



GARDNERVILLE TOWN BOARD

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Meeting Minutes

Paul Lindsay, Chairman
Ken Miller, Vice Chairman
Lloyd Higuera, Board Member
Mike Philips, Board Member
Linda Slater, Board Member

Tuesday, August 7, 2012

4:30 p.m.

Gardnerville Town Hall

 The meeting was called to order at 4:30 p.m. Chairman Lindsay made a Determination of a Quorum

PRESENT:

Paul Lindsay, Chairman
Ken Miller, Vice-Chairman
Lloyd Higuera
Michael Philips
Linda Slater

Tyler Altom, Town Counsel
Tom Dallaire, Town Manager/Engineer
Paula Lochridge, Main Street Program Manager
Carol Louthan, Office Manager Sr.

 **PLEDGE OF ALLEGIANCE-** The pledge of allegiance was led by Vice-Chairman Ken Miller

 **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 Philips/Slater to approve the August agenda.

No public comment.

Upon call for vote, motion carried.

 **FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:**
July 3, 2012 Regular Board meeting, with public comment prior to Board action.

Chairman Lindsay and Board Member Philips were absent for the July meeting and will not vote.

Motion Slater/Higuera to approve the minutes of July 3, 2012.

No public comment.

Upon call for the vote, motion carried by those present at the July 3, 2012 meeting.

 **PUBLIC INTEREST COMMENTS (No Action)**

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

No public comment

 **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. Correspondence**
Read and noted

2. **Health and Sanitation Department Monthly Report**
Accepted
3. **Approve July 2012 claims**
Approved
4. **Approve Town Resolution 2012R-01, a grant application to Nevada State Parks Land & Water Conservation Fund for Martin Slough Phase IV Nature Trail amenities**
Approved
5. **Approve a Town special event application for Douglas Animal Welfare Group (DAWG) 2012 Mutt Poker Walk, October 6, 2012, 8:30 a.m. – 2:00 p.m. at the Carson Valley Museum & Cultural Center, 1477 Highway 395 N**
Approved
6. **Recommend approval for Douglas County Outdoor Festival Entertainment Event application submitted by Carson Valley Sertoma Club for the 22nd Annual Carson Valley Sertoma Oktoberfest scheduled for September 23, 2012 in Heritage Park.**
Approval recommended
7. **Approve Gardnerville Special Event Application for the 22nd Annual Carson Valley Sertoma Oktoberfest scheduled for September 23, 2012 in Heritage Park.**
Approved

End of Consent Calendar

Motion Philips/Miller to approve the consent calendar.

No public comment.

Upon call for the vote, motion carried.

ADMINISTRATIVE AGENDA

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

8.  **For Possible Action.** Discussion to approve Proclamation 2012P-02 recognizing the week of August 6, 2012 as Brain Injury Awareness week, with public comment prior to Board action.

Mr. Dallaire read the proclamation into the record. (Proclamation read with corrected dates of August 11 through August 18, 2012.)

Mr. Michael Smith advised the reason August 12th is important is this proclamation is dedicated to the caregivers. His mother took care of him for 12 years. Her birthday is August 12th. Also, the reason it is done this time of year is football practice starts soon. He has been doing this speech for about eight years. Your actions by doing this proclamation are positive. If you are riding your bike by wearing a helmet you set an example. He was married in October. His wife is also brain injured. You can adapt. You can learn. We are proud of our wins. But you need simple goals. Keep trying. There is a poster in the back and you can pretty much do research yourself. The doctors are getting better at studying this issue. Thank you.

Motion Higuera/Slater to approve Proclamation 2012P-02 recognizing the week of August 11 through 18, 2012 as Brain Injury Awareness week.

No public comment.

Upon call for the vote, motion carried.

Mr. Smith has been promoting his public access TV show for five years with Gardnerville being a feature on many of the shows. You have just been named the best new series in Sacramento. That is 350,000 people under Comcast. We have the 11:00 o'clock block on Saturday morning. We are also running brain injury shows. Hopefully we are making a difference for Gardnerville.

Mr. Dallaire presented Mr. Smith with the proclamation.

9.  **For Possible Action:** Discussion to approve, approve with modifications, or deny a request for a planned development modification (PD) 04-008-4, for the Ranch at Gardnerville, LLC, requesting a modification to a

previously approved planned development; to modify the planned development boundary identified in ordinance #2004-1108, extend and modify the development schedule and modify the subdivision design as a result of changes to the road improvements and re-designing of alley ways to the streets; including associated variances to the Douglas County Design Manual and Douglas County Development Code. The property is located south of Buckeye Road and north of Gilman Avenue along Heybourne Road, within the SFR-8,000 (Single Family Residential, 8,000 square foot minimum parcel size) zoning district with a PD (Planned Development) Overlay, and is located within the Minden-Gardnerville Community Plan Area, APN's: 1320-29-000-008, -014, 1320-33-210-033 & 1320-32-501-017, with public comment prior to Board action.

Mr. Dallaire went over staff's comments and recommendations included in Board packets, for the project. There is a spreadsheet they provided in Rob's information that has a breakdown of parcel sizes on Page 9-25. You can see the distribution north of Zerolene, and south of Zerolene, which is in Gardnerville.

Chairman Lindsay asked what size lots were in Arbor Gardens.

Mr. Dallaire thought they were 5,000 square feet. But they have the alleys in the back. Originally this was the same way. It would be nice to have a trail in the middle of the subdivision. He is concerned about getting some access off Heybourne where the small open space is located. There are 14 variance requests they were asking for. Commissioner Bonner was concerned about the block wall. We don't want to maintain a block wall in Gardnerville. My recommendation would be, after the experience with Toler, to put the block wall on its own parcel for maintenance and have a maintenance district. That will be for Minden to work out. They were going to reduce the collector separation standard between driveways and street from 200 feet to 150 feet. Staff doesn't have a problem with that if they reduce the speed limit to 25. The variance they are asking for, the garage has to be set back 20 feet so some of the homes have the garage in the front and the house is in the rear and some the house wraps around in front of the garage. Rob will address the setback issue. That is one of their requests.

Mr. Miller believed they also have parking along Heybourne.

Mr. Dallaire told Mr. Miller he was correct.

Mr. Philips asked if the speed limit issue had been taken care of.

Mr. Dallaire answered on phase one, not for the entire development. The speed limit is 25.

Mrs. Slater commented on top of that you have the bicycle path.

Mr. Dallaire answered that is on Heybourne only. It is not on local roads. It will be designated and striped. We have to get better on the plan review side so when the builder comes in and does a plan they need to make sure the vision circle is clear.

Mrs. Slater asked if they would deal with the individual developer when they come in.

Mr. Dallaire agreed. That would be the main concern.

Mr. Rob Anderson brought more plans for the Board to see.

Mr. Dallaire continued going through staff's comments and recommendations.

Mrs. Slater asked what pushing the first three phases out to 12/31/24 does for the intersection of Gilman and Highway 395, the lane abutment.

Mr. Dallaire believed that was part of Phase 3C

Mrs. Slater asked if that would be removed from now through 2024.

Mr. Dallaire explained Zerolene wasn't going to get built until Phase 3. They have the approval for all of the homes with the exception of the multifamily units to go through Gilman. The residents will be able to access off Gilman. The fire department required in an earlier phase to do a dirt portion for emergency access only and then they would actually pave it and have it improved by 2024. The county is still working on getting some property over there. But it pushes it back one year. Then they added a couple more years in the latter half in Minden. Amendments to the

boundary will include the hatched area in our part. We have a recorded map for Phase one, which was modified and it created this open space parcel. They are doing a give and take section of open space.

Mr. Anderson, is here on behalf of the Ranch at Gardnerville and Carrie Macinich. Keith Ruben, from our office, is also here. Thank you for your patience. Mr. Anderson gave some background on the project. We believe the project is progressing very well in this economy. The street configuration in Gardnerville is essentially the same as it was in the previous approval. We prepared a CLOMR and a floodway designation. You were in the process with Manhard of going through and revisiting the hydrology. As a result of the floodway designation there have been changes that dictate modification to this plan. Because of the floodway designation on Zerolene you need a 135 foot long clear span bridge. It is not feasible for a developer with 600 lots to build a 135 foot span bridge for a regional road improvement. They have adopted the road sections the Board previously adopted in phase 1. Heybourne Road is largely unchanged from what you saw previously through the section of Gardnerville. For marketing reasons the builder believed they should have a diversity of lots. Commissioner Bonner didn't want the wall facility referenced at Minden's meeting. But in context the commissioner was referring to a presentation where the county had said you can take the parking off of Heybourne Road, pull the road section in and build a wall on either side and make it privacy on the back side. Mr. Bonner was reacting to this very narrow chute with a wall on either side. The developer has offered to pay their proportionate share of Zerolene Road. They will pay all the cost of Heybourne Road and construct that. They can't afford to do Zerolene Road on their own. That will be one of the key discussions with Douglas County as they go forward.

Chairman Lindsay asked who will own Zerolene Road.

Mr. Dallaire thought probably Douglas County.

Mr. Anderson added at the time the project was approved the PD boundary, the area known to be Alton Anker's yard, was not to be a part. However in the description of the boundary it was included. It should not have been a part. One amendment to the boundary that is to clarify that parcel is not a part of the PD. Additionally, a second change is the triangular piece, which actually belongs to Park Cattle Company, is not part of the application. The master plan designation of the property is agriculture. It has a receiving area designation on it that says if you bring transferrable development rights you can develop it at residential of 3 to 12 units per acre or commercial at 10 TDR's per acre. The developer has acquired development rights and for the initial phase purchased and dedicated those to Douglas County and anticipates doing so for the remainder of the project. They have dedicated a little over 30 acres of the Martin Slough corridor and are intending to dedicate another 14 acres within the town of Minden area. There is 44 acres being dedicated to the Martin Slough corridor for public use. This is being offered by the developer as part of their consideration for the project. They are agreeing to construct Heybourne Road. Gilman is already built. They are proposing to pay their proportionate share of Zerolene Road. They have agreed to make a \$100,000 contribution to Douglas County's current pending NDOT transportation enhancement grant for the Martin Slough trail. That money would be given by the developer to use as match money to help facilitate and bring up on the rating schedule for NDOT grants. Concurrent with phase 2A they are required to build out an emergency access road. They would also use that for construction access. As the phasing schedule points out Zerolene is proposed at phase 3C. The original project approval in 2004 allowed for a front yard setback of 20 feet. That was taken from back of curb. We can go from a 20 foot setback down to a 16 foot setback just by filing for an administrative variance.

Mr. Dallaire asked if on the final map they would add the sight visibility lines so there is some recorded document that shows this has to be set for three foot landscaping max, no trees.

Mr. Anderson agreed. They don't have strong objections to the request and clarification on the future improvements. If the grant doesn't get approved for the trails, then it doesn't seem very prudent to build more trails. We have requested there be an offer back from the Town of Gardnerville, rescindment of the portion that was dedicated adjacent to the Minden well and then in addition, because of design issues, this area (pointing to the map) would come to you and this area the developer would receive back.

Mrs. Slater asked about the area that would go to the town Gardnerville. Would that be dedicated on the map itself or is that going to be deeded to the town?

Mr. Anderson is agreeable to a deed. It would be a boundary line adjustment where you would sign a deed to the Ranch at Gardnerville and they would do the same.

Mr. Dallaire pointed out Mr. Bonner is not here. Mr. Bonner wanted to continue this and discuss the problems with Minden and in a group work session. But I told him all those issues are north of us.


Mr. Miller commented after hearing the presentation twice he feels we have heard everything and having confidence in town staff, he is leaning towards approving this and not going to another meeting. Most of the problems are with Minden and not Gardnerville.

Mr. Higuera was at Minden's meeting also. Ken really nailed it. Staff has done a fantastic job on this. He commended Mr. Dallaire on his report. Tom really went through everything. The only thing I see is I don't want the town of Gardnerville to be stuck with another Toler Lane situation. I am in favor of another trail connection even if it goes nowhere. That trail will happen. It will be a boon to the area and would be great to have another access to it.

Mrs. Slater agreed.

No public comment.

Motion Miller/Higuera to approve with modifications development modification PD 04-08 at the Ranch at Gardnerville requested modification to the previously approved planned development to modify the planned development boundary identified in Ordinance 2004-1108 and extend and modify the development schedule and modified subdivision design as a result of changes to road improvements, the redesign of alleyways to streets, including associated variances to Douglas County design manual and Douglas County Development Code. The property is located south of Buckeye Road and north of Gilman along Heybourne Road with SFR-8000 single family residential 8000 square foot minimum parcel zoning district with PD planned development overlay, is located within the Minden/Gardnerville community plan area APN 1320-29-000-008, 014, 1320-33-210-033 and 1320-32-501-017 subject to staff conditions found within the staff report presented tonight. Motion carried.

10.  For Possible Action: Discussion on and possible action by providing town staff direction on proceeding with the Old Town Days event and discuss the program options for the August 31st through September 2nd event, with public comment prior to board action. Appearance by Ken Auld.

Mr. Dallaire reported Ken Auld came before the Board in February about Old Town Days, Civil War reenactment. There has been some political issues and has disassociated himself with the Battle Born Civil War Re-enactors. He has joined the Nevada Civil War Volunteers. He still wants to put on the event. It just won't be associated with Battle Born directly. I have talked with Matthew Moore with Battle Born and made sure everything was okay if we just kept with Ken. Ken has been the event planner since February. They are working on the insurance forms now. The Town has provided Spence Commercial Properties with our insurance. We will borrow the bleachers from the fairgrounds to put out there. There are four battles planned. We have modified the flyers to take out Battle Born Re-enactors

Mr. Auld stated there are currently four civil war groups in Northern Nevada. We have cooperation with three different groups and partial cooperation with Battle Born. My goal is to get as many re-enactors here as possible. They will still try to push the event forward. He doesn't foresee any problems. Nevada Civil War Volunteers, who would like to be the re-enacting host, have insurance. The Insurance company has already sent an insurance certificate for the Town of Gardnerville-Heritage Park and Spence Properties with the 2 million coverage. Other than that I think we can still pull it off and have a good time. We have students coming on Friday.

Mr. Dallaire shared the original application for the use of Heritage Park had Battle Born.

Mr. Altom will need to look into the policy. He will also look at the original application and permit.

Mr. Auld requested this event be on a different day next year.

Mr. Altom pointed out the application is for Battle Born. I don't know if the standing rules or policies and procedures have a mechanism where they can transfer the permit or a shorter time period.

Chairman Lindsay believed they should direct town staff to move forward and figure out something else they can do.

Mr. Altom thought it was just a late developing situation. It is not really in anybody's control. We want to try to save it if they can, but I haven't looked at the policies and procedures or application.

Mr. Dallaire wanted to make sure the Board was okay trying to do this at the last minute. The guys are set for helping out.

Mr. Miller would like to see the insurance certificate have more detail. This is very general. As a licensed insurance agent I am not comfortable with this certificate.

Mrs. Slater asked if they wanted to set this aside until they get the insurance and then bring it back at a special meeting.

No public comment.

Motion Miller/Higuera to table this agenda item #10 until we have a chance to review the actual paperwork. Motion carried.

Mr. Auld asked if they should try to continue to advertise or hold off.

Mrs. Slater thought they should hold off until we get something back from our attorney.

Mr. Auld will fax or email the information as soon as I have it.

Chairman Lindsay told Mr. Auld they will need the original copy, but they can start the process off the copy.

11.  **For possible action: Discussion and possible action to approve, approve with conditions, continue, or deny a request to alternate between the Towns of Minden and Gardnerville every other year, performances of the Carson Valley Pops Orchestra as part of the Towns' 4th of July celebrations, beginning with the July 4, 2013, performance in Heritage Park with public comment prior to board action.**

Mr. Dallaire is looking for some direction. Minden does not want to give up the Pops. He talked with Judy Sheldrew. They are willing to come and perform. As far as the 4th of July, they talked with Roger last year and were going to switch it back and forth. That item was dropped when Roger left. He brought up the question to Jennifer and that is how it got on both agendas for the towns. In August Minden met a week before we do and that is what happened.

Mr. Miller was at the meeting. They had a motion to deny moving from town to town on alternate years and it died for lack of a second. Then there was another motion to compromise and alternate years. But in earlier discussions the individual who made the motion said they would have their own event even though we might have the orchestra here and they might make their event bigger and better. I commented at the meeting that I didn't feel it should be a competition between the two towns. At the time of the second motion, Charlie Condron left shortly before the motion was made because he was ill. So it was a split vote.

Mr. Higuera stated there was a comment made at that time that this is the way we will leave it.

Mr. Miller shared the whole discussion started out with the chairman of the Minden Town Board saying, "We can agree to disagree on this item."

Mrs. Slater believed ultimately it is not the decision of the Towns of Gardnerville or the Minden. It will be the decision of the Pops.

Mr. Miller advised the Minden Board threw it back on the Pops. Judy Sheldrew told them the Pops would not make the decision because Minden has the building for rehearsals and storage.

Chairman Lindsay thought Minden would ultimately take that away.

Mr. Miller felt in the future this could be resolved because there will be an adequate facility with the new senior citizen center being built across from Lampe Park. It could be a concert there inside the building.

Mrs. Slater believed it might be nice if they came up with something original on their own.

Chairman Lindsay thought it was frustrating to me that it is adversarial and has to be two towns against each other rather

than trying to figure this out.

Mr. Miller doesn't want to jeopardize the Carson Valley Pops place to play and store their instruments. I asked Ms. Sheldrew if they might be interested in doing another three day weekend holiday for us. She would have to talk to the rest of the orchestra if they would like to give up that time to do a concert. The only date that would be available would be Labor Day weekend. If we could build something around that with a concert included it would be a nice.

Mr. Philips didn't think this was worth arguing over. Let this go until we get a place where we could offer them a place to play.

Chairman Lindsay shared there is no harm in us approving this item, because quite frankly all it says is we are willing to play.

Mrs. Slater agreed. It will also let the Pops know we are receptive to them in the future.

Chairman Lindsay continued, there is no harm in saying we approve this. We don't have to deny it just because they split. It won't change a thing, but there is no harm in approving this.

Mr. Dallaire explained that to Judy. The orchestra has to play in the warmer months. There are a couple options. If we want to do another 4th of July event he does not want to compete with the other events in the Carson Valley. If we had something later in the evening we could do a fireworks show.

Mrs. Slater stated we have a lot of events already. I don't think not having or not having a 4th of July event at this time is any big problem.

Mr. Dallaire added the movies are going well. We could add another one, but we have been showing four for a long time.

Mr. Higuera thought Tom's idea of fireworks has a lot of merit. If it were possible to do fireworks, it wouldn't conflict with any other events in the valley. It would give people around here another option. Yes, it is expensive.

Mr. Dallaire could get sponsors. Jeremy Davidson (20-30 Club) did it a few years ago for Carson Valley Days 100th celebration. We have similar clearances at the pond and all of the open space in the wetland. July is a good irrigation time. It is wet.

Mrs. Slater suggested contacting one of the military places and see if you could get a military band. That would be something that would be a big turnout. Start laying a foundation and do something on our own.

Mr. Higuera concurred it is worth getting preliminary information.

Mr. Dallaire will look into it.

Public comment.

Ms. Wenner likes the idea of the 4th of July fireworks.

No further public comment.

Motion Higuera/Slater that we approve the alternating of the Carson Valley Pops orchestra between the town of Minden Minden Park and the town of Gardnerville Heritage Park, Motion carried.

12.  Not For Possible Action: Discussion on the Main Street Program Manager's Monthly Report of activities for July 2012.

Mrs. Lochridge reported economic restructuring committee has received a letter of intent from USDA Rural for the amount of \$125,000 for the revolving loan fund. Because there are some potential risks they have contacted Rural Nevada Development Corporation They are hoping to connect with them to insure this would be a good risk. They still have funds available in our existing fund. The organization committee is focusing on memberships, sponsorships and fundraising. Deb Perrell has extensive experience in fundraising and sponsorships. She is going to co- chair the fundraising committee. We are going to revisit the possibilities of acquiring a 501c3. In promotions they are focusing on several events and hoping to initiate some new events in 2013. There was a great event that Lloyd suggested that

we are going to bring to the promotions committee. The Douglas Avenue Showcase they have chosen not to do this year and potentially do that next year.

Mrs. Lochridge stated they are working with Alicia from the Chamber.

Mr. Dallaire mentioned Alicia has been trying to get a lot more decorations downtown.

Mrs. Lochridge commented the design committee volunteers took the opportunity to visit with all the businesses and try to get them to participate. That really helped. Design, we do have the NDOT grant for \$4,000 to be used in the Heritage Park Gardens for the creation of a labyrinth. Those plans are in the works. Once they get the details they will bring those back for approval. Ron James has been taking over as far as the Heritage Park Gardens goes and wanted to make sure you were brought up to speed on what is going on at the gardens.

Mr. James reported they had the open house in June. They had 250 visitors and sold about \$400. After that they started things growing. They have 13 hay bale beds. Three of them have been used by the master gardeners. Five of them are rented. The remainder we have used for children's garden and growing food for the food closet. Tom helped us out in late June by giving us connections for water. We now have automatic drip lines. That also gave the opportunity to run drip lines in the upper part of the site. In the past they had 500 daffodils planted. We now have pumpkins, watermelon, iris and a lot of other things. We have had to do all of this in the context that it had to be movable because the Army Corp of Engineers has not given permission to finalize anything on the site. Considering the constraints it has been an extremely attractive accomplishment. We now do a mini work day once a week. In June and July they did every Saturday, in August they are doing every Wednesday night. We are getting a lot of visibility and people interested. They will have a farmers market in August. At Oktoberfest they will be doing something. The next project is going to be the labyrinth. They have some bids and quotes. They have to work with Tom and the Army Corp to find out where it might be appropriate. Basically it has been well received by the community. We are very proud of what it looks like, considering it is all volunteer.

Mr. Miller had worked with Main Street in the past before being on the town board. I have seen all the volunteers. This Main Street program just keeps getting more volunteers. It is so positive for the community.

Mr. James stated people bring a lot of different talents. The more opportunities we can create, the better for people to use their imagination.

The Board thanked Mr. James for his effort.

13.  **Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for July 2012.**

Mr. Altom reported he was out of the country for a good part of the month. Mike did more quite a bit of the work. Some of the items that they did work on in July include assistance in preparing the resolution; Mike did work with Tom and Carol on the Frontier Alley; on the issue with the Jones parcel access to grant Avenue; worked with Tom and Josh on the bidding process for the Chichester crack repair project. I did do some brief work for Main Street Gardnerville on the proposed bench sponsorship policy they are implementing. Mike worked with Tom regarding insurance. He will follow up tonight on this issue. In looking at the policy just briefly there may be some wiggle room, but on the other hand, what's the point of having policies if you are not going to follow them. We probably want more information on the insurance certificate. As soon as we get all the updated information we can make a decision. We worked again with Carol and Tom on this month's agenda. Tom did a great job on the Ranch at Gardnerville reports and he responded to everyone. They are really lucky to have Tom on board.

Mr. Dallaire added Josh did a lot of the work.

Mr. Altom wanted the Board to know we are glad to work for the town.

14.  **Not For Possible Action: Discussion on the Town Manager/Engineer's Monthly Report of activities for July 2012.**

Mr. Dallaire reported he was gone quite a bit of the time. In the time I was here they reviewed the Ranch. Having Josh here has been extremely helpful. We got the crack repair bid out. We put it out in the beginning of the month and did a combined project. We had a mandatory pre-bid meeting. We were informed by two of the contractors that attended that their price is \$1.75 a foot for crack sealing. Just their material and cost is about \$40,000 to \$45,000 in material costs for

the project. That was assuming most of the cracks were two inches. We ended up having to pull this project apart. I contacted Mike about splitting this up so it can get moving and done. Impact Construction came in the low bidder at \$30,000. Josh went out today and marked it all. There are some areas where alligator cracking has started in the past six months since we had the plans done. There will be some additional costs to fix it all and make it right. Then it will be micro surfaced. They are actually doing all the cracks on Petar, which are the worst ones out in Chichester. The contractor wants to close a few roads at a time for a couple of hours. He is only expecting to be out there for three days after they saw cut. He will type up a notice and put it out this week. We are not going to notice the entire development only the people who have to move their cars off the street. If they don't move them we will tow them. He is supposed to be done by September 9th. We will put the crack sealing out to bid after this contract is complete.

Mrs. Slater suggested sending a letter to the homeowner's association.

Mr. Altom advised no action on non-action items. The staff reports are always easy to get off track.

Mr. Dallaire reported the Sharkey's parking lot meeting was postponed until Thursday. We will still try and see if we can partner. He has not heard from Brian. It is just a matter of finding out if the CDBG grant funding from the county would be able to be used for that type of partnership. They have been working with Candace on this. Unless we own the property there is not a lot we can do. If they donate that parcel with the house on it the town, the town can get funding to remove it. He had Josh draw up the plan and split it into a phase that would include the highway improvements along 395 and 756 and then the new driveway approach that would be across from Sharkey's so we can get a good estimate on what the costs are. They really are interested in doing it but don't have the money to do it. It would be a great opportunity for us to help out if we can. I am hoping for more funding. I went to the NDOT meeting with the representative from Anderson Engineering, Stephanie Hicks. She did a presentation on the trail. We did a presentation at the last minute for crosswalks and ADA upgrades. The crosswalks and trail tied 19 to 19. The number one ranked project was an intersection in Winnemucca. There were six projects total that went before the board. They were ranked one through six. Instead of having the whole board do a discussion on which one to put first, the crosswalk or the trail, I told them we would let the trail go first. It is a huge improvement for Gardnerville to get that trail done. The crosswalk is 3rd. The lights are on order. We have the meter for Eddy Street lighting. We should be getting them soon. Kingslane HOA was extremely appreciative of the presentation we did. They are supportive of the sidewalk improvements. The two property owners along the section are okay with installing a pipe and filling the ditch in. They were excited about the effort and welcomed it. He told them about the flood plain. We have the flood plain meeting scheduled for August 23 here at the office. It is just an information workshop that FEMA is putting on. Also, Luke Opperman, who is with the State Division of Water Resources in flooding, will be here.

Mr. Philips asked if they put more people in the flood plain than they took out.

Mr. Dallaire replied yes.

Chairman Lindsay explained the difference is now it is real.

Mrs. Slater asked what does that do to the Ranch at Gardnerville

Mr. Dallaire responded when they did the analysis there wasn't a culvert under Gilman. They put that in since we did the analysis. We are asking them to add that and remodel that section through the Ranch.

Josh attended a meeting on the encroachment permit. They made some corrections. It is coming along nicely. It should be over soon. Linda and I are going to a Nevada League of Cities meeting on Wednesday, August 8th. In the front of the packet we have the paperwork for the Elko conference. NLC has a new website and it is a huge improvement from what they had before.

It has been a couple of years since we have done any adjustments in staff's job descriptions and classifications. I am wondering if next year the Board would be willing to change some of those. He will talk to Darcy about adding a park ranger so they can write tickets to people with dogs. He will bring the item back. They allowed the TNT Cheesesteak vendor to park at the curb so we could run power. Other people have parked on that side previously. It is a very narrow area. We had to do parking enforcement. It is getting worse as more and more people show up to the movies. Josh is reviewing engineering plans and gets extremely frustrated with Douglas County and how they handle things. He helps us with the GIS side, which isn't in his job description. Josh helps us with the server and is also doing plan review which neither is in his job description. I would like to get Josh reclassified, which is about \$6,000 a year more to get to the low end of an engineer 1 from an engineering tech. Without Josh here I am really nervous. We have a lot of preliminary work done on the GIS side. There is a draft of an ADA transition plan. I told Josh it will have to be our priority. With the Ranch it's been a long haul. We have a lot to do and I am afraid to lose him. The extra money really won't be an issue budget-wise to get him to an engineer 1 and would be competitive with what NDOT is offering. It will take action eventually. You

would have to approve it. Josh is applying with NDOT. He would rather work here than go to NDOT. So I will bring it forward next month with his review. I had the option when I did his six month review to eliminate the one year probation period. We did a six month probation period so he was able to use his vacation time over the summer. We have other staff that is on the same level where the job description says you need a minimum of six years of experience for a tech 3 and it has been about five years since anybody has actually advanced. They need to look at staff positions the next budget cycle. Marie has more than enough experience to be a Secretary Senior. It doesn't require a pay raise but just reclassification.

Mrs. Slater didn't think it would hurt to look at it. If they need to be bumped up then steps should be taken.

Mr. Dallaire was not here for that previously. Darcy gave me the PMP forms. They are changing to the five-stage instead of three. ICMA has a conference October 7th through the 10th. I am thinking about going to that but will look at the webinar as an alternative. I will actually be in Parker, Arizona on the 11th or 12th. So I might look at taking a couple classes down there. He will bring that back to approve.

Mrs. Slater asked about the alley next to Frontier.

Mr. Dallaire stated the common boundary line is on the wood fence. The alley is ours to maintain and the residents have been dumping leaves and grass. A letter was sent to fix their fences by September 1st or we would contract it out, send them a bill and lien their property. Once the braces go away I can have Alton regrade it. The other alleys were regraded at the beginning of summer. The letter was sent to Jenifer Scott before it was sent to the residents to make sure Minden was okay with it.

We will be putting no parking signs at the movies. That way I can call the tow company and have them removed when they are parking where they shouldn't.

Mr. Altom advised there are official traffic control devices. He didn't know whether those signs would adhere.

No public comment.

Mr. Miller will not be here for the October meeting

Motion Higuera/Slater to adjourn at 7:50 p.m. Motion carried.

Respectfully Submitted,

Paul Lindsay
Chairman

Tom Dallaire
Clerk to the Board