



GARDNERVILLE TOWN BOARD

1407 Highway 395
Gardnerville, Nevada 89410
775-782-7134 FAX: 775-782-7135
www.gardnerville-nv.gov

Meeting Minutes

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

Tuesday, December 4, 2012

4:30 p.m.

Gardnerville Town Hall


4:30 P.M. Chairman Lindsay called the meeting to order at 4:30 p.m. and made the determination of a quorum.

PRESENT:

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

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

PLEDGE OF ALLEGIANCE- Vice-Chairman Miller led the pledge of allegiance.

 **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.

Mrs. Slater would like item 2 pulled for discussion.

Motion Philips/Slater to approve agenda with item 2 pulled for discussion.

No public comment.

Upon call for the vote, motion carried.

 **FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:**
November 6, 2012 Regular Board meeting, with public comment prior to Board action.

Motion Philips/Miller to approve the minutes of November 6, 2012.

No public comment.

Upon call for the vote, motion carried.

 **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 November 2012 claims**
Approved
4. **Approve H & S write-offs**

Motion Miller/Higuera to approve as changed.

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)

***(From Consent Calendar) Item 2 Health and Sanitation Department Monthly Report.**

Mrs. Slater asked about the boom truck being loaned out to Douglas County Communications for equipment repair, as well as to Town of Genoa for Christmas lights. Could you give a little further explanation on that?

Mr. Dallaire explained Douglas County tried using the parks department equipment. Park's boom truck was out of service. We loaned them ours so they could get their work taken care of.

Mrs. Slater asked if our staff time was used.

Mr. Dallaire answered no, just the truck. The same with Genoa. Genoa has been trained on the truck. They take it and put up their lights and bring it back.

Mrs. Slater asked if we are getting any kind of reimbursement.

Mr. Dallaire replied no. We were trying to help them out.

Mrs. Slater brought this up in October when we were out sweeping the streets of Genoa, which is a state highway.

Mr. Dallaire clarified it was for a specific event.

Mrs. Slater just doesn't think we should be loaning out our equipment. I don't think it is a good policy.

Mr. Dallaire asked about borrowing equipment from Douglas County. We used their equipment (street sweeper) for the Parade of Lights. We won't be paying for that.

Mrs. Slater believed they have a benefit to join in with us on that.

Mr. Dallaire asked if the Board wants this brought back as a specific item in January. Right now we have been trying to cooperate with other agencies. If that is not how we are going to run the town then we need to come up with a billing amount and hourly rate.

Mrs. Slater asked what they had been loaning out before.

Mr. Dallaire answered just the boom truck. Minden used to use it back when we didn't have time or didn't need to use it for our lights.

Mrs. Slater stated there is a reciprocal agreement there because of Sunset Park. That I can understand. When that little park was created in front of Frontier, they designed it and maintain it. It is on their property as well as ours. That is a community park. So there is the reciprocal there.

Mr. Dallaire has let them use the truck to install their street lights across the street on Esmeralda, which is not part of Sunset. That is historically what we have been doing.

Mrs. Slater doesn't have a problem with that one. The one I have a problem with is going out to Genoa. If we need a piece of equipment, my feeling is we go out and we rent it. Why can't the other entities do the same? How do I justify to someone when I get a call that says I really need to have something done out here in the street and I have

to say I'm sorry our people aren't available. They are out in Genoa. You and I discussed something the other night. I just can't justify loaning our staff out.

Chairman Lindsay pointed out it wasn't staff, it was just the equipment.

Mr. Dallaire clarified the street sweeping was using the Douglas County street sweeper. We borrowed the county street sweeper with our staff running it after the Parade of Lights.

Mrs. Slater is talking about Genoa as well.

Mr. Dallaire stated Genoa used our truck to put up their lights. I billed Genoa \$200 for the street sweeping in Genoa.

Mrs. Slater does not have a problem with that as long as there is give and take. It's when we get in a habit of starting to do this and not take care of our own issues first.

Mr. Dallaire explained Sheryl asked us for the street sweeper for the Candy Dance. I told her we were going to bill her. She was fine with that. She has always asked to use it. It used to be a staff member going out, but they have had their staff trained now so they operate the truck now. They are just borrowing the truck. They come and get it from the yard and they bring it back. Same with Douglas County Communications, there was an emergency situation out at the airport. We let them use it. It was the night of our Christmas Kickoff event.

Mrs. Slater believed emergencies come up. When we get reimbursed I have no problem. Ken and I discussed this the other night. He had someone give him a call and ask about an issue. It's hard to justify tax dollars went someplace else.

Mr. Philips suggested bringing this back as an item.

Mr. Dallaire would like some direction. He has been given direction in the past to cooperate with other agencies. I think this is part of that.

Mr. Higuera asked if this was predicated based on if we lend them something and we have a need they would lend back to us.

Mr. Dallaire didn't have a problem with it. Staff didn't need the equipment. Minden is going to be buying their own. Every day our guys are putting up different lights because these are going out. We need the boom truck to do that.

Mr. Higuera didn't think there was that much lending going on.

Mr. Dallaire advised there were these two incidents. If that is not the direction the Board wants to go, then we will follow your direction.

Mrs. Slater does not want to get in the habit of doing that.

Mr. Philips believed if it is reciprocal then he doesn't see a problem.

Mr. Dallaire clarified this was Douglas County's maintenance staff. They will help us and we will help them when we can. I really hated billing Genoa \$200 for the sweeper.

Mrs. Slater had heartburn with sweeping a state highway.

Mr. Dallaire did the same thing during the Parade of Lights.

Mrs. Slater believed that was different.


Chairman Lindsay asked if they wanted it to come back.

Mrs. Slater would like it brought back for discussion.

Public comment.

Mrs. Jeanne Lamb felt this town projects such a caring attitude that I think that it is significant that we loan things like that. It really shows. If I was living in Genoa and you guys were uptight about loaning us anything I would never come over here. But it projects a very caring neighborly image of Gardnerville.

No further public comment.

5.  **For Possible Action:** Discussion on Planned Development Application (PD) 12-001, for Greg Urrutia, New Beginnings Housing, LLC, a Planned Development on a 8.26 acre parcel to include a 30 unit affordable senior housing complex with associated amenities and parking on a 2.02 acre parcel, a detention pond on a 1.21 acre parcel with a future phase on the remaining 5.02 acre parcel. The subject property is located at 1331 Stodick Parkway in the MFR/PD (Multi-Family, 9,000 square foot lot size with Planned Development Overlay zoning district within the Town of Gardnerville and Minden/Gardnerville Community Plan (APN: 1220-03-202-001), with public comment prior to Board action.

Mr. Dallaire will turn the time over to the applicant and then I will address some of the concerns when they finish.

Ms. Marie Hulse, Anderson Engineering, here with Greg and Eleanor Urrutia, Keith Ruben and Jeremy Hutchings. We are here to present this multifamily project. It is in the old Oakwood specific plan area. Ms. Hulse gave an overview of the project.

Mr. Miller asked how the open space will be maintained.

Ms. Hulse stated the private area will be maintained by the property owner. It will not be fenced.

Mrs. Slater asked if they would have sidewalks that will connect down Stodick Parkway

Ms. Hulse answered yes.

Mrs. Lamb asked about a stop sign because there will be more traffic and more people. The street by the pond people speed through.

Mr. Higuera asked why the town is maintaining the detention pond.

Mr. Dallaire explained it was part of the original development that we would maintain it. The plans from Stone Creek originally had a fence and looked like Stodick Estates. I've asked for a wrought iron fence to be installed from Heritage Bank clear across to the development side to fence it off from public access onto private property. There are concrete picnic tables. They had identified a trail at the time. There was another access off Stodick that was identified. Since then Heritage Bank has been built.

Mr. Philips explained previous Boards decided it was easier for the town to maintain by getting the weeds out, putting irrigation, grass and just mowing it once in a while and make it into a park area for the local people to use.

Mr. Higuera's question is how much staff time and how much money is involved because we have so much to maintain right now, do we want to take anything else on?

Mr. Dallaire shared the improvements will help with the money situation. I don't think we will be able to hire another individual. All the requirements from the town have asked it look like Stodick Estates. The only problem with that detention pond is the slopes are so steep they had to fence it. There was a request from the engineers to put in a wood fence and that was turned down. No brick walls. We will have to have signs that say stay out if there is water. If there is a 4 to 1 slope we don't need a fence. It will be a multiuse area. The trail needs to be DG, concrete, or asphalt; some kind of hard surface. We can get a vehicle down there if we need to. This way it gives people a place to walk. This will be slightly bigger than the park at Arbor Gardens.

Mr. Higuera asked if it has been the rule that if the town doesn't take over the maintenance and the developer is in charge of it, that things don't get done.

Mr. Dallaire answered Stodick Estates was the first one. Chichester Estates isn't a park like area. We did a nature park around it after the fact. It was just a detention pond full of weeds. We have to maintain it. It is our storm drain that we are in charge of storm drain maintenance.

Mr. Philips gave Crestmore as a prime example.

Chairman Lindsay added we are not in control of it. We are not in control of what it looks like. We are not in control of whether it is maintained or not.

Mr. Dallaire stated we end up having to maintain it because it is a health hazard.

Mrs. Slater asked if there would be an HOA.

Ms. Hulse responded there is no HOA.

Mr. Urrutia, with New Beginnings Housing, is the project developer. We will also be the long term general partner and owner of the property. The way the property is established, it is a 30 unit apartment complex under one single ownership. Parkway Vista Limited Partnership will be the long term owner of the property. We have an operating budget. It is rental property. We would have the rents and expenses, and part of those expenses is the maintenance of the property.

Mr. Miller's concern is not so much the drainage, because I agree drainage should be our problem. But the part that bothers me is that part of town will change drastically. The impact on your property, which is one of the nicer ones going in, will be quite large. That's why I'm concerned about the maintenance of the private open space.

Mr. Urrutia explained they are subject to a 50 year rent restriction on the property. For 30 years the Nevada Housing Division oversees the property. If it is not maintained or if there are issues, the housing division will notify the IRS.

Mr. Dallaire shared there some problems with access for the trash trucks and number of dumpsters required. They have been working with staff on those issues. We will still have to provide them with a couple of cans for the ADA accessibility aspect of the requirements. They will revise that with the improvement plans. We did not have a problem with the storage being reduced down to 23 units. Item 7 was the storm drainage facility. The pond that will be dedicated to the town takes half of Arbor Gardens' storm drainage directly through the pipe that goes through their site. We will be maintaining that main on site but we will not be maintaining the laterals. They have proposed another lateral going into a catch basin behind the planter and stubbing out for future development to dump their storm drainage into. Unless it is some sort of main we would not be maintaining that. We do need to have some sort of document that allows us to put in our records this is what the property owner needs to maintain and when. This has been a condition the town has had for years. The other half of Arbor Gardens drains into Stodick Parkway, into the Crestmore storm drain system and into this system. We do have public waters going into the Crestmore pond on private property. That is why we don't have an issue with cleaning up that area with the brush hog every once in a while. The rest are just standard conditions. This is unique that we have a low income project off a planned development that has expired. Originally it was planned and everybody pushes it off to the last guy. Unfortunately this is the project for the last guy. It is better in the long run we maintain it. We aren't going to have to mow it like we do the parks.

Mrs. Slater asked if there is adequate room for the sanitation trucks to get in and out.

Mr. Dallaire had a condition on the parcel map to do this type of design. Staff figured the dead end with a radius into the development would be better.

Ms. Hulse added Steve Eisele has looked at this plan and he has approved it.

Mrs. Slater asked when you reduce the parking spaces down how many will you have per unit.

Ms. Hulse advised there is a little over one per unit. There are 57 proposed. There is one covered space for each unit and seventeen for visitor parking.

Public comment.

Mr. Urrutia wanted to clarify a couple conditions. On the pathway around the pond we would prefer DG. But we are comfortable with asphalt. Hopefully we have addressed the issue of maintenance. There is no HOA. We would comply with any public right-of-way requirements. All of the property is accessible.

No further public comment.

Mr. Dallaire asked if the Board is okay with the AC. I don't have a problem if you are okay with AC in place of concrete. You would need to change that in the motion to change #2 to allow AC instead of concrete.

Motion Miller/Slater to approve under conditional approval of the matters discussed here tonight a planned development application PD12-001 Parkway Vista Apartments based on the findings, conditions and conclusions of this staff report and the project subject to the following conditions that we have discussed here.

No public comment.

Upon call for the vote, motion carried.


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

Mrs. Lochridge congratulated the Board, Tom and staff for a very successful Carson Valley Christmas Kickoff. This morning at our monthly morning coffee meeting several people that did attend said they have been hearing nothing but excitement from people who didn't attend because of what they heard. They are looking forward to it next year. Also, great job in the parade. We had Tom and his family do a lot of extra helping with the decorations on Saturday. We did win government entry. Officially I am now a graduate of Leadership Douglas County 2012. Lloyd, thank you for the assistance on the community project. I mentioned last month doing an interview for Northern Nevada Business Weekly. It did come out November 12th online, then in the Nevada Appeal on November 18th. Two of our loan applicants were featured in it: Rick Ackerson with No Place Like Home, who is also the owner now of this little park and sell location at the old Enterprise location; and Troy Phillips from Battle Born Wine. I included both of those copies in the packet.

Our organization is really moving forward. We created a subcommittee which focused on fundraising. They are focusing on getting more sponsors for all of our projects and events to help cut down on our costs. We are still moving forward on gathering information, putting together some bylaws to further pursue the possibility of creating a C3. The monthly morning coffee has been going great. No meeting in January. The attendees had some great suggestions on our past events and also some future events. Unfortunately we have three businesses that are closing this month: Aladdin Flowers, Heirloom Antiques and Angler's Edge. Their reason is basically because of the economy. I brought up the vacancies during the meeting. One of the attendees has been looking for storefront property. She will go ahead and pass along information to the people she works with.

Promotions holiday shopping bazaar went well. There was a lower turnout because of the snow that day. The vendors were excited about the event and had some good sales. The cash mobs are going well. We just wrapped up the third one at Country Carousel. Depending on how things go when we try it in January that will determine if we are going to continue doing this every month. Our design committee has cleaned and prepared the gardens for winter. They have been researching designs for the labyrinth. Once they come up with a design that we can agree on they will bring it to the Main Street Board and the Town Board for approval .

No public comment.

7.  **For Possible Action: Discussion on revising the following Town policies;**

- a. **Park Use Policy**
- b. **Heritage Park Reservation Policy**
- c. **Street Closure/Special Events Policy;**
with public comment prior to Board action.

Mr. Altom noted in the packet the first policy is the general park use policy and the application that follows is the Heritage Park application. That should be after the Heritage Park policy. And the application after the Heritage Park policy should be after the park use policy. The two park use policies were switched. At the October meeting Tom brought forward possibly changing the policies to get rid of the time periods and to reduce or eliminate fees. I went through my notes as well as the minutes from that meeting in October. Anything you see in yellow were the things that were addressed. In addition, on the application the additional highlighted items indicate things that are in the policy that weren't necessarily included in the application. I just tried to make the application consistent with the policy. The main issue: what is the Board going to want for a time period. I would suggest nothing less than seven days, maybe 7 to 10 days prior to the next Board meeting, if the Board chooses to keep the authority to approve these. The fees can be reduced as the Board sees fit.

Mrs. Slater did find a few things that did not get updated. In the old book 7b5 under #1 you had two paragraphs that didn't get put over to the new one.

Mr. Altom asked if those were on the October proposed policies. My understanding in reading the minutes and my notes from the October meeting the Board wanted to keep in place the current policies without taking into consideration those proposed policies, except for changing fees and time periods. I did not even consider those October proposed policies. I used the current policies and added what the Board was addressing at the October meeting.

Mrs. Slater continued, in the new book 7-21 #1 after highlighted or Town Manager the rest of the sentence doesn't quite make sense. I think that needs to be clarified. Probably should read "to conduct a special event and/or street closure."

Mr. Altom felt it made sense either way. But if you think "to conduct" sounds better that is great.

Mrs. Slater stated on 7-25 item 11 "cleaning deposit will" should be "shall." The other one in the Minden Park policy the notice area was supposed to be incorporated.

Mr. Altom's understanding was that we weren't taking into consideration Minden's policies or our proposed policy then. We were using the current policy that we have now. I thought that was clear from the October meeting that we were going to use our present current policy and just change the time and fees. The easiest way to go through this is to hit each of those main issues. On time periods we could make it uniform for all three policies the days and deadlines for applications.

Chairman Lindsay preferred 10 days.

Mr. Miller and Mrs. Slater agreed 10 working days.

Mr. Miller added if we leave the approval with the Board they can still take it on the consent calendar.

Mr. Altom advised there are a lot of issues that fall in favor of having the Board maintain that authority.

Mr. Dallaire had talked about having a special meeting if they needed it. Usually we waive all the fees. Historically we have waived the fees for these events. The fees will be the issue. We are pricing ourselves out of renting the park out. You can go to Minden and get the park for \$25 an hour. Also we have CVI coming in with their amphitheater which will be competitive for the events we do have at Heritage Park that we hand out for free. We are going to have that to consider down the road.

Mr. Altom asked if the Board agrees with ten business days prior to the next Board meeting.

The Board agreed.

Mr. Altom included on the street closure special event application, page 7-28 at the top, "if more than 500 people are expected an outdoor festival permit is required" We can generalize it and say "applicant is responsible to obtain any other county permits, including but not limited to any Douglas County Outdoor Festival Permit." They can add that type of language for all three of the policies.

The Board agreed that language would make it clearer.

Mr. Altom asked about the deposit fee amount.

Mr. Dallaire believed the security deposit has been working well. We could leave the security deposit at \$300. Just change the cleaning deposit in the one policy to security.

Mr. Altom asked if they wanted the hourly rate to be \$25 an hour up to a maximum of \$300.

Chairman Lindsay didn't believe the way this policy is written they have the ability to waive any fees.

Mr. Altom asked if the \$25 an hour up to \$300 maximum per day is addressing fees.

The Board agreed.

Mr. Altom clarified that is for using any park, including Heritage. The Heritage Park policy is divided into classes where it's \$1,000 maximum.

Chairman Lindsay asked why wouldn't we just get rid of the Heritage Park policy.

Mr. Altom suggested making the Heritage Park policy the park policy.

Chairman Lindsay agreed one park policy.

Mr. Miller commented having one set of instructions for all parks makes things easier.

Mr. Altom reminded the Board that's what Tom was getting at at the October meeting.

Mr. Miller was not at the October meeting.

Mrs. Slater asked Mr. Miller to quit copping out.

Mr. Altom felt If we use the Heritage Park policy as the basis for the general park policy then you are getting into changing the classes. Starting at page 7-15 the fees are divided by class, including no fee for county youth groups, half of the fee for recreational charitable fundraising activities. Generally a government entity should have some rational guidelines. I think we can use the same classes using the new rate. You can leave it the way it is without the dollar amounts. I can make the changes and we can add this to the consent calendar next month. If the Board agrees then you just pass it. If you don't we can pull it out.

Mr. Dallaire would like to make class four, the percentage of proceeds, be 25 percent.

The Board agreed with 25 percent for class four.

Mr. Altom clarified the general park policy will stick with the \$300 security/cleaning deposit and the applicant would get that back depending on town staff's recommendations or determinations.

Mr. Dallaire added they are changing the use of Heritage Park to just Park Policy.

Mr. Altom will have to change some things in the policy to apply it to all parks. As long as the Board approves it on the consent calendar at the next meeting that's all that matters. There are no fees on the street closure policy except the cleaning deposit.

Mr. Dallaire didn't believe we had ever closed a street and charged for it. With the Farmers Market we had a street closure for Ezell. I think that is it. There is a refundable application fee of \$100.

Mr. Altom asked about cancellation of reservations. We can make that three business days for a full refund. All of those under cancellation on 7-4 the Board will need to make a decision.

Mrs. Slater would prefer five business days.

The Board agreed.

Mr. Altom reviewed full refund five days or more, and will add "except in cases of extreme weather, natural disasters, act of God."

Mr. Miller asked if they cancel after the five days we still refund the security deposit?

The Board agreed they would.

Mrs. Slater asked if on the Heritage Park application you are going to change where it says "requesting use of Heritage Park?"

Mr. Altom will just add "requesting use of which park." As far as the cleaning/security deposit for street closures, will that be absorbed into the park policy if it is a street closure/Heritage Park or other park use, so they are not paying two security deposits.

The Board and Mr. Dallaire agreed.

Mr. Altom will add that into the street closure policy as well.

Mrs. Slater asked if any of the applications could be condensed into one.

Mr. Altom reviewed Tom prepared one in October. We could do that if the Board wants to do that.

Chairman Lindsay asked do they combine the park use policy and the street closure policy if you are combining the application. To be clear, in October this is what came to us and we said no. And now we just worked ourselves in 20 minutes back to two policies.

Mr. Altom can combine the two applications. How often do you do street closures?

Mr. Dallaire filled one out for the Farmers Market.

Mr. Miller remembered they filled one out for a Main Street event which didn't happen on Douglas Avenue.

Mr. Dallaire felt there were a lot of the same types of questions. We could combine them and just have a check box whether it is park use, street closure or both.

Mr. Altom didn't think combining the application was a problem.

Mr. Dallaire would prefer to keep two policies.

Mr. Altom summarized we will make two policies out of the three. There will be one park policy and one street closure/special event policy, and then one application for everything. One final note is that on the classes of fees, I think we need to enforce those now that we are saying these are the concrete policies. The Board has the authority to waive fees but as of now we are willy nilly on how they are enforcing them.

Mrs. Slater reviewed the Board will retain jurisdiction over the approval of it.

Mr. Altom agreed.

Motion Miller to table the action on this policy for parks and street closure until January's meeting.

Chairman Lindsay did not think they wanted to table it. We want them to revise the policies as discussed.

Motion Miller/Slater to give Tyler direction to draw up the new policies and application as directed tonight for the January meeting.

No public comment.

Upon call for the vote, motion carried.

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

Mr. Altom reported he worked on the town policies. There was a brief issue on the alleyway at the French Bar. The gas company wants to put a line in and they are asking who owns it. We are saying we don't own it. Until somebody says you own it, we don't own it. There is nothing recorded. It is their liability to find out who owns it. They will have to do a title search.

Mr. Dallaire stated the county issued the encroachment permit. With the interlocal agreement the County has with Southwest Gas they can still provide this hand drawn paper. I was informed that this is a huge improvement from what they used to give us.

Mr. Altom also worked on regular monthly items, helped prepare the agenda and advised on open meeting law items.

No public comment.

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

Mr. Dallaire reported the Eddy Street lighting is all installed. It is still not on. There was another permit that Nevada Energy needed to have from the county to sign off on the meter. So when you apply for an encroachment permit, not a site improvement permit, it's not included. Dave Lundergreen went over and put the sticker on the meter so they will install the power. Zack was out of town and has been coordinating with Nevada Energy to get them turned on. Hopefully the lights will be on in the next week or two. Nevada Energy is having a hard time getting back here to turn back on the lights around Heritage Park after the Christmas event.

We collected a few bids to remove all the material and grass from where we stopped at Lampe and Toler to GES. Impact got the bid and they are working on it today. He started this morning and they will be dumping all the dirt material in the garden. I got a hold of Christine from the Army Corp to find out what is going on so we can get that dirt spread out in the garden area. She will look into the file. She was surprised when I called her today about it. Hopefully we will get a resolution on the gardens. I have a couple service organizations that want to come in and plant on the weekend of the 15th of December. In the meantime they are bringing in DG in the morning. They will bring in DG and spread the material at Lampe and Toler. The entryway will be totally finished tomorrow. I am not cutting down any more trees. We are not removing any of the marked ones that are out there. All the red ones we were planning on taking out. There are still issues with the trees that are growing into the power lines. We will have to deal with this over the next four to five years. Once the new plants get established we will go back and cut one here and one there. We had a lot of issues with Christmas lights and decorations. We have spent quite a bit of money in redoing a lot of the rope lighting. The Lampe section is what I am focusing on. I am hoping to have it done by the 15th, depending on the nurseries and availability of plants. There is an area that will be planted with flowers.

Mrs. Slater thought it sounded like they are making good progress.

Mr. Dallaire advised the 395/Kingslane agreement is executed but NDOT does not have any money. They have put it on hold. It is approved but waiting to hear what is going on.

Mrs. Slater asked if they need to make notification to the Kingslane HOA

Mr. Dallaire will notify them. NDOT has taken eight months to review this. The Toiyabe sidewalk is on hold. I had an item on the CIP but didn't plan on spending this much money on Toler. Also we have to consider the other projects, Hellwinkel. The plans should be out soon. Once we get that we have to start construction by June. We need the funds in order to supplement the \$307,000 from Q1. Next month is the official larger than anticipated. They are behind. The audit is just now done. It will go before the county commission in January and will come next month to us. The unofficial numbers look good.

I attended the Carson Valley Vision meeting last week. I am starting to see the procedure that will happen. The next meeting will be a public workshop in January. That will be important for the Board to attend. They want to get public input and then do another public presentation and keep it public from now on.

Does the Board want to have a discussion on the Christmas Kickoff; the fireworks and if we want to do July 4th? We will need to know now so we can start getting sponsors for July. It sounds like a long time but it's like tomorrow. Or do you want to just keep the Christmas Kickoff? It was a big hit. A lot of people enjoyed it.

Mrs. Slater was impressed when we had somebody that came in the next day and made a donation. Put it on the agenda for next month for discussion.

Mr. Dallaire pointed out Steve Eisele is extremely nervous about fireworks in July. If it is too dry it could be cancelled even if there is no wind. Down a little further on the trail we have control of the wetlands and if everything goes right we will pump more water through the ponds. So it benefits our ponds, the wetlands and Minden's ponds. So they will get together with Bruce Scott and talk with the state water master. We can get it wet. But until I can actually get it wet and guarantee the area will be wet I just see having a bigger liability.

Mrs. Slater heard positive feedback. Congratulations to Lloyd and Paula. They did a wonderful job.

Mr. Higuera suggested they get going on this. I would like to see, if the Board likes the idea, a group getting together and putting together some ideas before we have the next meeting so you have something. I would volunteer to be on that. Get together and put together formal ideas for a presentation to the Board. If we think we need money it will need to be early in the year.

Mr. Dallaire has been asked by Bill Chernock not to make the event competitive with Tahoe. For the locals like me who have done it and won't do it again, right now we go to Carson and watch it at the Galaxy theater in the parking lot. So this is who that is catering to, the folks that don't want to deal with the crowds. I am hoping to bring in the high school group. There is a leadership class. This was one of the ideas from AJ at the Visitors Authority. They got the high school group involved where he lived and they went around and did a lot of the leg work to get the fireworks to stay in the community. We can coordinate it with them. Get them involved to help get sponsors. But it depends on the size of the show. I think Lantis was great.

We just met with the business owners on the parking issue out on Southgate. Staff has called the sheriff's office numerous times. Had a meeting last week and we decided to go out face-to-face with Sheriff Howell, his deputy that will be handing out tickets in January and the code enforcement officer. We went to all the businesses and there are several things. Candace has been working with me on the CDBG funds. We can get some funding and see if that would be a doable project. They need parking out there. The problem is Douglas County approved and the Town built a development with a 27 foot wide pavement section. The development is just not a very good one. We have to deal with what we have. We can add a vacant parcel and turn it into a parking lot. I'm not sure if that is the best alternative. Protec had an agreement with the owner previously but when the boat repair business came in they just used the parcel without permission. The owner of the property eventually booted everybody off. So nobody can use it now. They are in an industrial area. They will be sending a letter to the business and property owners of all the violations and in mid January they will have a special enforcement group who will go out and start writing citations. We can come up with some solutions and offer some suggestions. It's really our road. It's too narrow. We have already put up no parking signs but didn't paint the curb. We are going to leave the signs up and paint the curb. There is some damage on the sidewalk from parking on the backside. We will need to look at some sort of fix. I am working with the county on it. The code enforcement officer will author a letter and Community Development, Town of Gardnerville and the sheriff will sign it and send it out. I will go with them in January and start writing tickets. We gave the businesses a month to get everything cleaned up. The boat repair business out there was not an intended use when the building came in for design review. When we review the projects what is the intended use. There is no business license procedure in the county. Another thing, with Wal Mart there will be a lot of crime: theft and break-ins that follow Wal Mart.

January 2nd at 10:00 o'clock in Judge Gibbons chambers is the swearing in ceremony. I will be discussing with Minden and Genoa the combined training for board members. The ethics is not mandatory. I will talk to them at the next town manager meeting to see if we can get that planned.

I had a short conversation with Rob Anderson about the Ranch at Gardnerville. I authorized a couple of tests of the soil out there to see if it is worthy of structural fill. If they get the approval from the soils engineer they will probably want to excavate their 10 acres now and use that material for fill on the Ranch site so they don't have all the trucking.

We ordered the cameras. Spent \$4,900 and we will install them. Never heard back from POOL/PACT on the grant I applied for. Josh will be installing them.

Talked to Frontier about doing a wi-fi connection, a public or private one, but having that accessible on the phone would be fantastic. It would be another internet charge. Just having a private connection is still an additional cost. Having a hot spot during movies in the park would be beneficial for the moms and dads that are down there. I will bring that back when I get more information. We will be backing it up with a hard drive.

No public comment.

10.  **For Possible Action:** Discussion to approve Proclamation 2012P-03 recognizing Paul Lindsay for his dedicated service to the Town of Gardnerville, with public comment prior to Board action.

Mr. Miller read into the record the proclamation for Paul Lindsay.

Mr. Dallaire presented Chairman Lindsay with the proclamation and a plaque with gavel.

Mrs. Lochridge stated on behalf of the Main Street Board, it has been an honor and a privilege having you serve as the Town Board liaison to our board and working with you since I have been here. It will be a sad day when we say goodbye to you at our next board meeting. Thank you very much for everything.

Mrs. Slater thanked Mr. Lindsay. You have been a good example to this board and a good leader for the board. On behalf of everybody we appreciate you.

Mr. Miller has seen Mr. Lindsay on both boards and it has been great to serve with you.

Chairman Lindsay shared it has been a pleasure. I am very interested in Denny's report.

Public comment.

Ms. Wenner is sorry she will not get to work with Mr. Lindsay.

Motion Slater/Higuera to approve Proclamation 2012P-03 recognizing Paul Lindsay for his dedicated service to the Town of Gardnerville.

No public comment.

Upon call for the vote, motion carried.

Motion Higuera/Slater to adjourn the meeting at 7:15 p.m.

No public comment.

Upon call for the vote, motion carried.

Respectfully submitted,

Ken Miller
Vice-Chairman

Tom Dallaire
Town Manager