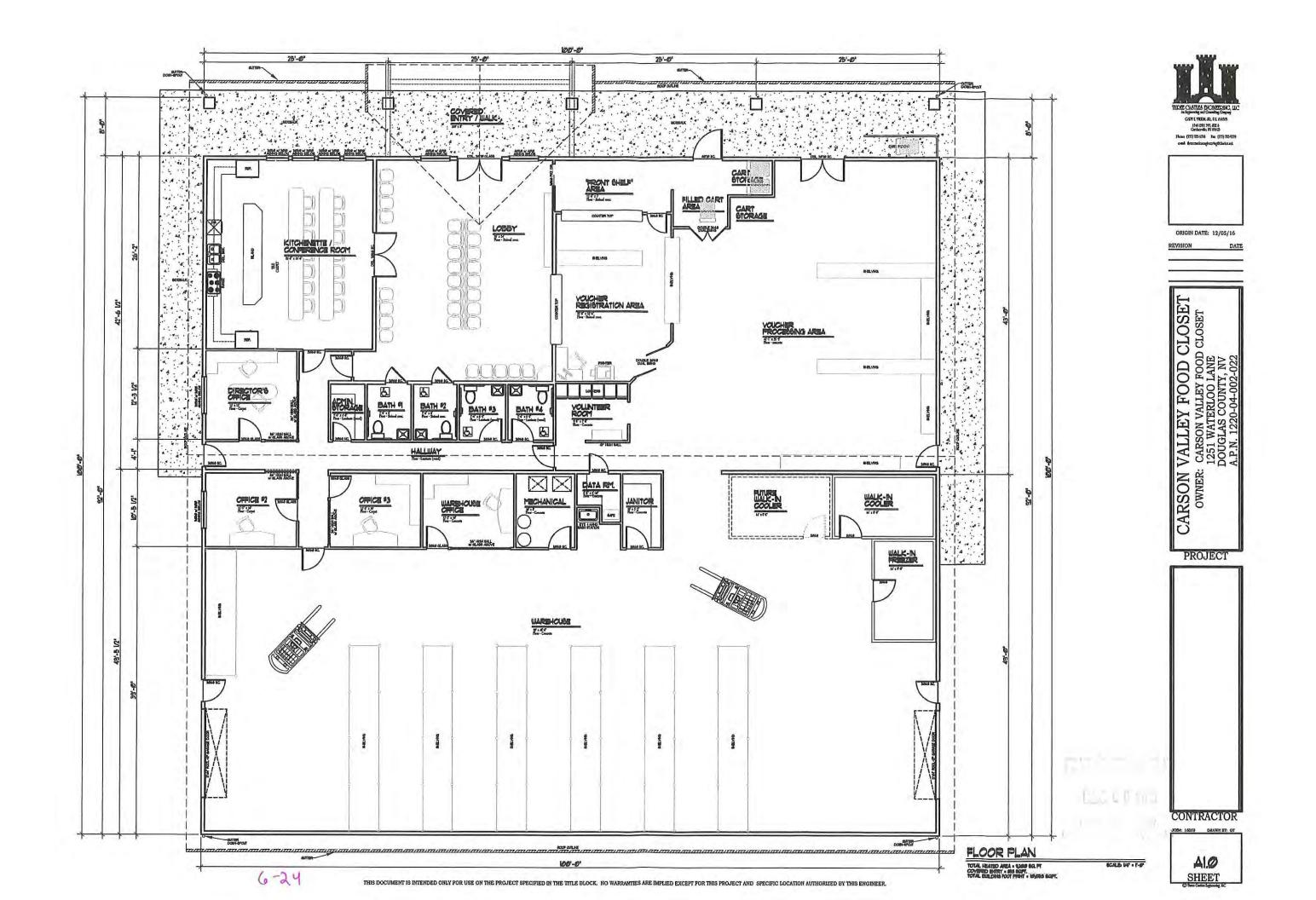
If you have any questions regarding this analysis, please contact me at 775-783-1058

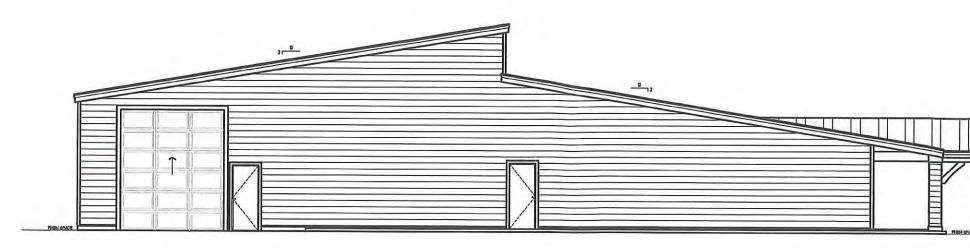
Regards,

Gary E. Thurm, Jr., P.E.

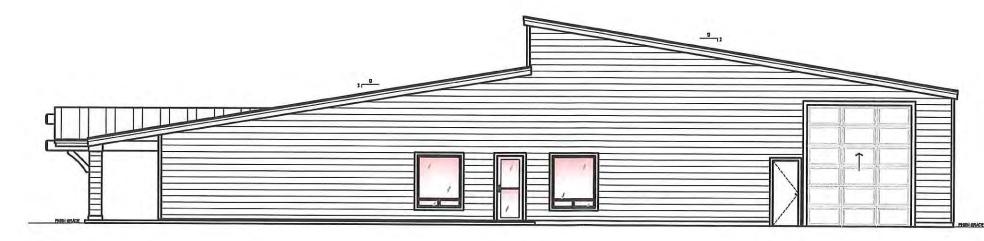




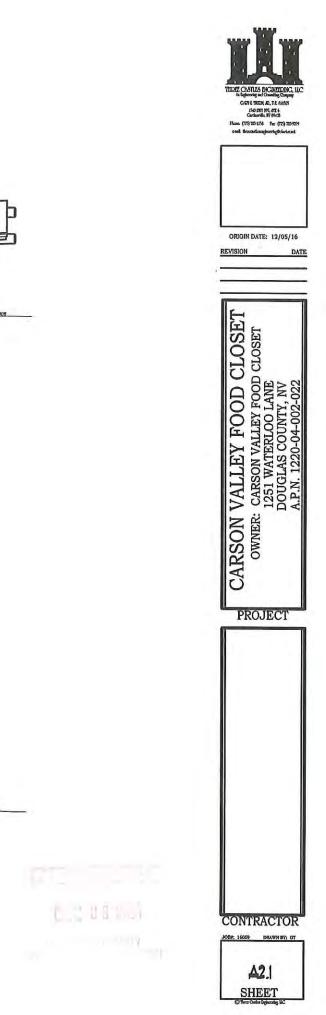




LEFT (EAST) ELEVATION

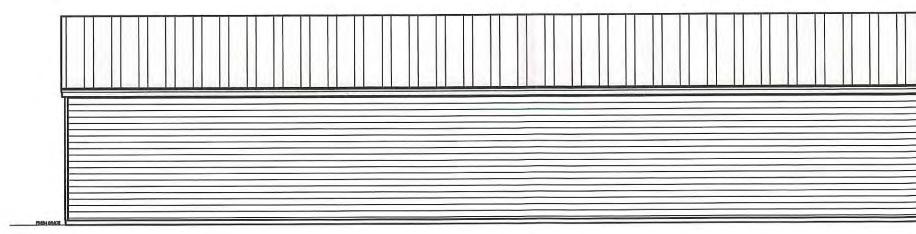


RIGHT (WEST) ELEVATION





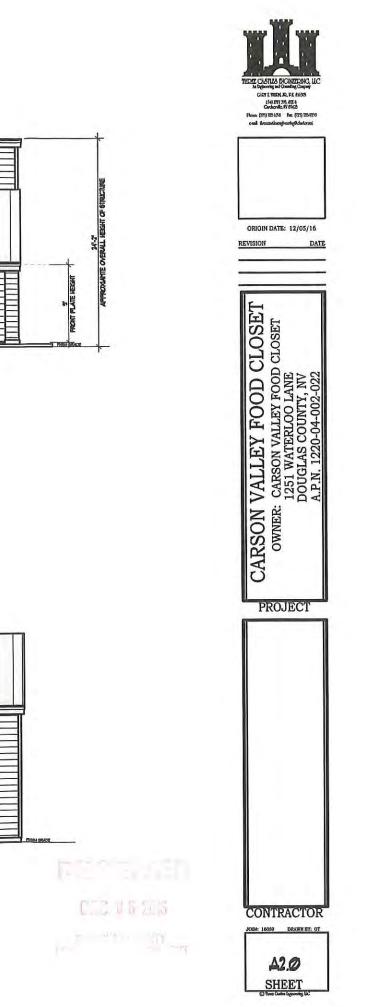
FRONT (NORTH) ELEVATION



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## REAR (SOUTH) ELEVATION

THIS DOCUMENT IS INTENDED ONLY FOR USE ON THE PROJECT SPECIFIED IN THE TITLE BLOCK. NO WARRANTIES ARE IMPLIED EXCEPT FOR THIS PROJECT AND SPECIFIC LOCATION AUTHORIZED BY THIS ENGINEER.





## **Gardnerville Town Board AGENDA ACTION SHEET**



- 1. For Possible Action: Discussion on a presentation on the principle of Placemaking and the draft scope of work prepared by Project for Public Spaces (PPS) in response to a request by Minden staff for PPS to develop a proposal to work with the communities of Minden and Gardnerville on an all-encompassing place-led, community driven visioning workshop, stakeholder training, and planning review exercise; with public comment prior to Board action. Presentation by Jennifer Davidson, Minden Town Manager, and Tom Dallaire, **Gardnerville Town Manager.**
- Motion to approve the towns' participation with the 2. Recommended Motion: placemaking workshop and direct staff to budget and pay up to \$15,000 towards the proposed training. Funds Available: 
  Yes
- 3. Department: Administration
- 4. Prepared by: **Tom Dallaire**
- 5. Meeting Date: January 3, 2017 Time Requested: 45 minutes
- ✓ Administrative 6. Agenda: Consent

**Background Information**: Jennifer and I spoke a couple months back about this training. We were trying to get it done during the winter. With the towns participating, the county is now interested in participating and they are also reaching out to Yerington to see if they will participate as well. We will collectively pay for the training anticipated to be around \$45,000 for the workshop and resulting study.

Town staff wants to team together to get as many stakeholders as we can in the room to discuss the concepts of future development within the community and get some involvement from the community when new improvements are being considered.

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

- 8. Board Action:
- **Approved**
- **Approved with Modifications**
- □ Denied
- **Continued**

Placemaking Workshop and Training Minden and Gardnerville, Nevada



## Scope of Work

Date October 2016

### Purpose

Placemaking is a process that results in quality Places where people want to be. Its outcomes are typically projects and activities (events) of all types and sizes. The process of Placemaking requires engaging and empowering people to participate in the process because they are the source of the ideas and ultimately the champions of the outcomes. Placemaking is a partnership pursued by the public, non-profit, and private sectors over a period of time.

The purpose of this project is to work with the communities of Minden and Gardnerville, Nevada on a place-led, community-driven visioning workshop, stakeholder training, and plan review during the winter of 2016/2017.

#### **PPS Staff Involvement:**

Laura Torchio, Project Manager, Deputy Director of Transportation Initiatives David Leyzerovsky, Project Associate Priti Patel, Design Associate

Proposed Task List & Table of Contents

Task 1: Project Management	2
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1

Minden and Gardnerville, Nevada



### Task 1: Project Management

The purpose of this task is overall project administration and team coordination.

### 1.1 Project Administration

PPS staff will create a brief scope of work, budget, and schedule to meet the needs of Minden and Gardnerville's desire to conduct place-led visioning training and public workshops. The PPS staff will be responsible for ongoing communication and project status updates with the client.

### 1.2 Project Team Coordination

The PPS staff will work closely with Minden and Gardnerville to establish a Project Team and coordinate up to five (5) five check-in calls leading up to and following the on-site workshop convening. The calls will serve as a time to plan, voice concerns and questions, and provide guidance to the Project Team team. Call agendas may focus on specific components of the workshop (like the power of 10 exercise), community engagement best practices, generating a workshop participant list, etc. A follow up call will be held to review the draft summary report.

### Assumptions

- It is anticipated that the Placemaking Visioning Workshop will span 3 days and include training as well as public engagement.
- It is anticipated that some community outreach will be conducted by the Project Team prior to PPS facilitating the 3-day workshop – possibly during the Christmas Festival in early December

### **Client Responsibility**

• Establish a Project Team comprised of key leaders from Minden and Gardnerville

### Deliverables

- Scope, Schedule, Fee
- Contract and Invoices
- Meeting Agendas & Notes

### Task 2: Pre Workshop and Public Outreach

The PPS staff will provide the Project Team with tools to conduct the Power of 10/Placemapping exercise at a public event prior to the on-site workshop. The Power of 10 exercise will have participants map out the best, the worst, and the in-between places in Minden and Gardnerville. The resulting map allows the team to determine the most important connections to establish within the two towns and will also give a sense of the community's unique set of values and preferences. This work will inform key discussion points during our workshop, and help will prioritize possible Lighter, Quicker, Cheaper intervention alternatives. PPS will provide instructions, graphics, and display boards. Furthermore, PPS will also dedicate time during our team call to train the Minden and Gardnerville team to answer questions about the exercise and to provide additional instructions.

### Assumptions

• Public outreach will be conducted at an established community event like the Christmas Festival in early December

### **Client Responsibility**

• Facilitate public outreach and record results in preparation for training and public workshop

Deliverables

• Instructions and checklists for facilitation

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Minden and Gardnerville, Nevada



### Task 3: On-Site Day 1: Stakeholder Training

Task 3 will be the first step in institutionalizing place governance with Minden and Gardnerville through a training workshop for key stakeholders. Place governance is organizing governance around creating successful public spaces and generating a shared value for your constituents. Successful public spaces inspire civic pride and ownership from a community, and most importantly, build place capital. By fostering place capital, the boards of Minden and Gardnerville will be equipped with tools to generate sustainable economic growth, and shared wealth (built and natural) of the public realm.

### 3.1 Project Team Field Visit and Debrief

Upon arrival PPS will conduct a field visit to key locations in Minden and Gardnerville. The field visit will let the PPS team become more familiar with the community and assess finding following the Power of 10 exercise. The field visit will also give the PPS team chance to further tailor and contextualize workshop materials for the community workshop forum.

### 3.2 Stakeholder Training

PPS will provide the towns of Minden and Gardnerville with an individual training seminar for key stakeholders. The purpose of the seminar is to express the critical components of the placemaking process into the Minden and Gardnerville strategic plan, and implement a place-governance vision. This training could help institute the placemaking process as a focal part of Minden and Gardnerville's growth and development strategy. Overall, the workshop will train board professionals to regard capital projects in a different light and also to work more effectively with communities through an engaging community involvement process.

### Assumptions

- Field tour will take place in the morning
- Stakeholder training will take place in the afternoon (during business hours).

#### **Client Responsibility**

- Coordinate pre-training Project Team tour
- Handle workshop logistics invitations, location, set-up, refreshments
- Print and prepare workshop materials

#### Deliverables

- Workshop needs checklist
- Digital presentation materials

### Task 4: On-Site Day 2: Placemaking/Streets as Places Workshop

The purpose of this task is to cast a wide net to include the public in the placemaking process and build on the public engagement conducted in Task 2.

### 4.1 Stakeholder Interviews

For the first part of day 2, PPS will conduct interviews with key stakeholders that may not be able to attend the evening open house workshop. The key stakeholder list should be developed by the boards of Minden and Gardnerville in advance of our visit. When developing such a list we encourage the town boards to consider issues like access and equity. For example, it may make sense for the PPS team to give a presentation for a senior citizen community that may have trouble attending the workshop. Similarly, it may make sense for PPS to stage a pop-up workshop in the morning for under-represented communities that may feel left out of the planning process. The stakeholder interview would be an abbreviated form of engagement that PPS will execute during the evening proceedings.

Minden and Gardnerville, Nevada



### 4.2 Placemaking / Streets as Places Public Workshop

In the evening PPS will engage in a Placemaking/Street as Places public workshop for the Town of Minden and Gardnerville. The workshop will build on the placemapping feedback from Task 2 and provide both practical information as well as inspiration to people who want to improve the public realm in their city, town and region.

The workshop will cover three (3) primary elements: Placemaking, Streets as Places, and Lighter, Quicker, Cheaper approach to action.

### Placemaking:

- Provide participants with general overview of the idea of Placemaking and its benefits
- Introduce the concept of using public spaces as the infrastructure for developing and improving an area
- Train community members and stakeholders who want to improve public spaces (small or large) in their neighborhoods or their front yards towards the creation of a livelier whole
- Give participants a sense of the value of Place, how places operate, and the ability to observe and evaluate what kind of changes can be made to improve a place

#### Streets As Places:

- Provide participants with general overview of "Streets as Places"
- Provide participants with the qualities that make streets successful
- Review design principals, sociability principals, and successful street linkages
- Review successful contextually sensitive case studies that have successfully adopted the Streets as Places concept

### Lighter Quicker Cheaper:

- Provide participants with the principles of Lighter, Quicker, Cheaper (LQC) tool as an agent of change
- Present case studies of successful examples in similar communities.

#### Assumptions

• Key Stakeholders who participated in the previous day's training will help facilitate this public workshop

**Client Responsibility** 

- Stakeholder interview list
- Handle workshop logistics invitations, location, set-up, refreshments
- Print and prepare workshop materials

Deliverables

- Workshop needs checklist
- Digital presentation materials

### Task 5: On-Site Day 3: Lighter, Quicker, Cheaper Action Plan

This task will serve to put it all together and set the table for action.

### 5.1 Project Team Debrief

PPS will begin with a debrief of the previous days' activities, findings, and conclusions.

### 7-5

Placemaking Workshop and Training Minden and Gardnerville, Nevada



### 5.2 Design 2 LQC's and Action Plans (for spring implementation)

The respective municipal boards of Minden and Gardnerville will work in groups, with PPS staff to create a Lighter, Quicker, Cheaper vision for the two towns. The vision will be informed by the previous days' discussions, as well as the opportunities identified in the Power of Ten/Placemapping exercise from Task 2. PPS staff will lead the discussion and work with the municipal boards to develop quick collages/drawings and sketches to support the vision. Participants will walk away with Action Plans which identify the activities, amenities, partners, and time frame necessary for implementation.

**Client Responsibility** 

- Handle workshop logistics invitations, location, set-up, refreshments
- Print and prepare workshop materials

Deliverables

- Workshop needs checklist
- Digital presentation materials

### Task 6: Summary Report

PPS will work on condensing and refining the input gathered over the course of three days and several interactive activities, into a summary report. The summary report will include analysis, recommendations, barriers and action items for the Minden and Gardnerville. Additionally, the report will include a section on relevant benchmarks, project experiences and best practices for long term 'Lighter, Quicker, Cheaper' projects. PPS will also include all presentations, tools and materials used as part of the deliverable.

### Deliverables

Draft and Final summary report outlining proposed revisions to agreed-upon documents.

### Task 7: Institutionalizing Placemaking through Place Governance

Place Governance is a holistic and participatory model of city-building that facilitates the capacity of a community to drive and sustain its own shared values around place. By breaking down silos between city departments and disciplines, place governance aims to refocus policies, laws, and management in order to be most responsive and close to the people served.

In this task, we will review existing strategies, plans, and policies through the lens of placemaking and make recommendations for institutionalizing a place-led, community-driven process into the norms and customs of Minden and Gardnerville to foster creativity, community ownership, and robust public benefits.

### 7.1 Review Existing Tools and Strategies

With the help of the Project Team, PPS will compile relevant plans, regulations, policies, and programs as candidates for this review. Examples might include municipal or county master plans, zoning and other land use regulations, Complete Streets policies, or community arts programs.

### 7.2 Literature Review of Best-Practice Examples

PPS will conduct a literature search and review of best-practice examples from which to inspire language. Depending on the documents chosen for review by the Project Team in task 7.2, the research can include topics on place, form-based codes, non-motorized transportation, redevelopment, equity, health, and others.



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Minden and Gardnerville, Nevada



### 7.3 Technical Memorandum

Finally, a technical memorandum will be created documenting the purpose and outcomes of this task. It will include recommendations for specific language to be included or eliminated from the selected documents for the purpose of institutionalizing placemaking into the governance of both Minden and Gardnerville.

### Assumptions

- It is anticipated that this task will not only serve to institutionalize placemaking into selected documents and/or processes, but to become a model for leading with place in future work.
- PPS is prepared to review and comment on up to four (4) key plans to be determined by the Project Team.
- This task will take place off-site with communication via email, phone, or other shared media.
- Up to four (4) additional Project Team calls will be included in this task.

### **Client Responsibility**

- Minden and Gardnerville will provide relevant plans, policies, etc.
- Minden and Gardnerville will participate in Project Team calls

### Deliverables

• Draft and Final Technical memorandum outlining proposed revisions to agreed-upon documents.

### Schedule and Fee Estimate

See attached

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6

NEVADA: MINDEN/GARDNERVILLE

Approved by VP Finance

\$38,336.56

<u>\$44,692.26</u>

### **Change in Earnings**

This number represents total change in earnings resulting from the initial, user-made change. This figure includes the initial change. The change in earnings figure is dependent upon the multiplier listed below.

- Initial: This number represents the initial change in earnings as input by the user, and therefore does not include ripple effects. If a user has made the input in terms of earnings, this figure will match exactly what the user entered. If in terms of jobs or sales, this number will represent the conversion to earnings from those other terms.
- Direct: The effect of new input purchases by the initially changed industries. This is the first round of impacts. This change is due to inter-industry effects.
- Indirect: The subsequent ripple effect in further supply chains resulting from the direct change. In more awkward terms, this shows the sales change in the supply chains of the supply chain, as a result of the direct change. This is the sum of the second and subsequent rounds of impact. This change is due to inter-industry effects.
- Induced: This change is due to the impact of the new earnings, investment, and government created by the initial, direct, and indirect changes. Induced effects enter the economy as employees spend their paychecks in the region, businesses invest to grow their operations, and government spends more to support the changes.

### Change in Jobs

The total number of jobs changed, including the initial change.

- Initial: This number represents the initial change in jobs as input by the user, and therefore does not include ripple effects. If a user has made the input in terms of jobs, this figure will match exactly what the user entered. If in terms of earnings or sales, this number will represent the conversion to jobs from those other terms.
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- Induced: This change is due to the impact of the new earnings, investment, and government created by the initial, direct, and indirect changes. Induced effects enter the economy as employees spend their paychecks in the region, businesses invest to grow their operations, and government spends more to support the changes.

### **Taxes on Production and Imports**

Taxes on production and imports (TPI) consist of tax liabilities, such as general sales and property taxes, that are chargeable to business expense in the calculation of profit-type incomes. Special assessments are also included. TPI is comprised of state and local taxes—primarily non-personal property taxes, licenses, and sales and gross receipts taxes—and Federal excise taxes on goods and services.

### Further Explanation of Taxes on Production and Imports

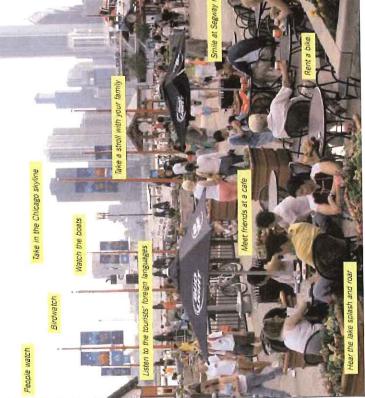
- GDP: Represents the total dollar value of all goods and services produced over a specific time period; you can think of it as the size of the economy.
- Calculated from the national income and product accounts (NIPA).
- Is based on a double-entry accounting to report the monetary value and sources of output produced and the distribution of incomes that production generates.
- Is reported in a table summarizing income on the left (debit, revenue) side and production on the right (credit, expense) side of a two-column accounting report.
- The totals on both sides must be equal and reflect GDP, one by income, the other by expense (Production).
- Taxes on production and imports is on the income side of the NIPA Report.
- Taxes on production and imports (TOPI) consist of tax liabilities, such as general sales and property taxes, that are chargeable to business expense in the calculation of profit-type incomes. Also included are special assessments. TOPI is the sum of state and local taxes, primarily nonpersonal property taxes, licenses, and sales and gross receipts taxes, and Federal taxes, which is composed of excise taxes on goods and services.

A great place needs to have at least 10 things to do in it or 10 reasons to be there. These could include, for instance, a place to sit, art to touch, music to hear, food to purchase, historic information to learn about, and books to read. Most of the uses and ideas have to come from the people who would use the space and hopefully be somewhat unique to that place.	These 10 great places should also define people's experience of a city, and be dynamic enough to attract a range of user groups, keep people coming back, and continue evolving.	Think about the special places in Gardnerville. What do you like about those places?	How many quality places are located in the community, and how connected are they? Are there places that should be more meaningful but aren't?	Answering these questions can help Placemakers determine both individually and collectively where they need to focus their energies. This simple, common sense idea can be transformative for evaluating and strategically improving an entire town or community. It gets people really thinking and challenges them as never before.
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Second City Apple picking Indiana Dunes National Lakeshore Historic Puliman District Downtown Chicago Chinatown 1 a block Listen to free funchtime music Visit two churches and a synagogue within a block Join ethnic celebrations Eat Aunch outside Ravinia Festival Frank Lloyd Wright houses Buckingham Fountain Chicago Riverwalk "The Bean," aka Cloud Gate Read the newspaper Take a break after getting your driver's license Daley Plaza Chicago Theatre Mies buildings World-class restaurants Looptopia A city/region needs 10+ MAJOR DESTINATIONS Sit on the Picasso statue Meet up for Chicago's Critical Mass ride Soldier Field Taste of Chicago Popcorn shops Shopping Each place needs 10+ THINGS TO DO A Destination needs 10+ PLACES Gene Siskel Film Center Example: Daley Plaza, Downtown Chicago Forest preserve bike trail Navy Pier St. Patrick's Day Parade Example: Downtown Chicago Example: Chicagoland region Grant Park Sears Tower Baha'l Temple Lake Michigan lakefront path Navy Pier Crown Fountain Ice rink Museum Campus Harold Washington Library Chicago Botanic Garden Green City Market Brookfield Zoo

Example of what this

list could look like



7-12

How many quality places are located in the community, and how connected are they? Are there places that should be more meaningful but aren't?

What is your favorite place (area) in Gardnerville?

Why did you pick location (area), what makes it your favorite place?

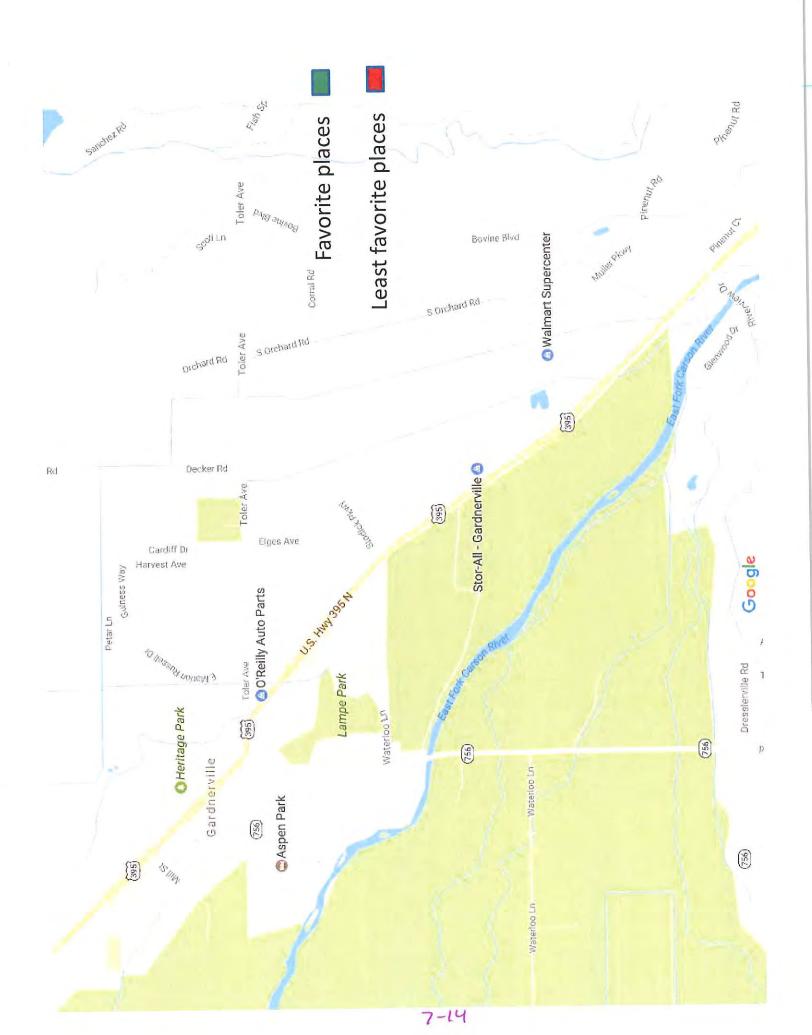
Is there anything that could it be better?

7-13

What area or place do of town do you like least?

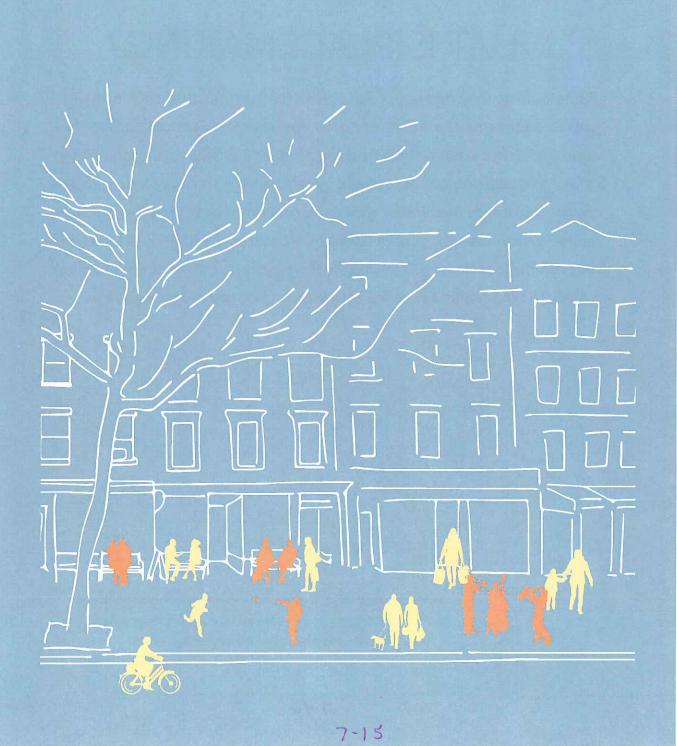
Why did you pick that area?

What would need to be improved for your to use that area?



# PLACEMAKING

what if we built our cities around places?



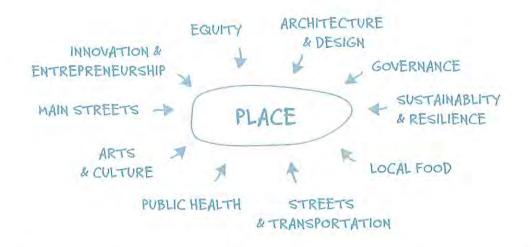
## WHAT IS PLACEMAKING?

Placemaking inspires people to collectively reimagine and reinvent public spaces as the heart of every community. Strengthening the connection between people and the places they share, placemaking refers to a collaborative process by which we can shape our public realm in order to maximize shared value. More than just promoting better urban design, placemaking facilitates creative patterns of use, paying particular attention to the physical, cultural, and social identities that define a place and support its ongoing evolution.

> Cities have the capability of providing something for everybody, only beacuse, and only when, they are created by everybody -Jane Jacobs

## Public Space at the Crossroads

Public space is inherently multidimensional. Successful and genuine public spaces are used by many different people for many different purposes at many different times of the day and the year. Because public spaces harbor so many uses and users—or fail to do so—they are also where a staggering cross-section of local and global issues converge.



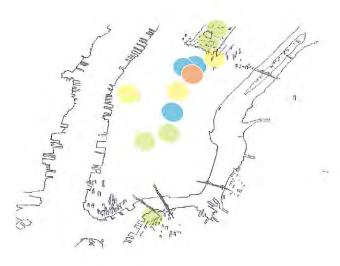
Public space is for negotiating the interface between our homes, our businesses, our institutions, and the broader world. Public space is how we get to work, how we do our errands, and how we get back home. Public space is where nearly half of violent crimes happen. Public space is where policing ensures safety for some but not others. Public space is for buying and selling, or for meeting, playing, and bumping into one another. Public space is for conveying our outrage and our highest aspirations, as well as for laying the most mundane utilities and infrastructure. And when we let it, public space can be a medium for creativity, expression, and experimentation.

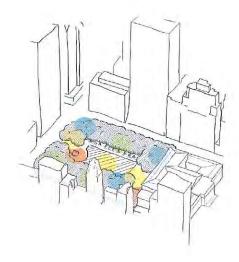
In short, public space is where so many tragedies and triumphs of the commons play out. And that's why getting it right matters. The ten issue areas where we believe placemaking can have the most transformative impact are: equity & inclusion; streets as places; architecture of place; innovation hubs; market cities; place governance; sustainability & resilience; rural communities; creative placemaking; and health.

## POWER OF 10+

## How Cities Transform through Placemaking

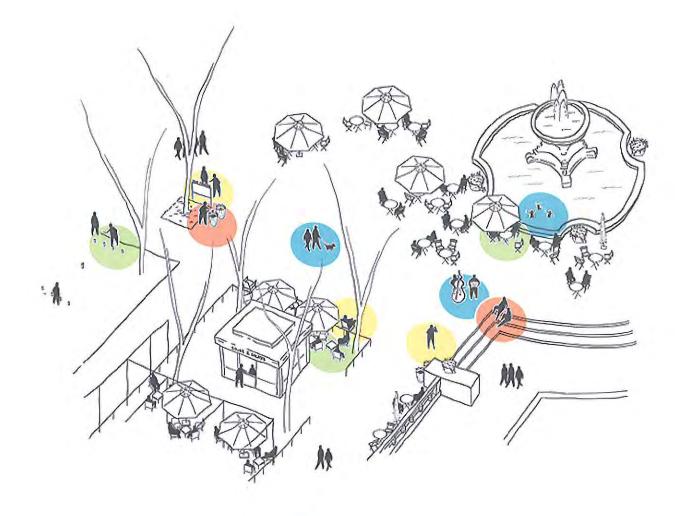
To be successful, cities need destinations. They need destinations that give an identity and image to their communities, and that help attract new residents, businesses, and investment. But they also need strong community destinations that attract people. A destination might be a downtown square, a main street, a waterfront, a park, or a museum. Cities of all sizes should have at least 10 destinations where people want to be. What makes each destination successful is that it has multiple places within it. For example, a square needs at least 10 places: a café, a children's play area, a place to read the paper or drink a cup of coffee, a place to also sit, somewhere to meet friends, etc. Within each of the places, there should be at least 10 things to do. Cumulatively, these activities, places and destinations are what make a great city. We call this big idea the "Power of 10+."





Region **10+ MAJOR DESTINATIONS** 

Destination 10+ PLACES IN EACH



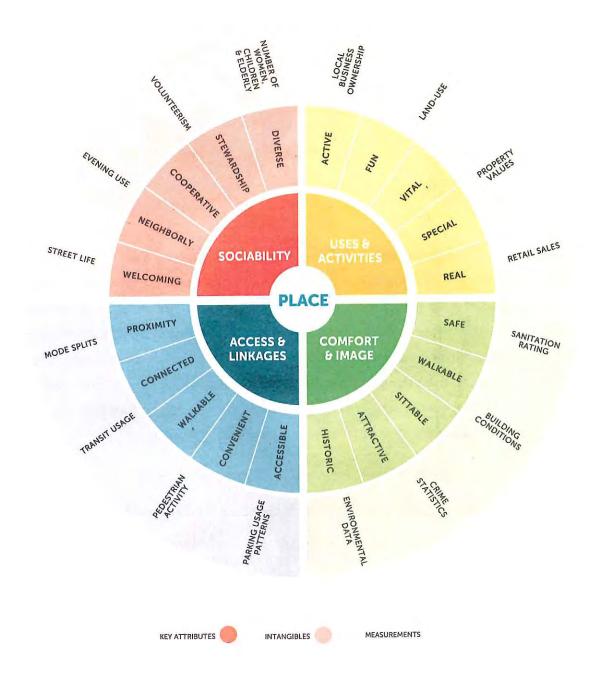
10+ THINGS TO DO, LAYERED TO CREATE SYNERGY

## WHAT MAKES A GREAT PLACE?

## It's surprisingly simple.

Most great places, whether a grand downtown plaza or humble neighborhood park, share four key attributes:

- 1. They are accessible and well connected to other important places in the area.
- 2. They are comfortable and project a good image.
- 3. They attract people to participate in activities there.
- **4.** They are sociable environments in which people want to again and again.



Cities fail and succeed at the scale of human interaction rapping and reaction rapping and re



## Access & Linkages

You can easily judge the accessibility of a place by noting its connections to the surroundings, including the visual links. A great public space is easy to get to, easy to enter, and easy to navigate. It is arranged so that you can see most of what is going on there, both from a distance and up close. The edges of a public space also play an important role in making it accessible. A row of shops along a street, for instance, is more interesting and generally safer to walk along than a blank wall or an empty lot. Accessible spaces can be conveniently reached by foot and, ideally, public transit, and they have high parking turnover.

Questions to consider about Access & Linkages:

- Can you see the space from a distance? Is its interior visible from the outside?
- Is there a good connection between this place and adjacent buildings? Or, is it surrounded by blank walls, surface parking lots, windowless buildings, or any other elements that discourage people from entering the space?
- Do occupants of adjacent buildings use the space?
- Can people easily walk there? Or are they intimidated by heavy traffic or bleak streetscapes?
- Do sidewalks lead to and from the adjacent areas?
- Does the space function well for people with disabilities and other special needs?

7-22

- Do the paths throughout the space take people where they actually want to go?
- Can people use a variety of transportation options—bus, train, car, and bicycle—to reach the place?

6



## Comfort & Image

A space that is comfortable and looks inviting is likely to be successful. A sense of comfort includes perceptions about safety, cleanliness, and the availability of places to sit. A lack of seating is the surprising downfall of many otherwise good places. People are drawn to places that give them a choice of places to sit, so they can be either in or out of the sun at various times of day or year.

Questions to consider about Comfort & Image:

- Does the place make a good first impression?
- Are there as many women as men?
- Are there enough places to sit? Are seats conveniently located? Do people have a choice of places to sit, either in the sun or shade?
- Are spaces clean and free of litter? Who is responsible for maintenance?
- Does the area feel safe? Are there security personnel present? If so, what do these people do? When are they on duty?
- Are people taking pictures? Are there many photo opportunities available?
- Do vehicles dominate pedestrian use of the space, or prevent them from easily getting to the space?

7-23



### **Uses & Activities**

A range of activities are the fundamental building blocks of a great place. Having something to do gives people a reason to come (and return) to a place. When there is nothing interesting to do, a space will sit empty. That's the best measure that something is wrong. A carefully chosen range of activities will help a place attract a variety of people at different times of the day. A playground will draw young kids during the day, while basketball courts draw older kids after school, and concerts bring in everyone during the evening.

Questions to consider about Uses & Activities:

- Are people using the space, or is it empty?
- Is it used by people of different ages?
- How many different types of activities are occurring at one time—people walking, eating, playing baseball, chess, relaxing, reading?
- Which parts of the space are used and which are not?
- Is there a management presence, or can you identify anyone in charge of the space?





## Sociability

This is the most important quality for a place to achieve—and the most difficult. When a place becomes a favorite spot for people to meet friends, greet their neighbors, and feel comfortable interacting with strangers, then you are well on your way to having a great place.

Questions to consider about Sociability:

- Is this a place where you would choose to meet your friends? Are others meeting friends here?
- Are people in groups? Are they talking with one another? Do they talk to people in other groups?
- Do people seem to know each other by face or by name?
- Do people bring their friends and relatives to see the place? Do they point to its features with pride?
- Are people smiling? Do people make regular eye contact with each other?
- Do many people use the place frequently?
- Does the mix of ages and ethnic groups generally reflect the community at large?
- Do people tend to pick up litter when they see it?

what attracts people most, it would appear, is other people.

- William "Holly" Whyte

## THE BEN GREAT

- + Visually pleasing
- + Generally stimulating
- + Sense of belonging
- + Greater security
- + Better environmental quality
- + Feeling of freedom

### + Greater community organization

- + sense of pride and volunteerism
- + Perpetuation of integrity and values
- + Less need for municipal control
- + self-managing

### + Increased physical activity

- + Access to fresh food
- + Greater security
- + Greater social inclusion
- + Enhanced environmental health

### PROMOTES SENSE OF COMFORT

NURTURES & DEFINES SENSE OF COMMUNITY

PLA

PROMOTES HEALTH

## EFITS OF PLACES

+ More walkable

- + Safe for pedestrians and bicyclists
- + Compatible with public transit
- + Reduces need for cars and parking
- + More efficient use of time and money
- + Greater connections between uses

### CREATES IMPROVED ACCESSIBILITY

ICE

BUILDS & SUPPORTS THE LOCAL ECONOMY

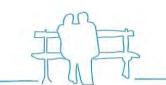
FOSTERS SOCIAL INTERACTION

- + Small-scale entrepreneurship
- + Economic development
- + Higher real estate values
- + Local ownership, local value
- + More desirable jobs
- + Greater tax revenue
- + Less need for municipal services
- + Improves sociability
- + More cultural exposure, interaction
- + Draws a diverse population
- + More women, elderly, children
- + Greater ethnic/cultural pluvalism
- + Encourages community creativity

## 11 PRINCIPLES FOR CREATING GREAT COMMUNITY PLACES

Effective public spaces are extremely difficult to accomplish because their complexity is rarely understood. As William (Holly) Whyte said, "It's hard to design a space that will not attract people. What is remarkable is how often this has been accomplished."

PPS has identified 11 key principles for transforming public spaces into vibrant community places, whether they are parks, plazas, public squares, streets, sidewalks, or the myriad other outdoor and indoor spaces that have public uses in common. These principles are:



It takes a place to create a community and a community to create a place Underlying Ideas

- 1 The Community is The Expert
- 2 Create a Place, Not a Design
- 3 Look for Partners
- They Always Say "It Can't Be Done."

Planning & Outreach Techniques

5 Have a Vision

You Can See a Lot Just By Observing

Translating Ideas into Action

- **7** Form Supports Function
- 8 Triangulate
- 9 Experiment: Lighter, Quicker, Cheaper

Implementation

10 Money Is Not The Issue

11 You Are Never Finished

## 1. The community is the expert

The important starting point in developing a concept for any public space is to identify the talents and assets within the community. In any community there are people who can provide historical perspective, valuable insights into how the area functions, and an understanding of critical issues. Tapping this information at the beginning of the process will help to create a sense of community ownership in the project that can be of great benefit to both the project sponsor and the community.

## 2. Create a place, not a design

To make an under-performing space into a vital "place," physical elements must be introduced that would make people welcome and comfortable, such as seating and new landscaping, and also through "management" changes in the pedestrian circulation pattern and by developing more effective relationships between the surrounding retail and the activities going on in the public spaces. The goal is to create a place that has both a strong sense of community and a comfortable image, as well as a setting and activities and uses that collectively add up to something more than the sum of its often simple parts. This is easy to say, but difficult to accomplish.

## 3. Look for partners

Partners are critical to the future success and image of a public space improvement project. Whether you seek partners at the start to plan for the project, or brainstorm and develop scenarios with a dozen partners who might participate in the future, these collaborations are invaluable in providing support and getting a project off the ground. They can be local institutions, museums, schools, and others.

## 4. They always say "It can't be done."

One of Yogi Berra's great sayings is "If they say it can't be done, it doesn't always work out that way," and we have found it to be appropriate for our work as well. Creating good public spaces is inevitably about encountering obstacles, because no one in either the public or private sectors has the job or responsibility to "create places." For example, professionals such as traffic engineers, transit operators, urban planners and architects all have narrow definitions of their job – facilitating traffic or making trains run on time or creating long term schemes for building cities or designing buildings. Their job, evident in most cities, is not to create "places." Starting with small scale community-nurturing improvements can demonstrate the importance of "places" and help to overcome obstacles.

## 5. You can see a lot just by observing

We can all learn a great deal from the successes and failures of others. By looking at how people use public spaces and finding out what they like and don't like about them, it is possible to assess what makes them work. Through these observations, it becomes clear what kinds of activities are missing, and what might be incorporated. And when the spaces are built, continuing to observe them will teach us even more about how they evolve and can be managed over time.

## 6. Have a vision

The vision needs to come out of each individual community; however, essential to a vision for any public space is an idea of what kinds of activities might be happening in the space, a vision that the space should be comfortable and have a good image, and that it should be an important place where people want to be. It should instill a sense of pride in the people who live and work in the surrounding area.

## 7. Form supports function

The input from the community and potential partners, the understanding of how other spaces function, the experimentation, and overcoming the obstacles and naysayers provides the concept for the space. Although design is important, these other elements tell you what "form" you need to accomplish the future vision for the space.

## 8. Triangulate

"Triangulation is the process by which some external stimulus provides a linkage between people and prompts strangers to talk to other strangers as if they knew each other" (Holly Whyte). In a public space, the choice and arrangement of different elements in relation to each other can put the triangulation process in motion (or not). For example, if a bench, a wastebasket and a telephone are placed with no connection to each other, each may receive a very limited use, but when they are arranged together along with other amenities such as a coffee cart, they will naturally bring people together (or triangulate!). On a broader level, if a children's reading room in a new library is located so that it is next to a children's playground in a park and a food kiosk is added, more activity will occur than if these facilities were located separately.

## 9. Experiment: Lighter, Quicker, Cheaper

The complexity of public spaces is such that you cannot expect to do everything right initially. The best spaces experiment with short term improvements that can be tested and refined over many years! Elements such as seating, outdoor cafes, public art, striping of crosswalks and pedestrian havens, community gardens and murals are examples of improvements that can be accomplished in a short time.

### 10. Money is not the issue

This statement can apply in a number of ways. For example, once you've put in the basic infrastructure of the public spaces, the elements that are added that will make it work (e.g., vendors, cafes, flowers and seating) will not be expensive. In addition, if the community and other partners are involved in programming and other activities, this can also reduce costs. More important is that by following these steps, people will have so much enthusiasm for the project that the cost is viewed much more broadly and consequently as not significant when compared with the benefits.

## 11. You are never finished

By nature good public spaces that respond to the needs, the opinions and the ongoing changes of the community require attention. Amenities wear out, needs change and other things happen in an urban environment. Being open to the need for change and having the management flexibility to enact that change is what builds great public spaces and great cities and towns.

## THE PLACEMAKING PROCESS

Placemaking is both a process and a philosophy. It is centered around observing, listening to, and asking questions of the people who live, work, and play in a particular space in order to understand their needs and aspirations for that space and for their community as a whole. Working with the community to create a vision around the places they view as important to community life and to their daily experience is key to building a strategy for implementation. Beginning with short term, experimental improvements can immediately bring benefits to public spaces and the people who use them and inform longer term improvements over time.

## Place Led, Community-Based Process



Stakeholder Roles advise/suggest bring additional resources implement & maintain



## Lighter, Quicker, Cheaper (LQC)

A low-cost, high-impact incremental framework for improving public spaces in short order that capitalizes on the creative energy of the community to efficiently generate new uses and revenue for places in transition.

LQC experiments range in scale and impact. From small neighborhood amenities and art to large downtown temporary structures and events.

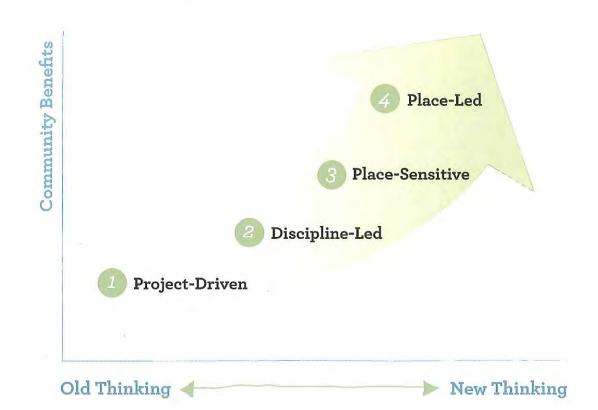


## TOWARDS A PLACE-LED FUTURE

Through our own placemaking work, we've found that public space projects and the governance structures that produce them tend to fall into one of four types of development along a spectrum.

- **Project-driven** spaces often emerge from top-down, bureaucratic leadership, which value on-time, under-budget delivery above all else. Project-driven processes generally lead to places that follow a general protocol without any consideration for local needs or desires.
- Discipline-led projects may be of higher value and more photogenic, but their reliance on the singular vision of design professionals and other disciplinary silos often makes for spaces that do not function terribly well as public gathering places.
  - The **place-sensitive** approach to projects, which we see emerging among some design professionals, makes a concerted effort to gather community input—but the process is still led by designers and architects.
  - A truly **place-led** approach relies not on community input, but on a unified focus on place outcomes built on community engagement. A place-led process turns proximity into purpose, and the planning and management of shared public spaces into a group activity that builds social capital and shared values. Local participants in this process feel invested in the resulting public space, and are more likely to serve as its stewards.

## Evolution of Development



When you focus on place, you do everything differently

7-37

Everyone has the right to live in a great place More importantly, everyone has the right to contribute to making the place where they already live great.

- Fred Kent



**Project for Public Spaces (PPS)** is a nonprofit planning, design and educational organization dedicated to helping people create and sustain public spaces that build stronger communities.

Want to participate in the Placemaking movement? Apply for the **Placemaking Leadership Council** and connect with over 1,300 activists and strategists (from over 75 countries, and 500 cities) at the forefront of a growing movement.

Learn more: **pps.org** and **pps.org/about/leadership-council/** 



## Gardnerville Town Board AGENDA ACTION SHEET



1.	For Possible Actionation Activities for Deco	on: Discussion on the Town Attorney's Monthly Report of ember 2016.				
2. 3.						
4.	4. Department: Administration					
5.	Prepared by:	Tom Dallaire				
6.	Meeting Date:	January 3, 2017 Time Requested: 5 minutes				
7.	Agenda: Conse	nt 🖻 Administrative				
Background Information: To be presented at meeting.						
8.	8. Other Agency Review of Action: Douglas County					
9.	<b>Board Action:</b>					
	Approved Denied	<ul> <li>Approved with Modifications</li> <li>Continued</li> </ul>				

## Gardnerville Town Board AGENDA ACTION SHEET



- 1. <u>Not For Possible Action</u>: Discussion on the Town Manager's Monthly Report of activities for December 2016.
- 2. Recommended Motion: No action required. Funds Available: □ Yes □ N/A
- 3. Department: Administration
- 4. Prepared by: Tom Dallaire
- 5. Meeting Date: January 3, 2017 Time Requested: 15 minutes
- 6. Agenda: Consent Z Administrative

Background Information: See attached report.

- 7. Other Agency Review of Action: Douglas County V/A
- 8. Board Action:
- □ Approved □ Denied
- □ Approved with Modifications
   □ Continued



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

### Town Manager Monthly Report January 2017 Board Meeting

- A. Gardnerville Station (former Eagle Gas): Bramco removed a total of 780 tons of contaminated material from the site over the past three weeks. There is still contamination under the highway, but the site is clean where we have excavated. Grindings were installed onsite until we can get NDOT onboard with the realignment of the highway. There is some interest coming from Lee Bonner to do the project. He is assisting me in contacting the correct department. CDBG was submitted. I have talked with ROA Anderson about two projects: first, the floodway model update with the current constructed channel and secondly a model to propose improvements of the storm drain on site and down Mission Street with piping options.
- B. 395 Crosswalks: The plans are close to being resubmitted to NDOT for final review. NDOT has reviewed the SHPO report and the report was resubmitted to NDOT. Lumos is finishing the final details.
- **C. Kingslane Sidewalk Project:** Three Castles is wrapping up the structural plans. Lumos is finalizing the improvement plans. We need to get contracts for the utilities next week. NV Energy is ready and waiting for the work to start. The lighting option has not been approved by NDOT as of 12-23-16. MSA will be finalizing the electrical plans.
- **D. Toiyabe Storm Drain Project**: RO Anderson is updating the plan with the new storm drain concept. I was not able to work ROA staff into my schedule this month. Once I know for sure that will work, then we can abandon the storm drain line. I need to make sure we have funding for this.
- **E. Maintenance Yard Plans:** Anderson is finalizing those plans and I have filled out a special use permit application for the county review of the plans once I get those for submittal.
- F. Chichester Estate Park Ditch Storm Drain Outlet: There is a contractor interested in the pipe repair.

### G. Office Items:

- BLA (boundary line adjustment), as of today was still not recorded. Dave from the Village Motel needs to pay the taxes to be recorded. He did not do that last month.
- Getting the Douglas Ave project to a point where NV Energy will pull the wire to make the meters live was a process. I finally was able to get the address labels and install them, then NV Energy needed 48 hours notice to turn off the power. That is now scheduled for January 3<sup>rd</sup> at midnight. NV Energy is on minimal crews over the holidays. We installed a generator to make the lights work for the Christmas Eve Church Services. The parking lot is too dark for it to be safe.
- Still no news from the county on the alley at the French Bar. Doug is still in the middle of a couple of lawsuits. It is not a priority for them.
- I have been attending meetings with county staff and perspective insurance carriers. We are now filling
  out forms to get prices on alternative insurance from Pool Pact. I filled out all those forms for Pool Pact.
- Working on the proposed website with Pronto Marketing. That is moving along. A little bit at a time. Townofgardnerville.com was purchased. The .gov domain is going to increase in fee to \$400 annually.
- Esplanade started grubbing the weeds from the site. Then it rained. Has not dried out since.
- The Ranch phase 2C will start the week of the 3rd.
- Storm Water Committee has taken up a considerable amount of my time in reviewing and discussing issues this past month. Those meetings start again on the 9<sup>th</sup>.

### **Gardnerville Town Board**

### **AGENDA ACTION SHEET**



- 1. <u>For Possible Action:</u> Discussion on Town Board member appointments to represent the Town of Gardnerville and to be the Town Board liaison for the following boards:
  - a. Main Street Gardnerville Board of Directors
  - b. Carson Valley Arts Council
  - c. Nevada League of Cities,

with public comment prior to Board action.

2. Recommended Motion: Based on board discussion

Funds Available: 🗌 Yes 🛛 🖻 N/A

- 3. Department: Administration
- 4. Prepared by: Tom Dallaire
- 5. Meeting Date: Time Requested: 10 minutes
- 6. Agenda: Consent Z Administrative

**Background Information**: To be discussed at meeting.

- 7. Other Agency Review of Action: 
  Douglas County
  V/A
- 8. Board Action:
- **Approved**
- Approved with Modifications
  Continued
- □ Denied