GARDNERVILLE TOWN BOARD

Meeting Agenda

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

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

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

Tuesday, December 6, 2016 **4:30 p.m.** **Gardnerville Town Hall**

MISSION STATEMENT

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

Copies of the finalized agenda were posted on December 1, 2016, on or before the third day prior to the meeting date, by Carol Louthan, Administrative Services Manager, Signed: Carol Louthan; in accordance with NRS Chapter 241 at following locations;
Carson Valley Chamber of Commerce, 1477 Hwy 395 N, Gardnerville NV 89410 at 8:21 A.M.
Douglas County Historic Courthouse, 1616 8th Street, Minden NV 89423, at 8:28 A.M.
Gardnerville Post Office, 1267 US HWY 395 #L, Gardnerville NV 89410 at 8:37 A.M.
Gardnerville Town Offices, 1407 HWY 395 N, Gardnerville NV 89410 at 8:45 A.M. and on the Internet at www.gardnerville-nv.gov.

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

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

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

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

INVOCATION – 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.

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

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 November 2016 claims.**
4. **For Possible Action: Approve the urban forestry annual work plan update.**
5. **For Possible Action: 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.**
6. **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.**
7. **For Possible Action: 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.**
8. **For Possible Action: Approve privacy policy for the Town of Gardnerville; with public comment prior to board action. (approx. 10 minutes)**
9. **For Possible Action: Approve survey results for Town of Gardnerville Service Survey; with public comment prior to Board action.**

ADMINISTRATIVE AGENDA

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

10. **Not for Possible Action: 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 (approx. 20 minutes)**

11. **Not for Possible Action: Discussion on the Main Street Program Manager's Monthly Report of activities for November 2016. (approx. 10 minutes)**

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. (approx. 5 minutes)**

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. (approx. 60 minutes)**

14. **For Possible Action: 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. (approx. 10 minutes)**

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. (approx. 10 minutes)**

16. **Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for November 2016. (approx. 5 minutes)**

17. **Not For Possible Action: Discussion on the Town Manager's Monthly Report of activities for November 2016. (approx. 15 minutes)**

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.
    b. Election of Gardnerville Town Board Vice-Chairman for the 2017 calendar year; with public comment prior to Board action. (approx. 10 minutes).

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

Adjourn

Next monthly meeting January 3, 2017

GARDNERVILLE TOWN BOARD

Meeting Agenda

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Lloyd Higuera, Board Member

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Tuesday, November 1, 2016 **4:30 p.m.** **Gardnerville Town Hall**

INVOCATION – Colleen Kurczodyna layperson from Carson Valley United Methodist Church

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

Vice-Chairman Miller called the meeting to order and made the determination of a quorum.

PRESENT:

Ken Miller, Vice-Chairman
Lloyd Higuera
Cassandra Jones
Linda Slater
Michael S. Rowe, Town Counsel
Tom Dallaire, Town Manager
Geoff LaCost, Town Superintendent
Carol Louthan, Administrative Service Mgr.

ABSENT:

Mary Wenner, Chairwoman

PLEDGE OF ALLEGIANCE – Tom Dallaire

PUBLIC INTEREST COMMENTS (No Action)

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Mr. Glenn Linderman looked at the county transportation plan. There has been a lot of talk about truck traffic in Gardnerville and the lack of desirability of the same. It occurred to me there is a road in the plan somewhere someday south of the Ranchos that would connect 395 and 88. Then there is a road by the high school that would bypass the 395/88 interchange. If those two sections of road were built and 395 routed that way, it would cure all the problems of through traffic in downtown Gardnerville and Minden. It would probably alleviate the need for a lot of the other little roads. The other roads that are listed would help certain things. They were talking about east west connectivity. There would be east-west connectivity at the south end of town, which we don't have at all today. It just looked like if those two sections of road were prioritized it would solve a lot of the problems without building lots of other roads. Muller Parkway looks nice, but people differ on whether that is a truck route or not. Current county declaration says it is not. It will not really solve the truck traffic problem. Just thought I would mention that.

No further public comment.

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

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

No public comment.

Motion Higuera/Slater to approve the agenda. Motion carried with Chairwoman Wenner absent.

FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:

I. **October 4, 2016 Regular Board meeting**

No public comment.

Motion Jones/Higuera to approve the October 4, 2016 regular board meeting minutes. Motion carried with Vice-Chairman Miller abstaining (not present at the meeting) and Chairwoman Wenner absent.

II. **October 10, 2016 Special Board meeting, with public comment prior to Board action.**

No public comment.

Motion Higuera/Slater to approve the minutes of October 10, 2016. Motion carried with Chairwoman Wenner absent.

CONSENT CALENDAR FOR POSSIBLE ACTION

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

No public comment.

Motion Slater/Jones to approve the consent calendar. Motion carried with Chairwoman Wenner absent.

ADMINISTRATIVE AGENDA

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

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

Mrs. Lochridge reported the revolving loan fund that we've had in place, the gentleman who was the liaison between our loan committee and the Main Street Board has had to step down. We are going to work with him on reorganizing that. We have the money available. We just don't have a process in place to do that right now. We did find out that we can't use that money for a matching grant. Slaughterhouse Lane Coffin Races had great weather and great attendance. We had fewer coffins entered but the committee is going to be working on engaging the teams earlier for the next coming year. Thanks to Geoff and the Town of Gardnerville for having a team in the race. Fall in Love with the District Vacancy tour was made into a virtual tour. We are waiting to see how that worked. We reached 1300 people on Facebook. Don't know about Twitter. We might be doing the virtual tour on an as-needed basis. We have our Main Street Mingle coming up on November 9th at El Aguila Real. We do have a new sidewalk gallery up featuring photos of the Great Race from the various local photographers. If you get a chance stop by and check it out.

Mr. Miller commented the sidewalk gallery is worth going to see.

Mrs. Lochridge explained it took the volunteers a lot longer to put up the pictures because of the shapes and sizes. Thank you for approving the board selection of Katrina Rowe. She will be filling the vacancy left by Margaret Pross.

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

Mr. Dallaire reviewed the Board denied the application for multifamily. Mr. Stahl is back with the same proposal but changed the front building as requested by the town to commercial with residential in the back.

Mr. Ruben, representing Mr. Martin Stahl, pointed out this is a little different. This doesn't require a master plan amendment. It is a zone change. We are trying to comply as much as we can with the Plan for Prosperity. The issue that we had originally is you have to be elevated above the flood plain. We are looking at underground parking. We have to come back before the board with design and landscaping.

Vice-Chairman Miller asked about the driveway in front of the funeral home for access. is there any problem with that? Is that private property?

Mr. Ruben responded there is an existing easement that goes through there that has been in place for 20 or 30 years. We are trying to negotiate with the owners on the easement. It was divided up after when it used to be one piece of property. It's really superfluous why it's on a portion of the site. We are hoping to work with the owners to get it cleaned up.

Mrs. Slater asked if the driveway is something that down the road we would be able to have control or the state would have control on whether that is a right-hand turn only or would they be able to make a left-hand turn on the S-curve?

Mr. Dallaire stated the traffic study shows they would have both movements there. I think if it became a problem it would have to be addressed in the future. If there are any improvements in the front they will have to go to NDOT for an encroachment permit and NDOT will make the comments at that time. At design review we can comment.

Mrs. Slater asked what the town's plan is for the ditch. Are we going to fill that in, put a pipe in; are we going to leave it open?

Mr. Dallaire answered it is an open channel. It is in the flood plain. We finally received permission from Army Corp to put the trough in between Kingslane and the irrigation box. Eventually we would put a trough all the way down. Right now the first phase of the trough is up by Kingslane.

Mrs. Slater didn't want to fill that in anyway.

Mr. Dallaire advised it needs to be cleaned out. It will have to stay open.

Vice-Chairman Miller believed it is important to have two access points.

Mr. Higuera is glad to see it conforming more closely to our Plan for Prosperity. You still have traffic on entry and exit to work out. The staff recommendations really nail it.

Mr. Ruben takes these are recommendations because you can't condition a zone change. I understand when we come back for design review we will address those concerns.

No public comment.

Motion Jones/Slater to approve the request by Martin Stahl for a zoning map amendment DA1603 to change the zoning district from neighborhood commercial to mixed use commercial within the town of Gardnerville. Motion carried with Chairwoman Wenner absent.

9. **For Possible Action: Discussion to approve, approve with modifications or deny, a request by Opal Investments LLC, ET AL, to accept the maintenance of the Ranch at Gardnerville, Phase 1 improvements, including, street, storm drain, street lights, street signage associated with the local roads: Lasso Lane,**

Ox Yoke, Gilman Avenue north of Heybourne Road, and the proposed flood channel trench, and storm drain trench located on town owned open space property, with public comment prior to Board action.

Mr. Dallaire explained Alton's own personal company has the bond for this project. He is trying to get that bond released. The first step is to get the improvements approved. There were a number of items they needed to address. They have straightened the signs once. The concrete was a mess and has been replaced. When they do a site by site basis we do sign off on the driveway to make sure the sidewalk isn't damaged. But the amount of concrete that they re-pour ends up being less than what the orange book requires for testing. Potentially we have a liability there with the concrete that has been replaced. It's time to move on and get it done. The channel is done. Based on the revisions there are still some improvements that need to be made. Alton Anker dropped off a $2,900 check today to replace that sidewalk. We have a larger project going in there to provide access for our staff to get onto the maintenance path. We will put in a concrete pad, two bollards, some boulders and block it off so vehicles can't get in there and have it for maintenance only. That is out to bid right now and hopefully we will be done within the next month. Pavement has been down since 2012. It is the only section in Gardnerville that has the newer NV asphalt that is the county's new standard. I highlighted the areas on the map to clarify what we are accepting. We have already accepted phase 2b and c. We did that about a year ago.

Chairman Miller called for public comment.

Mr. Franklin Harry Ernst, 1513 Lasso Lane, thanked the board for talking about the cracks and getting that taken care of. Before I came over I looked at the wheelchair ramps. Three of the four have cracks. They are not serious but earth does move. The street signs lean so it looks like whatever is holding the posts in place is moving. I would appreciate the town straightening those up. You may want to look at getting those fixed so you don't have to worry about it in the future.

No further public comment.

Mrs. Slater asked if the ramps aren't up to par is that something we can have taken care of prior to acceptance.

Mr. Dallaire can look at them again. It's been four or five years since they were put down. The ramps on our property, on the corner of Gilman and Ox Yoke, are all returns, normal ramps. I don't know why we couldn't do those at the other corner of Ox Yoke and Lasso. Those ramps are what is allowed in new construction. So they are very large.

Mr. Higuera didn't think the work he is talking about relates to this item.

Mrs. Yturbide pointed out for purposes of your agenda item, what you are considering is whether or not to accept the maintenance. You're talking about maintenance issues rather than acceptance.

Mrs. Slater thought it sounded like Mr. Anker is working with us.

Motion Higuera/Slater to approve the request by Opal Investments LLC et al, to accept the maintenance of the Ranch at Gardnerville Phase 1 improvements including: street, storm drain, street lights, street signage; all associated with the local roads Lasso Lane, Ox Yoke, Gilman Avenue north of Heybourne Road, the proposed flood channel trench and storm drain trench located on town owned open space property. Motion carried with Chairwoman Wenner absent.

10. For Possible Action: Discussion to approve, approve with modifications or deny, a request by Jenuane Communities The Ranch LLC. to;

- **a. Approve the Landscaping Maintenance plan for use by the HOA,**
- **b. Approve the Storm Drain System Maintenance plan, which will discharge into the town owned and maintained channel which discharges directly into the Martin Slough,**
- **c. Approve the "Access and Spillway Maintenance Easement" along the maintenance path of the large flood channel located between the proposed development and flood channel,**

Authorizing the town manager to sign the documents, located at Esplanade at the Ranch, (APN:1320-33-210-069); with public comment prior to Board action.

Mr. Dallaire reviewed the issues. The condition we are concerned about is the drainage maintenance. The HOA had to have some sort of landscaping plan. There is also a storm drain maintenance plan showing the inserts they are putting in, the maintenance schedule and the minimum maintenance requirements to check everything after each

rain storm and verify the bags are still working and in proper condition. Basically these are similar to what is at Wal Mart. We had them prepare a plan. There is a simple landscaping maintenance schedule. The storm drain just gives the HOA direction on how to ensure the maintenance of their system is in working condition before it goes to a pond. I asked Mike Rowe to get the easement together. We will get the original from Mike and get it back to Evan. Part of the condition was they needed to get this rectified before we approved the plans.

Mrs. Yturbide informed board members Mike indicated that in the event the board approved this he would finalize the easement.

Vice-Chairman Miller called for public comment.

Mr. Franklin Harry Ernst has a major concern with flooding potential. At the bottom of where you have the overflow, is there a berm planned to keep the water out of that resident's yard? When will construction start on this project? It's been three years in the works. There were some weeds mowed down on Sunday. I'm wondering if that was a town activity or a land owner activity? I wonder if weekend work is going to be a habit out there? It's nice to get the weeds cut but we have kids running around out there. I looked at the flooding potential with my insurance carrier. I am very concerned about flood potential coming out of the Pine Nuts. Since then I have purchased flood insurance, out of choice, from FEMA.

Mr. Dallaire answered there will be a wall constructed. It will not be a flood wall, but the based on the elevation all the water should flow out of the overflow prior to going into the adjacent property owner's home. I will go back and look at the plans. The overflow is about 12 inches lower than the top of the pond. All the drainage goes into some sort of drainage structure and then the pond will back up and hold the water until it gets to a point where it overflows at the 25 year event. I don't know who mowed the weeds. It wasn't town staff. I think the owner of the property had some weed issues. Mimi has asked Alton to get rid of the weeds and spray. They are doing that along the landscaping strips on Heybourne for his approval of phase 1. I have no idea why the county or the town required the developer to put in a ditch now. There is no water going through this now. They are using it for irrigation. It does collect water from Chichester. The developer does not have approval yet from everybody to start building.

Mrs. Lori Simpson asked who owns the property. Who is going forward with the project?

Mr. Dallaire answered Jenuane Communities the Ranch LLC.

Mrs. Simpson asked, as a resident being there in the daytime, when I see your guys out there I know them. The people that were out there don't have any identifying signs as to whether those people are supposed to be there or not. We had somebody working out in the field. We had an incident where people were going door-to-door saying they were collecting for the military. It's just nice to know who is doing what. At least if they identify who they are or have a sign on the truck or something. The maintenance people that will come in and take over, Opal, they are in Utah. Are they doing the HOA part of it?

Mr. Dallaire responded no. Jenuane is separate from the folks in Utah. Utah is the owner of the Ranch project. The Ranch project is done by a developer who created this parcel. They built all the roads and put the utilities into each lot. Then the builder comes in and buys those lots. It will be similar to the ones in Reno.

Mrs. Simpson trusts the town. But I don't have any faith in the county or the builder. I'm happy to know you will be taking over some of the things. But there needs to be clarification just to know who is supposed to be out there. I think it would behoove us to know who is there when they are working on something. My last question is we all have taken off days from work and you have worked hard with all the variances, how do we know from the beginning of the project, all the variances that have been granted to where we are today? Who checks those variances?

Mr. Dallaire answered the improvement plans are on the back table. One of the comments was they need to satisfy the town. There are some minor details they need to address. We will make sure the wall is on their property.

Mrs. Simpson feels better if town staff is taking care of things.

Mrs. Yturbide thanked Mrs. Simpson for her input. The one thing that I need to mention is we need to stay on target with the agenda item. If you want to talk about that in the public comment section that is a perfect time. I want to bring the board back to the item that is before them, which is simply to look at whether they are going to approve the landscaping maintenance and maintenance of the storm drain system. I know they appreciate your input.

No further public comment.

Motion Higuera/Jones to approve the request by Jenuane Communities the Ranch LLC to A- approve the landscaping maintenance plan for use by the HOA; B- approve the storm drain system maintenance plan, which will discharge into the town owned and maintenance channel, which discharges directly into Martin Slough; C- approve the access and spillway maintenance easement along the maintenance path of the large flood channel located between the proposed development and the flood channel, authorizing the town manager to sign the documents, located at Esplanade at the Ranch APN 1320-33-210-069. Motion carried with Chairwoman Wenner absent.

11. Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for October 2016.

Mrs. Yturbide spoke with Mr. Rowe before coming. He indicated he worked on the spillway access easement for the Ranch LLC, which we just talked about. He will go ahead and finalize that. The other thing he mentioned was that you had gone to a credit card payment system and he and Carol had been working on a privacy policy. They are reviewing that and it will eventually come to the board. I think the request came in after the last period of time for the deadline of the agenda item, so he expects to bring it to you in December. I spoke with Tom and worked on the public utility easement for the Sanchez property, which is near Trinity Lutheran for the transformer site. Otherwise it's been fairly quiet.

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

Mr. Dallaire had a meeting with the DDI owner and he has been approached by one of the county commissioners to try to get recycling done before the commissioner completes their term. They are proposing to do a trial period. I will bring this back to the board in December. They are wanting to collect recycling from an area within the town or we can collect it on a trial basis from February through July. That will allow some time to send letters to those that will be participating. We would track the tonnage. It would probably take four or five more hours for an individual to use a side loader truck. We have about 180 homes identified. It does include the Ranch and a portion of Chichester. After Geoff and I went over this, it is the best area in town. We have containers. We can use their containers or provide them. We would get yellow lids to try it out. They would be labeled. There is a list DDI will share with us on what they want to collect. It would be dumped at DDI and then they will transport it to Tahoe to get sorted.

Mrs. Jones asked if this was the same negotiation that was in your report or is this different?

Mr. Dallaire responded it is the same. I believe eventually this will be mandatory. Then we would know what we need manpowerwise. DDI is going to pick up the recycling every other week. We could do the same or pick it up the same day as trash. Recycling would be picked up every other week.

Mrs. Slater asked how many additional man hours are you talking about?

Mr. Dallaire answered about five to six hours per route. The whole trial period is just so we can get some data to analyze it. Our biggest expense in the trash fund is the disposal of the garbage. I can bring this back and you can make a decision on it I wanted you to think about it and let me know your concerns. We can address that next month. I think the trial period would be the way to go. It would be an investment on our end just to see how people will take that program.

Mrs. Jones believed part of the discussion on the trial program is alerting the residents along the route to the program and their participation will directly affect whether we can move forward. This has been my thing since I started. If we don't do it, it could be another ten years before we have the discussion again.

Mr. Dallaire thought with California moving to recycle the food waste, it's starting to be a requirement. It's just a matter of time before Nevada follows that model. I just didn't feel comfortable letting DDI into our service area to pick up recycling, as it could confuse the issue on the other service the town is providing. Better to invest in the lids and get those ordered. Then we can create the blue cans and if somebody is paying for the extra can then let's take them off the extra can and hit the recycling.

Mrs. Jones pointed out recycling is less expensive than the dump.

Mr. Dallaire didn't think it would be. You have trucking. You try and scrap metal and it's not worth the trip to Reno. But it's better than paying $104 at DDI to get rid of it. They have to ship everything to Lodi. In some cases, the white paper gets crated up and processed in China. The one thing that makes money is the aluminum. It doesn't pay for the rest of it. They have gotten to the point with the recycling of plastic they had to combine the different types of plastic together. If they sorted those they would be more valuable. DDI got to the point where nobody followed the rules and they just baled it up all together. It barely pays for the trucking.

Mrs. Slater would like to let the residents know in the newsletter. It takes some education. In addition, mention the orange bags that residents can bag up their own leaves rather than put them in the garbage can and also the dropoff location.

Mr. Dallaire asked if any board member would like to write something for the newsletter. We would write a letter to all the participants. Do you want to let everybody else know we are doing a trial too?

Mrs. Slater thought it would be a good idea.

Mr. Miller wondered if residents in other areas would call in and want to be part of the trial.

Mr. Dallaire would still like to write something up. Not everybody understands the greenwaste bag system and the extra greenwaste days. I am meeting this Thursday with Nevada Energy about our lights. The PUC approved NV Energy's rate and they are no longer allowing Christmas decorations on their poles or the plugs ins. I've been pushing to look at the plans and see if we can get them converted to a meter and in the town's maintenance realm. Linda Basset is the area manager. I met with her boss on the golf course at the League of Cities conference and got the fire lit. I sent her all the info that we are looking for today. I am trying to get the billing clarified. The other thing is they are not allowing us to connect the rapid flashing beacons at High School Street. We have a stub out now for power with the revised sidewalk . So we can connect it once we do the crosswalk project and run the lights at Mill Street. I still don't have power across the street and I don't have any power at High School. I do have power at Mission. It sounds like they will sell us the system and I will find out how much. They are going to upgrade the lights to the new LED style. Jennifer and I have gotten a proposal back from the placemaking training. We are hoping to get the board some ideas and tools to use for different improvements in town before the strategic planning session. We are reviewing that contract and the amounts were way more than what I thought they should be. We will share the cost with the Main Street Board and the town boards.

Vice-Chairman Miller saw the presentation at the Minden Rotary last week.

Mr. Dallaire had a conversation with Karen Craig. She wants to see the proposal. She is helping with the vitality project. We will see what she says if we can get it cheaper. The county supported our project (Gardnerville station). We have nine projects total that we are up against on the second round. Friday is the presentation. Dube` gave us new numbers on their design. The cost of the building has gone up about $70,000. Some of their costs are on the high side. I don't know about the building improvements. We did make the call on replacing the sewer. We will do the submittal in January to Douglas County for a building permit. Dube` has 95 percent plans done. If we get awarded we will know on Friday. The CDBG board will select the project they will fund. If we are not successful we will submit the new application for the 2017 funding cycle. Mobilitie was on the agenda. We pulled it after talking with county staff. This needs to go through NDOT for approval. Mobilitie is looking at adding some hardware to an existing power pole on Toler. The one thing I am concerned about is the 75 foot pole on 395. It's only two feet from the back of curb across from the meter and another overhead line across the highway to the pole. I gave them my concerns. I will tell the county. It would be better behind Wal Mart or by Carrick pond. I will tell the county that. We have a meeting about it with the county.

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

Mrs. Slater has prepared a statement she will read into the record. (Statement is attached to these minutes.) The Nevada League of Cities conference was very successful. They discussed a social media policy, the high cost of health care, insurance and Medicaid. There are approximately 200 members in the Nevada League of Cities. Of that there are seven executive board members. I was asked by the other board members to serve a final term as the representative for the At Large Towns and GID's. I am on the legislative committee for 2017. There are handouts I gave you before the meeting on the bill draft requests.

Mr. Miller reported we have a new member on the Main Street board. Katrina Rowe is one of the managers at the local FISH store. I get a feeling she is over the Carson City location too. She is very willing to work with us. We interviewed her the last board meeting and she seems to be very experienced in doing these types of things.

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

No public comment.

Meeting adjourned at 6:02 p.m.

Mary Wenner, Chairwoman

Tom Dallaire, Town Manager

Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action:** **Correspondence**

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

3. **Department:** Administration

   Prepared by: Tom Dallaire

4. **Meeting Date: December 6, 2016** **Time Requested:** N/A

5. **Agenda:** ☑ **Consent** ☐ **Administrative**

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

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

8. **Board Action:**

   ☐ **Approved** ☐ **Approved with Modifications**
   ☐ **Denied** ☐ **Continued**

 40 mins

Dear Garbage Man,

I just wanted to drop by a leave a little note in hopes of you seeing it. There is a little boy in Chichester who is excited for garbage day. Not only does he get to help put it out on the curb, but when you come by to pick it up, that's when the magic happens. You take your time to wave and even honk! His face, the excitement and amazement, is priceless to me. Thank you! Thank you for showing him your kindness.

A very thankful mom who has a child who believes in people,
Alicia

Like Comment Share

110

Sheena McNeilly
We have a great and kind community.
6 minutes ago · Like · Reply

Alternative Service Concepts

PACT Loss Run
STARS

Valued as of : 9/30/2016

Claim Number / Location / Coverage	Carrier Code / Date Of Loss / Cause	Claimant Name / Date Reported To Asc / Claim Desc.	Status	Med/BI/Loss Incurred / Paid	Expense Incurred / Paid	Ind/PD Incurred / Paid	Recovery Incurred / Paid	Deductible Incurred / Paid	Legal Incurred / Paid	Voc Rehab Incurred / Paid	ASC Net Inc Incurred / Paid
Location: 2205 - GARDNERVILLE (TOWN OF)											
Policy Eff Date: 7/ 1/2000											
C143-00-00861 - 01	7143	MOLYNEUX, JAMES J		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2205	6/4/2001	6/6/2001	8/16/2001	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WC	99	LOW BACK STRAIN---PICKING WEEDS									
Total by Policy Eff Date 1 Claim				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Policy Eff Date: 7/ 1/2002											
C143-02-00075 - 01	7143	MOLYNEUX, JAMES J		266.03	0.00	0.00	0.00	0.00	0.00	0.00	266.03
2205	7/29/2002	7/31/2002	1/27/2003	266.03	0.00	0.00	0.00	0.00	0.00	0.00	266.03
WC	60	HEAT EXHAUSTION--EXERTION; DIGGING TRENCH WITH HAND HELD PICKMAINTENANCE TECHNICIAN I									
C143-02-00596 - 01	7143	PLUT, MICHAEL R		2,754.89	0.00	5,318.26	0.00	0.00	0.00	0.00	8,073.15
2205	2/24/2003	3/3/2003	1/13/2004	2,754.89	0.00	5,318.26	0.00	0.00	0.00	0.00	8,073.15
WC	68	RIGHT INDEX FINGER JAMMED--CLMT BANGED FINGERTIP ON DUMPSTER LATCH ARM OFTRASH TRUCK. MAINTENANCE TECH II									
C143-02-00702 - 01	7143	ROSS, TRAVIS A		286.50	0.00	0.00	0.00	0.00	0.00	0.00	286.50
2205	4/15/2003	4/18/2003	10/15/2003	286.50	0.00	0.00	0.00	0.00	0.00	0.00	286.50
WC	70	KNEE TORN MENISCUS--WALKED INTO SHOP, STEPPED ON PIPE, KNEE TWISTED & POPPEDMAINTENANCE TECH I									
Total by Policy Eff Date 3 Claims				3,307.42	0.00	5,318.26	0.00	0.00	0.00	0.00	8,625.68
				3,307.42	0.00	5,318.26	0.00	0.00	0.00	0.00	8,625.68
Policy Eff Date: 7/ 1/2003											
C143-03-00438 - 01	7143	PLUT, MICHAEL R		234.56	8.44	0.00	0.00	0.00	0.00	0.00	243.00
2205	12/4/2003	12/8/2003	6/18/2004	234.56	8.44	0.00	0.00	0.00	0.00	0.00	243.00
WC	99	RIGHT 2ND & 3RD FINGERS/FOREIGN BODY--METAL SLIVER, CLEANING HYDRAULIC PUMP									
Total by Policy Eff Date 1 Claim				234.56	8.44	0.00	0.00	0.00	0.00	0.00	243.00
				234.56	8.44	0.00	0.00	0.00	0.00	0.00	243.00
Policy Eff Date: 7/ 1/2004											

Alternative Service Concepts

PACT Loss Run
STARS

Valued as of : 9/30/2016

				Med/Bl/Loss	Expense	Ind/PD	Recovery	Deductible	Legal	Voc Rehab	ASC Net Inc
Claim Number	Carrier Code	Claimant Name		Incurred	Incurred	Incurred	Incurred	Incurred	Incurred	Incurred	Incurred
Location	Date Of Loss	Date Reported To Asc	Status	Paid	Paid	Paid	Paid	Paid	Paid	Paid	Paid
Coverage	Cause	Claim Desc.									
Location: 2205 - GARDNERVILLE (TOWN OF)											
Policy Eff Date: 7/ 1/2004											
C143-04-00005 - 01	7143	TYNDALL, DAVID L		120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
2205	7/6/2004	7/8/2004	10/15/2004	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
WC	53	TWISTED WRONG WHILE PKG UP TRASH & KNEE POPPED									
C143-04-00668 - 01	7143	MOLYNEUX, JAMES J		911.97	0.00	0.00	0.00	0.00	0.00	0.00	911.97
2205	12/28/2004	1/19/2005	7/14/2005	911.97	0.00	0.00	0.00	0.00	0.00	0.00	911.97
WC	57	PUSHING DUMPSTERS ON ICE & SNOW									
C143-04-00745 - 01	7143	TUTHILL, CRAIG		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2205	2/3/2005	2/4/2005	Incident	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WC	81	R-RING FINGER SPRAIN									
C143-04-01165 - 01	7143	MOLYNEUX, JAMES J		990.64	0.00	0.00	0.00	0.00	0.00	0.00	990.64
2205	5/31/2005	6/13/2005	10/19/2005	990.64	0.00	0.00	0.00	0.00	0.00	0.00	990.64
WC	56	LIFTING FLAGPOLE									
Total by Policy Eff Date 4 Claims				**2,022.61**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**2,022.61**
				2,022.61	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**2,022.61**
Policy Eff Date: 7/ 1/2006											
C143-06-00061 - 01	7143	SUMMERS, JEFF A		46.00	0.00	0.00	0.00	0.00	0.00	0.00	46.00
2205	7/22/2006	7/31/2006	11/ 8/2006	46.00	0.00	0.00	0.00	0.00	0.00	0.00	46.00
WC	17	REPLACING STORM DRAIN COVER, DUCKS GOT IN STORM DRAIN									
C143-06-00280 - 01	7143	TUTHILL, CRAIG		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2205	10/5/2006	10/6/2006	Incident	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WC	75	FOOTBALL GOALPOST BEING INSTALLED SLIPPED & STRUCK SHOULDER									
C143-07-02077 - 01	7143	PLUT, MICHAEL		687.53	0.00	0.00	0.00	0.00	0.00	0.00	687.53
2205	6/22/2007	6/25/2007	10/ 5/2007	687.53	0.00	0.00	0.00	0.00	0.00	0.00	687.53
WC	16	USING KNIFE TO REMOVE SONOTUBE FROM POST BASE									
Total by Policy Eff Date 3 Claims				**733.53**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**733.53**
				733.53	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**733.53**

Alternative Service Concepts

PACT Loss Run **Valued as of : 9/30/2016**

STARS

				Med/BI/Loss	Expense	Ind/PD	Recovery	Deductible	Legal	Voc Rehab	ASC Net Inc
Claim Number	Carrier Code	Claimant Name		Incurred	Incurred	Incurred	Incurred	Incurred	Incurred	Incurred	Incurred
Location	Date Of Loss	Date Reported To Asc	Status	Paid	Paid	Paid	Paid	Paid	Paid	Paid	Paid
Coverage	Cause	Claim Desc.									
Location: 2205 - GARDNERVILLE (TOWN OF)											
Policy Eff Date: 7/ 1/2007											
C143-07-02274 - 01	7143	NELSON, KEVIN E		211.00	0.00	0.00	0.00	0.00	0.00	0.00	211.00
2205	8/30/2007	8/30/2007	2/14/2008	211.00	0.00	0.00	0.00	0.00	0.00	0.00	211.00
WC	82	CHEMICAL SPLASHED EYE WHILE MIXING CHEMICALS									
C143-08-02719 - 01	7143	GRIMES, DANIEL T		1,577.66	5.50	0.00	0.00	0.00	0.00	0.00	1,583.16
2205	1/29/2008	2/1/2008	6/10/2008	1,577.66	5.50	0.00	0.00	0.00	0.00	0.00	1,583.16
WC	12	CAUGHT HAND BETWEEN DUMPSTER HANDLE AND TRUCK									
C143-08-02901 - 01	7143	PLUT, MICHAEL R		613.17	0.00	0.00	0.00	0.00	0.00	0.00	613.17
2205	4/3/2008	4/10/2008	7/23/2008	613.17	0.00	0.00	0.00	0.00	0.00	0.00	613.17
WC	87	DEBRIS GOT IN EYE WHILE USING COMPRESSED AIR									
Total by Policy Eff Date 3 Claims				**2,401.83**	**5.50**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**2,407.33**
				2,401.83	**5.50**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**2,407.33**
Policy Eff Date: 7/ 1/2008											
C143-09-03874 - 01	7143	TUTHILL, CRAIG		300.33	11.00	0.00	0.00	0.00	0.00	0.00	311.33
2205	3/9/2009	3/19/2009	6/ 3/2009	300.33	11.00	0.00	0.00	0.00	0.00	0.00	311.33
WC	10	SMASHED FINGER BETWEEN CUTTING ARMS.									
C143-09-04182 - 01	7143	CLARK, RYAN		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2205	6/4/2009	7/6/2009	Incident	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WC	57	PULLING MULCH TO WHEELBARROW AND USING A PITCH FORK, HURT LEFT SHOULDER.									
Total by Policy Eff Date 2 Claims				**300.33**	**11.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**311.33**
				300.33	**11.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**311.33**
Policy Eff Date: 7/ 1/2009											
C143-09-04214 - 01	7143	TUTHILL, CRAIG		1,035.00	38.50	0.00	0.00	0.00	0.00	0.00	1,073.50
2205	7/20/2009	7/24/2009	2/23/2010	1,035.00	38.50	0.00	0.00	0.00	0.00	0.00	1,073.50
WC	57	WHILE LOADING DUMPSTER TO TRUCK WITH RIGHT ARM AND PULLED TOWARDS TRUCK, FELT PAIN IN ARM.									

Alternative Service Concepts

PACT Loss Run **Valued as of : 9/30/2016**

STARS

Claim Number / Location / Coverage	Carrier Code / Date Of Loss / Cause	Claimant Name / Date Reported To Asc / Claim Desc.	Status	Med/BI/Loss Incurred / Paid	Expense Incurred / Paid	Ind/PD Incurred / Paid	Recovery Incurred / Paid	Deductible Incurred / Paid	Legal Incurred / Paid	Voc Rehab Incurred / Paid	ASC Net Inc Incurred / Paid
Location: 2205 - GARDNERVILLE (TOWN OF)											
Policy Eff Date: 7/ 1/2009											
C143-09-04473 - 01	7143	MARTIN, JODY		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2205	10/19/2009	10/28/2009	Incident	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WC	57	LOADING A TRASH BIN INTO TRASH TRUCK. STRAINED BACK WHILE PULLING THE DUMPSTER.									
C143-10-04657 - 01	7143	GRIMES, DANIEL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2205	1/11/2010	1/14/2010	4/12/2010	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WC	99	MOVING TRASH CANS AND DUMPSTERS - PULLED ON DISLOCATED RIBS ON RIGHT SIDE.									
C143-10-04962 - 01	7143	TUTHILL, CRAIG		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2205	5/10/2010	5/13/2010	Incident	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WC	18	WHILE TRIMMING BUSHES, TRIMMER BUCKED BACK AND CUT EMPLOYEE ABOVE KNEE.									
Total by Policy Eff Date 4 Claims				**1,035.00**	**38.50**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**1,073.50**
				1,035.00	**38.50**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**1,073.50**
Policy Eff Date: 7/ 1/2011											
C143-11-06145 - 01		CLARK, RYAN		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2205	9/28/2011	10/4/2011	Incident	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WC	02	PUT A BLOCK OF TAR IN THE MACHINE AND IT SPLASHED OUT AND GO ON TO HEAD.									
C143-12-06516 - 01	7143	CLARK, RYAN		291.22	11.00	0.00	0.00	0.00	0.00	0.00	302.22
2205	3/22/2012	3/28/2012	6/ 7/2012	291.22	11.00	0.00	0.00	0.00	0.00	0.00	302.22
WC	53	DIGGING A TRENCH AND TWISTED WRONG									
C143-12-06651 - 01	7143	MARTIN, JODY		192.40	16.50	0.00	0.00	0.00	0.00	0.00	208.90
2205	5/29/2012	5/30/2012	9/24/2012	192.40	16.50	0.00	0.00	0.00	0.00	0.00	208.90
WC	06	WHIEL CLEANING OUT THE TRASH TRUCK AND LOWERING THE TAILGATE, FELT A SHARP PAIN IN LEFT EYE									
Total by Policy Eff Date 3 Claims				**483.62**	**27.50**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**511.12**
				483.62	**27.50**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**511.12**
Policy Eff Date: 7/ 1/2012											

Alternative Service Concepts

PACT Loss Run **Valued as of : 9/30/2016**

STARS

				Med/Bl/Loss	Expense	Ind/PD	Recovery	Deductible	Legal	Voc Rehab	ASC Net Inc
Claim Number	Carrier Code	Claimant Name		Incurred	Incurred	Incurred	Incurred	Incurred	Incurred	Incurred	Incurred
Location	Date Of Loss	Date Reported To Asc	Status	Paid	Paid	Paid	Paid	Paid	Paid	Paid	Paid
Coverage	Cause	Claim Desc.									
Location: 2205 - GARDNERVILLE (TOWN OF)											
Policy Eff Date: 7/ 1/2012											
C143-13-07289 - 01		THOMPSON, STEVE		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2205	2/11/2013	3/5/2013	Incident	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WC	25	FELL OFF A LADDER 2 FEET IN THE AIR, SORE BACK FOR 1 DAY									
Total by Policy Eff Date 1 Claim				**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
				0.00	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
Policy Eff Date: 7/ 1/2013											
C143-13-07818 - 01		MARTIN, JODY		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2205	10/29/2013	11/4/2013	Incident	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WC	60	WALKING TO THROW TRASH IN A DUMPSTER AND ROLLED ANKLE									
C143-14-08090 - 01	7143	BRIGGS, JAIRED		810.40	842.00	0.00	0.00	0.00	0.00	0.00	1,652.40
2205	3/14/2014	3/14/2014	12/ 8/2014	810.40	842.00	0.00	0.00	0.00	0.00	0.00	1,652.40
WC	16	CUTTING TAR OFF SQUEEGEE USING R HAND AND BOX KNIFE SLIPPED OFF FROZEN TAR HITTING ROCK IN TAR AND CUTTING L THUMB									
Total by Policy Eff Date 2 Claims				**810.40**	**842.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**1,652.40**
				810.40	**842.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**1,652.40**
Policy Eff Date: 7/ 1/2014											
C143-14-08660 - 01	7143	MILLER, KENNETH		4,099.92	871.50	744.45	0.00	0.00	0.00	0.00	5,715.87
2205	12/6/2014	12/10/2014	8/19/2015	4,099.92	871.50	744.45	0.00	0.00	0.00	0.00	5,715.87
WC	29	WALKING TO SIDE DOOR AND TRIPPED OVER DOOR STOP AND FELL STRIKIN KNEE DURING RIBBON CUTTING PHOTO SHOOT									
C143-15-08727 - 01	7143	GROVE, RONALD		387.00	22.00	0.00	0.00	0.00	0.00	0.00	409.00
2205	1/7/2015	1/15/2015	4/27/2015	387.00	22.00	0.00	0.00	0.00	0.00	0.00	409.00
WC	53	WHILE REMOVING CHRISTMAS DECORATIONS EXCESSIVE TWISTING AND TURNING									
Total by Policy Eff Date 2 Claims				**4,486.92**	**893.50**	**744.45**	**0.00**	**0.00**	**0.00**	**0.00**	**6,124.87**
				4,486.92	**893.50**	**744.45**	**0.00**	**0.00**	**0.00**	**0.00**	**6,124.87**
Policy Eff Date: 7/ 1/2015											

Alternative Service Concepts

PACT Loss Run
STARS

Valued as of : 9/30/2016

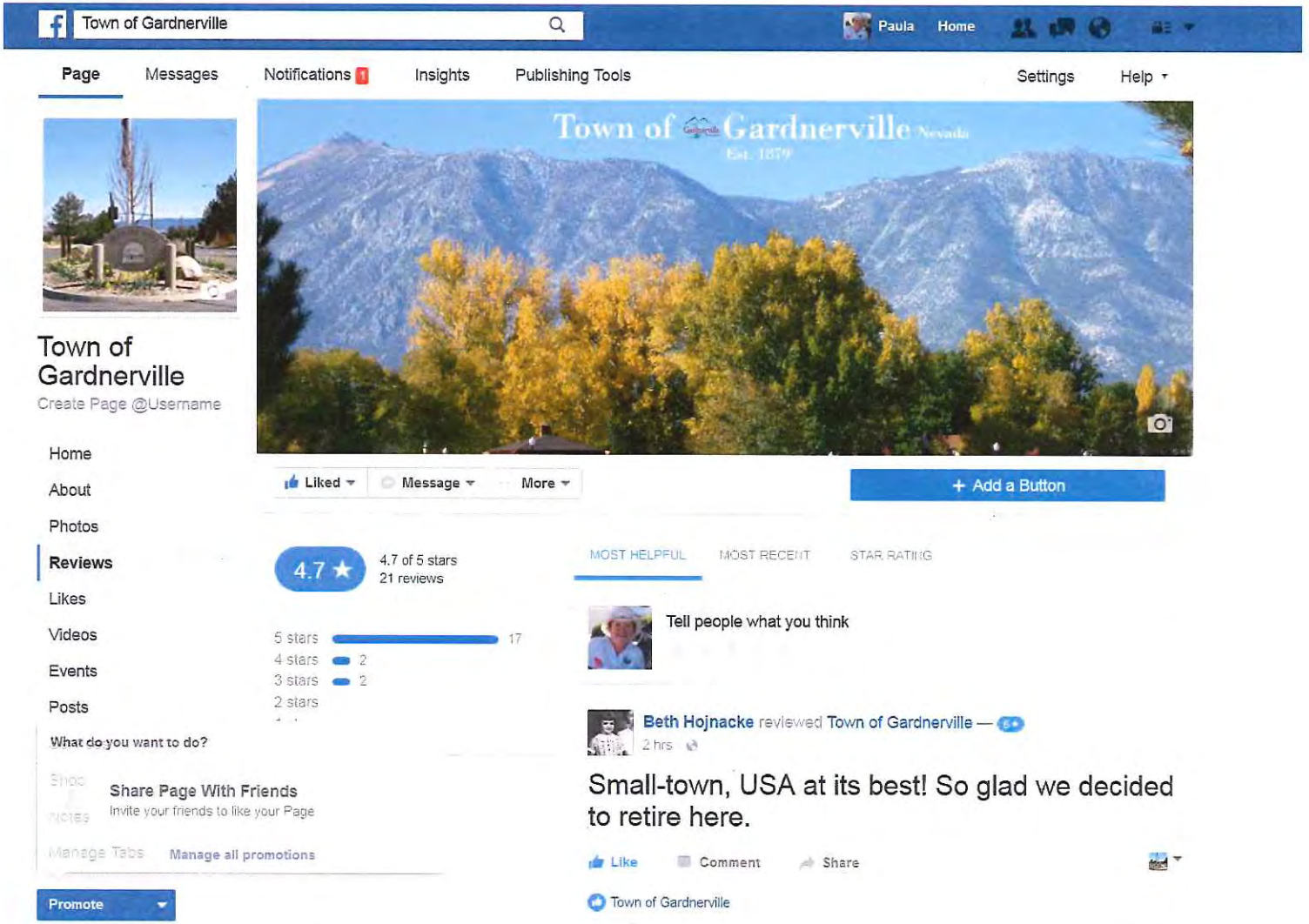
				Med/Bl/Loss	Expense	Ind/PD	Recovery	Deductible	Legal	Voc Rehab	ASC Net Inc
Claim Number	Carrier Code	Claimant Name		Incurred	Incurred	Incurred	Incurred	Incurred	Incurred	Incurred	Incurred
Location	Date Of Loss	Date Reported To Asc	Status	Paid	Paid	Paid	Paid	Paid	Paid	Paid	Paid
Coverage	Cause	Claim Desc.									
Location: 2205 - GARDNERVILLE (TOWN OF)											
Policy Eff Date: 7/ 1/2015											
C143-16-09635 - 01	7143	GROVE, RONALD		210.80	8.50	0.00	0.00	0.00	0.00	0.00	219.30
2205	2/11/2016	2/15/2016	6/24/2016	210.80	8.50	0.00	0.00	0.00	0.00	0.00	219.30
WC	82	WHILE APPLYING HERBICIDE, SOME OF THE CHEMICLE GOT INTO EYE									
[illegible]				[illegible]							
[illegible]				[illegible]							
[illegible]				[illegible]							
[illegible]				[illegible]							

Alternative Service Concepts

PACT Loss Run
STARS

Valued as of : 9/30/2016

Claim Number / Location / Coverage	Carrier Code / Date Of Loss / Cause	Claimant Name / Date Reported To Asc / Claim Desc.	Status	Med/BI/Loss Incurred / Paid	Expense Incurred / Paid	Ind/PD Incurred / Paid	Recovery Incurred / Paid	Deductible Incurred / Paid	Legal Incurred / Paid	Voc Rehab Incurred / Paid	ASC Net Inc Incurred / Paid
Grand Totals: 30 Claims				**16,027.02**	**1,834.94**	**6,062.71**	**0.00**	**0.00**	**0.00**	**0.00**	**23,924.67**
				16,027.02	**1,834.94**	**6,062.71**	**0.00**	**0.00**	**0.00**	**0.00**	**23,924.67**


Town of Gardnerville
Paula
Home
Page
Messages
Notifications 1
Insights
Publishing Tools
Settings
Help
Town of Gardnerville Nevada
Est. 1879
Town of Gardnerville
Create Page @Username
Home
About
Photos
Reviews
Likes
Videos
Events
Posts
What do you want to do?
Share Page With Friends
Invite your friends to like your Page
Manage Tabs
Manage all promotions
Promote
Liked
Message
More
+ Add a Button
4.7 ★
4.7 of 5 stars
21 reviews
5 stars 17
4 stars 2
3 stars 2
2 stars
MOST HELPFUL
MOST RECENT
STAR RATING
Tell people what you think
Beth Hojnacke reviewed Town of Gardnerville — 5★
2 hrs
Small-town, USA at its best! So glad we decided to retire here.
Like
Comment
Share
Town of Gardnerville
RidgleyElisabeth Reece reviewed Town of Gardnerville — 5★
November 19, 2013
All the community events..the sense of community only wish ...I could get a job here where I live..
Like
Comment
Share
Dahleen Roberts Kendler, RidgleyElisabeth Reece and Cheryl Agresti

01-1

Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action: Approve Health and Sanitation & Public Works Departments Monthly Report of activities**

2. **Recommended Motion: Approve as submitted**
   Funds Available: ☐ Yes ☑ N/A

3. **Department: Administration**
   Prepared by: Carol Louthan

4. **Meeting Date: December 6, 2016**

5. **Time Requested:** N/A

6. **Agenda: ☑ Consent ☐ Administrative**

7. **Background Information:**

Trash (October landfill figures)

Residential Accounts	*1787*
Commercial Accounts	*224*
Green Waste Accounts	*1340*
Cleanup Dumpsters	*8*
X-cans	*385*
# of new residential accounts	*6 accts transferred to new owners*
# of new commercial accounts	*0*
Minimum User Accounts	*32*
Total tons of trash	*320.83*
Total tons of Greenwaste	*43.10*

Credit Cards (October figures)

Total Amount	$8,852.64	
Total Transactions	107	
Visa	91	$6,240.45
Mastercard	12	$2,314.16
ACH/E Check	4	$ 298.03

8. **Other Agency Review of Action: ☐ Douglas County ☑ N/A**
9. **Board Action:**

☐ **Approved** ☐ **Approved with Modifications**

Superintendent Town Public Works Monthly Report

Public Works & Parks – 11/2016

- New aluminum tree installed on the Heritage Park Pavilion.
- Christmas lights put up on the pavilion, Eddy Street Banner, US Highway 395, and side streets.
- Christmas Kickoff preparation completed.
- Work with Douglas High School JROTC to apply stain and preservative to exterior of Hellwinkel Barn.
- Staff Meeting November 21st to coordinate Christmas Kickoff itinerary.
- Pickup and separate signage for the parade of lights.
- Our staff conducted an arborist class November 4th for the public in Stodick Estates. After demonstrating a direct need, a verbal agreement was reached with the HOA that they will be trimming trees back behind the curb to help facilitate street sweeping.

Health and Sanitation – 11/2016

- Cleaning and preparing of old trash totes in preparation of the pilot recycling program.

Engineering – 11/2016

- Pavement preservation workshop in Reno. Discussed specifications and application of fog seals, slurry seals, chip seal, and micro surface treatments.

Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action:** **Approve November 2016 claims.**

2. **Recommended Motion: Approve as submitted**
   Funds Available: ☐ **Yes** ☑ **N/A**

3. **Department: Administration**

   Prepared by: Carol Louthan

4. **Meeting Date: December 6, 2016** **Time Requested:** N/A

5. **Agenda:** ☑ **Consent** ☐ **Administrative**

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

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

8. **Board Action:**

   ☐ **Approved** ☐ **Approved with Modifications**
   ☐ **Denied** ☐ **Continued**

Accounts Payable by G/L Distribution Report

G/L Date Range 10/27/16 - 11/30/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **610 - Gardnerville Town**										
Department **921 - Gardnerville Admin**										
Account **510.150 - Board Compensation**										
4288 - Higuera Lloyd W	11/16 BOARD	G'VILLE	Paid by Check # 655381		10/27/2016	11/04/2016	11/04/2016		11/04/2016	250.00
24008 - Jones Cassandra Esq	11/16 BOARD	G'VILLE	Paid by Check # 655393		10/27/2016	11/04/2016	11/04/2016		11/04/2016	250.00
28960 - Miller Kenneth	11/16 BOARD	G'VILLE	Paid by Check # 655404		10/27/2016	11/04/2016	11/04/2016		11/04/2016	250.00
2969 - Slater Linda	11-16 BOARD	G'VILLE	Paid by Check # 655449		10/26/2016	11/04/2016	11/04/2016		11/04/2016	250.00
8364 - Wenner Mary	11-16 BOARD	G'VILLE	Paid by Check # 655477		10/27/2016	11/04/2016	11/04/2016		11/04/2016	275.00
			Account **510.150 - Board Compensation** Totals				Invoice Transactions 5			$1,275.00
Account **511.201 - PEBS-Ret.Medical**										
20219 - NV ST Public Employees	11-16 PREMIUMS	731	Paid by Check # 655910		11/01/2016	11/18/2016	11/18/2016		11/18/2016	9.68
			Account **511.201 - PEBS-Ret.Medical** Totals				Invoice Transactions 1			$9.68
Account **520.055 - Telephone Expense**										
29103 - Frontier	782-7134 10/16	77578271340502795	Paid by Check # 655371		10/12/2016	11/04/2016	11/04/2016		11/04/2016	107.75
29103 - Frontier	782-3856 10/16	77578238560808025	Paid by Check # 655371		10/12/2016	11/04/2016	11/04/2016		11/04/2016	52.88
13097 - Verizon Wireless	9774604913	842011146-00001	Paid by Check # 655983		11/01/2016	11/18/2016	11/18/2016		11/18/2016	277.05
			Account **520.055 - Telephone Expense** Totals				Invoice Transactions 3			$437.68
Account **520.064 - Travel**										
2969 - Slater Linda	10-12/10-14-16	MILEAGE	Paid by Check # 655682		10/27/2016	11/10/2016	11/10/2016		11/10/2016	63.72
12997 - Do Co Procurement Program	10-16 SLATER	G'VILLE	Paid by Check # 655997		10/27/2016	11/23/2016	11/23/2016		11/23/2016	77.62
12997 - Do Co Procurement Program	10-16 LOUTHAN	G'VILLE	Paid by Check # 655997		10/27/2016	11/23/2016	11/23/2016		11/23/2016	257.62
			Account **520.064 - Travel** Totals				Invoice Transactions 3			$398.96
Account **520.084 - Replacement & Repair**										
11985 - Ace Hardware	111890/1	1236	Paid by Check # 655493		10/26/2016	11/10/2016	11/10/2016		11/10/2016	7.00
12997 - Do Co Procurement Program	10-16 LACOST	G'VILLE	Paid by Check # 655997		10/27/2016	11/23/2016	11/23/2016		11/23/2016	52.91
			Account **520.084 - Replacement & Repair** Totals				Invoice Transactions 2			$59.91
Account **520.089 - Power**										
2924 - NV Energy	791804 10-16	791804	Paid by Check # 655626		10/25/2016	11/09/2016	11/09/2016		11/10/2016	185.05
			Account **520.089 - Power** Totals				Invoice Transactions 1			$185.05

Accounts Payable by G/L Distribution Report

G/L Date Range 10/27/16 - 11/30/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **610 - Gardnerville Town**										
Department **921 - Gardnerville Admin**										
Account **520.090 - Water**										
1429 - Gardnerville Water Company	640.01 10/16	640.01	Paid by Check # 655576		11/01/2016	11/10/2016	11/10/2016		11/10/2016	37.36
1429 - Gardnerville Water Company	690.01 10/16	690.01	Paid by Check # 655576		11/01/2016	11/10/2016	11/10/2016		11/10/2016	90.69
				Account **520.090 - Water** Totals			Invoice Transactions 2			$128.05
Account **520.092 - Heating**										
3021 - Southwest Gas-Las Vegas	0015779022 10 -16	2410015779022	Paid by Check # 655244		10/13/2016	10/27/2016	10/27/2016		10/27/2016	14.42
3021 - Southwest Gas-Las Vegas	1072224004 10 -16	2411072224004	Paid by Check # 655244		10/13/2016	10/27/2016	10/27/2016		10/27/2016	22.06
3021 - Southwest Gas-Las Vegas	1188600002 10 -16	2411188600002	Paid by Check # 655244		10/13/2016	10/27/2016	10/27/2016		10/27/2016	12.12
3021 - Southwest Gas-Las Vegas	0015779022 11 -16	2410015779022	Paid by Check # 655955		11/14/2016	11/18/2016	11/18/2016		11/18/2016	20.53
3021 - Southwest Gas-Las Vegas	1072224004 11 -16	2411072224004	Paid by Check # 655955		11/14/2016	11/18/2016	11/18/2016		11/18/2016	36.43
3021 - Southwest Gas-Las Vegas	1188600002 11 -16	2411188600002	Paid by Check # 655955		11/14/2016	11/18/2016	11/18/2016		11/18/2016	22.49
				Account **520.092 - Heating** Totals			Invoice Transactions 6			$128.05
Account **520.098 - Janitorial Services**										
27347 - A+ Janitorial Service	TOG0816	G'VILLE	Paid by Check # 655310		10/25/2016	11/04/2016	11/04/2016		11/04/2016	100.00
27347 - A+ Janitorial Service	TOG0916	G'VILLE	Paid by Check # 655310		10/25/2016	11/04/2016	11/04/2016		11/04/2016	100.00
27347 - A+ Janitorial Service	TOG1016	G'VILLE	Paid by Check # 655487		10/30/2016	11/10/2016	11/10/2016		11/10/2016	150.00
				Account **520.098 - Janitorial Services** Totals			Invoice Transactions 3			$350.00
Account **520.136 - Rents & Leases Equipment**										
4753 - Ricoh USA Inc	97684882	1481234-3433221	Paid by Check # 655225		10/13/2016	10/27/2016	10/27/2016		10/27/2016	165.41
4753 - Ricoh USA Inc	5045327561	16769392	Paid by Check # 655932		11/01/2016	11/18/2016	11/18/2016		11/18/2016	67.06
				Account **520.136 - Rents & Leases Equipment** Totals			Invoice Transactions 2			$232.47
Account **520.170 - Memberships**										
6631 - International Slurry Surfacing	2017-107	G'VILLE	Paid by Check # 655157		10/01/2016	10/27/2016	10/27/2016		10/27/2016	100.00
				Account **520.170 - Memberships** Totals			Invoice Transactions 1			$100.00
Account **520.187 - Internet Expense**										
32036 - Spectrum Business	0012509 11/16	8354110060012509	Paid by Check # 655957		11/02/2016	11/18/2016	11/18/2016		11/18/2016	64.99
				Account **520.187 - Internet Expense** Totals			Invoice Transactions 1			$64.99

Accounts Payable by G/L Distribution Report

G/L Date Range 10/27/16 - 11/30/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **610 - Gardnerville Town**										
Department **921 - Gardnerville Admin**										
Account **520.200 - Training & Education**										
12997 - Do Co Procurement Program	10-16 DALLAIRE	G'VILLE	Paid by Check # 655997		10/27/2016	11/23/2016	11/23/2016		11/23/2016	20.00
12997 - Do Co Procurement Program	10-16 LOUTHAN	G'VILLE	Paid by Check # 655997		10/27/2016	11/23/2016	11/23/2016		11/23/2016	450.00
				Account **520.200 - Training & Education** Totals			Invoice Transactions 2			$470.00
Account **533.800 - Office Supplies**										
2549 - Dallaire Tom-Petty Cash	11-16 G'VILLE	PETTY CASH	Paid by Check # 655542		10/31/2016	11/10/2016	11/10/2016		11/10/2016	6.00
12997 - Do Co Procurement Program	10-16 LACOST	G'VILLE	Paid by Check # 655997		10/27/2016	11/23/2016	11/23/2016		11/23/2016	17.99
12997 - Do Co Procurement Program	10-16 LOUTHAN	G'VILLE	Paid by Check # 655997		10/27/2016	11/23/2016	11/23/2016		11/23/2016	91.43
				Account **533.800 - Office Supplies** Totals			Invoice Transactions 3			$115.42
Account **533.806 - Software**										
16648 - E Squared C Inc	43889	G'VILLE	Paid by Check # 655557		11/01/2016	11/10/2016	11/10/2016		11/10/2016	37.50
				Account **533.806 - Software** Totals			Invoice Transactions 1			$37.50
				Department **921 - Gardnerville Admin** Totals			Invoice Transactions 36			$3,992.76

Accounts Payable by G/L Distribution Report

G/L Date Range 10/27/16 - 11/30/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **610 - Gardnerville Town**										
Department **923 - Parks & Recreation**										
Account **520.084 - Replacement & Repair**										
13485 - Ahern Rentals Inc	16552910-1	205304	Paid by Check # 655033		09/07/2016	10/27/2016	10/27/2016		10/27/2016	16.49
13485 - Ahern Rentals Inc	16619567-1	205304	Paid by Check # 655033		09/23/2016	10/27/2016	10/27/2016		10/27/2016	14.99
726 - Central Systems Electric Inc	199921	TOWNGA	Paid by Check # 655087		09/28/2016	10/27/2016	10/27/2016		10/27/2016	93.00
18821 - Fastenal Industrial/Cons Suppl	NVMIN58204	NVMIN0011	Paid by Check # 655121		09/16/2016	10/27/2016	10/27/2016		10/27/2016	8.77
8037 - Crop Production Services	31526049	1119549	Paid by Check # 655344		10/17/2016	11/04/2016	11/04/2016		11/04/2016	1,010.00
11985 - Ace Hardware	111475/1	1236	Paid by Check # 655493		10/07/2016	11/10/2016	11/10/2016		11/10/2016	29.98
11985 - Ace Hardware	111892/1	1236	Paid by Check # 655493		10/26/2016	11/10/2016	11/10/2016		11/10/2016	11.98
13485 - Ahern Rentals Inc	16657497-1	205304	Paid by Check # 655496		10/03/2016	11/10/2016	11/10/2016		11/10/2016	33.24
13485 - Ahern Rentals Inc	16685957-1	205304	Paid by Check # 655496		10/10/2016	11/10/2016	11/10/2016		11/10/2016	42.49
13485 - Ahern Rentals Inc	16691619-1	205304	Paid by Check # 655496		10/13/2016	11/10/2016	11/10/2016		11/10/2016	100.47
18821 - Fastenal Industrial/Cons Suppl	NVMIN58839	NVMIN0011	Paid by Check # 655565		10/19/2016	11/10/2016	11/10/2016		11/10/2016	32.73
12997 - Do Co Procurement Program	10-16 LACOST	G'VILLE	Paid by Check # 655997		10/27/2016	11/23/2016	11/23/2016		11/23/2016	129.96
			Account **520.084 - Replacement & Repair** Totals				Invoice Transactions	12		$1,524.10
Account **520.089 - Power**										
2924 - NV Energy	791804 10-16	791804	Paid by Check # 655626		10/25/2016	11/09/2016	11/09/2016		11/10/2016	435.94
			Account **520.089 - Power** Totals				Invoice Transactions	1		$435.94
Account **520.090 - Water**										
1429 - Gardnerville Water Company	1302.01 10/16	1302.01	Paid by Check # 655576		11/01/2016	11/10/2016	11/10/2016		11/10/2016	1,111.25
1429 - Gardnerville Water Company	1321.01 10/16	1321.01	Paid by Check # 655576		11/01/2016	11/10/2016	11/10/2016		11/10/2016	109.02
1429 - Gardnerville Water Company	1340.01 10/16	1340.01	Paid by Check # 655576		11/01/2016	11/10/2016	11/10/2016		11/10/2016	87.50
1429 - Gardnerville Water Company	1348.01 10/16	1348.01	Paid by Check # 655576		11/01/2016	11/10/2016	11/10/2016		11/10/2016	1,311.59
1429 - Gardnerville Water Company	1373.01 10/16	1373.01	Paid by Check # 655576		11/01/2016	11/10/2016	11/10/2016		11/10/2016	120.39
1429 - Gardnerville Water Company	1745.01 10/16	1745.01	Paid by Check # 655576		11/01/2016	11/10/2016	11/10/2016		11/10/2016	249.98

Accounts Payable by G/L Distribution Report

G/L Date Range 10/27/16 - 11/30/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **610 - Gardnerville Town**										
Department **923 - Parks & Recreation**										
Account **520.090 - Water**										
1429 - Gardnerville Water Company	2139.01 10/16	2139.01	Paid by Check # 655576		11/01/2016	11/10/2016	11/10/2016		11/10/2016	95.76
1429 - Gardnerville Water Company	2140.01 10/16	2140.01	Paid by Check # 655576		11/01/2016	11/10/2016	11/10/2016		11/10/2016	164.86
1429 - Gardnerville Water Company	2226.01 10/16	2226.01	Paid by Check # 655576		11/01/2016	11/10/2016	11/10/2016		11/10/2016	399.89
1429 - Gardnerville Water Company	2297.01 10/16	2297.01	Paid by Check # 655576		11/01/2016	11/10/2016	11/10/2016		11/10/2016	694.70
1429 - Gardnerville Water Company	2431.01 10/16	2431.01	Paid by Check # 655576		11/01/2016	11/10/2016	11/10/2016		11/10/2016	359.00
1429 - Gardnerville Water Company	2593.01 10/16	2593.01	Paid by Check # 655576		11/01/2016	11/10/2016	11/10/2016		11/10/2016	391.03
1429 - Gardnerville Water Company	2624.01 10/16	2624.01	Paid by Check # 655576		11/01/2016	11/10/2016	11/10/2016		11/10/2016	78.88
1429 - Gardnerville Water Company	2641.02 10/16	2641.02	Paid by Check # 655576		11/01/2016	11/10/2016	11/10/2016		11/10/2016	433.69
2153 - Minden Town of	1862.01 10/16	1862.01	Paid by Check # 655616		10/25/2016	11/10/2016	11/10/2016		11/10/2016	30.05
				Account **520.090 - Water** Totals				Invoice Transactions	15	$5,637.59
Account **532.003 - Gas & Oil**										
3814 - Flyers Energy LLC	CFS1308647	8308	Paid by Check # 655366		10/15/2016	11/04/2016	11/04/2016		11/04/2016	124.23
				Account **532.003 - Gas & Oil** Totals				Invoice Transactions	1	$124.23
Account **533.817 - Small Projects**										
13373 - Borges Sleigh Rides Inc	12/1/16 G'VILLE	G'VILLE	Paid by Check # 655061		10/20/2016	10/27/2016	10/27/2016		10/27/2016	600.00
7617 - Lantis Fireworks & Lasers	16214 DEPOSIT	G'VILLE	Paid by Check # 655171		10/11/2016	10/27/2016	10/27/2016		10/27/2016	4,000.00
18821 - Fastenal Industrial/Cons Suppl	NVMIN58928	NVMIN0011	Paid by Check # 655565		10/24/2016	11/10/2016	11/10/2016		11/10/2016	3.48
7617 - Lantis Fireworks & Lasers	16214 BALANCE	G'VILLE	Paid by Check # 655863		10/11/2016	11/18/2016	11/18/2016		11/18/2016	4,000.00
12997 - Do Co Procurement Program	10-16 LOUTHAN	G'VILLE	Paid by Check # 655997		10/27/2016	11/23/2016	11/23/2016		11/23/2016	116.50
				Account **533.817 - Small Projects** Totals				Invoice Transactions	5	$8,719.98
				Department **923 - Parks & Recreation** Totals				Invoice Transactions	34	$16,441.84

Accounts Payable by G/L Distribution Report

G/L Date Range 10/27/16 - 11/30/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **610 - Gardnerville Town**										
Department **926 - Other Public Works**										
Account **516.120 - Contract Salaries**										
21697 - Blue Ribbon Personnel Services	40377	653202	Paid by Check # 655759		10/28/2016	11/18/2016	11/18/2016		11/18/2016	148.00
21697 - Blue Ribbon Personnel Services	40510	653202	Paid by Check # 655759		11/04/2016	11/18/2016	11/18/2016		11/18/2016	689.13
			Account **516.120 - Contract Salaries** Totals				Invoice Transactions 2			$837.13
Account **520.084 - Replacement & Repair**										
13485 - Ahern Rentals Inc	16611460-1	205304	Paid by Check # 655033		09/21/2016	10/27/2016	10/27/2016		10/27/2016	267.43
18821 - Fastenal Industrial/Cons Suppl	NVMIN58204	NVMIN0011	Paid by Check # 655121		09/16/2016	10/27/2016	10/27/2016		10/27/2016	13.15
11985 - Ace Hardware	111234/1	1236	Paid by Check # 655313		09/27/2016	11/04/2016	11/04/2016		11/04/2016	99.75
11985 - Ace Hardware	111933/1	1236	Paid by Check # 655493		10/27/2016	11/10/2016	11/10/2016		11/10/2016	41.46
13485 - Ahern Rentals Inc	16680839-1	205304	Paid by Check # 655496		10/07/2016	11/10/2016	11/10/2016		11/10/2016	5.99
13485 - Ahern Rentals Inc	16645260-1	205304	Paid by Check # 655496		10/11/2016	11/10/2016	11/10/2016		11/10/2016	431.93
18821 - Fastenal Industrial/Cons Suppl	NVMIN58734	NVMIN0011	Paid by Check # 655565		10/14/2016	11/10/2016	11/10/2016		11/10/2016	50.99
18821 - Fastenal Industrial/Cons Suppl	NVMIN58768	NVMIN0011	Paid by Check # 655565		10/17/2016	11/10/2016	11/10/2016		11/10/2016	16.10
18821 - Fastenal Industrial/Cons Suppl	NVMIN58939	NVMIN0011	Paid by Check # 655565		10/25/2016	11/10/2016	11/10/2016		11/10/2016	4.79
2510 - Parts House	704746	4170	Paid by Check # 655643		10/14/2016	11/10/2016	11/10/2016		11/10/2016	3.67
2485 - PDM Steel Service Centers Inc	280190-01	78-805218	Paid by Check # 655648		10/12/2016	11/10/2016	11/10/2016		11/10/2016	163.99
8692 - Silver State Barricade Inc	89210	G'VILLE	Paid by Check # 655949		10/19/2016	11/18/2016	11/18/2016		11/18/2016	16.20
12997 - Do Co Procurement Program	10-16 LACOST	G'VILLE	Paid by Check # 655997		10/27/2016	11/23/2016	11/23/2016		11/23/2016	5.94
			Account **520.084 - Replacement & Repair** Totals				Invoice Transactions 13			$1,121.39
Account **520.095 - Street Lights**										
2924 - NV Energy	791804 10-16	791804	Paid by Check # 655626		10/25/2016	11/09/2016	11/09/2016		11/10/2016	6,173.38
			Account **520.095 - Street Lights** Totals				Invoice Transactions 1			$6,173.38
Account **520.103 - Maint Road**										
18821 - Fastenal Industrial/Cons Suppl	NVMIN58100	NVMIN0011	Paid by Check # 655121		09/13/2016	10/27/2016	10/27/2016		10/27/2016	322.88
18821 - Fastenal Industrial/Cons Suppl	NVMIN58106	NVMIN0011	Paid by Check # 655121		09/13/2016	10/27/2016	10/27/2016		10/27/2016	5.17

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **610 - Gardnerville Town**										
Department **926 - Other Public Works**										
Account **520.103 - Maint Road**										
31726 - Evangeline Specialties Inc	10614	G'VILLE	Paid by Check # 655560		10/24/2016	11/10/2016	11/10/2016		11/10/2016	449.95
18821 - Fastenal Industrial/Cons Suppl	NVMIN58897	NVMIN0011	Paid by Check # 655565		10/21/2016	11/10/2016	11/10/2016		11/10/2016	4.96
2485 - PDM Steel Service Centers Inc	280198-01	78-805218	Paid by Check # 655648		10/14/2016	11/10/2016	11/10/2016		11/10/2016	289.69
22550 - Sierra View Equipment Inc	6508	G'VILLE	Paid by Check # 655947		11/02/2016	11/18/2016	11/18/2016		11/18/2016	2,635.00
8692 - Silver State Barricade Inc	89210	G'VILLE	Paid by Check # 655949		10/19/2016	11/18/2016	11/18/2016		11/18/2016	98.14
12997 - Do Co Procurement Program	10-16 DALLAIRE	G'VILLE	Paid by Check # 655997		10/27/2016	11/23/2016	11/23/2016		11/23/2016	48.25
				Account **520.103 - Maint Road** Totals			Invoice Transactions 8			$3,854.04
Account **532.003 - Gas & Oil**										
3814 - Flyers Energy LLC	CFS1308647	8308	Paid by Check # 655366		10/15/2016	11/04/2016	11/04/2016		11/04/2016	320.71
3814 - Flyers Energy LLC	CFS1317702	8308	Paid by Check # 655811		10/31/2016	11/18/2016	11/18/2016		11/18/2016	371.11
				Account **532.003 - Gas & Oil** Totals			Invoice Transactions 2			$691.82
Account **532.019 - Storm Drain Maintenance**										
18821 - Fastenal Industrial/Cons Suppl	NVMIN58768	NVMIN0011	Paid by Check # 655565		10/17/2016	11/10/2016	11/10/2016		11/10/2016	16.09
2485 - PDM Steel Service Centers Inc	280190-01	78-805218	Paid by Check # 655648		10/12/2016	11/10/2016	11/10/2016		11/10/2016	509.33
				Account **532.019 - Storm Drain Maintenance** Totals			Invoice Transactions 2			$525.42
Account **532.028 - Uniforms**										
13485 - Ahern Rentals Inc	16587185-1	205304	Paid by Check # 655033		09/15/2016	10/27/2016	10/27/2016		10/27/2016	20.00
13485 - Ahern Rentals Inc	16600337-1	205304	Paid by Check # 655033		09/19/2016	10/27/2016	10/27/2016		10/27/2016	74.60
13485 - Ahern Rentals Inc	16600380-1	205304	Paid by Check # 655033		09/19/2016	10/27/2016	10/27/2016		10/27/2016	96.40
5785 - Alsco Inc	LREN1190482	000330	Paid by Check # 655317		10/04/2016	11/04/2016	11/04/2016		11/04/2016	4.39
5785 - Alsco Inc	LREN1192572	000330	Paid by Check # 655317		10/11/2016	11/04/2016	11/04/2016		11/04/2016	4.39
5785 - Alsco Inc	LREN1194584	000330	Paid by Check # 655317		10/18/2016	11/04/2016	11/04/2016		11/04/2016	4.39
5785 - Alsco Inc	LREN1196604	000330	Paid by Check # 655317		10/25/2016	11/04/2016	11/04/2016		11/04/2016	4.39
13485 - Ahern Rentals Inc	16680839-1	205304	Paid by Check # 655496		10/07/2016	11/10/2016	11/10/2016		11/10/2016	99.00

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **610 - Gardnerville Town**										
Department **926 - Other Public Works**										
Account **532.028 - Uniforms**										
13485 - Ahern Rentals Inc	16680839-2	205304	Paid by Check # 655496		10/11/2016	11/10/2016	11/10/2016		11/10/2016	(99.00)
13485 - Ahern Rentals Inc	16732558-1	205304	Paid by Check # 655496		10/20/2016	11/10/2016	11/10/2016		11/10/2016	80.20
13485 - Ahern Rentals Inc	16757467-1	205304	Paid by Check # 655496		10/26/2016	11/10/2016	11/10/2016		11/10/2016	99.00
4287 - Red Wing Shoe Store	000000009066	G'VILLE	Paid by Check # 655928		11/01/2016	11/18/2016	11/18/2016		11/18/2016	90.00
				Account **532.028 - Uniforms** Totals				Invoice Transactions 12		$477.76
Account **562.000 - Capital Projects**										
31525 - Bramco Construction Corp	7242	G'VILLE	Paid by Check # 655514		10/24/2016	11/10/2016	11/10/2016		11/10/2016	832.17
2702 - Resource Concepts Inc	16-01348	16-169/G'VILLE	Paid by Check # 655659		10/14/2016	11/10/2016	11/10/2016		11/10/2016	62.50
2514 - Stowell Candace	TM3	G'VILLE	Paid by Check # 655690		10/31/2016	11/10/2016	11/10/2016		11/10/2016	100.00
				Account **562.000 - Capital Projects** Totals				Invoice Transactions 3		$994.67
				Department **926 - Other Public Works** Totals				Invoice Transactions 43		$14,675.61
				Fund **610 - Gardnerville Town** Totals				Invoice Transactions 113		$35,110.21

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **611 - Gardnerville Health & San**										
Department **925 - Health & Sanitation**										
Account **510.150 - Board Compensation**										
4288 - Higuera Lloyd W	11/16 BOARD	G'VILLE	Paid by Check # 655381		10/27/2016	11/04/2016	11/04/2016		11/04/2016	250.00
24008 - Jones Cassandra Esq	11/16 BOARD	G'VILLE	Paid by Check # 655393		10/27/2016	11/04/2016	11/04/2016		11/04/2016	250.00
28960 - Miller Kenneth	11/16 BOARD	G'VILLE	Paid by Check # 655404		10/27/2016	11/04/2016	11/04/2016		11/04/2016	250.00
2969 - Slater Linda	11-16 BOARD	G'VILLE	Paid by Check # 655449		10/26/2016	11/04/2016	11/04/2016		11/04/2016	250.00
8364 - Wenner Mary	11-16 BOARD	G'VILLE	Paid by Check # 655477		10/27/2016	11/04/2016	11/04/2016		11/04/2016	275.00
				Account **510.150 - Board Compensation** Totals			Invoice Transactions 5			$1,275.00
Account **511.181 - Retirement**										
2433 - NV ST Public Employees	10-16	AGENCY 307	Paid by Check # 655634		10/31/2016	11/10/2016	11/10/2016		11/10/2016	(1.19)
				Account **511.181 - Retirement** Totals			Invoice Transactions 1			($1.19)
Account **516.120 - Contract Salaries**										
21697 - Blue Ribbon Personnel Services	40112	653202	Paid by Check # 655057		10/14/2016	10/27/2016	10/27/2016		10/27/2016	740.00
21697 - Blue Ribbon Personnel Services	40245	653202	Paid by Check # 655325		10/21/2016	11/04/2016	11/04/2016		11/04/2016	1,011.40
21697 - Blue Ribbon Personnel Services	40377	653202	Paid by Check # 655759		10/28/2016	11/18/2016	11/18/2016		11/18/2016	740.00
21697 - Blue Ribbon Personnel Services	40510	653202	Paid by Check # 655759		11/04/2016	11/18/2016	11/18/2016		11/18/2016	943.50
				Account **516.120 - Contract Salaries** Totals			Invoice Transactions 4			$3,434.90
Account **520.055 - Telephone Expense**										
29103 - Frontier	782-7134 10/16	77578271340502795	Paid by Check # 655371		10/12/2016	11/04/2016	11/04/2016		11/04/2016	107.75
29103 - Frontier	782-3856 10/16	77578238560808025	Paid by Check # 655371		10/12/2016	11/04/2016	11/04/2016		11/04/2016	52.88
13097 - Verizon Wireless	9774604913	842011146-00001	Paid by Check # 655983		11/01/2016	11/18/2016	11/18/2016		11/18/2016	277.04
				Account **520.055 - Telephone Expense** Totals			Invoice Transactions 3			$437.67
Account **520.084 - Replacement & Repair**										
3890 - Arata Equipment Co.	1-87282	1015	Paid by Check # 655044		09/29/2016	10/27/2016	10/27/2016		10/27/2016	1,215.70
18821 - Fastenal Industrial/Cons Suppl	NVMIN58204	NVMIN0011	Paid by Check # 655121		09/16/2016	10/27/2016	10/27/2016		10/27/2016	13.16
1957 - Lawson Products Inc	9304380237	10228446	Paid by Check # 655173		09/19/2016	10/27/2016	10/27/2016		10/27/2016	188.59
1957 - Lawson Products Inc	9500156952	10228446	Paid by Check # 655173		10/05/2016	10/27/2016	10/27/2016		10/27/2016	(147.85)

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Fund **611 - Gardnerville Health & San**										
Department **925 - Health & Sanitation**										
Account **520.084 - Replacement & Repair**										
1957 - Lawson Products Inc	9304421267	10228446	Paid by Check # 655173		10/05/2016	10/27/2016	10/27/2016		10/27/2016	262.89
11985 - Ace Hardware	111890/1	1236	Paid by Check # 655493		10/26/2016	11/10/2016	11/10/2016		11/10/2016	12.48
18821 - Fastenal Industrial/Cons Suppl	NVMIN58839	NVMIN0011	Paid by Check # 655565		10/19/2016	11/10/2016	11/10/2016		11/10/2016	32.73
18821 - Fastenal Industrial/Cons Suppl	NVMIN58975	NVMIN0011	Paid by Check # 655565		10/26/2016	11/10/2016	11/10/2016		11/10/2016	1.57
18821 - Fastenal Industrial/Cons Suppl	NVMIN59005	NVMIN0011	Paid by Check # 655565		10/27/2016	11/10/2016	11/10/2016		11/10/2016	39.18
5059 - Hydraulic Industrial Services Inc	31948	G'VILLE	Paid by Check # 655843		10/31/2016	11/18/2016	11/18/2016		11/18/2016	199.29
12198 - O'Reilly Auto Parts	3530-480793	1075650	Paid by Check # 655912		10/03/2016	11/18/2016	11/18/2016		11/18/2016	14.49
12198 - O'Reilly Auto Parts	3530-481053	1075650	Paid by Check # 655912		10/04/2016	11/18/2016	11/18/2016		11/18/2016	6.98
12198 - O'Reilly Auto Parts	3530-483757	1075650	Paid by Check # 655912		10/18/2016	11/18/2016	11/18/2016		11/18/2016	9.99
12198 - O'Reilly Auto Parts	3530-484172	1075650	Paid by Check # 655912		10/20/2016	11/18/2016	11/18/2016		11/18/2016	68.02
12198 - O'Reilly Auto Parts	3530-484173	1075650	Paid by Check # 655912		10/20/2016	11/18/2016	11/18/2016		11/18/2016	460.00
12198 - O'Reilly Auto Parts	3530-484177	1075650	Paid by Check # 655912		10/20/2016	11/18/2016	11/18/2016		11/18/2016	66.52
12198 - O'Reilly Auto Parts	3530-484372	1075650	Paid by Check # 655912		10/21/2016	11/18/2016	11/18/2016		11/18/2016	1,057.94
12198 - O'Reilly Auto Parts	3530-484614	1075650	Paid by Check # 655912		10/22/2016	11/18/2016	11/18/2016		11/18/2016	(105.15)
12198 - O'Reilly Auto Parts	3530-484626	1075650	Paid by Check # 655912		10/22/2016	11/18/2016	11/18/2016		11/18/2016	(14.60)
12997 - Do Co Procurement Program	10-16 LACOST	G'VILLE	Paid by Check # 655997		10/27/2016	11/23/2016	11/23/2016		11/23/2016	52.91
			Account **520.084 - Replacement & Repair** Totals				Invoice Transactions	20		$3,434.84
Account **520.089 - Power**										
2924 - NV Energy	791804 10-16	791804	Paid by Check # 655626		10/25/2016	11/09/2016	11/09/2016		11/10/2016	202.38
			Account **520.089 - Power** Totals				Invoice Transactions	1		$202.38
Account **520.090 - Water**										
1429 - Gardnerville Water Company	640.01 10/16	640.01	Paid by Check # 655576		11/01/2016	11/10/2016	11/10/2016		11/10/2016	37.36
1429 - Gardnerville Water Company	690.01 10/16	690.01	Paid by Check # 655576		11/01/2016	11/10/2016	11/10/2016		11/10/2016	90.69

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Fund **611 - Gardnerville Health & San**										
Department **925 - Health & Sanitation**										
Account **520.090 - Water**										
1429 - Gardnerville Water Company	1769	2	Paid by Check # 655576		09/30/2016	11/10/2016	11/10/2016		11/10/2016	11.32
				Account **520.090 - Water** Totals			Invoice Transactions	3		$139.37
Account **520.092 - Heating**										
3021 - Southwest Gas-Las Vegas	0015779022 10 -16	2410015779022	Paid by Check # 655244		10/13/2016	10/27/2016	10/27/2016		10/27/2016	14.42
3021 - Southwest Gas-Las Vegas	1072224004 10 -16	2411072224004	Paid by Check # 655244		10/13/2016	10/27/2016	10/27/2016		10/27/2016	22.05
3021 - Southwest Gas-Las Vegas	1188600002 10 -16	2411188600002	Paid by Check # 655244		10/13/2016	10/27/2016	10/27/2016		10/27/2016	36.35
3021 - Southwest Gas-Las Vegas	0015779022 11 -16	2410015779022	Paid by Check # 655955		11/14/2016	11/18/2016	11/18/2016		11/18/2016	20.53
3021 - Southwest Gas-Las Vegas	1072224004 11 -16	2411072224004	Paid by Check # 655955		11/14/2016	11/18/2016	11/18/2016		11/18/2016	36.43
3021 - Southwest Gas-Las Vegas	1188600002 11 -16	2411188600002	Paid by Check # 655955		11/14/2016	11/18/2016	11/18/2016		11/18/2016	67.47
				Account **520.092 - Heating** Totals			Invoice Transactions	6		$197.25
Account **520.098 - Janitorial Services**										
27347 - A+ Janitorial Service	TOG0816	G'VILLE	Paid by Check # 655310		10/25/2016	11/04/2016	11/04/2016		11/04/2016	100.00
27347 - A+ Janitorial Service	TOG0916	G'VILLE	Paid by Check # 655310		10/25/2016	11/04/2016	11/04/2016		11/04/2016	100.00
27347 - A+ Janitorial Service	TOG1016	G'VILLE	Paid by Check # 655487		10/30/2016	11/10/2016	11/10/2016		11/10/2016	150.00
				Account **520.098 - Janitorial Services** Totals			Invoice Transactions	3		$350.00
Account **520.136 - Rents & Leases Equipment**										
4753 - Ricoh USA Inc	97684882	1481234-3433221	Paid by Check # 655225		10/13/2016	10/27/2016	10/27/2016		10/27/2016	165.41
4753 - Ricoh USA Inc	5045327561	16769392	Paid by Check # 655932		11/01/2016	11/18/2016	11/18/2016		11/18/2016	67.05
				Account **520.136 - Rents & Leases Equipment** Totals			Invoice Transactions	2		$232.46
Account **520.155 - Licensing**										
23632 - Clark Ryan	10-16 CDL	REIMBURSE	Paid by Check # 655339		10/17/2016	11/04/2016	11/04/2016		11/04/2016	112.25
				Account **520.155 - Licensing** Totals			Invoice Transactions	1		$112.25
Account **520.187 - Internet Expense**										
32036 - Spectrum Business	0012509 11/16	8354110060012509	Paid by Check # 655957		11/02/2016	11/18/2016	11/18/2016		11/18/2016	64.99
				Account **520.187 - Internet Expense** Totals			Invoice Transactions	1		$64.99

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Fund **611 - Gardnerville Health & San**										
Department **925 - Health & Sanitation**										
Account **520.197 - Landfill Expense**										
15853 - Carson City Landfill	228079 9-16	228079	Paid by Check # 655074		10/04/2016	10/27/2016	10/27/2016		10/27/2016	16,052.66
9016 - Douglas Disposal Inc	40990612 9/16	40990612	Paid by Check # 655110		10/01/2016	10/27/2016	10/27/2016		10/27/2016	9,626.29
15853 - Carson City Landfill	228079 10-16	228079	Paid by Check # 655766		11/01/2016	11/18/2016	11/18/2016		11/18/2016	17,100.72
9016 - Douglas Disposal Inc	40990612 10/16	40990612	Paid by Check # 655790		11/01/2016	11/18/2016	11/18/2016		11/18/2016	2,722.98
			Account **520.197 - Landfill Expense** Totals				Invoice Transactions 4			$45,502.65
Account **520.198 - Recycling Expense**										
13443 - Bently Ranch	149155	G'VILLE	Paid by Check # 655053		09/09/2016	10/27/2016	10/27/2016		10/27/2016	222.00
13443 - Bently Ranch	149241	G'VILLE	Paid by Check # 655053		09/16/2016	10/27/2016	10/27/2016		10/27/2016	201.80
13443 - Bently Ranch	149345	G'VILLE	Paid by Check # 655053		09/23/2016	10/27/2016	10/27/2016		10/27/2016	184.20
13443 - Bently Ranch	149400	G'VILLE	Paid by Check # 655053		09/30/2016	10/27/2016	10/27/2016		10/27/2016	183.60
13443 - Bently Ranch	149458	G'VILLE	Paid by Check # 655751		10/07/2016	11/18/2016	11/18/2016		11/18/2016	158.80
13443 - Bently Ranch	149555	G'VILLE	Paid by Check # 655751		10/14/2016	11/18/2016	11/18/2016		11/18/2016	212.80
13443 - Bently Ranch	149617	G'VILLE	Paid by Check # 655751		10/21/2016	11/18/2016	11/18/2016		11/18/2016	210.40
13443 - Bently Ranch	149699	G'VILLE	Paid by Check # 655751		10/28/2016	11/18/2016	11/18/2016		11/18/2016	280.00
			Account **520.198 - Recycling Expense** Totals				Invoice Transactions 8			$1,653.60
Account **532.003 - Gas & Oil**										
3814 - Flyers Energy LLC	CFS1308647	8308	Paid by Check # 655366		10/15/2016	11/04/2016	11/04/2016		11/04/2016	764.32
3814 - Flyers Energy LLC	CFS1317702	8308	Paid by Check # 655811		10/31/2016	11/18/2016	11/18/2016		11/18/2016	1,253.33
			Account **532.003 - Gas & Oil** Totals				Invoice Transactions 2			$2,017.65
Account **532.028 - Uniforms**										
13485 - Ahern Rentals Inc	16587185-1	205304	Paid by Check # 655033		09/15/2016	10/27/2016	10/27/2016		10/27/2016	20.00
13485 - Ahern Rentals Inc	16600337-1	205304	Paid by Check # 655033		09/19/2016	10/27/2016	10/27/2016		10/27/2016	74.60
13485 - Ahern Rentals Inc	16600380-1	205304	Paid by Check # 655033		09/19/2016	10/27/2016	10/27/2016		10/27/2016	96.40
5785 - Alsco Inc	LREN1190482	000330	Paid by Check # 655317		10/04/2016	11/04/2016	11/04/2016		11/04/2016	4.39

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Fund **611 - Gardnerville Health & San**										
Department **925 - Health & Sanitation**										
Account **532.028 - Uniforms**										
5785 - Alsco Inc	LREN1192572	000330	Paid by Check # 655317		10/11/2016	11/04/2016	11/04/2016		11/04/2016	4.39
5785 - Alsco Inc	LREN1194584	000330	Paid by Check # 655317		10/18/2016	11/04/2016	11/04/2016		11/04/2016	4.39
5785 - Alsco Inc	LREN1196604	000330	Paid by Check # 655317		10/25/2016	11/04/2016	11/04/2016		11/04/2016	4.39
13485 - Ahern Rentals Inc	16680839-1	205304	Paid by Check # 655496		10/07/2016	11/10/2016	11/10/2016		11/10/2016	99.00
13485 - Ahern Rentals Inc	16680839-2	205304	Paid by Check # 655496		10/11/2016	11/10/2016	11/10/2016		11/10/2016	(99.00)
13485 - Ahern Rentals Inc	16732558-1	205304	Paid by Check # 655496		10/20/2016	11/10/2016	11/10/2016		11/10/2016	80.20
13485 - Ahern Rentals Inc	16757467-1	205304	Paid by Check # 655496		10/26/2016	11/10/2016	11/10/2016		11/10/2016	99.00
4287 - Red Wing Shoe Store	000000009066	G'VILLE	Paid by Check # 655928		11/01/2016	11/18/2016	11/18/2016		11/18/2016	89.99
				Account **532.028 - Uniforms** Totals				Invoice Transactions	12	$477.75
Account **533.800 - Office Supplies**										
13590 - WAM Software Inc	ECHK0353	353	Paid by Check # 655278		10/13/2016	10/27/2016	10/27/2016		10/27/2016	25.00
2549 - Dallaire Tom-Petty Cash	11-16 G'VILLE	PETTY CASH	Paid by Check # 655542		10/31/2016	11/10/2016	11/10/2016		11/10/2016	50.00
12997 - Do Co Procurement Program	10-16 LACOST	G'VILLE	Paid by Check # 655997		10/27/2016	11/23/2016	11/23/2016		11/23/2016	17.98
12997 - Do Co Procurement Program	10-16 LOUTHAN	G'VILLE	Paid by Check # 655997		10/27/2016	11/23/2016	11/23/2016		11/23/2016	29.37
				Account **533.800 - Office Supplies** Totals				Invoice Transactions	4	$122.35
Account **533.806 - Software**										
16648 - E Squared C Inc	43889	G'VILLE	Paid by Check # 655557		11/01/2016	11/10/2016	11/10/2016		11/10/2016	37.50
				Account **533.806 - Software** Totals				Invoice Transactions	1	$37.50
Account **562.000 - Capital Projects**										
5189 - R O Anderson Engineering Inc	38326	1393-019-16	Paid by Check # 655219		09/12/2016	10/27/2016	* 10/27/2016		10/27/2016	625.00
				Account **562.000 - Capital Projects** Totals				Invoice Transactions	1	$625.00
				Department **925 - Health & Sanitation** Totals				Invoice Transactions	82	$60,316.42
				Fund **611 - Gardnerville Health & San** Totals				Invoice Transactions	82	$60,316.42
				Grand Totals				Invoice Transactions	195	$95,426.63

* = Prior Fiscal Year Activity

Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action. Approve the urban forestry annual work plan update for 2017.**

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

   Funds Available: ☐ Yes ☑ N/A

3. **Department: Administration**

   Prepared by: Tom Dallaire

4. **Meeting Date: December 6, 2016 Time Requested: N/A**

5. **Agenda: ☑ Consent ☐ Administrative**

6. **Background Information:** Annual work plan update necessary for remaining a Tree City USA.

7. **Other Agency Review of Action: ☐ Yes ☑ N/A**

8. **Board Action:**

   ☐ Approved ☐ Approved with Modifications
   ☐ Denied ☐ Continued

Town of Gardnerville Nevada

Year 2016 Proposed Urban Forest Work Plan

Arbor Day

- Proclamation by Town Board 2016 **completed**
- Arbor Day to be held April 2016 **completed**

Staff Training

- Continuing education for two staff certified arborists – **completed – added education for one other staff member who will take the test next year**
- Fertilization education
- Pesticide education - **Three employees attended**

Maintenance

- Ongoing routine maintenance, pruning, watering, fertilization, etc.
- Pruning of trees in Stodick Estates to allow street sweeper to clean gutter.
  - Education and example to get home owners to prune their own trees **Held tree trimming class in conjunction with Stodick Estates HOA – November 4, 2016 at 1:00 p.m.**
- Fertilize trees

Town sponsored Projects

- Extension of Martin Slough landscape from Raley's to Toler Lane (pending funding) – **In progress**
- Semi-annual Town newsletter-tree care tips - **Completed**
- Add amenities and additional landscaping along trails for the west side of Gilman ponds through to the Ranch at Gardnerville. – **Nearing completion.**

Development driven projects (when market conditions allow)

- The Ranch at Gardnerville-Martin Slough 30-acre Town park extension with trees, shrubs, and trails development.

Year 2017 Proposed Urban Forest Work Plan

Arbor Day

- Proclamation by Town Board 2017
- Arbor Day to be held April 2017
-

Staff Training

- Continuing education for two staff certified arborists
- Arborist education and testing for one staff member
- Fertilization education
- Pesticide education

Maintenance

- Ongoing routine maintenance, pruning, watering, fertilization, etc.
- Fertilize trees

Town sponsored Projects

- Extension of Martin Slough landscape from Raley's to Toler Lane (pending funding)
- Semi-annual Town newsletter-tree care tips

Development driven projects (when market conditions allow)

- The Ranch at Gardnerville-Martin Slough 30-acre Town park extension with trees, shrubs, and trails development.

Gardnerville Town Board

AGENDA ACTION SHEET

1. **<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.**

2. **Recommended Motion: On consent**

   Funds Available: ☐ Yes ☑ N/A

3. **Department: Administration**

4. **Prepared by: Tom Dallaire**

5. **Meeting Date: December 6, 2016 Time Requested: N/A**

6. **Agenda: ☑ Consent ☐ Administrative**

Background Information: This is an NDOT extension for the Kingslane project. There have been many issues that have been resolved over the course of the project timeframe. NDOT would like to finish the project and have provided an extension to the project now consisting of:

- An NV Energy project new meter and light pole replacement,
- Crosswalk improvements of which they are currently reviewing the concept of 4 street lights at the crosswalk in place of the overhead pole w/ large footings,
- Extending the box culvert to the irrigation structure, improving the flow from the ditch,
- 8' wide concrete channel with block wall and fencing on the walls of the residents,
- Entrance improvements to the development.
- 110 LF of new sidewalk.

I have contracted with Lumos and Associates to prepare the improvement plans.

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

8. **Board Action:**

☐ Approved ☐ Approved with Modifications
☐ Denied ☐ Continued

AMENDMENT No. 2 to
COOPERATIVE AGREEMENT
P492-12-063

This Amendment is made and entered into on between the State of Nevada, Department of Transportation, hereinafter referred to as the DEPARTMENT, and the Town of Gardnerville, 1407 Highway 395 N., Gardnerville, NV 89423 (hereinafter "TOWN").

WITNESSETH:

WHEREAS, on November 27, 2012, the Parties entered into Agreement No. P492-12-063 to delegate authority to the TOWN to design, advertise, award, and manage construction of curb, gutter, sidewalk, and drainage improvements along US 395 from the intersection of Kings Lane to 110 feet south of the intersection; and

WHEREAS, on November 20, 2014, the Parties entered into Amendment No. 1 to Agreement No. PR492-12-063 to extend the termination date from December 31, 2014, to December 31, 2016; and

WHEREAS, the termination date must be amended due to continued delays in the project schedule due to permit issues; and

WHEREAS, the Parties hereto desire to make certain amendments to Agreement No. P492-12-063.

NOW, THEREFORE, the Parties agree as follows:

A. The termination date referenced in Article III, Paragraph 1, shall be changed from December 31, 2016, to December 31, 2018.

B. All of the other provisions of Agreement No. P492-12-063 dated November 27, 2012 and Amendment No. 1 dated November 20, 2014 shall remain in full force and effect as if set forth herein.

IN WITNESS WHEREOF, the above named parties have hereunto set their hands and executed this Amendment the date first written above.

TOWN OF GARDNERVILLE

Mary Wenner
Chairman

State of Nevada, acting by and through its DEPARTMENT OF TRANSPORTATION

Director

Attest:

Thomas Dallaire, P.E.
Town Manager

Approved as to Legality & Form:

Deputy Attorney General

Gardnerville Town Board

AGENDA ACTION SHEET

1. **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.**

2. **Recommended Motion: On consent**

   Funds Available: ☐ Yes ☑ N/A

3. **Department: Administration**

4. **Prepared by: Tom Dallaire**

5. **Meeting Date: December 6, 2016 Time Requested: N/A**

6. **Agenda: ☑ Consent ☐ Administrative**

Background Information: The LWCF grant is for amenities in and around the Martin Slough Ponds Nature trail. It includes 2 shelters with canopies, a concrete slab for picnic tables, anchoring system, trash cans, benches, dg trail, concrete stairs from Chichester Drive into the pond, and a new crosswalk at the Gilman bridge for the trail system. When we applied for this project, the NDOT TAP trail project for the county was thought to be complete by 2016. It has not started. Staff was able to get plans out to bid, but the contractors are really busy at this time and have not responded. We added a storm drain cleanup project to the area which pushed the project over $150,000 and now there is a need to publicly advertise. That will go out this coming week. We have reviewed the project with the grant coordinator, showed her the progress to date. They want to see the project completed and offered to extend the project. The application for extension is in for their review. This is for your information on the project.

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

8. **Board Action:**

☐ Approved ☐ Approved with Modifications
☐ Denied ☐ Continued

STATE OF NEVADA
Division of State Parks
Land & Water Conservation Fund Project **AMENDMENT**

Participant **Carson City, NV**		**Project Number** **32-00326**
Project title **Gilman Pond Park Amenities**		
Period Covered by this Agreement **From: June 8, 2013 To: December 31, 2017**		
Project AMENDMENT **Extend project completion date to December 31, 2017**		
Project Cost		
Total Cost	$ 107,308	
Federal Grant	$ 53,654	
Local Share	$ 53,654	

The State of Nevada, represented by the State Liaison Officer, and the Participant named above mutually agree to perform this agreement in accordance with the Land and Water Conservation Fund Act of 1965, 78 Stat. 897 (1964) and with the terms, promises, conditions, plans, specifications, estimates, procedures, project proposals, maps and assurances attached hereto and hereby a part hereof.

The State of Nevada hereby promises, in consideration of the promises made by the Participant herein, to take the necessary steps and action and to attempt to enter into an agreement to obtain Federal money for that portion of the project referred to as Federal Grant above, to accept such funds from the United States and to tender to the Participant that portion of the obligation which is required to pay the United States' share.

It is understood by the parties hereto that this agreement shall not obligate State funds for the project cost described herein except those costs necessary for administration of the project.

In the event construction has not commenced on this project within ten and one half (10½) months from the date of official notification of funding from the Division of State Parks (Notice to Proceed), this agreement is null and void. In the event an acquisition does not take place within nine (9) months from the date of official notification of funding from the Division of State Parks (Notice to Proceed), this agreement is null and void.

The Participant hereby promises, in consideration of the promises made by the State of Nevada herein, to execute the project described above in accordance with the terms of this agreement.

The following special project terms and conditions were added to this agreement before it was signed by the parties hereto:

In witness whereof, the parties hereto have entered into this agreement as of the date entered below. The date upon which this agreement becomes effective and is executed will be the date signed by the State Liaison Officer.

STATE OF NEVADA	PARTICIPANT
(Signature)	(Signature)
Janice Keillor	Town of Gardnerville
(Name - State Liaison Officer)	(Name of Political Subdivision)
Alternate State Liaison Officer	Thomas A. Dallaire
(Title)	(Typed Name)
(Date)	11-16-16 (Date)

REV. 12/25/99

Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action: 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.**

2. **Recommended Motion: On consent**

   Funds Available: ☑ Yes ☐ N/A

3. **Department: Administration**

4. **Prepared by: Tom Dallaire**

5. **Meeting Date: December 6, 2016 Time Requested: N/A**

6. **Agenda: ☑ Consent ☐ Administrative**

Background Information: the Board selected Jennifer Yturbide for the next town counselor with an effective date of January 2017. This is the contract Jennifer shared with the board during the selection process and is on the consent for your formal approval.

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

8. **Board Action:**

☐ Approved ☐ Approved with Modifications
☐ Denied ☐ Continued

Rowe Hales Yturbide
Attorneys At Law
Mailing Address
P.O. Box 2080
Minden, NV 89423
Facsimile (775)782-3685
Physical Address
1638 Esmeralda Avenue
Minden, NV 89423
(775) 782-8141

LEGAL SERVICES AGREEMENT

THIS AGREEMENT, effective the 1st day of January, 2017, by and between the TOWN OF GARDNERVILLE (hereinafter "TOWN"), and JENNIFER YTURBIDE of ROWE HALES YTURBIDE, LLP (hereinafter "ATTORNEY"), is made between the parties on the day and year written above for the purposes of TOWN retaining ATTORNEY for representation of TOWN's interests in all matters upon the terms and conditions as hereinafter set forth.

W I T N E S S E T H:

WHEREAS, TOWN is desirous of retaining ATTORNEY for representation as general counsel for TOWN in all matters relating to litigation or otherwise arising from the day to day operations of the TOWN. ATTORNEY is desirous of serving TOWN as its general counsel for all those matters in which counsel is requested by TOWN.

NOW, THEREFORE, FOR AND IN CONSIDERATION of the mutual covenants, conditions and terms set forth herein, the parties agree as follows:

I

In consideration of this Agreement, JENNIFER YTURBIDE of ROWE HALES YTURBIDE, LLP, has agreed to represent TOWN's interests as set forth above, and TOWN agrees to retain ATTORNEY for undertaking TOWN's representation in such matters.

TOWN agrees to pay ATTORNEY for such services, in addition to all costs advanced by ATTORNEY on TOWN's behalf, in the amount of TWO HUNDRED DOLLARS AND NO/100 CENTS ($200.00) per hour for ATTORNEY's representation in all non-litigation matters, including TOWN Board meetings where ATTORNEY is requested to attend.

For ATTORNEY's representation in non-litigation matters, ATTORNEY will be paid at the rate of TWO HUNDRED DOLLARS AND NO/100 CENTS ($200.00) per hour. ATTORNEY's representation may include attendance at special meetings, ATTORNEY's preparation of contracts,

Rowe Hales Yturbide
Attorneys At Law
Mailing Address
P.O. Box 2080
Minden, NV 89423
Facsimile (775)782-3685
Physical Address
1638 Esmeralda Avenue
Minden, NV 89423
(775) 782-8141

ordinances, resolutions and other documents, and for consultation with the TOWN Manager, TOWN Board members or staff regarding issues presenting themselves to the TOWN on a day to day basis.

The parties agree that the ATTORNEY shall separately bill TOWN for services performed on TOWN's behalf for litigation related matters at the rate of TWO HUNDRED FIFTY DOLLARS AND NO/100 CENTS ($250.00) per hour for office and research time, and TWO HUNDRED FIFTY DOLLARS AND NO/100 CENTS ($250.00) per hour for any time spent before any Court, Board or Tribunal. ATTORNEY may engage the services of experts and other professionals as necessary after consultation and approval by TOWN.

For the purposes of this Agreement, litigation matters are defined to include those matters which are filed, or are the subject of written submission before any Court, Board or Tribunal. ATTORNEY shall compile an individualized invoice for the time and costs expended by the ATTORNEY on each litigation matter to be submitted to the TOWN Manager on a monthly basis.

ATTORNEY bills time in increments of a minimum of two-tenths (.2) of an hour. TOWN agrees to pay ATTORNEY promptly for such services and for all costs advanced by ATTORNEY on TOWN's behalf.

II

The initial term of this Agreement is for two (2) years, commencing 1 January 2017, and concluding 31 December 2018. This Agreement shall automatically renew for an additional two (2) year term succeeding the period of 1 January 2017 to 31 December 2018 with an automatic increase to $225 per hour for services provided in non-litigation matters, and $250 per hour for services provided in litigation matters. Either party may provide ninety (90) days notice to terminate this Agreement. Such notification by party desiring to terminate this Agreement shall be provided in writing to the other party.

If either party elects to modify or alter any term or provision of this Agreement, such party shall provide ninety (90) days prior written notice to the other party specifying the term(s) which is requested

to be altered. In such case, ATTORNEY and TOWN agree to discuss the term(s) of the requested alteration(s) of this Agreement, and to negotiate in good faith any requested alteration(s). Thereafter, an Agreement containing the modification(s) will be submitted to the TOWN Board to adopt, ratify and confirm such modified Agreement at the next General Meeting of the TOWN Board. Such modification shall be effective until the next succeeding contract term.

IN WITNESS WHEREOF, the parties have hereunto set their hands this ____ day of _____, 2016.

ATTORNEY:	TOWN BOARD OF GARDNERVILLE:
_____	By:_____
Jennifer Yturbide, Esq.	Mary Wenner, Chairperson

Rowe Hales Yturbide
Attorneys At Law
Mailing Address
P.O. Box 2080
Minden, NV 89423
Facsimile (775)782-3685
Physical Address
1638 Esmeralda Avenue
Minden, NV 89423
(775) 782-8141

Gardnerville Town Board

AGENDA ACTION SHEET

1. **<u>For Possible Action</u>: Discussion to approve, approve with modifications or deny a privacy policy for the Town of Gardnerville; with public comment prior to board action.**

2. **Recommended Motion: Approve privacy policy for the Town of Gardnerville.**

   Funds Available: ☐ Yes ☑ N/A

3. **Department: Administration**

4. **Prepared by: Tom Dallaire**

5. **Meeting Date: December 6, 2016 Time Requested: N/A**

6. **Agenda: ☑ Consent ☐ Administrative**

Background Information: See attached.

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

8. **Board Action:**

☐ Approved ☐ Approved with Modifications
☐ Denied ☐ Continued

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The purpose of this website is to provide helpful information about the Town of Gardnerville's services and related activities. While visiting this website no information is stored or collected about you, unless you provide us with personally identifiable information. Any personally identifiable information you give us will be used to respond to your request or to analyze trends.

On any page that requires you to submit personally identifiable information, you are personally consenting to its further use. If you send an electronic mail message a question or comment that contains personally identifiable information, or fill out a form containing this information, we may redirect your message to another person or department within the Town of Gardnerville or Douglas County that is in a better position to answer your question.

Access to personally identifiable information is controlled by NRS 239 et seq. Information you supply to us may be subject to disclosure to anyone who asks. Should you have any concerns regarding the possible public disclosure of any personally identifying information you are advised to inquire further prior to submitting any such personal information. Additionally, the Town could be subject to court order or subpoena to divulge personally identifiable information.

Security of the information that you provide to us is very important to us. For site security purposes and to ensure this service remains available to all users, our website is monitored by the website host to identify any unauthorized attempts to upload or change information or otherwise cause damage. Unauthorized attempts to cause an upload of information or change information on this service are strictly prohibited and may be punishable under law.

Please be aware that other websites that may be accessed through our site may collect personally identifiable information from you. The information practices from those third party websites linked to our site are not covered by this privacy policy.

If you have any questions about this policy, please contact togville@douglasnv.us or write to Town of Gardnerville, 1407 Highway 395 N, Gardnerville, NV 89410

Updates

Our Privacy Policy may change from time to time and all updates will be posted on this page.

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- No modifications of any documents are made.

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Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action: Discussion on survey results for Town of Gardnerville Service Survey; with public comment prior to Board action.**
2. **Recommended Motion: On consent**

   Funds Available: ☐ Yes ☑ N/A
3. **Department: Administration**
4. **Prepared by: Tom Dallaire**
5. **Meeting Date: December 6, 2016 Time Requested: N/A**
6. **Agenda: ☑ Consent ☐ Administrative**

Background Information: There were 109 entries in the raffle. 97 were Gardnerville residents. Shirley Jones was the winner of the raffle.

7. **Other Agency Review of Action: ☐ Douglas County ☑ N/A**
8. **Board Action:**

☐ Approved ☐ Approved with Modifications
☐ Denied ☐ Continued

Constant Contact Survey Results

Survey Name: 2016 Town of Gardnerville Service Survey

Response Status: Partial & Completed

Filter: None

11/30/2016 1:56 PM PST

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*Are you a current customer of the Town of Gardnerville's Health Sanitation Department (trash service customer)

Answer	0% 100%	Number of Response(s)	Response Ratio
yes		109	100.0 %
no - You are not eligible to participate in the survey - The Town of Gardnerville boundary does not include the Gardnerville Ranchos.		0	0.0 %
No Response(s)		0	0.0 %
	Totals	**109**	**100%**

Which of the following are your primary sources of information about Town issues, services, and events?

Answer	0% 100%	Number of Response(s)	Response Ratio
Town Record (bi-annual newsletter)		75	68.8 %
Town website via home computer		21	19.2 %
Town website via mobile device		2	1.8 %
Record Courier (newspaper)		58	53.2 %
Carson Valley Times (on-line news magazine)		18	16.5 %
Social networking site (FaceBook, Twitter)		13	11.9 %
Word of mouth		42	38.5 %
Town emails/press releases		8	7.3 %
Public meetings		2	1.8 %
Other		6	5.5 %
	Totals	**109**	**100%**

For each of the following issues in DOWNTOWN GARDNERVILLE please rate your satisfaction on a scale of 1 to 5:

where 5 means "Very Satisfied" and 1 means "Very Dissatisfied"

1 = Very Dissatisfied, 2 = Dissatisfied, 3 = Average, 4 = Satisfied, 5 = Very Satisfied

Answer	1 2 3 4 5	Number of Response(s)	Rating Score*
Cleanliness of downtown areas		108	4.5
Feeling of safety of downtown at night		101	4.4
Quality of public events held downtown		102	4.5
Landscaping and green space		107	4.4
Signage and way finding		103	4.3
Availability of public event space		100	4.3
Pedestrian accessibility		104	4.2
Parking availability		104	4.0

*The Rating Score is the weighted average calculated by dividing the sum of all weighted ratings by the number of total responses.

Please rate your satisfaction of the Town maintained assets on a scale of 1 to 5:

where 5 means "Very Satisfied" and 1 means "Very Dissatisfied"

1 = Very Disatisfied, 2 = Disatisfied, 3 = Average, 4 = Satisfied, 5 = Very Satisfied

Answer	1 2 3 4 5	Number of Response(s)	Rating Score*
Maintenance of parks (Heritage, Gardner, Arbor Gardens)		106	4.6
Maintenance of walking trails / open space / wetlands (Martin Slough Nature Trail)		99	4.4
Maintenance of regional detention ponds (Stodick Ponds, Virginia Ranch Pond Two, Virginia Ranch Regional Pond)		96	4.4
Landscaping areas (Toler Lane, Waterloo Islands, Stodick Lineal)		103	4.3
Maintenance of streets		109	3.9
Maintenance of sidewalks		107	4.1
Maintenance of street signs		106	4.3
Cleanup of debris/litter in and near roadways		106	4.4
Maintenance of Town owned buildings (Maintenance Facility, Town Admin Office)		48	4.4
Street sweeping operations		108	4.3

*The Rating Score is the weighted average calculated by dividing the sum of all weighted ratings by the number of total responses.

10-3

Please rate your satisfaction of the Town's garbage collection services
on a scale of 1 to 5:
where 5 means "Very Satisfied" and 1 means "Very Dissatisfied"

1 = Very Dissatisfied, 2 = Disatisfied, 3 = Average, 4 = Satisfied, 5 = Very Satisfied

Answer	1 2 3 4 5	Number of Response(s)	Rating Score*
Curbside residential garbage collection service		108	4.7
Curbside greenwaste collection service		100	4.6
Town's greenwaste drop-off location		76	4.3
Garbage collection billing / office staff customer service		97	4.6
Field staff customer service		79	4.5
Overall service		102	4.7

*The Rating Score is the weighted average calculated by dividing the sum of all weighted ratings by the number of total responses.

Have you called or visited with Town staff with a question, problem, or complaint during the past year?

Answer	0% 100%	Number of Response(s)	Response Ratio
Yes		34	31.1 %
No		62	56.8 %
Other		12	11.0 %
No Response(s)		1	<1 %
	Totals	**109**	**100%**

If your Answer was Yes to Number 6; How easy was it to contact the person you needed to reach?

1 = Very Easy, 2 = Somewhat Easy, 3 = Normal, 4 = Difficult, 5 = Very Difficult

1 2 3 4 5	Number of Response(s)	Rating Score*
	47	1.3

*The Rating Score is the weighted average calculated by dividing the sum of all weighted ratings by the number of total responses.

10-4

How would you rate your overall level of satisfaction of the services provided by the Town of Gardnerville?

Answer	0%	100%	Number of Response(s)	Response Ratio
Highly satisfied			89	81.6 %
Somewhat satisfied			17	15.5 %
Neutral			3	2.7 %
Somewhat dissatisfied			0	0.0 %
Highly dissatisfied			0	0.0 %
No Response(s)			0	0.0 %
		Totals	**109**	**100%**

If you could change ONE thing about the Town of Gardnerville, what would it be?

77 Response(s)

Have you ever participated in Main Street Gardnerville's Thirsty Third Thursday?

Answer	0%	100%	Number of Response(s)	Response Ratio
Yes			32	29.3 %
No			77	70.6 %
No Response(s)			0	0.0 %
		Totals	**109**	**100%**

If you answered yes to the previous question, do you have any suggestions on how to improve Main Street Gardnerville's Thirsty Third Thursday?

23 Response(s)

Do you attend the Gardnerville Christmas Kickoff?

Answer	0%	100%	Number of Response(s)	Response Ratio
Yes			57	52.2 %
No			49	44.9 %
No Response(s)			3	2.7 %
		Totals	**109**	**100%**

10-5

If you answered yes to the previous question, do you attend the event only for the fireworks?

Answer	0%	100%	Number of Response(s)	Response Ratio
Yes			17	15.5 %
No			54	49.5 %
No Response(s)			38	34.8 %
		Totals	**109**	**100%**

Which of the following would you like to see as a priority or priorities in the town of Gardnerville?

Answer	0%	100%	Number of Response(s)	Response Ratio
Curbside Recycling			74	74.0 %
A community orchard planted and available to residents			22	22.0 %
Trail system from Hwy 395 to Lampe Park (behind Waterloo Center)			32	32.0 %
Town center/facility that would offer Basque handball games and other ball sports			11	11.0 %
More heritage based murals			17	17.0 %
Town ownership of the Old Gym Playhouse - repairing and remodeling needed			9	9.0 %
Dog Park			31	31.0 %
Other			15	15.0 %
		Totals	**100**	**100%**

This section provides staff information to analyze and document the results based on those individuals who have participated in the Town's Customer Service Survey.

What is your gender?

Answer	0%	100%	Number of Response(s)	Response Ratio
Male			31	28.4 %
Female			75	68.8 %
Prefer not to answer			3	2.7 %
No Response(s)			0	0.0 %
		Totals	**109**	**100%**

10-6

What is your age?

Answer	0%	100%	Number of Response(s)	Response Ratio
Younger than 18			0	0.0 %
18 - 34			2	1.8 %
35 - 44			14	12.8 %
45 - 54			14	12.8 %
55 - 64			32	29.3 %
65+			47	43.1 %
No Response(s)			0	0.0 %
		Totals	**109**	**100%**

Which area do you live within the Town of Gardnerville

Answer	0%	100%	Number of Response(s)	Response Ratio
Arbor Gardens			8	7.3 %
Carson Valley Estates			4	3.6 %
Stodick Estates			11	10.0 %
Chichester Estates			46	42.2 %
The Ranch at Gardnerville			4	3.6 %
Sunset (North Hampton Wilson Cir)			1	<1 %
Old Town (Hussman, Circle, Douglas, High School streets)			15	13.7 %
Other			18	16.5 %
No Response(s)			2	1.8 %
		Totals	**109**	**100%**

Do you own or rent your current residence?

Answer	0%	100%	Number of Response(s)	Response Ratio
Own			105	96.3 %
Rent			3	2.7 %
Prefer not to answer			0	0.0 %
No Response(s)			1	<1 %
		Totals	**109**	**100%**

10-7

Approximately how many years have you lived in the Town of Gardnerville?

Answer	0%	100%	Number of Response(s)	Response Ratio
3 or less			23	21.1 %
4 - 5			20	18.3 %
6 - 10			20	18.3 %
11 - 20			20	18.3 %
21 - 30			10	9.1 %
31 +			16	14.6 %
No Response(s)			0	0.0 %
		Totals	**109**	**100%**

*Would you like the Town to email you information about Town events? Your contact information will not be released to any other entities.

Answer	0%	100%	Number of Response(s)	Response Ratio
Yes - I would like to be notified of Town events			63	57.7 %
No - I do NOT want to be notified about Town events			46	42.2 %
No Response(s)			0	0.0 %
		Totals	**109**	**100%**

*Please enter the information indicated below.

Address 1 = Your physical street address where trash service is provided

Answers	Number of Response(s)
First Name	109
Last Name	109
Email Address	109
Address 1	109

TextBlock:

10-8

Gardnerville Town Board

AGENDA ACTION SHEET

1. **Not for Possible Action: 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**

2. **Recommended Motion:**

   Funds Available: ☐ Yes ☑ N/A

3. **Department: Administration**

4. **Prepared by: Tom Dallaire**

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

6. **Agenda: ☐ Consent ☑ Administrative**

Background Information: Ed James requested some time to present the flood mapping plan for the Carson River they have been working on for several years now. The Carson Valley portion of the update, showing the Carson River watershed mapping of the river flood plain and water model, has been prepared and he is going to be present it at the meeting.

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

8. **Board Action:**

☐ Approved **☐ Approved with Modifications**
☐ Denied **☐ Continued**

Gardnerville Town Board

AGENDA ACTION SHEET

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

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

3. **Department:** Administration

4. **Prepared by:** Paula Lochridge

5. **Meeting Date:** December 6, 2016 **Time Requested:** 10 minutes

6. **Agenda:** ☐ **Consent** ☑ **Administrative**

7. **Background Information**

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

9. **Board Action:**

☐ **Approved** ☐ **Approved with Modifications**
☐ **Denied** ☐ **Continued**

Main Street Gardnerville's Program Manager Report
December 6, 2016

- **Small Business Saturday (SBS):**
  - At least 50 folks participated in the contest to win the 49" flat screen TV. But there were quite a few people I ran into during the day that weren't participating in the contest part of the event… just out shopping and supporting the small businesses. *(See photos and additional SBS info attached.)*
  - The Record Courier, as a partner in this event, ran some full page ads the week leading up to the event.
  - Anita Kornoff who writes a regular column in the Record Courier's Community page has offered to include some of our activities in her column when it is a good fit. She included our Small Business Saturday promotion in one of her last articles. *(See attached.)*

- **Main Street Mingle at El Aguila Real:**
  - Had a great turn out and the owners and staff at the restaurant did such a fantastic job.
  - Our next Mingle is tentatively scheduled for February 16th 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.

- **Miscellaneous Program Items:**
  - Working on a board training session.
  - 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.

Small Business Saturday

November 26, 2016

e-11


SHOP
SMALL


SHOW LOVE,
#SHOPSMALL
SMALL BUSINESS
SATURDAY | NOV
26


LOST SOCKS
SHOW LOVE,
#SHOPSMALL


SHOP
SMALL

November 29, 2016

Letter to the Editor:

We would like to gratefully acknowledge all those that came out on a blustery Saturday to support "Small Business Saturday" and to "Shop Small". We hope you enjoyed the experience of shopping locally and that you found those unique, hidden treasures you were seeking to find for that special someone.

A very special thank you to The Record-Courier and NuSystems for their partnership in promoting, advertising and marketing our event. Congratulations to Shannon Albert, winner of the Grand Prize, a 49" LED 4K HD Flat Screen TV by LG.

Our hats off to each and every business that participated in this year's event. The success of the day is yours individually to determine. We welcome any constructive comments and suggestions for next year's event. Based on the many comments we received, everyone that turned in their Bingo cards seemed extremely pleased and pleasantly surprised at the new places they discovered on their quest for the Bingo Blackout.

Our Participating Businesses:

A Wildflower – 1503 Hwy 395, Suite E, Gardnerville
Battle Born Wine – 1448 Hwy 395 N, Gardnerville
Carson Valley Golf Course – 1027 Riverview Drive, Gardnerville
Chocolate Shoppe – 1363 Hwy 395 N, #7, Gardnerville
Distinct Interiors – 1503 Hwy 395 N, Suite I, Gardnerville
Douglas County Historical Society/CV Museum – 1477 Hwy 395 N, Suite B, Gardnerville
East Fork Gallery – 1503 Hwy 395 N, Suite K, Gardnerville
Especially For You – 1218 Eddy Street, Gardnerville
FISH Thrift Store – 1561 Hwy 395, Minden
Fresh Ideas & Polk Dots – 1455 Hwy 395 N, Gardnerville
Full Circle Soils & Compost – 1507 HWY 395 North, Suite D, Gardnerville (Near Anker Car Wash)
gadZooks! – 1411 Hwy 395 N, Gardnerville
Heart to Heart School – 1624 Highway 395, N, Suite #1, Minden
Heartstrings – 1572 Hwy 395 N, Minden
Joyce's Fine Jewelry – 1503 Hwy 395 N, Gardnerville
Paul Leary Photography – www.paullearyphotography.smugmug.com Gardnerville
Pulse Fitness – 885 Mahogany Dr, Minden

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Sierra Chef – 1516 Hwy 395 N, Suite D, Gardnerville *(Haas Center)*
TK Designs – 1451 Hwy 395 N, Suite #3, Gardnerville *(upstairs above the Overland)*
Tumblewind – 1600 Esmeralda Avenue, Minden
Younique – Janet L Barbieto, 3513 Long Drive Minden

Our wishes to all for a wonderful Holiday Season and New Year. We hope to see you throughout the year and Save the Date for Small Business Saturday - November 25, 2017!

Your Local Small Business Saturday Committee
Main Street Gardnerville, Paula Lochridge & Scott Bergan
Carson Valley Chamber of Commerce, Bill Chernock
Main Street Minden, Connie Billington

FOUNDING PARTNER

CONTACTS:
Ryan Walker, M Booth
212-388-7677, Ryanw@mbooth.com
Jack Mozloom, NFIB
202-406-4450, jack.mozloom@nfib.org
Jane Di Leo, American Express
212-640-8055, Jane.E.DiLeo@aexp.com

Small Business Saturday® Results: 112 Million Consumers Shop and Dine Small on Small Business Saturday - More Than Ever Before

More than 6,700 small businesses and organizations signed up to be Neighborhood Champions, a 63% increase from approximately 4,100 in 2015

New York, NY [November 28, 2016] – As Small Business Saturday wrapped up its seventh year on Saturday, November 26th, the outpouring of support for local businesses across the country hit record highs with 72% of U.S. consumers aware of the day. More shoppers reported visiting local independent businesses on Small Business Saturday this year than ever before, according to results from the Small Business Saturday Consumer Insights Survey, released today by the National Federation of Independent Business (NFIB) and American Express. This year, an estimated 112 million consumers reported shopping at small businesses on Small Business Saturday, marking a 13 percent increase from 2015.

Small Business Saturday saw record levels of support from communities and local organizations in 2016. More than 6,700 Neighborhood Champions from the Great Lakes to the Gulf Coast and from the Pacific Northwest to New England rallied local businesses and created events in their communities for Small Business Saturday — an increase of 63 percent over last year. Additionally, the estimated number of small business owners reached through the Neighborhood Champion program was 2.1 million.

More than 480 organizations joined the Small Business Saturday Coalition, a 13 percent increase over last year. The Coalition, a group created in 2011 to help amplify the Shop Small® message, is comprised of national, state and local associations that help coordinate activities for Small Business Saturday with consumers and small business owners.

11-6

Consumers came together to show their love for small businesses on Small Business Saturday. Among those who shopped on the day, 32% reported attending a community event, and 81% reported encouraging friends or family to shop or dine at small, independently-owned retailers and restaurants on the day as well, both on par with 2015.

Additionally, consumers and small businesses helped rally support for Small Business Saturday and their favorite small businesses on social media channels. So far this month, there were 135 million social media engagements in support of Small Business Saturday, up from 85 million in 2015[1].

"It's exciting for us to see the record number of consumers who came out in support of independently-owned businesses on Small Business Saturday," said Elizabeth Rutledge, EVP of Global Advertising and Media at American Express. "People across the country are aware of the benefits that small businesses can bring to the community, and the momentum that was started seven years ago with the first Small Business Saturday continues to build."

At a time when an increasing number of consumers are opting to shop online—and are spreading their holiday shopping spending over a longer period of time than they did traditionally—many still prioritize visiting brick and mortar small businesses on Small Business Saturday. According to the survey, among U.S. consumers who went out and shopped in-store, total reported spending reached an estimated $15.4 billion at independent retailers and restaurants on the day, a decrease from the estimated $16.2 billion spent in 2015.

"Small businesses across the nation are often run by the friends, family, and neighbors that we know well, so supporting them is not only personal but critical to their success," said NFIB CEO and President Juanita Duggan. "Partnering with American Express to promote the awareness and importance of shopping small is something we are very proud of, and look forward to continuing the success of Small Business Saturday."

Although Small Business Saturday 2016 is now behind us, American Express' commitment to local businesses remains steadfast through the end of the year. To keep support for small business strong through the rest of the holiday season, American Express is giving Card Members the opportunity to earn 2x rewards when they enroll an eligible American Express® Card at http://www.amex.co/shopsmalloffer and shop at qualifying small merchants both in-store and online now through December 31st[2]. With the addition of 1.6 million merchant locations that started accepting American Express Cards over the past two years, Card Members now have even more places than ever

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[1] Social media engagements are defined as any proactive action taken by a social media user related to the Small Business Saturday or Shop Small related social media content and conversations on Facebook, Twitter, Instagram, YouTube, including but not limited to, likes, shares, comments, video views, etc.

[2] Card Members will not earn 2X rewards on any bonus they may already enjoy with their Card, such as when they spend on certain types of purchases or at certain merchants. Prepaid and Corporate Cards, American Express Cards issued by other financial institutions, The Plum Card® and certain other Cards are not eligible. Reward caps and other terms apply.

11-7

to Shop Small[3]. When Card Members use an eligible Card to shop at qualifying small merchants they could earn 2X rewards in the form of what they already earn with their Card– from Membership Rewards® points to miles with Delta® to Cash Back and more. This offer is the latest way American Express is supporting the expanding network of small merchants who accept American Express Cards by giving Card Members yet another reason to Shop Small throughout the holiday season.

Elected Officials across the U.S. Show Their Support

- President Obama issued a letter recognizing Small Business Saturday in 2016
- Elected officials in all 50 states and Washington, D.C. championed Small Business Saturday.
- A total of 288 Federal Officials and Agencies showed support for Small Business Saturday through posts on Facebook and Twitter.
- The United States Senate unanimously passed a resolution designating November 26th, 2016, as Small Business Saturday.
- 651 City proclamations in support of Small Business Saturday were issued by mayors and other elected officials in all 50 states and Washington, D.C.
- Nine Public Service Announcements encouraging the public to "Shop Small" were recorded by government officials across the nation.

Communities and Supporters Contribute To Big Success in Year Seven

In addition to the growth of the Neighborhood Champion Program and the Small Business Saturday Coalition, corporations, consumers and businesses across the country rallied their communities around Small Business Saturday. For example:

- In a substantial show of corporate support, nearly 100 companies, including FedEx, Uber, AT&T, Valpak and Ace Hardware signed up to become Corporate Supporters of the day and helped promote participation in Small Business Saturday. Corporate Supporters helping rally their combined millions of small business customers and consumers to take part in Small Business Saturday. Their efforts ranged from connecting their small business audience with assets to help them get ready for Small Business Saturday and distributing Shop Small merchandise, to posting on social media and rallying their tens of thousands of employees to Shop Small.
- Small business owners successfully used the Shop Small Studio more than 85,000 times for marketing materials and/or merchandise to help promote their businesses on Small Business Saturday.
- From the first of November through the 26th, there were nearly 250,000 social media posts combined on Facebook, Instagram and Twitter using #ShopSmall, #SmallBizSat and/or #DineSmall, and more than 150,000 were posted on November 26th alone[4]. Posts included consumers showing their love for their favorite small businesses, business owners raising awareness for promotions and activities taking place on Small Business Saturday, as well as government officials and celebrities showing their support for the day and their favorite small businesses.

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[3] Based on internal comparison of American Express small merchant locations in December 2013 to American Express small merchant locations in December 2015.

[4] This includes the hashtags #ShopSmall, #SmallBizSat, #SmallBusinessSaturday, #ShopSmallBusinessSaturday, #ShopSmallForAll, and #ShopSmallSaturday .

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About the Survey

The Small Business Saturday Consumer Insights Survey was conducted among a nationally representative sample of 2,180 males and females 18 years of age or older. The sample was collected using an email invitation and an online survey. The study gathered self-reported data and does not reflect actual receipts or sales. It was conducted anonymously on November 27, 2016. The survey has an overall margin of error of +/- 2.1%, at the 95% level of confidence.

About Small Business Saturday

November 26th marks the seventh annual Small Business Saturday, a day dedicated to supporting the local businesses that can help create jobs, boost the economy and preserve neighborhoods around the country. Small Business Saturday was created by American Express in 2010 in response to small business owners' most pressing need: more customers. Learn more and connect with us on ShopSmall.com, instagram.com/shopsmall, facebook.com/SmallBusinessSaturday, twitter.com/shopsmall.

About NFIB

NFIB is the nation's leading small business association, with offices in Washington, D.C., and all 50 states. Founded in 1943 as a nonprofit, nonpartisan organization, NFIB gives small and independent business owners a voice in shaping the public policy issues that affect their business. NFIB's powerful network of grassroots activists sends their views directly to state and federal lawmakers through our unique member-only ballot, thus playing a critical role in supporting America's free enterprise system. NFIB's mission is to promote and protect the right of our members to own, operate and grow their businesses. More information about NFIB is available online at www.NFIB.com/newsroom.

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11-9

THE WHITE HOUSE

WASHINGTON

November 21, 2016

In bustling cities and small towns across our country, small businesses—from cozy coffee shops to local hardware stores—drive growth and power our economy. These vital enterprises remind us that comfort and prosperity never lie too far from our doorstep and inspire our people to dream big, take entrepreneurial risks, and make of their lives what they will. On Small Business Saturday, we pay tribute to the ways local businesses give life to our hometowns and communities, and we recommit to building an economy where they have the resources they need to thrive.

Over the past 8 years, my Administration has helped entrepreneurs get their ventures off the ground and enabled businesses to stand strong in our changing global economy. We have enacted 18 tax cuts for small businesses, approved hundreds of thousands of loans for growing firms, and provided more Federal contracts to small businesses than ever before. And through the Affordable Care Act, we made a tax credit of up to 50 percent available for certain small businesses to help offset the cost of health insurance. These accomplishments have been vital to the success of our small businesses and the growth of our Nation.

The fact is, small businesses represent what is best about our country. They not only employ millions of workers, but they also provide opportunity to those who might have historically gone without it, including women, minorities, and immigrants. Small Business Saturday is a celebration of this diversity and the ways each of us—no matter who we are or where we come from—can help write America's narrative and chart our country's course.

The promise of a better tomorrow and the willingness to join with others in reaching for it lies at the heart of the American instinct. On November 26, and throughout the year, I encourage Americans to shop small and help others make real the dreams that inspire their businesses.

11-10

SBA @SBAgov · Nov 25

SBA BREAKING: @POTUS sends a special message to celebrate #SmallBizSat! Let's spread the word. More at sba.gov/smallbusinesss...

11-11

Johnson Lane Park nearly done

John Hefner
Johnson Lane Journal

This edition of the Journal is going to reach you post-Thanksgiving Day. I hope you had a wonderful Thanksgiving. I know that I am very blessed to live in our community. I am thankful for my family and the many opportunities that I have been given.

I am thankful that the improvements on the Johnson Lane Park are nearly completed! If you have not heard, there is going to be a ribbon cutting ceremony on the 1st of December at the Park. It will be hosted by the Parks and Recreation Department at 10:30 a.m. They promise hot dogs, chips and soda. So, bring your basketballs, tennis rackets and tennis balls out and have a free lunch as we celebrate the official opening of the park. Hopefully, in the spring we can repeat it with a dog park opening. A big thank-you to Parks and Recreation Commission, Scott Morgan the director of Parks and Recreation and all his staff for their hard work in getting the park up to speed.

I would also like to thank those brave souls from Nextdoor.com that live in the Johnson Lane area. On the 20th of November, they braved the wind to attend a meet and greet at the parks pavilion. Hot chocolate and treats were served and some stories were exchanged between the shivers. We all agreed that another meeting would be a good idea. Perhaps a potluck sometime in December or January. The dates have not been set yet but the location will be at the church on Johnson Lane. Go to Nextdoor.com and sign up for the Johnson Lane community to participate and find out about future social gatherings.

I am also thankful that sometime in the future, within five years. That Johnson Lane will be repaved. It certainly needs it. But there are also many other roads in the area that are falling into disrepair. East Valley is developing huge cracks which can jar you to your bones if you are on a bicycle. The county commissioners have a daunting task in trying to figure out how all the roads in the valley can be maintained and fit within a budget. I know many are against any rise in taxes but without a revenue source specific to residential roads I do not see how that will occur. It's time for this challenge to be considered before it gets out of hand and becomes even more costly to repair. Our community is considered a bedroom community. Without your voice and action, we will not get the attention or the funding we need to just sustain our current standard of living. Regardless of your position I encourage you to become active and help preserve the place we live and love.

As we enter the Christmas Season many of the local churches will be holding their Christmas performances or Worships. Lifepoint will be holding several events in the month of December you can go to their website at http://lifepointnv.com/. The Johnson Lane Baptist Church will conduct a Christmas celebration on Dec. 11 from 2-4 p.m. Grace Community Church can be reached at http://gracenevada.com/.

Most importantly I am thankful for the readers. The Record-Courier provides award winning services to this community. In today's day and age of technology it is so easy to fall for the fake news produced by the social media sites. The editor and staff at the R-C do a wonderful job of journalism. Please support them with your subscription to either the online version, the paper version or both.

Have a wonderful Holiday Season!

John Hefner can be reached at csmjvh@hotmail.com

Small business Saturday is this weekend

Anita Kornoff

Make your plans now to shop "Carson Valley Small Business Saturday." The CVM&CC's bookstore will be joining the Record-Courier, Main Street Gardnerville, Main Street Minden, and the Carson Valley Chamber of Commerce to promote this year's "Shop Local" effort. All regularly priced items in the museum bookstore will be 20% off for members and everyone else. This day is dedicated to encouraging consumers to support smaller local businesses. Shoppers at the participating stores may take advantage of special offers and have a chance to win prizes. The grand prize is a large flat-screen TV (49-inch LED 4k HD by LG)! For more information, please check MainStreetGardnerville.org, CarsonValleyNV.org, or MainStreetNV.org

Attention all contestants for the Douglas Historical Society's Holiday Gala competitions. Set up for the event begins today. All entries must be in place by 3 p.m. Dec. 2. The Holiday Gala runs from 10 a.m.-5 p.m. Dec. 3, and admission is free. Spend the day with us then stay when the museum closes at 5 p.m. to enjoy the 21st Annual Parade of Lights. This year's theme is aptly named "Lucky to Live Here." Floats, marching bands, color guard and of course, a special visitor from the North Pole will be part of the procession. Our front lawn has one of the best views in town. Don't forget to bring your chairs and blankets.

Here is the schedule for each of the day's activities at the Gala: The "Cookie Walk Sweet Shop" starts downstairs at 10 a.m. until the goodies run out (so I'd probably start there). "Selfies with Santa" are from 10 a.m. to 1 p.m. You may stop by the CVM&CC anytime between Friday, Nov. 25 to view and vote on the "Gallery of Trees" through Dec. 26. Please vote for your favorites as many times as you like by donation. The snow globes and gingerbread houses will be on display until Dec. 18, and you may vote on your favorites of those as well. Notice: Tickets for our Feb. 2017 Melodrama go on sale at the Holiday Gala. It's a brand-new show entitled "The Lynching of Lucky Bill, a Comic Interpretation of a Tragic Event." Since the performances only run for on one weekend this year, we suggest getting your tickets early before they sell out.

Starting in mid-November the Carson Valley Chamber of Commerce office in our building is selling permits for people to cut their own Christmas Trees. The $5 permits are available only during the COC's regular hours, Monday-Friday from 8 a.m.- 5 p.m. (closed holidays.) Note, residents may also purchase BLM Wood Cutting Permits year-round at the COC office. Neither of these is a DCHS program, so please call the Chamber directly with any questions: 782-8144.

Did you know Carson Valley Visitors Authority (also in our building) is there to provide road directions, great maps, and information about the community for visitors to our valley? Their hours are 8 a.m.-5 p.m., Monday-Friday and their services are free.

Contact Anita Kornoff at museummatters1@gmail.com

11-12

Walk out the old and welcome the New Year!

BRING YOUR FAMILY TO

New Year's Eve

Candlelight Labyrinth Walk at Heritage Park Gardens

December 31, 2016
Come anytime between 6-9 pm!

1461 Ezell Street
off Gilman in Gardnerville

For more information, please contact
Main Street Gardnerville, 775.782.8027

MAIN STREET Gardnerville NEVADA

11-13

Gardnerville Town Board

AGENDA ACTION SHEET

1. **<u>For Possible Action</u>: 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.**

2. **Recommended Motion: Based on Board discussion.**

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

3. **Department: Administration**

4. **Prepared by: Tom Dallaire**

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

6. **Agenda: ☐ Consent ☑ Administrative**

Background Information: The board currently has authorized $150 per year to the program. Apparently that covers the cost of the paper in our schools for 6 months. They are looking to see if the board would be interested in paying for an additional 6 months or 1 full year of subscription.

See attached information.

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

8. **Board Action:**

☐ Approved ☐ Approved with Modifications
☐ Denied ☐ Continued

Nicholson, Marie

From: Bill Shaffer <bill@newsineducation.org>
Sent: Monday, November 28, 2016 9:04 AM
To: Nicholson, Marie
Subject: Newspapers in Education Program
Attachments: Gardnerville_July 2016.pdf; Gardnerville NIE Sponsorship Information.pdf

Hi , Marie. I have attached the information you requested regarding our Newspapers in Education Program. Last time you pledged $150.00 and are being recognised in our quarterly thank you ad. We can renew your sponsorship for the same $150.00 pledge and also continue your recognition in the ad. We will send an invoice if you want.

Sincerely,

Bill Shaffer
Newspapers In Education
Ph: 800-898-7075
Fax: 866-553-9030
bill@newsineducation.org

THANK YOU for your generous support of education in the 2015-2016 school year!

The Record-Courier's Newspapers In Education program is designed to provide the local school children, in elementary, middle and high school programs, with the Record-Courier newspaper, on Wednesdays and Fridays, throughout the school year. These papers are provided at no charge to the schools or students. All teachers and students within Douglas Co. are eligible for this program. Follow us at www.recordcourier.com or friend us on Facebook.

If you would like to participate in this very important program, call Circulation at (775) 882-2515 to make a donation.

Gold Sponsor

BENTLY ENTERPRISES

Silver Sponsor

Bing Materials • Douglas County Republican Women
Norris Auto Body Inc. • Nu-systems, Inc.
Cindy Olivas Trigg • Bob's Performance Center

Co-Sponsor

Town of Gardnerville
Town of Genoa
Law Office of Karen L. Winters

The Record-Courier

The Record-Courier

NEWSPAPERS IN EDUCATION DEPARTMENT

Dear Partner in Education,

Thank you for your interest in the Newspapers in Education program. This important program benefits our community's students by providing an innovative and interesting way of learning. Teachers use the newspaper to teach a variety of subjects including reading, math, science, writing and geography.

Your contribution will provide the following benefits:

For the schools:

- Each student in your sponsored classroom will receive a personal copy of the newspaper.
- The students learn from an up-to-date real world source.
- Hard-working teachers receive lesson plans and other valuable teaching tools.

For the sponsors:

- Your donation is an easy and effective way to contribute to the youth of our community.
- Your generosity will be recognized in a 'Thank You' advertisement in the newspaper.

We need your help today to make this opportunity available to every school in our community. I have included more information about the program on the following page. Every sponsor makes a real difference, and I hope you will become our 'Partner in Education'.

Sincerely,

Bill Shaffer
Newspapers in Education
(775) 372-6041 ext. 495

12-4

The Record-Courier

NEWSPAPERS IN EDUCATION DEPARTMENT

☐ **YES!** I want to help the students and teachers of our community by providing them with the most up-to-date text book available, the newspaper!
(Please check appropriate box)

☐ **Gold Level Sponsor** ($1,000 contribution). As a Gold Level sponsor you will join an elite group of businesses as one of the ***largest*** supporters of education in the community. Your contribution will provide the Newspapers in Education program to area classrooms over the next year. Your business will be recognized in the following advertisement:

*** Quarterly recognition in our special NIE "Thank You" ad. (Large Logo)**

☐ **Silver Level Sponsor** ($500 contribution). As a Silver Level sponsor you will provide the Newspapers in Education program to area classrooms over the next year. Your business will be recognized in the following advertisement:

*** Quarterly recognition in our special NIE "Thank You" ad. (Small Logo)**

☐ **Bronze Level Sponsor** ($300 contribution). As a Bronze Level sponsor you will provide the Newspapers in Education program to area classrooms over the next year. Your business will be recognized in the following advertisement:

*** Quarterly recognition in our special NIE "Thank You" ad. (Listing)**

Please fill out the following information and fax to Bill at ***866-553-9030***

Business name: _____

Contact person: _____

Billing address: _____

Phone number: _____ **Email:** _____

Signature: _____ **Date:** _____

Thank you for your commitment to education in our community!
Please fax to 866-553-9030

12-5

The Record-Courier

NEWSPAPERS IN EDUCATION DEPARTMENT

WHAT IS NEWSPAPERS IN EDUCATION?
NIE (Newspapers in Education) is a nationally recognized collaboration between corporate and community sponsors, local newspapers, and schools providing students with the opportunity to become more literate and knowledgeable citizens. NIE provides local schools with the newspaper and educational materials to enhance learning through real-life experiences relevant to students' daily lives.

Teachers receive class sets of newspapers delivered to their school, packed with news and information relevant to every grade level and subject area. The newspaper is an exciting, real world supplement to traditional classroom resources. It's a "living textbook" that gets updated every day!

WHAT'S IN THE NEWSPAPER FOR STUDENTS?
Many issues and topics in the daily newspaper mirror student interests, making the newspaper relative to their world. NIE makes teaching and learning with the newspaper even easier with sponsored newspapers and specially designed curriculum guides. NIE provides students with hands-on learning activities and innovative ideas that turn the newspaper into a multipurpose tool. Newspapers provide students with an exciting addition to textbook learning.

WHY BECOME INVOLVED?
NIE sponsorship is a low-cost, high-value way to give back to your community and invest in the next generation. Sponsorship helps schools stretch their budgets and meet literacy requirements. NIE sponsorship is good for business because it generates visibility and excellent public relations. Becoming an NIE sponsor benefits students, schools, and the community, while providing important recognition for the sponsor.

Gardnerville Town Board

AGENDA ACTION SHEET

1. **<u>For Possible Action</u>: 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.**

2. **Recommended Motion:**

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

3. **Department: Administration**

4. **Prepared by: Tom Dallaire**

5. **Meeting Date: December 6, 2016 Time Requested: 60 minutes**

6. **Agenda: ☐ Consent ☑ Administrative**

Background Information: The towns of Minden and Gardnerville staff have been meeting on this project proposal. We have prepared a united report and advisory recommendation to county staff after our combined effort review of the county codes and the proposed improvements. See the attached staff report, and proposed project information.

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

8. **Board Action:**

☐ Approved ☐ Approved with Modifications
☐ Denied ☐ Continued

Town of Gardnerville Est. 1879 Nevada

RECEIVED
OCT 21 2016
By

REQUEST FOR PLACEMENT ON THE AGENDA

FOR THE GARDNERVILLE TOWN BOARD

Name: Robert O. Anderson, P.E., CFM, WRS Telephone: 775.782.2322

Mailing Address: R.O. Anderson Engineering, Inc.
P.O. Box 2229, Minden, NV 89423

Nature of Request and Approximate Amount of Time Needed: 30 minutes

Douglas County Community Development staff is requiring that the Request for Variance to Design Criteria and Improvement Standards submitted on behalf of Heybourne Meadows (fka Anker-Park Development and Ranch at Gardnerville), regarding Zerolene Road improvements, be heard before the Town Board. In order to comply with this requirement, we respectfully request that this item be included on the December 7, 2016 agenda. The materials submitted on behalf of the Owner/Applicant are attached for your consideration.

Signature: Rob Anderson Date: October 21, 2016

The Gardnerville Town Board meets on the first Tuesday of each month. Please submit any pertinent information regarding your request at least 15 days prior to the Board meeting date.

Agendas are posted three days prior to the meeting. You will receive a copy of the Agenda in the mail informing you of the approximate time you will appear before the Board.

13-2

Town of Gardnerville Est. 1879 Nevada

MEMORANDUM

Date: November 30, 2016

To: Gardnerville Town Board

From: Tom Dallaire, P.E., Town of Gardnerville
Jenifer Davidson, Minden Town Manager
JD Frisby, Superintendent of Public Works

Subject: DA 16-038 (Master Plan Amendment) 16-039 (Zoning Map Amendment); Park Ranch Holdings, over Multiple APN's

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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.

PREVIOUS ACTION:

- December 2004, Board of County Commissioners: The Douglas County Board of Commissioners approved The Ranch at Gardnerville Development.

- June 2007, Board of County Commissioners: Douglas County Design Criteria and Improvement Standards (DCDCIS) was updated requiring a minimum of one access to communities during 100-year flood events. Developments must comply to the updated standards within 180 days of the most recent adoption.

- April 2008, Board of County Commissioners: The Douglas County Board of Commissioners approved plans for Zerolene Road crossing of the Martin Slough to install eight, 4 foot by 12 foot box culverts.

- September 2012, Board of Planning Commissioners: The Planning Commission conditionally approved modifications and associated variances and Zoning Map Amendment for PD 04-008-4, a Modification to the Ranch at Gardnerville Planned Development subject to the recommendations by Douglas County Staff. At this meeting the Zerolene Road crossing of the Martin Slough was discussed.

BACKGROUND: The applicant is requesting a modification to the planned development and variance to standards for improvements to Zerolene Road to reduce the previously approved (April 2008) plans for the Zerolene crossing of the Martin Slough from eight- 4 foot by 12 foot box culverts to six- 4 foot by 12 foot box culverts with a 325 foot dip section.

Code Provisions and Douglas County Staff Recommendation

Douglas County Code (DCC) Section 20.676.040, and NRS 278A.410 contain findings that must be made in the affirmative to approve a request for Modification to a Planned Development; DCC Section 20.704.070

contains findings which must also be made in the affirmative in order to approve a Variance to Improvement Standards. In addition, Part II, Division 1, Section 1.3 of the Douglas County Design Criteria and Improvement Standards contains findings which must also be made in the affirmative to approve a variance.

Douglas County Staff were unable to make all of the required findings in the affirmative for each of the applicable code provisions and therefore recommended denial based on the discussion and findings included in the attached Staff Report to the Planning Commission dated November 8, 2016.

It is important to note there is disagreement between County Staff and the Applicant regarding the interpretation of FEMA requirements. The Applicant believes that the construction of the roadway must also ensure the 100-year base flood elevation not be increased. The Applicant is concerned this requirement may not be met with the approved eight box culvert design. It is the opinion of the Applicant that the FEMA requirement can only be met with the proposed revised design, through the installation of a 140 foot clear span bridge or 10 box culverts.

Town Staff Discussion and Evaluation

After reviewing the attached Statement of Justification dated October 21, 2016 prepared by the applicant, the Douglas County Staff Report to the Planning Commission, and the relevant Code Provisions and Design Criteria Town Staff prepared the following comments for Town Board consideration:

The primary concern cited by Douglas County Staff as the basis for the recommendation for denial is public health and safety. Specifically, County Staff advises "the proposed variance would allow for Zerolene Road to be constructed in a manner that would not provide for adequate emergency ingress and egress for the current and future residents or emergency responders." Town Staff agree that emergency access via Zerolene Road is critical for public health and safety.

As noted in the Statement of Justification, access to this subdivision is provided by three collector roads including Gilman Avenue, Buckeye Road and Zerolene Road. Each of these three accesses crosses the floodplain of the Martin Slough. During a 100-year flood event the depth of water over Gilman Avenue is projected to be 1.6 feet and 2.3 feet over Buckeye Road. With the proposed revised design, a portion of the Zerolene Road would also be inundated during a 100-year flood event.

Douglas County Engineering Design Criteria and Improvement Standards Section 6 Storm Drainage, Note 1,Table 6.2 states:

"Arterial and collector roads shall be signed and constructed to allow for a minimum of one access to communities during the 100-year flood."

Note 1 on Table 6.2 does not define the required level of adequate access. It also does not say in County Code or the Design Criteria that one "dry lane of access into or out of a neighborhood" is absolutely required.

Note 6 of the same table refers to Tables 6.3 and 6.4 for street capacity limitations for the design storm and 100-year storm events. Table 6.4, Street Capacity Limitations for 100-Year Storm, (1) Collector/Arterial, C. states "On County designated emergency routes a minimum 12 foot wide dry lane shall be maintained, centered on the roadway, **or** the County may establish an allowable depth of water."

It is the opinion of Town Staff that the revised design proposed for the Zerolene Road crossing of the Martin Slough may not require a variance from the design standards if the County works with the applicant to establish an allowable depth of water. Based on the attached minutes from the September 11, 2012 meeting of the Planning Commission, it appears the applicant brought forward a previous request for a variance to the

design standards with a similar design. It also appears, however, that the applicant withdrew that request after learning East Fork Fire would object to water over Zerolene. It remains unclear to Town Staff what the intent of creating a standard that permits the County to establish "an allowable depth of water" if the standard will always be "minimum 12 foot wide dry lane shall be maintained, centered on the roadway." Perhaps the County should identify which emergency access collector and arterial roads might qualify for an exception.

Furthermore although it will be the responsibility of Douglas County to maintain Zerolene, it is the opinion of Town Staff that a dip section in place of 2 of the original 8 box culverts may reduce the potential of debris obstruction and may convey the water through the floodway more safely and efficiently.

The proposed design may be a convenient way to provide waterway crossing through Zerolene as it is subject to flash floods, seasonal high storm runoff peaks, or frequent heavy passage of debris. If designed properly, debris may simply wash over the road structure during a 100 year flood event.

The prevailing low flow conditions would be handled by a series of culverts and the occasional flash flood and debris would simply pass through. During the 100 year flood event the amount of debris and size are unforeseeable and the road dip section may be more capable of handling such objects without changing the design flow patterns. There are many different design aspects that would need to be considered to help reduce the kinetic energy associated with floods in this section along with fortifying the road section. It will be crucial that the road is designed to withstand washing out to maintain access to emergency response vehicles. All these could be discussed in further detail during the design phase.

After the incident, some clearing may be necessary to allow for vehicle passage but is much easier then maintaining culverts during and after the event.

Options for Board Consideration

In the November 8, 2016 presentation to the Planning Commission, County Staff outlined the following options to the Planning Commission for consideration:

1) Recommend approval of the variance to the Board of County Commissioners, allowing for the construction of six box culverts and a dip section.

2) Recommend denial of the request to the Board of County Commissioners, further recommending construction of eight box culvert configuration, subject to FEMA approval.

3) Recommend denial of the request to the Board of County Commissioners, further recommending construction of the ten box culvert configuration if FEMA determines the eight box culvert configuration does not meet their standard.

It is the opinion of Town Staff that the Town Board should consider one additional option:

4) Recommend approval to Douglas County of the variance to the Board of County Commissioners, 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 an 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 level of service standards for critical emergency access to communities.

   b) The applicant should work with Douglas County to create acceptable design standards for the dip sections for ease of maintenance and to ensure emergency access.

COMMUNITY DEVELOPMENT
1594 Esmeralda Avenue, Minden, Nevada 89423

Mimi Moss
DIRECTOR

775-782-6201
FAX: 775-782-6297
website: www.douglascountynv.gov

Building Division
Engineering Division
Planning Division
Code Enforcement

MEMORANDUM

DATE: November 8, 2016

TO: Douglas County Planning Commission

FROM: Heather Ferris, Senior Planner
Erik Nilssen, County Engineer

SUBJECT: The Ranch at Gardnerville Planned Development modification (PD 04-008-8) and request for a Variance to Improvement Standards (LDA 16-035) for the construction of Zerolene Road.

I. REQUEST

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.

II. RECOMMENDATION

Staff recommends that the Planning Commission recommend, to the Board of County Commissioners, denial of the modification to the Planned Development (PD 04-008-8) and the Variance to Improvement Standards (LDA 16-035) seeking to waive Note 1 of Table 6.2 of Douglas County Design Criteria and Improvement Standards (DCDCIS) and require adherence to the adopted standards based on the discussion and findings included in the staff report.

III. PROJECT INFORMATION

Owner/Applicant	Ezra Nilson, Private Equity Investments 500 N. Marketplace Dr. Suite #250 Centerville, UT 84014
Representative	Rob Anderson, PE 1603 Esmeralda Ave. Minden, NV 89423
Location	South of Buckeye Road and east of Highway 395 along Heybourne Road,

Master Plan Designation	Receiving Area
Zoning Designation	SFR-8,000 and MFR

IV. BACKGROUND

The Ranch at Gardnerville Planned Development was originally approved on December 2, 2004 under the 2001 Douglas County Design Criteria and Improvement Standards (DCDCIS). There have been significant changes to the DCDCIS, FEMA Floodplain/Floodway limits, the project, and economic conditions since the project's approval. The DCDCIS was last updated on June 7, 2007 requiring development to comply with the updated standards within 180 days of the most recent adoption (see DCDCIS 1.7). Discussion on past requirements is irrelevant to what is required today. Current standards require collector roads and arterial roads to provide at least one access to communities during the 100-year flood.

The April 2008 plans for Zerolene Road crossing of the Martin Slough were submitted to and approved by Douglas County to install eight- 4 foot x 12 foot box culverts. Due to the economy, the roadway was never constructed. In the interim, the Martin Slough Floodplain was re-studied and new floodplain maps were published by the Federal Emergency Management Agency (FEMA). The revised mapping changed the floodplain to a floodway; however the overall amount of flow reaching Zerolene Road was reduced from 3,689 cubic feet per second to 2,336 cubic feet per second.

V. DISCUSSION, EVALUATION, & FINDINGS

Douglas County Code Section 20.676.110 requires a public hearing by the Planning Commission and Board for revisions to a PD that involve changes in land use, expansion, or intensification of development, or changes in the standards of development. In the event the requested Variance to Improvement Standards were to be approved, it would also require the modification of one or more of the conditions of approval associated with the Planned Development, therefore, a Planned Development modification was also requested (DCC Section 20.676.110).

Since 2007, the Douglas County Design Criteria and Improvement Standards (DCDCIS) have required arterial and collector roads to allow a minimum of one access to communities during the 100-year flood. All emergency facilities (fire and police) are on the west side of the Martin Slough. All of the 613 homes planned to be constructed in the Ranch at Gardnerville Planned Development will be on the east side of the Martin Slough. The required improvements must allow emergency ingress and egress to Douglas County residents during a 100-year flood.

The request is for a variance to improvement standards, specifically for relief from Note 1 on Table 6.2 of the Engineering Design Criteria and Improvement Standards which states:

> *"Arterial and collector roads shall be signed and constructed to allow for a minimum of one access to communities during the 100-year flood."*

FEMA allows for construction in a floodplain to raise the water surface by up to 1-foot; however, construction in a floodway may not increase the water surface elevation. The variance, if approved, would allow Zerolene Road to be constructed in accordance with FEMA's requirements of no rise in the BFE, but would allow a portion of the road segment to be inundated during the 100-year event. The proposed improvements would include construction of six 4-foot by 12-foot box culverts and a

325 foot long dip section. The box culverts would pass the more frequent flows (<50 year) without overtopping; however, the proposed dip section would overtop during the less frequent flows (100 year). The re-mapping of the floodplain which established the floodway also reduced the 100-year flood event flows in the area of Zerolene Road.

Douglas County and the applicant have a difference of opinion as to what must be designed to comply with County Code and FEMA standards. It is Douglas County's opinion the road must be constructed to:

1) Allow one lane of access during the 100 year flood.
2) Ensure the floodway water surface is not increased.

It is the applicant's interpretation that the construction of the roadway must also ensure the 100-year base flood elevation is not increased.

County staff has been in contact with FEMA to seek clarification on this requirement. As of October 31, 2016, no clarification has been received. However, it is anticipated FEMA will provide a response prior to the Planning Commission meeting.

There are four proposals which have been considered for the Zerolene Road crossing of Martin Slough. The four proposals include 6-culverts with a 325 foot dip section; 8-culverts with no dip section; 10 culverts with no dip section; and a 140 foot clear span bridge. Staff's analysis of these four proposals is detailed in the County Engineer's memo to the Planning Commission (Attachment 3). As noted in the memo the 8-culvert option is Staff's preferred alternative as it complies with requirements 1 and 2 listed above.

Findings for PD Modification (DCC 20.676.040)
Douglas County Code Section 20.676.040 establishes findings that must be considered by the Planning Commission and Board of County Commissioners in their decisions on a Planned Development or Planned Development modification. All findings must be made in the affirmative in order to approve the requested modification.

1. *The plan is consistent with the statement of objectives of a planned development contained in the master plan and in this chapter.*

Staff Response: Pursuant to County Code Section 20.676.010 a Planned Development must meet at least one of the six criteria outlined. With this modification, the Planned Development will continue to meet, at a minimum, Criterion 6 which states the "project is located within a receiving area as shown on the master plan land use maps, and is proposing to utilize transfer of development rights.

2. *The extent that the plan departs from zoning and subdivision regulations otherwise applicable to the property, including but not limited to density, bulk and use, are deemed to be in the public interest.*

Staff Response: The request does not meet this finding. The original approval was conditioned to ensure compliance with zoning and subdivision regulations. The requested PD modification and Variance to Improvement Standards would result in the construction of a road that does not meet standards. The applicant is proposing to construct 613 dwelling units at the Ranch at Gardnerville, without the standard improvement to Zerolene Road, thereby not providing a dry lane of access into or out of the neighborhood during an event between the 50 year and the 100 year flood event.

3. *The ratio of residential to non-residential use in the planned development is consistent with the master plan.*

Staff Response: This finding is not applicable to this PD modification. There are no proposed changes to the ratio of residential to non-residential use. The PD will continue to be comprised entirely of residential uses.

4. *The purpose, location and amount of the common open space in the planned development, the reliability of the proposals for maintenance and the conservation of the common open spaces are adequate as related to the proposed density and type of residential development.*

Staff Response: It was previously determined that the open space proposed with the original PD approval as well as subsequent modifications is sufficient. The proposed PD modification does not propose any changes to the location or amount of common open space previously approved with the Planned Development.

5. *The physical design of the plan and the manner in which the design of the planned development makes provisions for adequate public facilities, as required by this code.*

Staff Response: The request does not meet this finding. Per Douglas County Code Section 20.100.020 no development application shall be approved unless the development is served by adequate public facilities. These include water facilities, wastewater facilities, drainage facilities and transportation facilities. The applicant is proposing to construct 613 dwelling units at the Ranch at Gardnerville, without the standard improvement to Zerolene Road, thereby not providing a dry lane of access into or out of the neighborhood during an event between the 50 year and the 100 year flood event.

6. *The proposed development is compatible with and preserves the character and integrity of adjacent development and neighborhoods.*

Staff Response: The proposed modification does not impact the development's compatibility with adjacent development and neighborhoods. It was determined to meet this finding in 2004 and in subsequent PD modifications. The residential development is consistent with other residential development in the area.

7. *Any development-related adverse impacts, such as traffic, noise, odors, visual nuisances, or other similar adverse effects to adjacent development and neighborhoods, are mitigated by improvements or modifications either on-site or within the public right-of-way.*

Staff Response: The request does not meet this finding. The original PD and subsequent modifications included conditions of approval to mitigate for these impacts. These include conditions of approval related to traffic impacts and provisions for adequate ingress and egress. As noted in staff's response to finding 5 above, the requested modification would result in inadequate transportation facilities during flood events.

8. *Where a development plan proposes development over a period of years, the sufficiency of the terms and conditions intended to protect the interests of the public, residents and owners of the planned development and the integrity of the plan and, where the plan provides for phases, the period in which the application for each phase must be filed.*

Staff Response: Not applicable. The request will not modify the approved Phasing Plan for the project.

9. *That each individual unit or phase of the development, if built in stages, as well as the total development, can exist independently and be capable of creating a good environment in the locality and be as desirable and stable in any phase as in the total development.*

Staff Response: Not applicable. The request will not modify the approved Phasing Plan for the project. The existing conditions of approve provide for adequate assurance that the individual phases can exist independently.

10. *The uses proposed will not be a detriment to the present and proposed surrounding land uses, but will enhance the desirability of the area and have a beneficial effect.*

Staff Response: The PD modification is not proposing any additional uses not contemplated in the original approval in December 2004.

11. *Any deviation from the standard ordinance requirements is warranted by the design and additional amenities incorporated in the development plan which offers certain unusual redeeming features to compensate for any deviations that may be permitted.*

Staff Response: The request does not meet this finding. The PD modification is triggered by the request for a Variance to Improvement Standards to allow Zerolene Road to be constructed in accordance with FEMA's requirements of no rise in the BFE but allowing a portion of the road segment to be inundated during the 100- year event. The proposed improvements would include construction of six 4-foot by 12-foot box culverts and a 325 foot long dip section. The box culverts would pass the more frequent flows (<50 year) without overtopping; however, the proposed dip section would overtop during the less frequent flows (100 year). Such a deviation from the standard is not warranted. As noted in finding 5 above, the proposed design will not provide one dry lane of access during the 100 year flood as required by the DCDCIS and places future residents in danger if, and when, a flood event occurs.

12. *The planned development will not result in material prejudice or diminution in value of surrounding properties, and will not endanger the health, safety and welfare of the community.*

Staff Response: The request does not meet this finding. If approved, the variance will result in a road that does not provide for adequate emergency ingress and egress for residents or emergency responders. Intensifying the land use (adding additional homes) with no means of emergency access during flood events is detrimental to public health and safety.

13. *The subdivision of land proposed in the planned development meets the requirements of the Nevada Revised Statutes and this code.*

Staff Response: The Planned Development has been conditioned to meet the requirements of NRS and Title 20 of Douglas County Code.

14. The subdivision of land proposed in the planned development conforms to the density requirements, lot dimension standards and other regulations applicable to planned developments.

Staff Response: The proposed development meets this finding, in that the proposed density complies with the density permitted by the Master Plan designated Receiving Area and the SFR-PD and MFR-PD zoning districts. The proposed density and lot sizes comply with the PD overlay standard.

15. The subdivision of land proposed in the planned development conforms to the improvement and design standards contained in the development code and adopted design criteria and improvement standards.

Staff Response: The request does not meet this finding. With the exception of the requested Variance to Improvement Standards, the Planned Development is conditioned to comply with adopted regulations within the County's development code and design manual. As noted in the above findings, if approved, the variance will result in a road that does not provide for emergency access, as required, during a flood event. The design, as proposed, would not provide for adequate emergency ingress and egress for residents or emergency responders.

16. Where applicable, adequate transfer development rights have been established consistent with the number of proposed units within the planned development.

Staff Response: The Planned Development is conditioned to transfer development rights in support of the proposed density. Under previous approvals, the project is conditioned to require recordation of the TDR's prior to recordation of final map submittal.

17. The planned development has a beneficial relationship to the neighborhood in which it is proposed to be established.

Staff Response: The request does not meet this finding. The proposed modification to the PD will not have a beneficial relationship to the neighborhood in which the PD is established. The modification is triggered by the request for a Variance to Improvement Standards to allow Zerolene Road to be constructed in accordance with FEMA's requirements of no rise in the BFE but allowing a portion of the road segment to be inundated during the 100- year event. The proposed improvements would include construction of six 4-foot by 12-foot box culverts and a 325 foot long dip section. The box culverts would pass the more frequent flows (<50 year) without overtopping; however, the proposed dip section would overtop during the less frequent flows (100 year). Such a deviation from the standard is not warranted. If approved, the modification and variance will result in a road that does not provide for adequate emergency ingress and egress for residents or emergency responders during a flood event.

Findings for a PD Modification (NRS 278A.410)

In addition to the findings outlined above, NRS 278A.410, *Modification of plan by city or county*, requires the following findings be made prior to approval of the PD modification.

1. *No such modification, removal or release of the provisions of the plan by the city or county may affect the rights of the residents of the planned unit residential development to maintain and enforce those provisions.*

Staff Response: The PD modification will not alter the ability of the residents of the development to maintain and enforce the provisions of the PD.

2. *No modification, removal or release of the provisions of the plan by the city or county is permitted except upon a finding by the city or county, following a public hearing that it:*

   (a) Is consistent with the efficient development and preservation of the entire planned unit development;
   (b) Does not adversely affect either the enjoyment of land abutting upon or across a street from the planned unit development or the public interest; and
   (c) Is not granted solely to confer a private benefit upon any person.

Staff Response: The request does not meet this finding. Subsection (c) requires the approving body to find that the modification is not granted solely to confer a private benefit upon any person. As previously noted, the modification is requested as a result of a request for a variance to improvement standards. The requested variance is solely for the financial benefit of the developer. In April 2008 Douglas County approved construction of Zerolene Road with the installation of eight culverts. FEMA subsequently revised the floodplain to a floodway which restricts development to a higher standard. The application states in their justification "to achieve these new administrative standards requires the construction of a minimum of a 140-foot wider clear span bridge." A preliminary cost estimate of $4 million was provided for the bridge. Analysis has shown the 140-foot clear span bridge is not necessary to satisfy FEMA requirements, and that the previously approved 8 culvert configuration is sufficient. Yet the applicant is only willing to install six box culverts and a dip section, while the standard can be achieved with 8 box culverts. A quote was received by Jensen Precast in Reno showing cost (including delivery) of the additional box culverts would be approximately $60,000 each (not including tax or installation costs).

Findings for Variance to Improvement Standards (DCC 20.704.070)
Douglas County Code Section 20.704.070 establishes findings that must be considered by the Planning Commission and Board of County Commissioners in their decisions on a Planned Development or Planned Development modification. All findings must be made in the affirmative in order to approve the requested modification.

1. *The granting of the variance will not be detrimental to the public safety, health, or welfare or injurious to other property.*

Staff Response: The request does not meet this finding. As indicated in the Statement of Justification, The Martin Slough is crossed at four other locations; Gilman Ave, Buckeye Road, Lucerne Street, and Monte Vista Ave. During a 100-year flood event, these roadways are over topped by depths ranging from 1.0 feet (Gilman Avenue) to 3.5 feet (Monte Vista Avenue). All of these roadways were constructed prior to the adoption of the 2007 DCDCIS, and many were constructed prior to the original 1980 FEMA Flood Insurance Rate Maps which established floodplains in Douglas County. Zerolene Road has not been constructed to date, is recognized as a Minor Collector on the Master Transportation Plan, and is therefore subject to the County's current standards of construction.

Since the other Collector's in the area do not provide a minimum of one access to the Community Zerolene Road must be built to today's standards to ensure citizens have a means of access during a flood event. The existing collector and arterial road crossings have no bearing on the requirements for Zerolene Road. The applicant has not provided sufficient justification to vary from the standard. Intensifying land use (adding additional homes) with no means of emergency access during flood events is detrimental to the public safety and health.

2. *The conditions upon which the request for a variance is based are unique to the property for which the variance is sought and are not applicable generally to other property;*

Staff Response: The request does not meet this finding. The variance request is not unique to the property for which the variance is sought. The applicant cites the new designation of the Martin Slough as floodway as having imposed extraordinary circumstances not present at the time the project was approved. The plans approved by the County in April 2008 for the construction of the Zerolene Road crossing of Martin Slough included the installation of 8 box culverts. The roadway was never constructed. In the interim, as noted by the applicant, the floodplain was changed to a floodway; however, the amount of flow reaching Zerolene Road was reduced from 3,689 cubic feet per second to 2,336 cubic feet per second. Even with the change in floodplain/floodway designation, due to this reduction in flow, the originally approved April 2008 plans continue to be acceptable to meet FEMA and Douglas County standards. The same cannot be achieved with the applicant's proposal for six box culverts and a dip section.

3. *Because of the physical surroundings, shape or topographical conditions of the specific property involved, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of these regulations are carried out;*

Staff Response: The request does not meet this finding. The applicant cites the establishment of a regulatory floodway for the Martin Slough along with the topographic relief and available right-of-way as a significant hardship to strict compliance with the regulations. As noted in finding 2 above, the plans approved by the County in April 2008 for the construction of the Zerolene Road crossing of Martin Slough included the installation of 8 box culverts. The roadway was never constructed. In the interim, as noted by the applicant, the floodplain was changed to a floodway; however, the amount of flow reaching Zerolene Road was reduced from 3,689 cubic feet per second to 2,336 cubic feet per second. Even with the change in floodplain/floodway designation, due to this reduction in flow, the originally approved April 2008 plans continue to be acceptable to meet FEMA and Douglas County standards.

4. *The variance will not in any manner vary the provisions of the zoning ordinance, or master plan;*

Staff Response: The variance will not vary the provisions of the zoning ordinance or master plan for the Ranch at Gardnerville Planned Development.

5. *The granting of the variance substantially conforms to adequate public facilities requirements of this code; and*

Staff Response: The request does not meet this finding. Per Douglas County Code Section 20.100.020 no development application shall be approved unless the development is served by

adequate public facilities. These include water facilities, wastewater facilities, drainage facilities and transportation facilities. The applicant is proposing to construct 613 dwelling units at the Ranch at Gardnerville, without the standard improvement to Zerolene Road, thereby not providing a dry lane of access into or out of the neighborhood during an event between the 50 year and the 100 year flood event.

6. *The variance will not have the effect of preventing the orderly division of other land in the area in accordance with the provisions of this code.*

Staff Response: The variance would not have an effect on the orderly division of other land in the area in accordance with the provisions of this code. Future divisions of land will be reviewed and appropriate conditions placed on the tentative maps to ensure compliance with the regulations and standards in place at the time.

Findings for a Variance to Improvement Standards (DCDCIS Part II, Division 1, Section 1.3)
Douglas County Design Criteria and Improvement Standards Part II, Division 1, Section 1.3 establishes standards and requirements for approval of a Variance to Improvement Standards. The County Engineer has reviewed the request and has determined the variance does not meet any of the requirements of the DCDCIS manual for approval of the variance.

1. *Situations where strict compliance with the manual may not act to protect public health and safety.*

Staff Response: The applicant's request does not meet the finding; rather the request places future residents in danger if, and when, a flood event occurs. The Ranch at Gardnerville is proposing to construct an additional 613 dwelling units, without the standard improvement to Zerolene Road. Therefore, no dry lane of access will exist into or out of the neighborhood during an event between the 50-year and 100-year flood event. Approving the variance does not protect public health and safety. There are no fire or police facilities located on the east side of Martin Slough that would have access to the neighborhood in the event of a 50 to 100-year flood without requiring Zerolene Road to meet current design standards. The applicant estimates the amount of water overtopping of Zerolene would be 1.1 feet with the proposed design.

2. *Situations which require additional analysis outside the scope of this manual for which the additional analysis shows that strict compliance with the manual may not act to protect public health and safety.*

Staff Response: The applicant's request does not meet this finding, in that this finding is not applicable. No additional analysis is needed outside the scope of the manual. The variance only considers the construction of six culverts versus eight culverts which will endanger public health and safety in the event of a flood.

3. *Hydrologic and/or hydraulics conditions which cannot be adequately addressed by strict compliance with this manual.*

Staff Response: The applicant has not presented evident to support this finding. The hydrologic and hydraulic conditions in the Martin Slough have been well studied and approved by FEMA. There are no unique conditions at this site. The applicant identifies this one scenario as support for the variance and speaks to the change in the floodplain which provides the Planning Commission with a historic

perspective, but the applicant fails to show that there are hydrologic and/or hydraulic conditions that can't be addressed with the construction of eight culverts (versus six culverts).

Financial Considerations
The DCDCIS further states that "...financial hardship shall not be considered grounds for a variance request."

After work stopped on the approved April 2008 permit proposing to install eight culverts, FEMA revised the floodplain to floodway which restricts development to a higher standard. After the designation, the applicant states in their justification "to achieve these new administrative standards requires construction of a minimum of a 140-foot wider clear span bridge." A preliminary cost estimate in excess of $4 million was provided for the bridge. Analysis has shown the 140-foot wide clear span bridge is not necessary to satisfy FEMA requirements, and that the previously approved eight culvert configuration is sufficient. There is a section in the Code of Federal Regulations (44 CFR 60.3.d.4) which allows for FEMA to be flexible with their floodway requirements if there is overall benefit to the public. Although it appears this provision is not needed, based on initial email conversations, FEMA would be open to using this provision to allow the County to achieve 100-year flood access to the Ranch at Gardnerville while causing the floodway water surface elevation to rise.

The applicant is willing to install six box culverts. The standard can be reached by installing eight box culverts. A quote was received by Jensen Precast in Reno showing cost to deliver the additional box culverts would be around $60,000 each (not including tax or installation costs).

VI. TOWN REVIEW AND PUBLIC COMMENT

County staff has requested appropriate applications be made to both the Town of Gardnerville and the Town of Minden. It has been confirmed by the Town of Gardnerville that application has not been made and at this point, the Town will not be able to hear the project until their December 6, 2016 meeting, assuming that all appropriate documentation is filed with the Town. The Town of Minden has confirmed the matter is scheduled to be heard by their Board at the December 7, 2016 meeting. Both meetings would occur after the Board of County Commissioners would be scheduled to hear the matter on December 1, 2016.

Douglas County Code requires development applications within the established boundaries of the Towns to be reviewed by the Towns prior to final action (DCC Section 20.08.010). Since, the Towns will not be able hear the request and provide recommendation prior to the Planning Commission or Board of County Commissioner meetings, the Planning Commission may wish to continue the matter for one month, providing the Towns with adequate time to review the application and make recommendation.

As of October 31, 2016 no public comment has been received. Any written correspondence received prior to the meeting will be forwarded to the Planning Commission for consideration.

VII. CONCLUSION

The Planning Commission has several options for review and recommendation to the Board of County Commissioners.

1) Continue the matter for one month providing the Towns with adequate time to review the application and make recommendation.

2) Recommend approval of the variance to the Board of County Commissioners, allowing for the construction of six box culverts and a dip section.

3) Recommend denial of the request to the Board of County Commissioners, further recommending construction of the eight box culvert configuration, subject to FEMA approval.

4) Recommend denial of the request to the Board of County Commissioners, further recommending construction of the ten box culvert configuration if FEMA determines the eight box culvert configuration does not meet their standard.

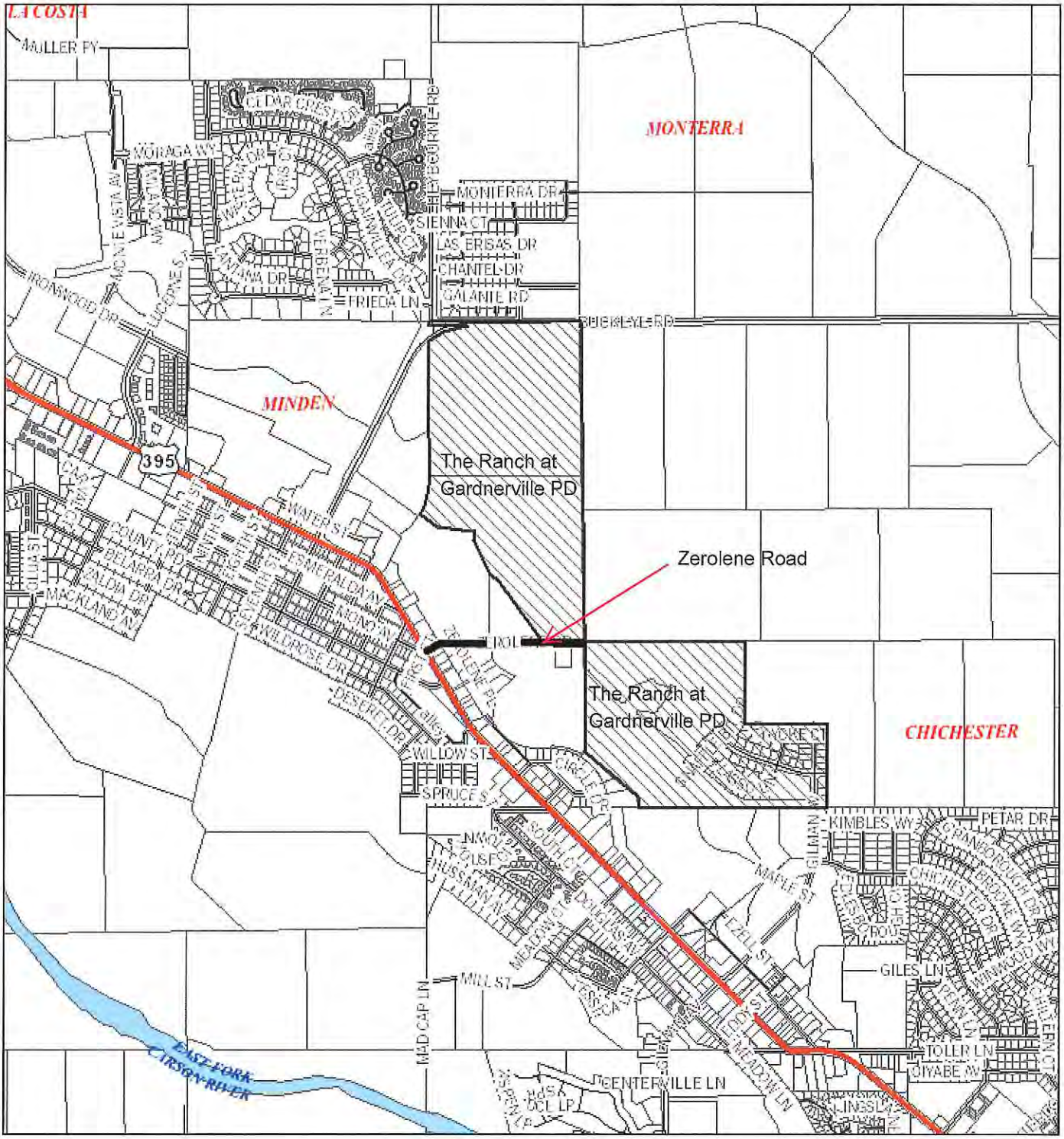
Staff does not find grounds to support this variance request. As outlined in the findings above, there are several findings that are not met. Douglas County Code requires all findings be made in the affirmative in order to approve a PD modification and Variance to Improvement Standards. The County Engineer has reviewed the request and finds that the request does not meet any of the conditions to be considered for a variance request as specified in the DCDCIS. Previously, the applicant felt the only way to comply with the current standard was a $4 million bridge; however the current standard can be reached with the construction of two additional culverts, the same number and size of culverts proposed and approved by the County in 2008.

The DCDCIS lists the minimum standards for development that are required by Douglas County. These minimums, especially when public health and safety is involved, should not be waived, varied, or negotiated. Therefore, staff recommends the Planning Commission recommend, to the Board of County Commissioners, denial of the PD modification (PD 04-008-8) and requested Variance to Improvement Standards (LDA 16-035).

Attachments:
1) Location Map
2) Application Information
   a. Statement of Justification
   b. Hydraulic Modeling
   c. Road Profiles
3) County Engineer's Memo

Location Map

Attachment 1



October 27, 2016

1:23,811

0 0.2 0.4 0.8 mi

0 0.325 0.65 1.3 km

Residential Neighborhoods

Rivers

Federal

State

Primary Road

Other Roads

Parcels

DCGIS 2015

13-11

COMMUNITY DEVELOPMENT
1594 Esmeralda Avenue, Minden, Nevada 89423

Erik Nilssen, P.E.
COUNTY ENGINEER

775-782-9063
CELL: 775-790-7975 • FAX: 775-782-6297
website: www.douglascountynv.gov

Planning Division
Engineering Division
Building Division
Code Enforcement

MEMORANDUM

TO: **Douglas County Planning Commission**

FROM: **Erik Nilssen, County Engineer**

DATE: **November 8, 2016**

SUBJECT: **Zerolene Road Variance to Improvement Standards**

I. Request

For possible action. Discussion on a PD modification (PD04-008-8 & LDA16-035) and variance request to improvement standards regarding the construction of Zerolene Road by Ezra Nilson, Private Equity Investments. The variance request is specifically for relief from Note 1 on Table 6.2 of the Engineering Design Criteria and Improvement Standards which states:

> *"Arterial and collector roads shall be designed and constructed to allow for a minimum of one access to communities during the 100-year flood."*

The Planning Commission may recommend approval, approval with modifications, or denial of the request.

II. Staff Recommendation

Staff recommends denial of the PD modification and variance to construction standards (PD04-008-8 & LDA15-035) for Private Equity Investments, seeking to waive Note 1 of Table 6.2 of the Douglas County Design Criteria and Improvement Standards and require adherence to adopted standards based on the discussion and findings in the staff report and subject to the recommended conditions.

III. Discussion

Design Requirements and Variance Request:

Since 2007, the Douglas County Design Criteria and Improvement Standards (DCDCIS) has required arterial and collector roads to allow a minimum of one access to communities during the 100-year flood. All emergency facilities (fire and police) are on the west side of the Martin Slough. All of the homes constructed by the Ranch at Gardnerville are on the east side of the Martin Slough. The required improvements allow emergency exit of, or access to, Douglas County residents during a flood event of greater than the 50-year flood.

Interpretation of FEMA Standards:

Douglas County and the applicant have a difference of opinion as to what must be designed to comply with County Code and FEMA Standards. It is Douglas County's opinion the road must be constructed to:

1) Allow one lane of access during the 100-year flood.
2) Ensure the floodway water surface is not increased.

It is the applicant's interpretation that a third requirement is necessary to construct the roadway. The additional requirement would be:

3) Ensure the 100-year base flood elevation is not increased.

The County has reached out to FEMA for clarification on this requirement. At the time of this memo, no clarification has been received. It is anticipated that FEMA will have provided a response prior to the Planning Commission meeting. In any event, FEMA does state:

"In some situation, it may be in the public interest to allow increase in flood heights greater than those allowed under the NFIP regulations."

The County believes 100-year access to 613 residences would qualify for consideration.

Design Options:

There are four proposals which have been considered to cross the Martin Slough:

1) 6-Culverts with a 325-foot dip section

This configuration is the applicant's proposed design. This design allows one dry lane up to the 50-year flood event. During the 100-year flood event the roadway would be covered by 1.1-feet of water. This proposal does not raise the base flood water surface elevation or the flood way elevation. This proposal does not comply with Requirement No. 1 from the previous section.

2) 8-Culverts with no dip section

This configuration was previously submitted by the applicant and approved by Douglas County. County Staff recommends this design as the preferred alternate. The design allows for one dry lane of access over Zerolene during the l00-year flood event. Exhibit A shows floodwater overtopping the roadway by 0.04' during the 100-year flood event, however the overtopping is minor and County Staff believes the roadway can be slightly elevated and overtopping will not occur. This proposal complies with Requirements 1 and 2 above which the County believes satisfies County Code and FEMA requirements.

3) 10-Culverts with no dip section

The developer's representative believes ten culverts are needed to satisfy all of the requirements presented in the previous section. This configuration provides access over Zerolene Road during the 100-year flood event and it does not increase the floodway or base flood elevation. County Staff believes this proposal would exceed FEMA Standards. Clarification with FEMA has been requested.

4) 140-foot clear span bridge

In the October 21, 2016 Statement of Justification from the applicant to County Staff, a 140-foot clear span bridge is mentioned as the only way to meet design requirements one-three above. During subsequent conversations with the applicant it has been stated the 10 4-foot x 12-foot

culverts (120-feet of clearance) would accomplish the same goals as the clear span bridge.

Douglas County Staff does not believe the clear span bridge is necessary to satisfy the DCDCIS or FEMA.

Background:

The original approval for the Ranch at Gardnerville was December 2, 2004, under the 2001 DCDCIS. There have been significant changes to the DCDCIS, FEMA Floodplain/Floodway limits, the project, and economic conditions since the project's approval. The DCDCIS was last updated on June 7, 2007, where development is required to comply with the updated standards within 180 days of the most recent adoption (See DCDCIS 1.7). Discussion on past requirements is irrelevant to what is required today. Current standards require collector roads and arterial roads to provide one access to communities during the 100-year flood.

The April 2008 plans for the Zerolene Road crossing of the Martin Slough were submitted to and approved by Douglas County to install eight - 4-foot x 12-foot box culverts. Due to the economy, the roadway was never constructed. In the interim, the Martin Slough Floodplain was restudied and new floodplain maps were published by the Federal Emergency Management Agency (FEMA). The revised mapping changed the floodplain to floodway, however the overall amount of flow reaching Zerolene Road was reduced from 3,689 cubic feet per second to 2,366 cubic feet per second.

Construction in a floodplain is allowed to raise the water surface by up to 1-foot per FEMA standards. Construction in a floodway may not increase the water surface elevation. Even with the change in floodplain/floodway designation, due to the reduction in flow, the originally approved April 2008 plans are still acceptable in the opinion of County Staff to meet FEMA and Douglas County standards.

Justification for Variance:

The DCDCIS manual lists three scenarios in which a variance may be granted (DCDCIS 1.3). In the County Engineer's opinion, the variance request does not meet any of these conditions. The following are the conditions for variance approval as listed in the DCDCIS:

1) Situations where strict compliance with the manual may not act to protect public health and safety.

Staff Response: The applicant's request does not meet this finding; rather the request places future residents in danger if, and when, a flood event occurs. The Ranch at Gardnerville is proposing to construct 613 dwelling units, without the standard improvement to Zerolene Road. Therefore, no dry lane of access will exist into or out of the neighborhood during a flood event between the 50-year and 100-year flood. Approving the variance does not protect public health and safety. There are no fire or police facilities located on the east side of the Martin Slough that would have access to the neighborhood in the event of a 50 to 100-year flood without requiring Zerolene Road to meet current design standards. The applicant estimates that the amount of water overtopping Zerolene would be 1.1 feet.

2) Situations which require additional analysis outside the scope of this manual for which the additional analysis shows that strict compliance with the manual may not act to protect public health and safety.

Staff Response: The applicant's request does not meet this finding, in that this finding is not applicable. No additional analysis is needed outside the scope of the manual. The variance only considers the construction of six culverts which will endanger public health and safety in the event of a flood.

3) Hydrologic and/or hydraulics conditions which cannot be adequately addressed by strict compliance with this manual.

Staff Response: The hydrologic and hydraulic conditions in the Martin Slough have been well studied and approved by FEMA. There are no unique conditions at this site. The applicant identifies this one scenario as support for the variance. The applicant has not presented any evidence to support this finding. The applicant speaks to the change in the floodplain which provides the Planning Commission with a historic perspective, but the applicant fails to show that there are hydrologic and/or hydraulic conditions that can't be addressed with the construction of the eight (or ten) culverts (versus six culverts).

Financial Considerations:

The DCDCIS further states that "...financial hardship shall not be considered grounds for a variance request."

After work stopped on the approved April 2008 permit proposing to install eight culverts, FEMA revised the floodplain to floodway which restricts development to a higher standard. After the designation, the applicant states in their justification "to achieve these new administrative standards requires the construction of a minimum of a 140-foot wide clear span bridge." A preliminary cost estimate in excess of $4 million was provided for the bridge. Analysis has shown the 140-foot clear span bridge is not necessary to satisfy FEMA requirements, and that the previously approved eight culvert configuration is sufficient. There is a section in the Code of Federal Regulations (44 CFR 60.3.d.4) which allows for FEMA to be flexible with their floodway requirements if there is overall benefit to the public. Although it appears this provision is not needed, based on initial email conversations, FEMA would be open to using this provision to allow the County to achieve 100-year flood access to the Ranch at Gardnerville while causing the floodway water surface elevation to rise.

The applicant is willing to install six box culverts. In the County's opinion, the standard can be reached by installing eight box culverts (the applicant believes ten culverts would be required). A quote was received by Jensen Precast in Reno showing cost to deliver the additional box culverts would be around $60,000 each (not including tax or installation costs).

Additional Martin Slough Crossings:

The Martin Slough is crossed at four other locations; Gilman Ave, Buckeye Road, Lucerne Street, and Monte Vista Ave. During a 100-year flood event, these roadways are over topped by depths ranging from 1.0-feet (Gilman Avenue) to 3.5-feet (Monte Vista Avenue). All of the roadways were constructed prior to the adoption of the 2007 DCDCIS, and many were constructed prior to the original 1980 FEMA Flood Insurance Rate Maps which established floodplains in Douglas County. The existing collector and arterial road crossings have no bearing on the requirements for Zerolene Road.

IV. Conclusion

Staff does not find grounds to support this variance request. On the engineering side it does not meet any of the conditions to be considered for a variance. Previously, the applicant felt the only way to comply with the current standard was a $4 million dollar bridge, however the current standard can be reached with the construction of two additional culverts, or the same number and size of culverts proposed and approved by the County in 2008. The County Engineer had a conversation with the applicant's representative as to why proceed with a PD modification and a variance request when the disagreement was over two additional culverts. The applicant's representative responded "My client is not willing to install eight culverts, my client is willing to install six culverts."

The DCDCIS lists the minimum standards for development that are required in Douglas County. These minimums, especially when public health and safety is involved, should not be waived, varied, or negotiated.

V. Options

The Planning Commission's options for reviewing this proposal are as follows:

1) Approve the Variance Request. Allow for the Construction of Six Culverts

2) Deny the Variance Request. Recommend the County Staff's Suggested Eight Culvert Configuration Subject to FEMA Approval.

3) Deny the Variance Request. Recommend the Ten Culvert Configuration if FEMA Determines the Eight Culvert Configuration Does Not Meet Their Standard.

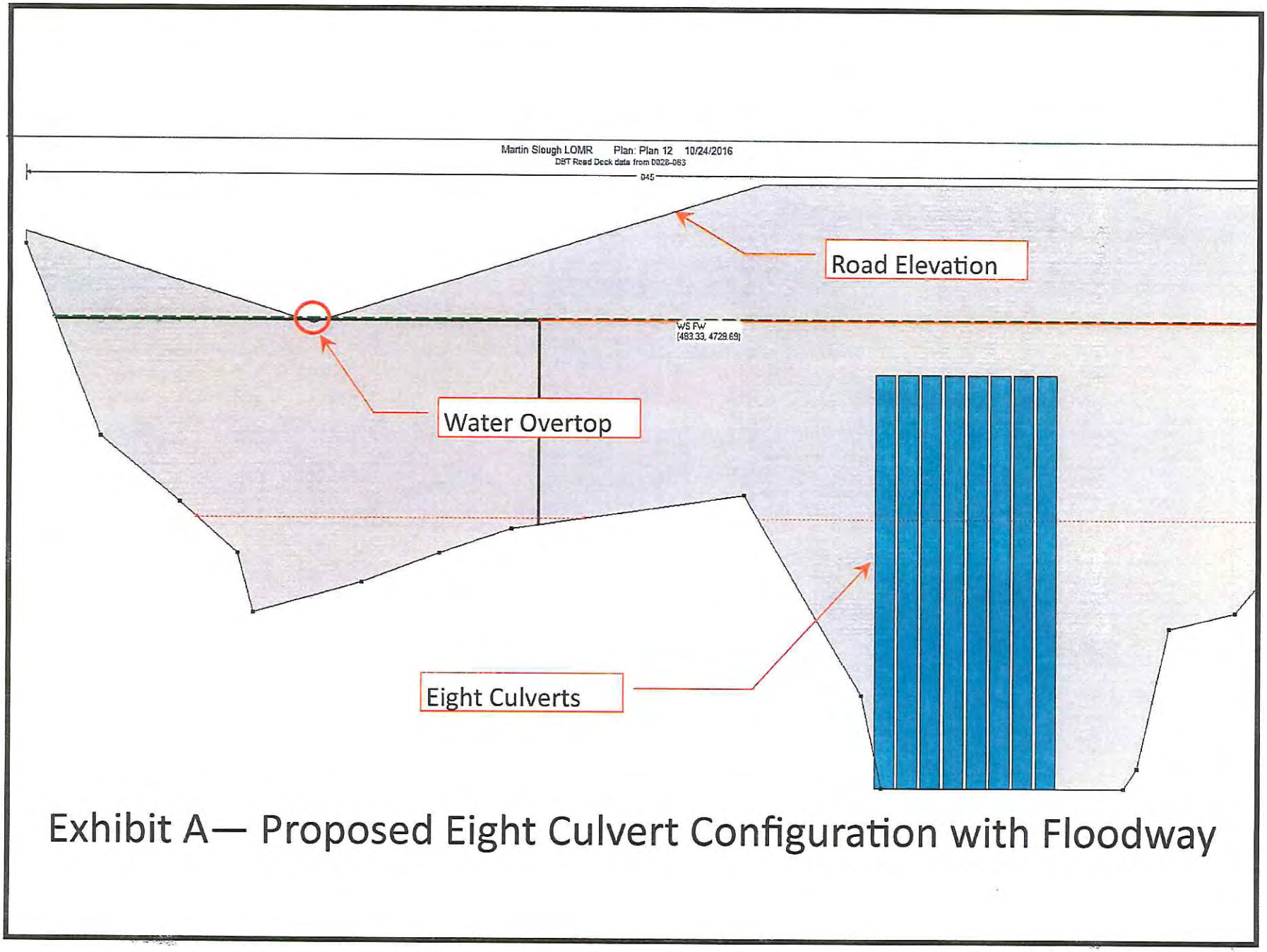


Exhibit A— Proposed Eight Culvert Configuration with Floodway

13-18

DOUGLAS 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

DEVELOPMENT APPLICATION

FOR STAFF USE ONLY

PD 04-008-8		CTZ	10/21/16
File Number	Receipt Number	Received By	Date

Town: _____ Floodplain Zone: _____ Zoning: _____

Master Plan Land Use: _____ FIRM # & Date: _____ Case Planner: _____

Regional/Community Plan: _____ Wellhead Protection Area (s): _____

INSTRUCTIONS TO APPLICANT

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 all requested information, as prescribed by the submittal requirements, before the application is accepted by the Community Development Department.

RECEIVED
OCT 21 2016
DOUGLAS COUNTY
COMMUNITY DEVELOPMENT

A. Application for (check all that apply):

- ☐ **Abandonment**
- ☐ **Annexation**
- ☐ **Design Review, Major**
- ☐ **Design Review, Minor**
- ☐ **Design Review, Accessory Dwelling Unit**
- ☐ **Agreement (Development/Reim./Affordable Housing)**
- ☐ **Master Plan Map Amendment**
- ☐ **Master Plan Text Amendment**
- ☐ **Special Use Permit**
- ☒ **Variance, Major**
- ☐ **Variance, Minor**
- ☐ **Zoning Map Amendment**
- ☐ **Zoning Text Amendment**

Modifications to Existing Development Approvals:

- ☐ **Modification, Major**
- ☐ **Modification, Minor**

****

B. Project Location

Street Address (if available): Zerolene Road

Assessor's Parcel Number(s): N/A

Approximately _____ Feet North or South of _____
(Circle one) (Street Name)

Approximately 800 Feet East or West of US 395
(Circle one) (Street Name)

****

C. Project Description

The applicant requests: Major Variance from DCDCIS for the proposed improvements to Zerolene Road near Martin Slough crossing. As part of SIP #553, site improvement plans were submitted with a proposed construction of 8 reinforced concrete box culverts (RCBC) under Zerolene Road in order to meet FEMA "no-rise" requirements in floodway and also meet Douglas County requirements for collector roads. This major variance application proposes to change the previously approved SIP #553 to use both roadway overflow (dip section) and RCBCs to pass floodflows instead.

List any previous applications that have been filed for this site: SIP #553

DOUGLAS COUNTY
COMMUNITY DEVELOPMENT DEPARTMENT
1594 ESMERALDA AVENUE
MINDEN, NEVADA 89423

WCAC: _____
AHP: _____
PC: _____
BOCC: _____
Other: _____

ROUTING SHEET

To: Engineering: ✓ Building: _____ Town of ~~Gardnerville~~/Minden
GID: _____ Other: _____

From: Douglas County Community Development Department

Date: 10/21/16 Application Number: PD 04-008-8 & LDA 16-035 (VIS)

The Douglas County Community Development Department has received an application for:

☐ DEVELOPMENT APPLICATION: _____

☒ LAND DIVISION APPLICATION: PD 04-008-8 & LDA 16-035 (VIS)

Planner: Heather Ferris

Applicant: Ezra Nilson

Project Address: Zerolene Road

APN _____

The Applicant is requesting: PD Modification & Variance to improvement standards for improvements to Zerolene Rd.

Zoning District: _____ Community Plan: Minden/Gardnerville

Your comments and /or recommended conditions of approval must be submitted no later than 10/27/16.

Please reply to Coleen Thran-Zepeda, Development Coordinator, by phone (775) 782-9012, email ctzepeda@douglasnv.us, or in room 221 at the Minden Inn.

Comments (attach additional sheets as necessary): _____

R|O|Anderson

October 21, 2016
Updated October 21, 2016 to Respond to Community Development Staff Requirements

DOUGLAS COUNTY COMMUNITY DEVELOPMENT DEPARTMENT
Planning Division
Post Office Box 218
Minden, Nevada 89423

Heybourne Meadows (fka Anker-Park Development and Ranch at Gardnerville)
Zerolene Road Improvements – Request for Variance to Design Criteria and Improvement Standards - Statement of Justification, and Responses to Planned Development Modifications as required by Community Development Staff

To Whom It May Concern:

On behalf of our clients, Private Equity Investments and Alton and Susan Anker, please consider this letter our statement of justification for a variance to Douglas County Design Criteria and Improvement Standards (DCDCIS) as they relate to the design criteria for the Zerolene Road crossing of the Martin Slough.

Background:

This project was approved on December 2, 2004. The Project approval required that Zerolene Road, a planned Collector Road, be improved to certain standards. At that time, the September 2001 Design Criteria and Improvement Standards were applicable. For Arterial and Collector Roads these improvement standards established the Design Storm Event as the 50-year return period, 6-hour duration.

In November 2007, Douglas County adopted certain changes to its Design Criteria and Improvement Standards, including numerous changes to Division 6 – Storm Drainage. Some of the changed criteria included relaxing the requirement for drainage crossings under Arterials and Collector Roads to the 25-year return period. The 2007 Standards also included a new requirement related to Arterial and Collector Roads not previously found in the 2001 Standards. Specifically, the 2007 Standards require that Arterial and Collector Roads be designed and constructed to allow for a minimum of one access to communities during the 100-year flood.

By April 2008, the Owner of the project had prepared the design of Zerolene Road from U.S. Highway 395 to the Project's west boundary. The design, as submitted, achieved the adopted design criteria and Douglas County approved the improvement plans and issued Site Improvement Permit (0553). Relative to the crossing of the Martin Slough flood plain, the approved plans contemplated the construction of 8 – 12'x4' reinforced concrete box culverts with headwalls and a dip section that allowed a portion of the 100-year discharge to overtop the road. Unfortunately, due to economic conditions, the Zerolene Road Project was not completed and the permit expired without the Martin Slough crossing being completed. As of April 2008,

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Minden, Nevada
Reno, Nevada
South Lake Tahoe, California

the effective Flood Insurance Study (FIS) for Douglas County (November 1999) established the base flood discharge to be about 3,689 cubic feet per second (CFS).

On September 7, 2010, the Federal Emergency Management Agency (FEMA) approved and issued Letter of Map Revision (LOMR) 09-09-2750P. The LOMR: i) established a floodway for the Martin Slough from Toler Lane northerly to U.S. Highway 395 north of Minden, ii) increased the extents of the floodplain due to updated hydrology (peak flows), and iii) increased the Base Flood Elevations (BFEs) throughout this length of the slough. On October 22, 2012, FEMA approved and issued another LOMR for the Martin Slough to reflect additional changes to the flood flows reaching the slough, particularly changed hydrology for contributing watersheds.

Pursuant to the National Flood Insurance Program (NFIP), Part 60, the designation of a floodway results in an administrative requirement that the community prohibit encroachments within the adopted regulatory floodway unless it is demonstrated that the proposed encroachment would not result in any increase to the BFE. That is, if a road crossing is proposed, such as Zerolene Road, it must be demonstrated that the design not result in the raising of the established BFEs in the slough for the based flood (1% chance of recurrence). Practically, to meet this stringent criteria, the Martin Slough Crossing must now be designed to convey the 100-year (1% recurrence interval) flood flow without increasing the BFEs in proximity to the crossing.

Currently, the effective FIS establishes the discharge for the Martin Slough at or near the Zerolene Road crossing at 2,366 cfs.

Discussion and Justification for Variance to Improvement Standards:

This request is being made pursuant to Section 1.3 Variance Procedures of the Douglas County Design Criteria and Improvement Standards, specifically sub-section 3:

> *Hydrologic and/or hydraulics conditions which cannot be adequately addressed by strict compliance with the manual.*

The DCDCIS requires Collector Roads to be designed such that there is a minimum of one access to the community during the 100-year flood. This community, Heybourne Meadows (fka Anker-Park and the Ranch at Gardnerville), is afforded access from three collector roads: Buckeye Road, Zerolene Road, and Gilman Avenue, each of which crosses the floodplain of the Martin Slough. Based on hydraulic evaluation of the flow conditions in the Martin Slough (R.O. Anderson, June 2012), for the effective discharge of the 100-year event the depth of flooding over these roads was estimated to be: 2.3 feet, 1.8 feet, and 1.6 feet, respectively.

FEMA's establishment of a floodway along the Martin Slough (2010), together with the County's adoption of new standards for the design of arterial and collector roads (2007), represent significant changes to the requirements of the project, which were not anticipated when originally approved. Specifically, when the development project was approved, and even when SIP for Zerolene Road was issued, the contemplated improvements increased the base flood elevations in this area, something that is now prohibited by the regulatory floodway. Additionally, the contemplated improvements would not have maintained one lane of access during the 100-year event. To achieve these new administrative standards (no rise of the BFE and one lane of access) requires the construction of a minimum of a 140-foot wide clear span bridge, a level of improvement that was clearly not required when the project was approved. Were the Applicant to construct the improvements required at the time of the project approval, the recently designated floodway for the Martin Slough would be violated and adversely affect adjacent properties. Therefore, as provided in Section 1.3(3) of the Design Criteria and Improvement Standards, due to changes of both the hydrologic and hydraulic conditions in the Martin Slough, strict compliance with today's adopted design criteria and improvement standards cannot be achieved and a variance is necessary.

This request seeks a variance to the improvement standards to allow Zerolene Road to be constructed in accordance with FEMA's requirements of no rise in the BFE but allowing a portion of the road segment to be inundated during the 100-year event. The proposed improvements include construction of 6-12'x4' reinforced concrete box culverts (RCBCs) to pass more frequent flood flows (<50-year) without overtopping the roadway and use a 325-foot long dip section to pass less frequent flows including the effective 100-year discharge (2,366 cfs).[1]

This proposed level of improvements (6, 12-foot x 4-foot box culverts) is similar to other Collector Roads that cross the Martin Slough, such as Buckeye Road, Lucerne Street, and Monte Vista Avenue, which do not have more than two box culverts. Therefore, the design of the Zerolene Road crossing of Martin Slough was reexamined to present a similar approach, yet meet FEMA's *"no-rise"* requirements in the floodway.

Our hydraulic analysis of the effective flow rates demonstrate that the revised Zerolene Road crossing of Martin Slough will have approximately 1.1 feet depth of water in the dip section during the occurrence of base flood. Our analysis further demonstrates that other crossings of Martin Slough, will be similarly inundated with depths of flow ranging from 1.8 feet (Buckeye Road) to 3.5 feet (Monte Vista Avenue). The one notable exception is Gilman Avenue, which is estimated to have a depth of flow of 1.0 feet during the base flood.

[1] An alternate configuration to be considered at final design is use of 5-14'x3'6" RCBCs, which has similar hydraulic capacity.

Table 1 –Martin Slough Crossings Depth of Flow

Street Crossing	Approximate Flood Depth (ft)
Gilman Avenue	1.0
Zerolene Road	1.1
Buckeye Road	2.0
Lucerne Street	2.8
Monte Vista Ave	3.5

As can be seen from the above table, none of the other road crossings of the Martin Slough achieve the implied standard of access to communities without inundation during the 100-year flood.

Based on this analysis, we respectfully request approval of a variance to the design criteria and improvement standards to allow construction of the Zerolene Road crossing of the Martin Slough floodplain with 6, 12-foot x 4-foot RCBCs designed to pass more frequent flows without overtopping the roadway and use of a 325-foot long dip section to pass less frequent flows, such as the base flood.

Analysis:

The following is our analysis of the required findings for a variance per Douglas County Code Section 20.606.050.

20.606.050 Findings for variances:

A. *The director must not approve a minor variance unless undue hardship is self-evident and the following findings are met:*

   1. *The granting of the variance will not substantially impair the intent and purpose of this title or the goals, policies and objectives embodied in the master plan;*
   2. *The variance is not requested exclusively on the basis of economic hardship to the applicant; and*
   3. *The variance does not result in the establishment of a use (including lot size) which is not permitted within the specific zoning district.*

      RESPONSE: This request meets each of the findings for a minor variance as set forward above.

B. *The planning commission must not approve a major variance unless it finds that:*

   1. *By reason of exceptional narrowness, shallowness, or shape of the property in question, or by reason of exceptional topographic conditions or other*

extraordinary and exceptional situation or condition of the property in question, the strict application of the provisions of that title would result in peculiar and exceptional practical difficulties to, or exceptional and undue hardships upon, the applicant;

RESPONSE: As set forward above, administrative changes (e.g. FEMA designation of floodway) have imposed extraordinary conditions not present when the project was originally approved. As Zerolene Road is the last crossing of the Martin Slough by a planned Collector Road, this change is peculiar to this project. The proposed design of Zerolene Road crossing at Martin Slough (6,12 foot x 4 foot RCBCs with a 325 foot-long dip section) satisfies a majority of the design criteria including FEMA's *"no-rise"* condition. The proposed dip section will pass 100-year storm flows without resulting in any rise in water surface elevations in the immediate vicinity of the crossing and do so with depths of flooding less than what is present at the other existing collector road-crossing of the Martin Slough.

1. *The circumstances or conditions do not apply generally to other properties in the same land use district; and*

   RESPONSE: The described circumstances, as set forward above, do not apply to any approved projects in the Minden-Gardnerville community.

2. *The granting of the variance will not result in material damage or prejudice to other properties in the vicinity, substantial impairment of natural resources or be detrimental to the public health, safety and general welfare.*

   RESPONSE: The proposed road improvements will not result in material damage or prejudice to other properties in the project vicinity. The design will not raise the base flood elevation along this stretch of the Martin Slough floodplain, and does not adversely increase the risks of impairment of flood flows or other natural resources in the surrounding area. The variance request, if approved, will not exacerbate risks to the public health, safety, and general welfare as exists today. During the occurrence of more frequent floods, the proposed culverts will safely pass flood flows without overtopping the road, thereby reducing the flooding risks to the general public. However, during the occurrence of less frequent floods, such as the base flood, the flood inundation will be limited to the dip section as opposed to the current scenario, where a considerable length of the existing Zerolene Road would reasonably be expected to be flooded. As such, the proposed improvements will not prove to be detrimental to the public health, safety and general welfare.

Although this application for a variance to improvement standards does not seek changes in land use, expansion, or intensification of development or changes in the standards of development applicable to the Planned Development as approved, as required by Community

Development staff, the following paragraph provide specific responses to the findings for modifications to the Planned Development.

20.704.070 Variances Findings:

1. The granting of the variance will not be detrimental to the public safety, health, or welfare or injurious to other property;

RESPONSE: As currently configured, Zerolene Road is overtopped in the 100-year event by approximately 1.7 feet. As requested, if approved, the depth of flooding over the improved Zerolene Road will be about 1.1 feet. Granting of the variance will, therefore, function to improve both safety and response time for emergency vehicles needing to travel along Zerolene Road in this area. Improvement to Zerolene Road will also function to improve traffic circulation in this area of the community and all other means of access to the east side of the Martin Slough (Buckeye Road and Gilman Avenue) in this area will remain unchanged. The requested variance to improvement standards will not, therefore, be detrimental to the public safety, health, or welfare or injurious to other properties in the area.

2. The conditions upon which the request for a variance is based are unique to the property for which the variance is sought and are not applicable generally to other property;

RESPONSE: As set forward above, administrative changes (e.g. FEMA designation of floodway) have imposed extraordinary and unique conditions not present when the project was originally approved. In fact, within the Minden-Gardnerville Community, the Martin Slough is the only floodplain where a regulatory floodway has been established. As Zerolene Road is the last crossing of the Martin Slough by a planned Collector Road, this change is peculiar to this project. The proposed design of Zerolene Road crossing at Martin Slough (6, 12-foot x 4-foot RCBCs with a 325-foot long dip section) satisfies a majority of the design criteria including FEMA's "no-rise" condition. The proposed dip section will pass 100-year storm flows without resulting in any rise in water surface elevations in the immediate vicinity of the crossing and do so with depths of flooding less than what is present at the other existing collector road-crossing of the Martin Slough.

3. Because of the physical surroundings, shape or topographical conditions of the specific property involved, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of these regulations are carried out;

RESPONSE: The establishment of a regulatory floodway for the Martin Slough together with the very slight topographical relief at this location, and the constraints of the

available right-of-way for this off-site road collectively impose a significant hardship to strict compliance with the regulations.

4. The variance will not in any manner vary the provisions of the zoning ordinance, or master plan;

RESPONSE: Granting of the requested variance to improvement standards does not function to vary either the zoning ordinance or the master plan.

5. The granting of the variance substantially conforms to adequate public facilities requirements of this code; and

RESPONSE: Approval of the requested variance to improvement standards will allow the proposed collector road to be completed and afford another point of access to the project while meeting the intent and administrative practice of providing adequate public facilities for this portion of the Minden-Gardnerville community.

6. The variance will not have the effect of preventing the orderly division of other land in the area in accordance with the provisions of this code.

RESPONSE: Granting of the requested variance will actually enhance (rather than prevent) the orderly division of land in the area, an objective of Minden-Gardnerville community as well as Douglas County code.

Planned Development Findings:

1. *The plan is consistent with the statement of objectives of a planned development contained in the master plan and in this chapter.*

RESPONSE: The stated purpose of a planned development process in Chapter 20.676.010 is to provide a method of comprehensive planning for smaller, less complex development projects than are typically processed with a specific plan, and which meet certain criteria. These criteria are as follows:

i. The project site contains topographic constraints, environmental resources, or other features which require special planning consideration;

RESPONSE: The project site is not constrained by physical or environmental features that would otherwise render it subject to the stated criteria. Douglas County code required a planned development application to be filed for this project since the site is located within a designated Receiving Area.

ii. A more efficient and desirable design can be achieved through flexible design standards or mixed land use patterns than can be attained through the strict adherence to zoning standards;

RESPONSE: As previously approved, the project meets the objectives of the receiving areas as contained in Douglas County code. The project proposes residential development compatible with the density allowed under the MFR/PD zoning district.

iii. Adequate public facilities and infrastructure exist or can be provided to the project site to serve the proposed type and intensity of development;

RESPONSE: Adequate public facilities exist to serve the proposed development, including all typical urban services (community sewer, community water, storm drainage) and related key infrastructure.

iv. Detailed development plans are known at the time the comprehensive development plan is prepared, allowing combined review and approval.

RESPONSE: Detailed development plans have been previously submitted and approved for this project. This request does not seek to change previously approved development plans or the project's approved Phasing Plan.

v. Build-out of the planned development project area is contemplated within the scope and duration of the plan.

RESPONSE: This request does not seek to change previously approved development plans or the project's approved Phasing Plan.

vi. The project is located within a receiving area as shown on the master plan land use maps, and is proposing to utilize transfer development rights.

RESPONSE: This finding is not applicable to this particular application. The project is located within a receiving area and as future phases develop development rights will be dedicated prior to final maps being recorded.

2. *The extent that the plan departs from zoning and subdivision regulations otherwise applicable to the property, including but not limited to density, bulk and use are deemed to be in the public interest.*

RESPONSE: The requested variance to improvement standards does not depart from zoning and subdivision regulations.

3. *The ratio of residential to non-residential use in the planned development is consistent with the master plan.*

RESPONSE: This finding is not applicable to this particular application.

4. *The purpose, location and amount of the common open space in the planned development, the reliability of the proposals for maintenance and conservation of the common open spaces are adequate as related to the proposed density and type of residential development.*

RESPONSE: This finding is not applicable to this particular application.

5. *The physical design of the plan and the manner in which the design of the planned development makes provisions for adequate public facilities, as required by this code.*

RESPONSE: This finding is not applicable to this particular application.

6. *The beneficial relationship of the proposed planned development to the neighborhood in which it is proposed to be established, as expressed in the compatibility standards of this code.*

RESPONSE: No compatibility standards are specifically expressed in the development code; however, this proposal is compatible with adjacent land uses as it is equivalent to or exceeds the standards that other collector roads in Minden/Gardnerville have been constructed to.

7. *Where a development plan proposes development over a period of years, the sufficiency of the terms and conditions intended to protect the interests of the public, residents and owners of the planned development and the integrity of the plan and, where the plan provides for phases, the period in which the application for each phase must be filed.*

RESPONSE: This finding is not applicable to this particular application. The approved Phasing Plan and project schedule are not modified by this request.

8. *That each individual unit or phase of the development, if built in stages, as well as the total development, can exist independently and be capable of creating a good environment in the locality and be as desirable and stable in any phase as in the total development.*

RESPONSE: The approved Phasing Plan for the project demonstrates that each phase can exist independently with adequate access and utility services being provided to each phase.

9. *The uses proposed will not be a detriment to the present and proposed surrounding land uses, but will enhance the desirability of the area and have a beneficial effect.*

RESPONSE: This finding is not applicable to this particular application.

10. *Any deviation from the standard ordinance requirements is warranted by the design and additional amenities incorporated in the development plan which offers certain unusual redeeming features to compensate for any deviations that may be permitted.*

RESPONSE: This finding is not applicable to this particular application.

11. *The principles incorporated in the proposed development plan indicate certain unique or unusual features which could not otherwise be achieved under the other zoning districts.*

RESPONSE: This finding is not applicable to this particular application.

12. *The planned development will not result in material prejudice or diminution in value of surrounding properties, and will not endanger the health, safety and welfare of the community.*

RESPONSE: This finding is not applicable to this particular application.

13. *The subdivision of land proposed in the planned development meets the requirements of the Nevada Revised Statutes and this code.*

RESPONSE: The proposed subdivision meets the requirements of NRS Chapter 278 and Douglas County Development Code Planned Development standards.

14. *The subdivision of land proposed in the planned development conforms to the density requirements, lot dimension standards and other regulations applicable to planned developments.*

RESPONSE: This finding is not applicable to this particular application.

15. *The subdivision of land proposed in the planned development conforms to the improvement and design standards contained in the development code and adopted design criteria and improvement standards.*

RESPONSE: Except for the requested variance to improvement standards, all of the proposed improvements conform to Douglas County's design standards.

16. *Where applicable, adequate transfer development rights have been established consistent with the number of proposed units within the planned development.*

RESPONSE: This finding is not applicable to this particular application.

17. *The planned development has a beneficial relationship to the neighborhood in which it is proposed to be established.*

RESPONSE: This finding is not applicable to this particular application.

Tentative Subdivision Map Findings:

1. *The property to be subdivided is zoned for the intended uses and the density and design of the subdivision conforms to the requirements of the zoning regulations contained in Part II of this development code;*

RESPONSE: This finding is not applicable to this particular application.

2. *If planned development is proposed, the tentative subdivision map conforms to the density requirements, lot dimension standards and other regulations applicable to planned developments;*

RESPONSE: This finding is not applicable to this particular application.

3. *The tentative subdivision map conforms to public facilities and improvement standards contained in the development code;*

RESPONSE: All adequate public facilities are provided with this development application.

4. *The tentative subdivision map conforms to the improvement and design standards contained in the development code and adopted design criteria and improvement standards;*

RESPONSE: Except for the requested variance to improvement standards, all of the proposed improvements conform to Douglas County's design standards.

5. *If applicable, that a phasing plan has been submitted and is deemed acceptable*;

RESPONSE: The project's approved Phasing Plan is unaffected by this request. This finding is not applicable to this particular application.

6. *The approval contains terms that plan for the possibility of abandonment or termination of the project;*

RESPONSE: The project Phasing Plan has been developed and approved so that any phase of the project can stand alone and independent of subsequent phases in case of abandonment or termination of the project.

7. *There are no delinquent taxes or assessments on the land to be subdivided, as certified by the County Treasurer.*

RESPONSE: All taxes are paid current as demonstrated by the receipt from the County Treasurer's office that is attached to this application.

8. *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.*

RESPONSE: The project site is not located in an identified cultural resources study area.

NRS 27A380 and 410. The following is a discussion on the criteria prescribed by Nevada Revised Statute (NRS) 278A.380 and 278A.410. Comments to these two sections are below:

In addition to the findings required by Title 20 for planned development approval, NRS 278A.380, (Purposes of provision for enforcement and modification) and NRS 278A.410 Section 2, provides:

"The enforcement and modification of the provision of the plan must be to the further mutual interest of the residents and owners of the planned development and of the public in the preservation and integrity of the plan as finally approved. The enforcement and modification of the provisions must be drawn also to ensure that modifications, if any, in the plan will not impair the reasonable reliance of the residents and owners upon the provision of the plan or result in changes that would adversely affect the public interest."

RESPONSE: This finding is not applicable to this particular application. The subject application doesn't seek to modify the development plan as approved.

NRS 278A.410 (2) Modification of the plan by City and County provides as follows:

"All provisions of the plan authorized to be enforced by the city or county may be modified, removed or released by the city or county, except grants or easements relating to the service or equipment of a public utility unless expressly consented to by the public utility, subject to the following conditions:

1. No such modification, removal or release of the provisions of the plan by the city or county may affect the rights of the residents of the planned unit residential development to maintain and enforce those provisions.

RESPONSE: This request does not change or impact the enforcement or maintenance of the plan under the existing CC&R's.

2. No modification, removal or release of the provisions of the plan by the city or county is permitted except upon a finding by the city or county, following a public hearing that it:

(a) Is consistent with the efficient development and preservation of the entire planned unit development;

RESPONSE: As conditioned, the plan will not impact the residents within and adjacent to the proposed development.

(b) Does not adversely affect either the enjoyment of land abutting upon or across a street from the planned unit development or the public interest; and

RESPONSE: This request will not result in a change of conditions which would adversely affect neighboring properties as described or the public interest.

(c) Is not granted solely to confer private benefit upon any person.

RESPONSE: The modification does not seek to confer a private benefit.

Response to List of "Deficiencies" listed in County letter received October 20, 2016:

The county's memorandum identified 9 different "deficiencies" with the application. The following paragraphs provide a specific response to each item.

1. An application for a major PD modification must be made along with the application for a Variance to Improvement Standards.

RESPONSE: The required application is submitted herewith. Regarding the needed changes to conditions 4(b) and 4(f) we offer the following suggested changes:

a. 4(b) The applicant shall dedicate an additional 5-feet of right-of-way on the north side of Zerolene Road along the property boundary within the proposed PD

boundary[2]. Zerolene Road shall be constructed as a minor arterial with 55-feet of right-of-way, and include curb, gutter and sidewalk. As a minor arterial it shall be designed to meet all the requirements for design storm street capacity in Division 6. *Pursuant to the approved Variance to Improvement Standards, the road may be inundated from flows having a 1% chance of exceedance.*

b. 4(f) After completion of the Phase III improvements including construction of Zerolene Road to county standards, and prior to or concurrent with submittal of improvement plans for phase IV-A, the applicant shall submit a Traffic Study for phases four through eight. The Traffic Study shall meet all the requirements of Division 2, Streets and Traffic, of the Douglas County Design Criteria and Improvement Standards, including recommendations for mitigation of project impacts, timing of improvements and schematic drawings for recommended mitigation. This may result in requirements for the applicant to construct or to participate financially in the construction of off-site improvements not identified on the Phasing Plan. *Approval of the requested variance to improvement standards does not change these requirements.*

2. "Submit a revised Statement of Justification to address the findings of DCC Section 20.704.070...".

RESPONSE: This letter in its entirely addressed the subject findings under the listed sections of Douglas County code. The required fee for a major modification to the PD is being paid concurrently with the submittal of this letter.

3. Submit the project to the Town of Gardnerville and the Town of Minden for review and recommendation to the Planning Commission and Board of County Commissioners.

RESPONSE: The applicant will submit this application to both town boards on October 21, 2016 and request that the matter be placed on their agenda for their next regular meeting.

4. Staff will recommend a new condition be added to the PD that ensures the improvement plans consider adequate tie into planned improvements on Zerolene Road, including but not limited to driveway tie-in and parking lot paving adjustment to the back of new curb or sidewalk for the existing business on the north side of Zerolene Road. Impacts to any existing landscape irrigation may also be need to be considered in the improvement plans.

RESPONSE: Staff's comment is acknowledged.

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[2] This additional right-of-way was granted by the applicant and is of record as of February 19, 2013 (see Document No. 0818489, Book 0213, Pg. 4793 of the official records of Douglas County.

5. The exhibits provided indicate lots proposed over the top of the existing pond on APN 1320-29-000-014...".

   RESPONSE: We are attaching copies of exhibits that remove this discrepancy.

6. Provide HEC-RAS analysis with cross-sections in the Technical Memorandum for the proposed pair of 12-foot by 4-foot RCBC.

   RESPONSE: Copies of the output from the HEC-RAS analysis are attached. The HEC-RAS model is being sent separately via e-mail.

7. Provide HEC-RAS analysis with cross-sections in the Technical Memorandum for the clear span bridge along with the proposed cost estimate.

   RESPONSE: The requested files are submitted with this letter of justification. We have prepared a very preliminary estimate of probable cost for constructing a 140-foot long, clear span bridge, 40-feet in width based on the bid results from a recent bridge project in Caliente, NV that we designed for the State of Nevada Division of Public Works. The probable construction cost (exclusive of design, permitting or services during construction) of such a bridge is estimated to exceed $4M. A copy of our estimate is attached. Please note, however, that the applicant is not "proposing" to construct a bridge with this project.

8. Douglas County is requesting that the applicant demonstrate the impact to the existing floodway and floodplain limits considering the previously approved 8 RCBC's by providing HEC-RAS analysis with cross section.

   RESPONSE: The results of the requested HEC-RAS analysis is presented with this letter of justification.

9. Provide written explanation of the existing ditch along the south side of Zerolene Road: is it a drainage or irrigation ditch?

   RESPONSE: The referenced "ditch" is the remnants of the borrow ditch that was made when Zerolene Road was originally constructed. The ditch historically served as an irrigation tail water ditch and functioned to drain excess irrigation and nuisance drain water away from the road bed.

During your review of this information, please do not hesitate to contact me with any questions or further clarifications that may be required.

Yours faithfully,

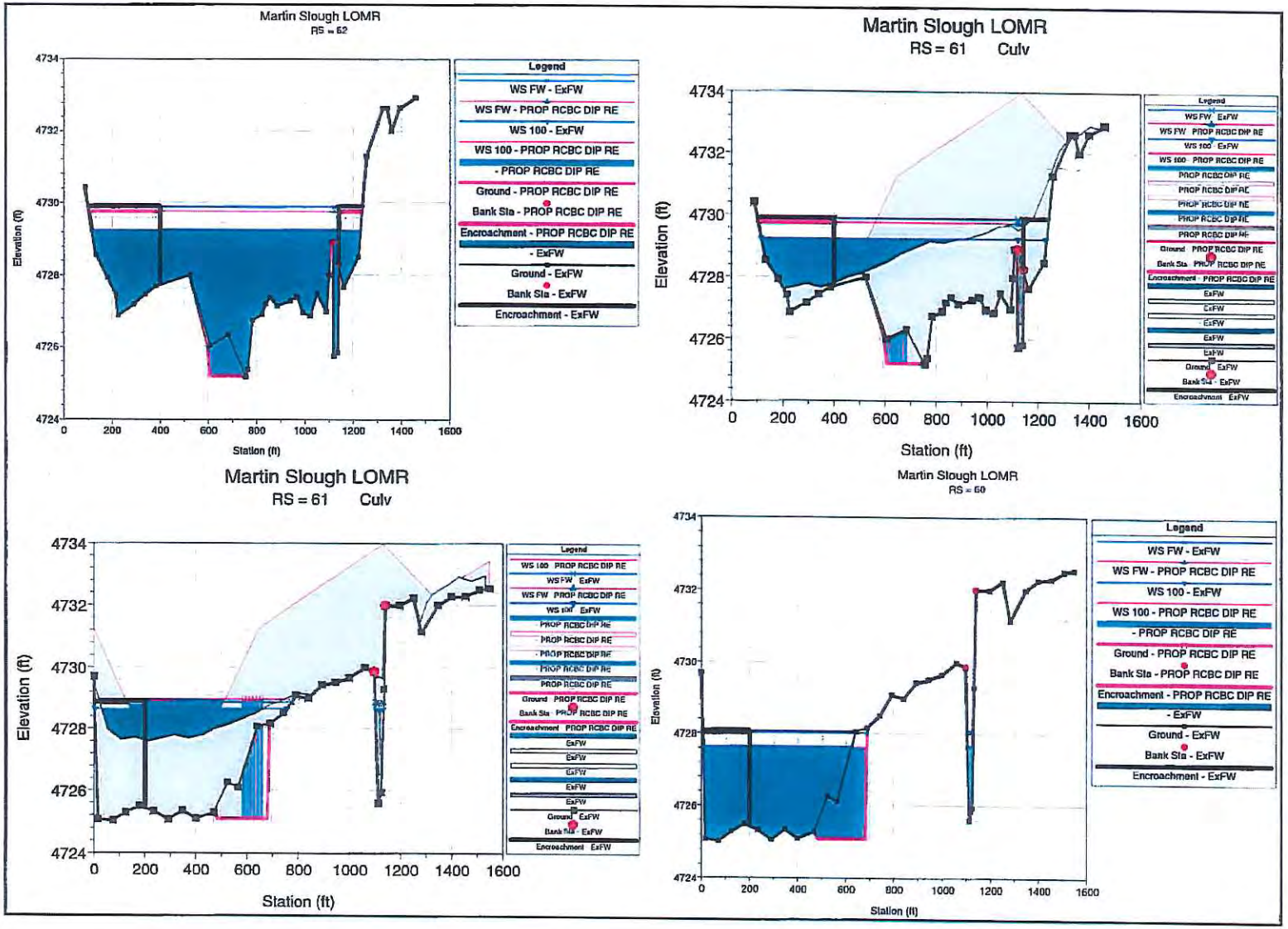
R.O. ANDERSON ENGINEERING, INC.

Robert Anderson, P.E., CFM, WRS
Principal Engineer

Attachments

cc. Alton & Sue Anker
Private Equity Investments

PPM WITH 6-12'X4' RCBCs AND DIP SECTION (~325' WIDE)
Vs
ECM



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PPM W/ 6-12'X4' RCBCs AND ~325' WIDE DIP SECTION

VS

ECM

HEC-RAS Locations: User Defined

River	Reach	River Sta	Profile	Plan	Q Total	Min Ch El	W.S. Elev	Crit W.S.	E.G. Elev	E.G. Slope	Vel Chnl	Flow Area	Top Width	Froude # Chl
					(cfs)	(ft)	(ft)	(ft)	(ft)	(ft/ft)	(ft/s)	(sq ft)	(ft)	
Martin Slough	Douglas County	62	100	ExFW	2366.00	4725.74	4729.26	4727.55	4729.28	0.000376	1.63	2258.30	1113.92	0.17
Martin Slough	Douglas County	62	100	PROP RCBC DIP RE	2366.00	4725.74	4729.23	4727.20	4729.25	0.000325	1.50	2357.53	1112.88	0.15
Martin Slough	Douglas County	62	FW	ExFW	2366.00	4725.74	4729.89	4727.56	4729.91	0.000262	1.48	2156.52	740.37	0.14
Martin Slough	Douglas County	62	FW	PROP RCBC DIP RE	2366.00	4725.74	4729.76	4727.07	4729.78	0.000250	1.41	2189.13	740.97	0.13
Martin Slough	Douglas County	61 ZEROLENE RD			Culvert									
Martin Slough	Douglas County	60	100	ExFW	2366.00	4725.60	4727.66		4727.71	0.001025	1.62	1349.45	638.28	0.25
Martin Slough	Douglas County	60	100	PROP RCBC DIP RE	2366.00	4725.60	4727.65		4727.68	0.000560	1.19	1681.57	702.58	0.18
Martin Slough	Douglas County	60	FW	ExFW	2366.00	4725.60	4728.07		4728.15	0.001442	2.14	1077.39	469.65	0.30
Martin Slough	Douglas County	60	FW	PROP RCBC DIP RE	2366.00	4725.60	4728.04		4728.08	0.000634	1.41	1429.18	513.62	0.20

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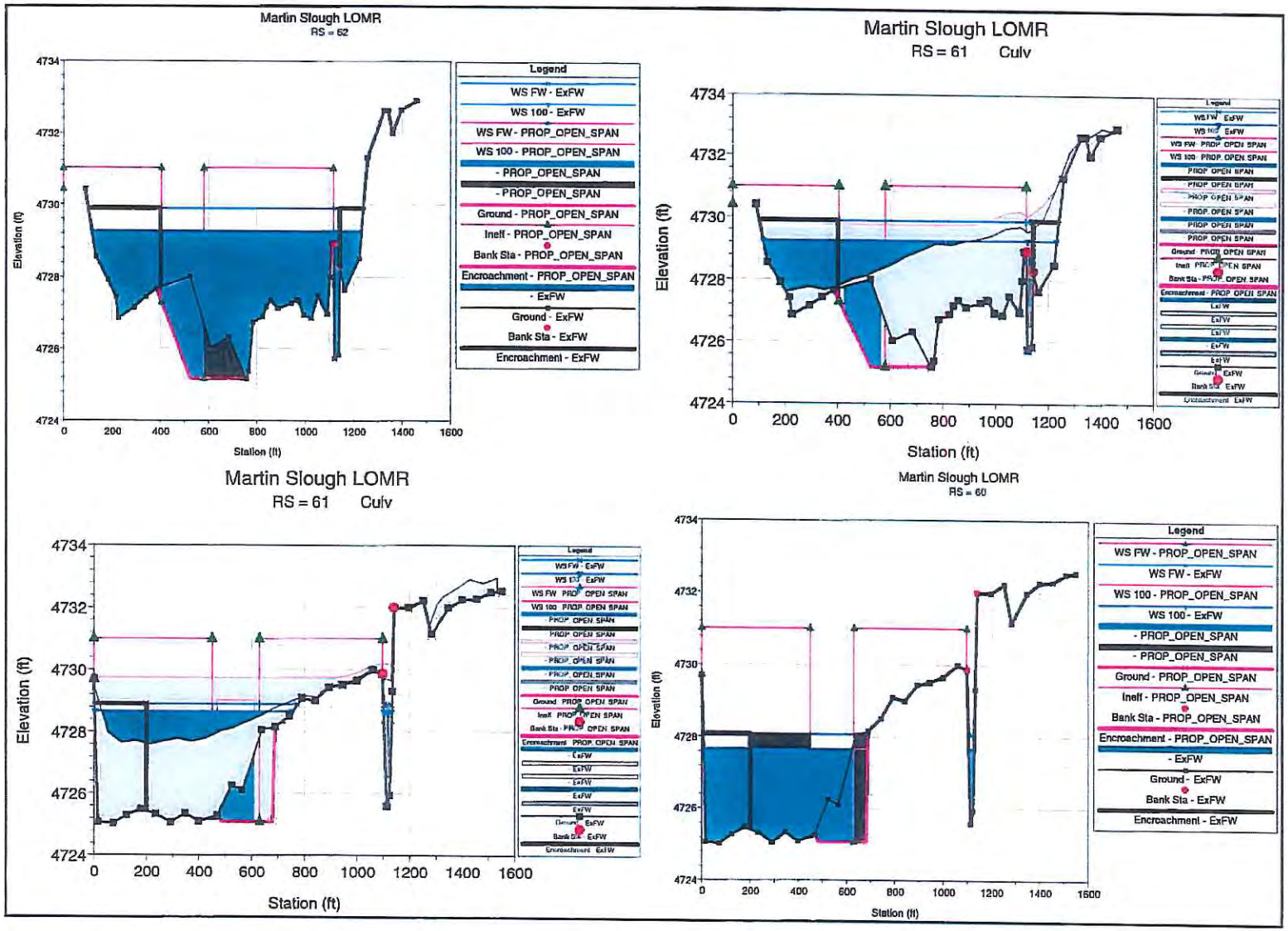
PPM W/ 140' CLEAR SPAN BRIDGE
VS
ECM



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PPM W/140' CLEAR SPAN BRIDGE
VS
ECM

HEC-RAS Locations: User Defined

River	Reach	River Sta	Profile	Plan	Q Total	Min Ch El	W.S. Elev	Crit W.S.	E.G. Elev	E.G. Slope	Vel Chnl	Flow Area	Top Width	Froude # Chl
					(cfs)	(ft)	(ft)	(ft)	(ft)	(ft/ft)	(ft/s)	(sq ft)	(ft)	
Martin Slough	Douglas County	62	100	ExFW	2366.00	4725.74	4729.26	4727.55	4729.28	0.000375	1.63	2258.30	1113.92	0.17
Martin Slough	Douglas County	62	100	PROP_OPEN_SPAN	2366.00	4725.74	4728.90	4727.59	4729.12	0.003080	4.27	654.20	1089.13	0.46
Martin Slough	Douglas County	62	FW	ExFW	2366.00	4725.74	4729.89	4727.56	4729.91	0.000262	1.48	2156.52	740.37	0.14
Martin Slough	Douglas County	62	FW	PROP_OPEN_SPAN	2366.00	4725.74	4728.92	4727.59	4729.17	0.003322	4.38	589.15	740.37	0.47
Martin Slough	Douglas County	61 ZEROLENE RD			Culvert									
Martin Slough	Douglas County	60	100	ExFW	2366.00	4725.60	4727.66		4727.71	0.001025	1.62	1349.45	638.26	0.25
Martin Slough	Douglas County	60	100	PROP_OPEN_SPAN	2366.00	4725.60	4727.67		4728.03	0.006227	4.01	490.63	702.89	0.61
Martin Slough	Douglas County	60	FW	ExFW	2366.00	4725.60	4728.07		4728.15	0.001442	2.14	1077.39	469.65	0.30
Martin Slough	Douglas County	60	FW	PROP_OPEN_SPAN	2366.00	4725.60	4728.08		4728.35	0.003724	3.45	574.83	514.03	0.48

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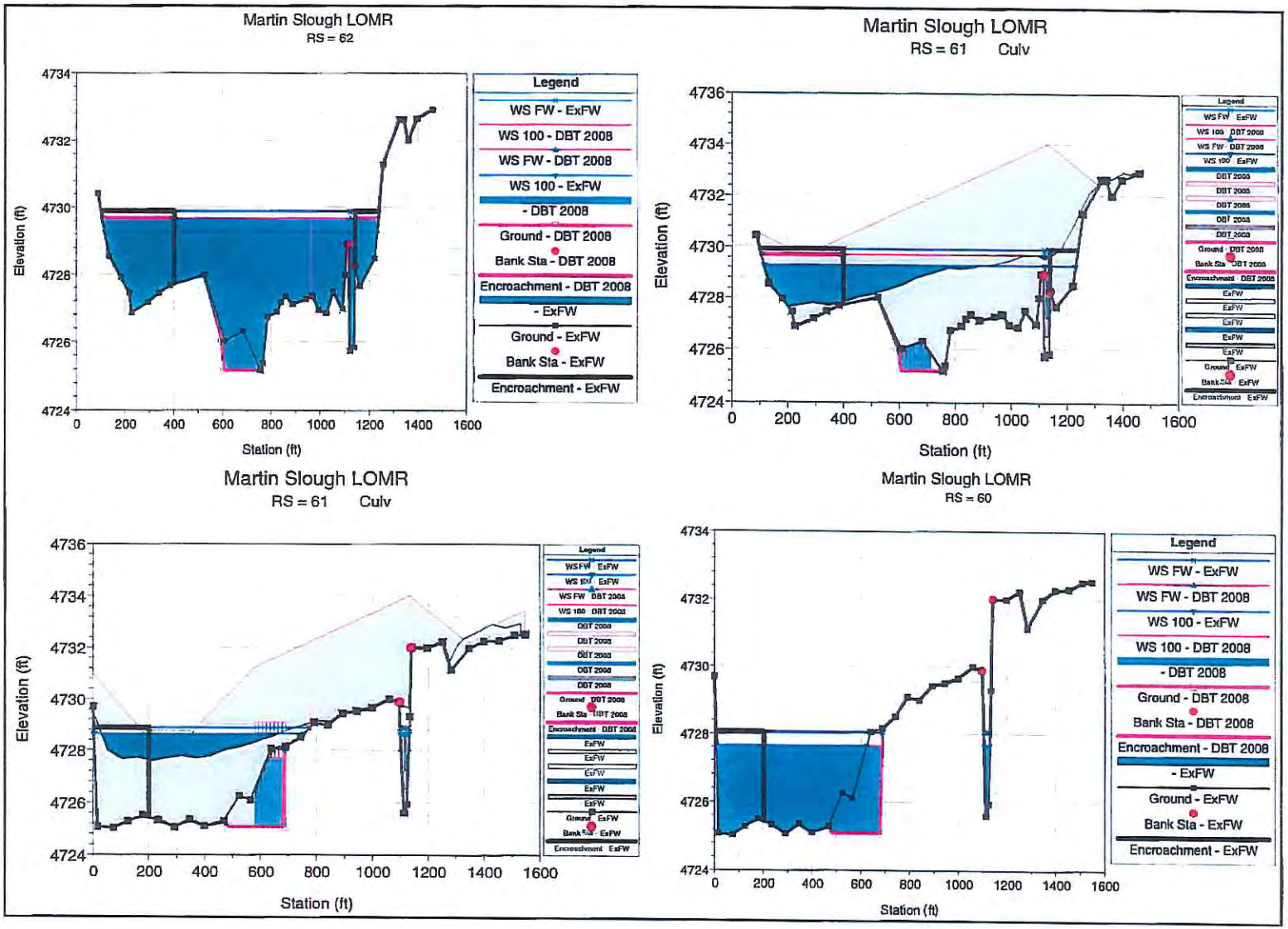
2008 PPM W/ 8 RCBCs AND APPROVED ROADWAY PROFILE
VS
ECM



13-41

2008 PPM W/8 RCBCs AND APPROVED ROADWAY PROFILE
VS
ECM

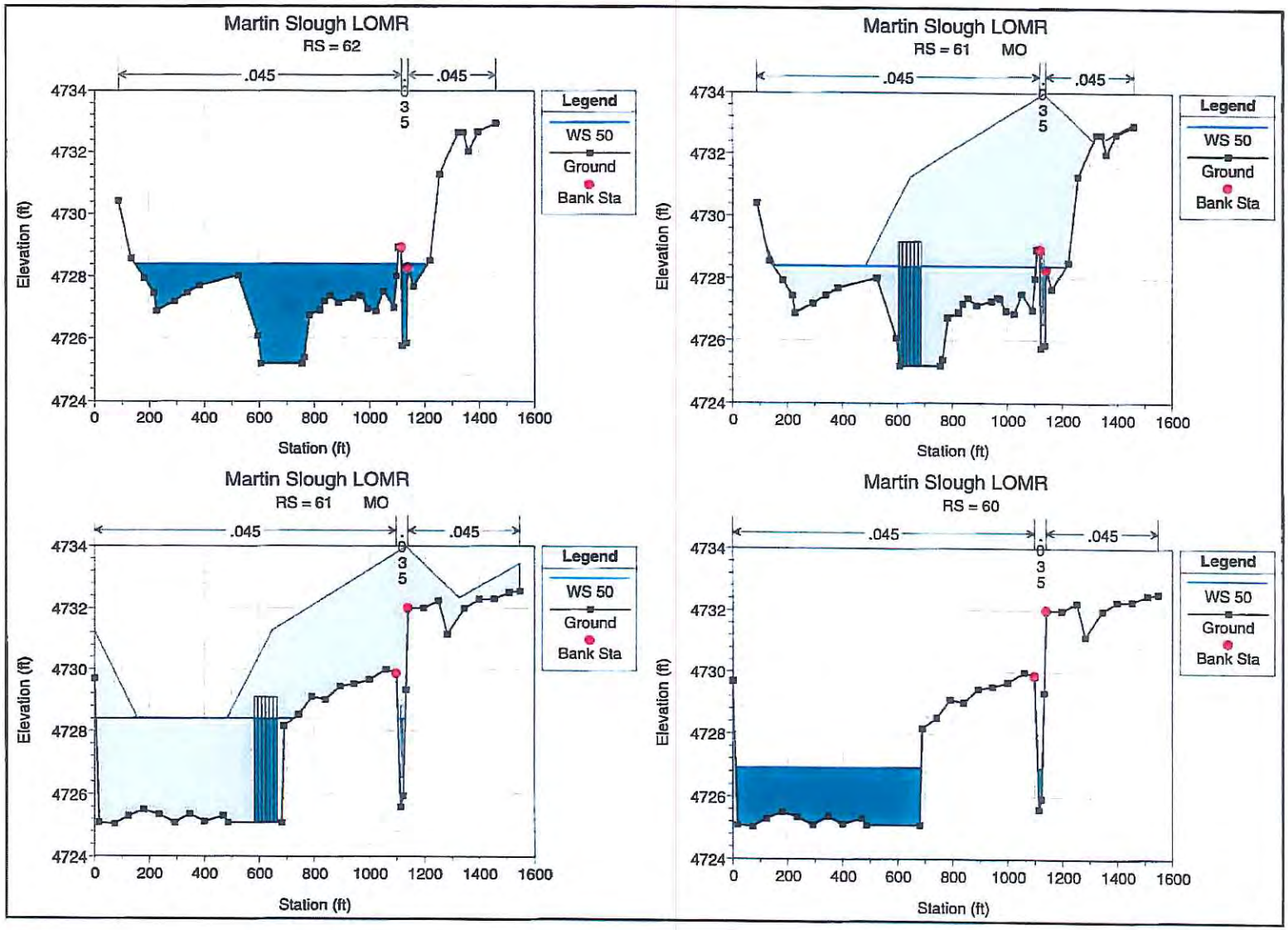
HEC-RAS Locations: User Defined

River	Reach	River Sta	Profile	Plan	Q Total	Min Ch El	W.S. Elev	Crit W.S.	E.G. Elev	E.G. Slope	Vel Chnl	Flow Area	Top Width	Froude # Chl
					(cfs)	(ft)	(ft)	(ft)	(ft)	(ft/ft)	(ft/s)	(sq ft)	(ft)	
Martin Slough	Douglas County	62	100	ExFW	2366.00	4725.74	4729.26	4727.55	4729.28	0.000376	1.69	2258.30	1113.92	0.17
Martin Slough	Douglas County	62	100	DBT 2008	2366.00	4725.74	4729.70	4727.16	4729.71	0.000172	1.20	2876.68	1130.20	0.11
Martin Slough	Douglas County	62	FW	ExFW	2366.00	4725.74	4729.89	4727.56	4729.91	0.000262	1.48	2156.52	740.37	0.14
Martin Slough	Douglas County	62	FW	DBT 2008	2366.00	4725.74	4729.69	4727.07	4729.71	0.000271	1.45	2134.54	740.37	0.14
Martin Slough	Douglas County	61 ZEROLENE RD			Culvert									
Martin Slough	Douglas County	60	100	ExFW	2366.00	4725.60	4727.65		4727.71	0.001025	1.52	1349.45	638.28	0.25
Martin Slough	Douglas County	60	100	DBT 2008	2366.00	4725.60	4727.65		4727.68	0.000561	1.19	1681.22	702.58	0.18
Martin Slough	Douglas County	60	FW	ExFW	2366.00	4725.60	4728.07		4728.15	0.001442	2.14	1077.39	469.65	0.30
Martin Slough	Douglas County	60	FW	DBT 2008	2366.00	4725.60	4728.04		4728.06	0.000634	1.41	1428.93	513.62	0.20

13-42

PPM W/ 6 – 12'x4' RCBCs W/ DIP SECTION

ESTIMATED 50-YR PEAK FLOW : 1,065 CFS



CB-61

PPM W/ 6-12'X4' RCBCS W/ DIP SECTION

ESTIMATED 50-YR PEAKFLOW: 1,065 CFS

HEC-RAS Plan: PROP RCBC DIP RE Locations: User Defined Profile: 50

River	Reach	River Sta	Profile	Q Total	Min Ch El	W.S. Elev	Crit W.S.	E.G. Elev	E.G. Slope	Vel Chnl	Flow Area	Top Width	Froude # Chl
				(cfs)	(ft)	(ft)	(ft)	(ft)	(ft/ft)	(ft/s)	(sq ft)	(ft)	
Martin Slough	Douglas County	62	50	1065.00	4725.74	4728.40	4726.29	4728.41	0.000298	1.18	1456.04	1052.24	0.14
Martin Slough	Douglas County	61 ZEROLENE RD		Mult Open									
Martin Slough	Douglas County	60	50	1065.00	4725.60	4726.93		4726.94	0.000365	0.74	1178.69	692.94	0.14

NOTES:

1. EFFECTIVE FIS DOES NOT LIST PEAK DISCHARGE ESTIMATE FOR 50-YR EVENT. FOR MARTIN SLOUGH
2. EFFECTIVE FIS LISTS 50-YR PEAK DISCHARGE FOR OTHER FLOODING SOURCES
3. BASED ON ROUGH COMPARISON OF LISTED 50-YR AND 100-YR PEAK DISCHARGES FOR OTHER FLOODING SOURCES, IT WAS DETERMINED THAT 50-YR PEAK DISCHARGE FOR MARTIN SLOUGH FLOODING SOURCE CAN BE ESTIMATED TO BE APPROXIMATLEY 45% OF 100-YR PEAK DISCHARGE.

∴ 50-YR PEAK DISCHARGE FOR MARTIN SLOUGH (ESTIMATED) = 0.45 * 2,366 CFS

≃ 1,065 CFS

13-44

ENGINEER'S PRELIMINARY ESTIMATE OF PROBABLE CONSTRUCTION COSTS

R O Δ

Client:		Estimated:	JEL
Project:	Zerolene Road Major Variance	Checked:	
Description:	Clear Span Bridge Cost Estimate	Date:	21-Oct-15
File:	Y:\Client Files\2406\2406-002\Documents\Major Variance Zerolene Rd 10.4.16\[Clear Span Bridge Estimate.xlsx]Clear Span Bridge		

DIVISION 1 - GENERAL REQUIREMENTS

ITEM	DESCRIPTION	QUANTITY		UNIT COST	TOTAL
1	Mobilization, Demobilization, BMPs, Bonds & Insurance (13% of construction costs)	1	Lump Sum	13.0% /LS	$405,723.50
				SUB TOTAL	$405,724

DIVISION 2 - EXISTING CONDITIONS

ITEM	DESCRIPTION	QUANTITY		UNIT COST	TOTAL
1	Demolition & Abandonment, Removals	1	Lump Sum	$134,750.00 /LS	$134,750
				SUB TOTAL	$134,750

DIVISION 3 - CONCRETE

ITEM	DESCRIPTION	QUANTITY		UNIT COST	TOTAL
1	Concrete Structures, Abutments, Wingwalls	1	Lump Sum	$1,033,725.00 /LS	$1,033,725
				SUB TOTAL	$1,033,725

DIVISION 13 - SPECIAL CONSTRUCTION

ITEM	DESCRIPTION	QUANTITY		UNIT COST	TOTAL
1	Fabricated Bridge Structure	1	Lump Sum	$865,725.00 /LS	$865,725
				SUB TOTAL	$865,725

DIVISION 31 - EARTHWORK

ITEM	DESCRIPTION	QUANTITY		UNIT COST	TOTAL
1	Channel Excavation and Export, Structural Fills and Footing Preparation	1	Lump Sum	$247,975.00 /LS	$247,975
				SUB TOTAL	$247,975

DIVISION 32 - EXTERIOR IMPROVEMENTS

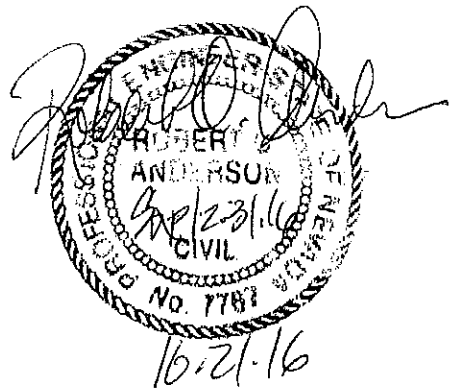
ITEM	DESCRIPTION	QUANTITY		UNIT COST	TOTAL
1	Rip Rap, Road Grading, Road Base, Asphalt Paving	1	Lump Sum	$548,100.00 LS	$548,100
				SUB TOTAL	$548,100

DIVISION 33 - UTILITIES

ITEM	DESCRIPTION	QUANTITY		UNIT COST	TOTAL
1	Utilities	1	Lump Sum	$290,675.00 /LS	$290,675
				SUB TOTAL	$290,675

CONSTRUCTION SUB TOTAL	$3,526,700
CONTINGENCY AT 15%[1]	$529,000
ENGINEERS PRELIMINARY ESTIMATE OF PROBABLE COSTS	**$4,055,700**

[1] Contingency is for uncertainties as a full design has not yet been completed.



Property Detail

BACK

HISTORY PAY TAXES

Tax Summary for 2016 - 2017

Parcel Number	Assessed Name	ACCOUNT BALANCE
132029000008	RANCH AT GARDNERVILLE LLC	$6,315.32

Property Address

0 , GEN CO/CWS/MOSQ

Current Year Taxes	Amount	Disposition
Installment 1: Due Date 08/15/16	$3,157.68	Paid
Installment 2: Due Date 10/03/16	$3,157.66	Paid
Installment 3: Due Date 01/02/17	$3,157.66	Outstanding
Installment 4: Due Date 03/06/17	$3,157.66	Outstanding

Prior Year Amounts	Amount
Past Due Amount:	$33,079.13

Property Detail

BACK

HISTORY PAY TAXES

Tax Summary for 2016 - 2017

Parcel Number	Assessed Name	ACCOUNT BALANCE
132033210072	RANCH AT GARDNERVILLE 1 LLC	$2,459.52

Property Address

0 , TOWN OF GARDNERVILLE

Current Year Taxes	Amount	Disposition
Installment 1: Due Date 08/15/16	$1,229.76	Paid
Installment 2: Due Date 10/03/16	$1,229.76	Paid
Installment 3: Due Date 01/02/17	$1,229.76	Outstanding
Installment 4: Due Date 03/06/17	$1,229.76	Outstanding

Prior Year Amounts	Amount
Past Due Amount:	$12,900.27

BACK

HISTORY

Tax Summary for 2016 - 2017

Parcel Number	Assessed Name	ACCOUNT BALANCE
132029000014	**RANCH AT GARDNERVILLE LLC**	**$0.00**

Property Address

0 , GEN CO/CWS/MOSQ

Current Year Taxes	Amount	Disposition
Installment 1: Due Date 08/15/16	$2,963.72	Paid
Installment 2: Due Date 10/03/16	$2,963.71	Paid
Installment 3: Due Date 01/02/17	$2,963.71	Paid
Installment 4: Due Date 03/06/17	$2,963.71	Paid

Prior Year Amounts	Amount
Past Due Amount:	$30,914.56

Property Detail

BACK

HISTORY

Tax Summary for 2016 - 2017

Parcel Number	Assessed Name	ACCOUNT BALANCE
132033001008	**PARK RANCH HOLDINGS LLC**	**$0.00**

Property Address

0 , GEN CO/CWS/MOSQ

Current Year Taxes	Amount	Disposition
Installment 1: Due Date 08/15/16	$21.66	Paid
Installment 2: Due Date 10/03/16	$21.65	Paid
Installment 3: Due Date 01/02/17	$21.65	Paid
Installment 4: Due Date 03/06/17	$21.65	Paid

ROA

ENGINEER'S PRELIMINARY ESTIMATE OF PROBABLE CONSTRUCTION COSTS

Client:		Estimated:	JEL
Project:	Zerolene Road Major Variance	Checked:	
Description:	Clear Span Bridge Cost Estimate	Date:	21-Oct-15
File:	Y:\Client Files\2406\2406-002\Documents\Major Variance Zerolene Rd 10.4.16\[Clear Span Bridge Estimate.xlsx]Clear Span Bridge		

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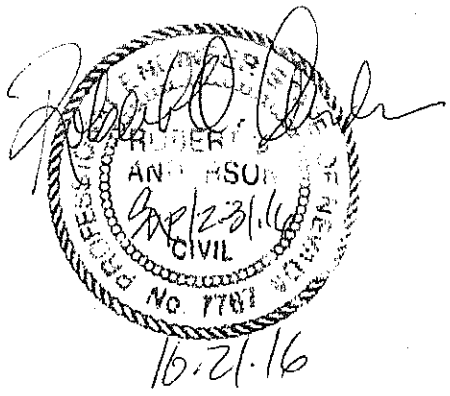

PPM W/ 6-12'X4' RCBCs W/ DIP SECTION

ESTIMATED 50-YR PEAKFLOW: 1,065 CFS

HEC-RAS Plan: PROP RCBC DIP RE Locations: User Defined Profile: 50

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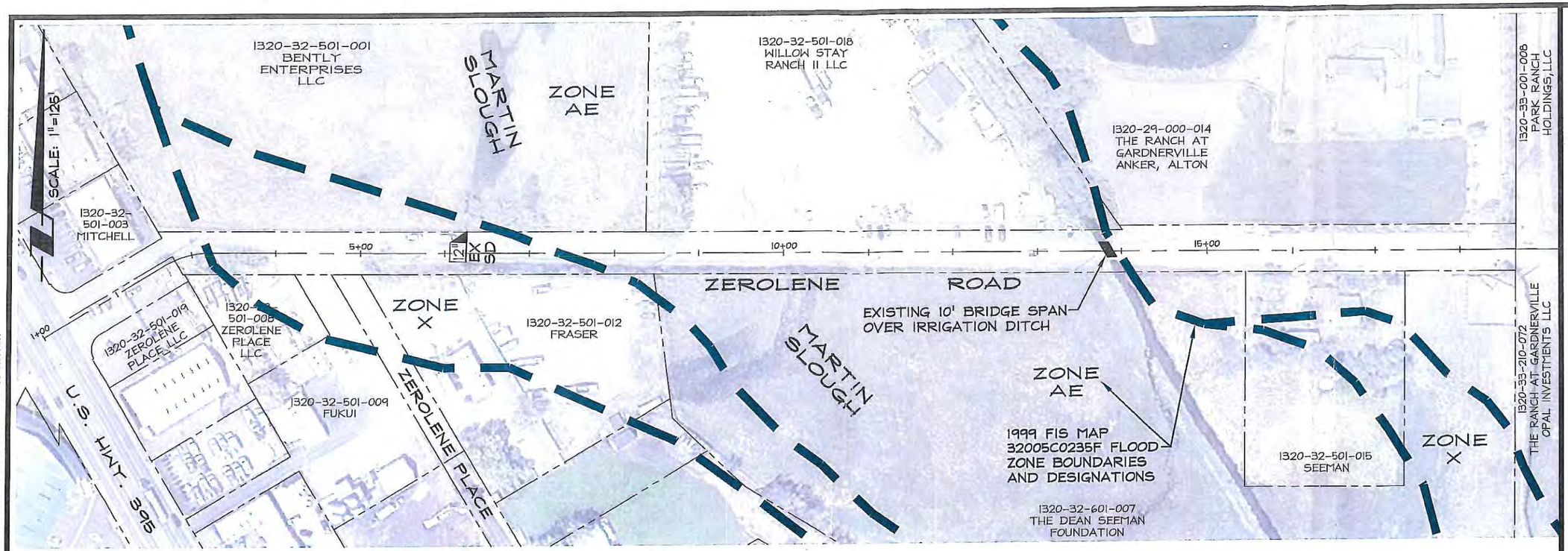
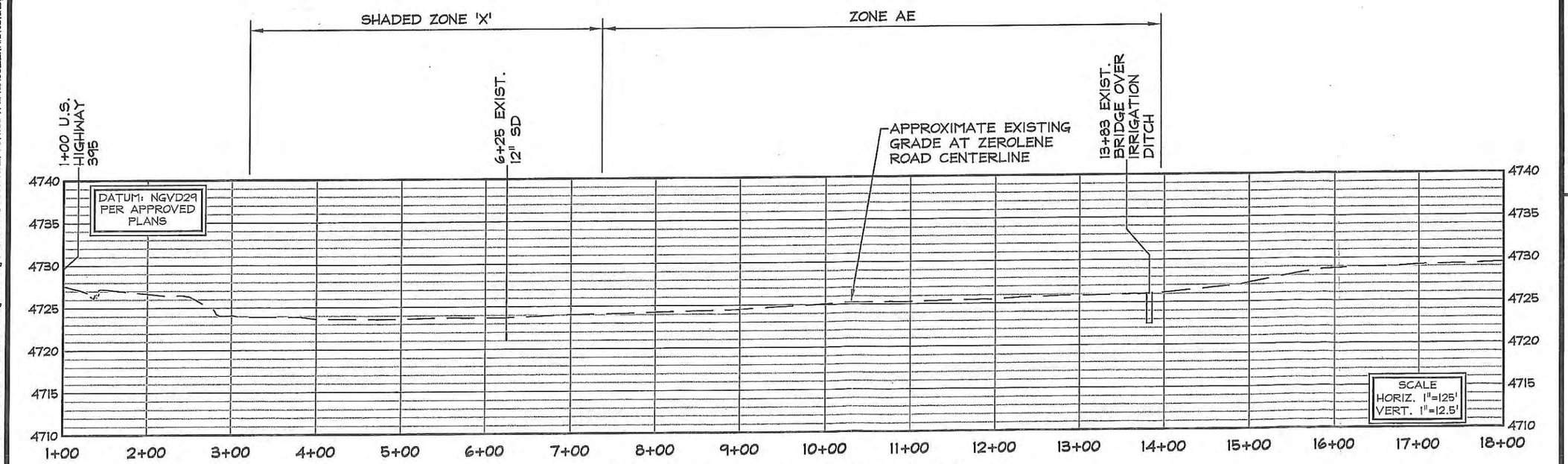
13-49





EXISTING ZEROLENE ROAD PROFILE

ZEROLENE ROAD
2008 EXISTING CONDITIONS
EFFECTIVE 1999 FIS MAP 32005C0235F

10/20/2016

2406-002

R.O. Anderson
WWW.ROANDERSON.COM

NEVADA
1603 Esmeralda Ave
P.O. Box 2229
Minden, NV 89423
p 775.782.2322
f 775.782.7084

CALIFORNIA
3079 Harrison Avenue
Suite 2
South Lake Tahoe, CA 96150
p 530.600.1660
f 775.782.7084

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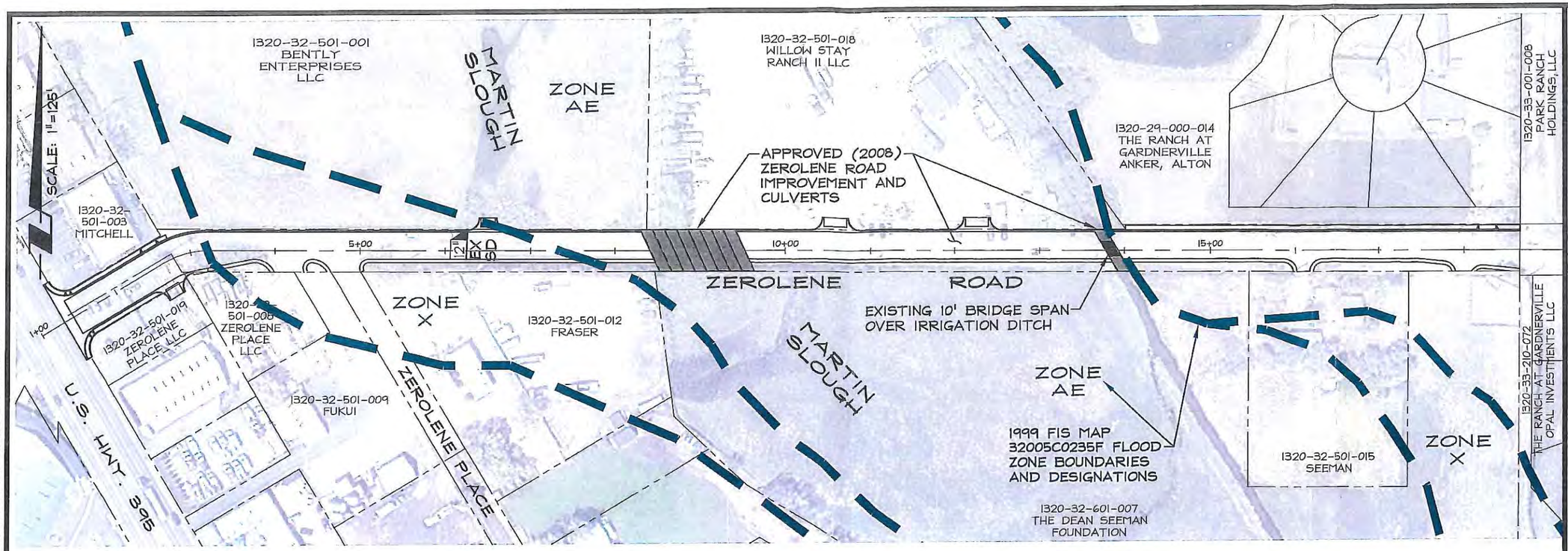
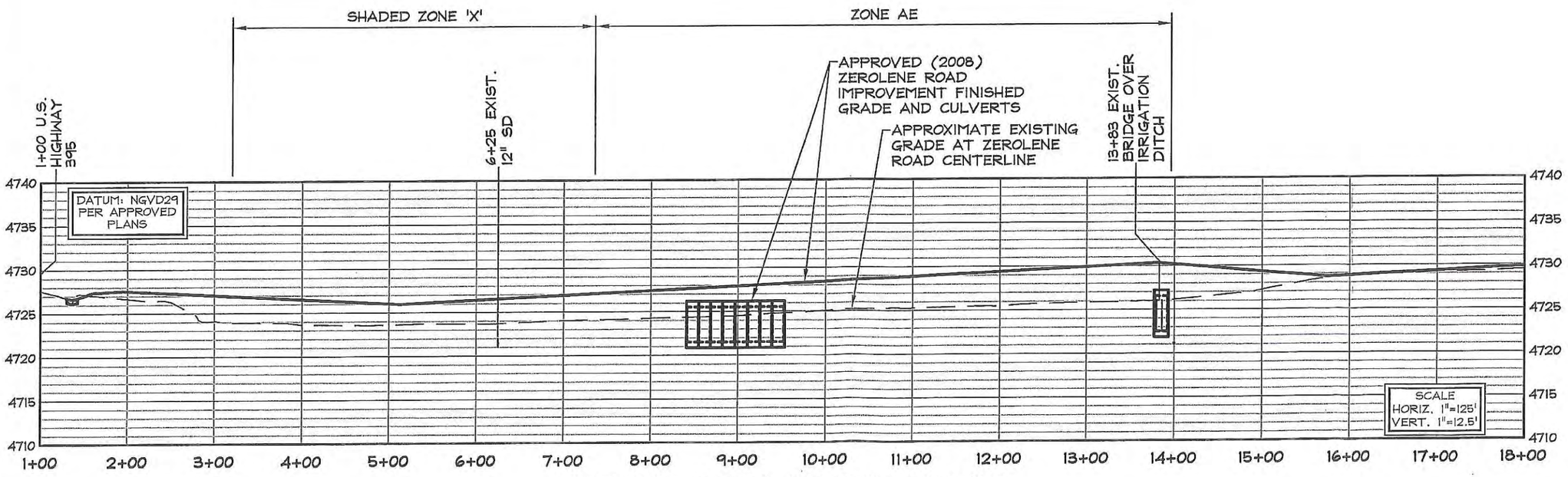
13-50





APPROVED ZEROLENE ROAD PROFILE

ZEROLENE ROAD
2008 APPROVED PLANS
EFFECTIVE 1999 FIS MAP 32005C0235F

10/20/2016

2406-002

RO Anderson
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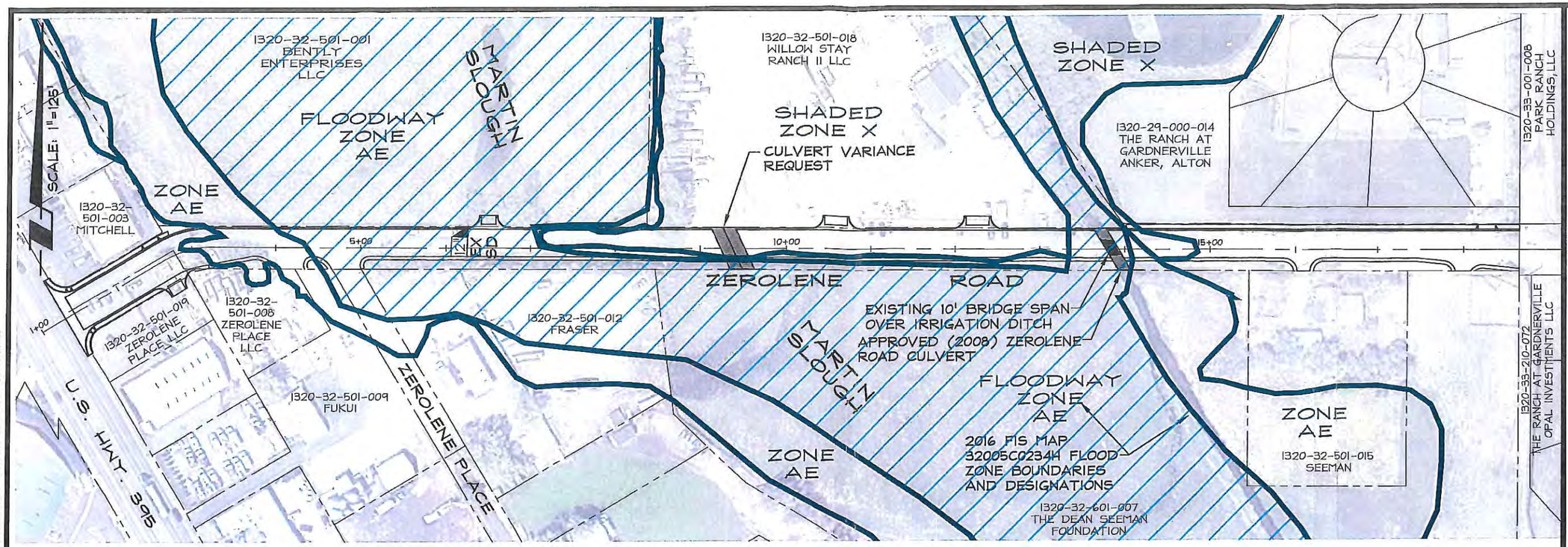

VARIANCE REQUEST ZEROLENE ROAD PROFILE

ZEROLENE ROAD
2016 VARIANCE REQUEST
EFFECTIVE 2016 FIS MAP 32005C0234H

10/20/2016

2406-002

RO Anderson
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13-52

DOUGLAS COUNTY BOARD OF COMMISSIONERS
AGENDA ACTION SHEET

1. **TITLE:** Discussion and possible action on Resolution No. 2007R-100 adopting changes to the Douglas County Design Criteria and Improvement Standards (Design Manual).

2. **RECOMMENDED MOTION:** Approve Resolution No. 2007R-100 adopting changes to the Douglas County Design Criteria and Improvement Standards (Design Manual.

3. **FUNDS AVAILABLE:** N.A. **ACCOUNT:** N.A.

4. **PREPARED BY:** Carl Ruschmeyer, Engineering Manger/County Engineer

5. **MEETING DATE:** November 01, 2007 **TIME REQUIRED:** 10 minutes

6. **AGENDA:** Administrative

7. **BACKGROUND INFORMATION:** At the June 7, 2007 meeting, the Board adopted an update to Part II – Engineering Design Criteria and Improvement Standards with the exception of Division 6 – Storm Drainage. The Board directed staff to continue work on the storm drainage issues and to return with new language. The attached memorandum discusses the main issues related to storm drainage.

   This action supports Chapter 14 Implementation Element of the Master Plan to ensure that public facilities are adequate to serve development and Policy 5.08.01 of the Master Plan to develop comprehensive storm drainage design criteria for developed areas in conjunction with the Towns and GIDs.

8. **REVIEWED BY:**

   _____Division Manager

   _____Community Development Director

   DH County Manager

   _____District Attorney

9. **ACTION:**

   _____Approved

   _____Approved with Modifications

   _____Denied

   _____Continued

Agenda Item No. 11 e

12"

13-53

MEMORANDUM

TO: Board of County Commissioners

FROM: Carl Ruschmeyer, Engineering Manager/County Engineer
Ron Roman, Senior Civil Engineer

DATE: October 23, 2007

SUBJECT: Douglas County Design Criteria and Improvement Standards
Update to Part II – Engineering Design Criteria and Improvement Standards
Division 6 – Storm Drainage

At the June 7, 2007 meeting, the Board adopted an update to Part II – Engineering Design Criteria and Improvement Standards with the exception of Division 6 – Storm Drainage. The Board directed staff to continue work on the storm drainage issues and to return with new language. The requirement to evaluate downstream conveyance capacity to a point of discharge, the location of the point of discharge and overtopping of roadways were the main issues that were unresolved.

After the June 7, 2007 Board meeting, the County Manger's office facilitated two meetings with staff and members of the Technical Review Committee to work on these drainage issues. The consensus of the group was as follows:

1. that the definition of the point of discharge should include existing drainage channels which may include irrigation ditches,
2. that development should be required to limit post-developed peak flows to pre-developed conditions,
3. that development should not be required to mitigate or correct deficiencies in the existing drainage system,
4. that an increase in the volume of runoff from development should not be considered an adverse impact, and
5. that design storms for collector and arterial roads should be limited to the 25 year event with County designated emergency routes designed with one dry lane or depth of water to be determined by the County for the 100 year event.

(6.17)

These are discussed below and in the attached October 11, 2007 letter from R.O. Anderson Engineering:

Point of Discharge: The Design Manual requires that the capacity of downstream drainage conveyance systems be analyzed to a point of discharge. Currently the point of discharge is

R3-54

16/1

defined as the location at which the drainage as shown on a development's drainage and irrigation plan intercepts the nearest major slough or watercourse. The proposed update defines point of discharge as follows:

> the location at which the drainage as shown on a development's drainage and irrigation plan intercepts the Carson River, Walker River, Topaz Lake, Lake Tahoe, or one of the following as approved by the County: major watercourse, major slough, or other established drainage channel which may include irrigation ditches that accepted all pre-developed flows.

The change in the definition of point of discharge is intended to clarify the point to which drainage analysis and improvements are required, and that development is not necessarily responsible to construct improvements to a major slough or watercourse. This does not always mean that the point of discharge will be the property line of the development where runoff is collected and routed away from the development. In some cases, where an existing drainage channel abuts the limits of development and the channel collects all pre-developed flows, this may be the case. In other cases, development may need to construct drainage improvements to the point where all the pre-developed flows were collected in an existing drainage channel; this may not be contiguous to the limits of development.

Peak Flows: The requirement to limit post-development runoff to pre-developed rates is consistent with County Code and reflected in the proposed changes to Division 6.

Deficiencies in the Existing Drainage System: The Design Manual currently requires a developer to upgrade the existing storm drain system to accommodate runoff to the point of discharge or provide on-site detention and controls for acceptable disbursement into the storm drain system. In many cases this requires development to correct deficiencies in the existing drainage system that are downstream of development even though post-developed flows may be limited to pre-developed flow rates. The consensus of the committee was that development was not responsible to correct deficiencies in the existing drainage system. In order for the proposed changes in the Design Manual to work, committee members agreed that there is a strong need for the county to develop a drainage master plan to identify the existing drainage system deficiencies, develop recommendations to correct them and identify a funding mechanism to implement and maintain the required drainage improvements.

Additional Runoff Volume: Under the current Design Manual, an increase in the volume of runoff after development may be viewed as an adverse impact. This is based on County Code 20.100.060 which states the following:

> Any development shall be served by an adequate storm drainage system. Storm drainage shall be considered adequate when, pursuant to an approved drainage plan, on-site drainage facilities are capable of conveying through and from the property the design flow of stormwater originating within the development, as determined in accordance with design criteria and improvement standards manual, as well as flows originating from

upstream properties in a pre- and post-development stages, post development being based on ultimate master buildout; and the off-site downstream drainage system is capable of conveying to an approved outfall the design flow of stormwater runoff originating in the development and from other developed and undeveloped land upstream, without resulting in erosion, sedimentation or flooding of the receiving channel and downstream properties and without creating any adverse impact to downstream property.

For example, after development there is typically an increase in the volume of runoff due to an increase in impervious area. While the peak flow rates can be limited to the pre-developed conditions, there will be a greater volume of water that will be discharged to the system. If there is a bottleneck in the existing drainage system that results in flooding before development, flooding after development most likely will be worse due to the increased volume of water even though it will be discharged at the same pre-developed rate. The consensus of the committee was that additional runoff volume should not be considered an adverse impact since a deficiency in the existing drainage system was the root cause of the problem. County Code should be clarified to be consistent with the proposed change to the Design Manual.

Emergency Route to Subdivisions: The Design Manual currently requires that on collectors and arterials the depth of water shall not exceed six (6) inches at the street crown or 12 inches at the gutter flow line. Master Plan Policy 5.08.02 states the following:

> Arterial and collector roadways shall be designed and constructed to allow for a minimum of one access to communities during 100-year flood events. Care should be exercised in design of these facilities to not impact other areas by damming or diverting flood waters.

The proposed changes will require that only County designated emergency routes be designed with one dry lane or an allowable depth of water to be determined by the County. All other streets will be allowed to have varying depths of flooding as long as the product of depth of flow and velocity does not exceed six (6). Staff believes these are reasonable criteria to protect public safety and complies with Master Policy 5.08.02. The designated emergency routes are to be determined by the East Fork Fire and Paramedic Districts, Tahoe Douglas Fire Protection District and the Douglas County Sheriff and shown on a map.

Recommended Action:
Approve Resolution No. 2007R-100 adopting changes to the Douglas County Design Criteria and Improvement Standards (Design Manual).

Rec'd 10-17-07

Anderson

October 11, 2007

HAND DELIVERED

Michael Brown, Assistant County Manager
DOUGLAS COUNTY
P.O. Box 218
Minden, NV 89423

Re: Proposed Design Manual Changes to Division 6 – Storm Drainage

Dear Michael:

We wish to extend to you again our compliments on holding a very productive meeting of the Design Manual Review Committee on September 27, 2007. Thank you, again, for the opportunity to provide further input into the County's process of updating this important document. As a group we constructively discussed the issues which we believed needed further modification in *Division 6 – Storm Drainage* and, through the Committee's cooperative efforts, were able to reach a consensus on the major issues. The following is a summary of our understanding of the pending modifications resulting from that meeting:

- The 'point of discharge' definition will be revised to incorporate established drainage channels that includes existing irrigation ditches.
- A sub-point will be added to section 6.1.5 excepting projects proposing new impervious area less than a certain amount from the standard drainage report requirements, and possibly incorporating standard mitigation measures.
- Detention of on site flows will be required to mitigate post-developed flow rates to pre-developed peak flow rates. The 100-year return event will be added to the design requirements.
- Down stream conveyance will be analyzed to the point of discharge to identify down stream bottleneck areas but individual projects will not be required to correct existing down stream deficiencies.
- Drainage crossings under collector and/or arterial roadways will be designed to the 25-year return event. The criteria for a 100-year return event shall be analyzed to ensure that the overtopping of these roadways at the time of peak flow is restricted to a to-be-determined maximum velocity-depth ratio so that emergency vehicles can safely negotiate the streets.

The proposed changes to the Design Manual, including those summarized above, demonstrate that Douglas County endeavors to "raise the bar" in regards to protecting the health, safety and general welfare of the public while balancing the very real

13-57

16/4

Post Office Box 2229
Minden, Nevada 89423
775.782.2322 775.782.7084

R O Anderson

financial cost of improving our community infrastructure. Both capital and long term maintenance costs are important for the County to consider as they ultimately affect private property owners and Douglas County taxpayers as a whole. We are confident that these proposed modifications result in effective design guidelines that can be equitably and fairly applied to all new construction undertaken by both the private and public sectors and will ultimately provide good quality infrastructure without exhausting the community's financial capabilities.

Thank you again for the opportunity to contribute to this process of updating the Design Manual. We look forward to fully supporting the proposed Division 6 at the upcoming County Commissioners meeting. Please feel free to contact me in advance of that meeting if you have any questions or require further clarification.

Sincerely,

R.O. ANDERSON ENGINEERING, INC.

for: Robert O. Anderson, P.E.
Principal Engineer

cc: Dan Holler, Douglas County Manager
Carl Ruschmeyer, P.E., Douglas County Engineering Manager
Mimi Moss, A.I.C.P., Douglas County Community Development Director
Doug Johnson, Chairman – Douglas County Commissioners

13-58

16/5

Resolution No. 2007 R-100

A RESOLUTION ADOPTING CHANGES TO THE DOUGLAS COUNTY DESIGN CRITERIA AND IMPROVEMENT STANDARDS (DESIGN MANUAL)

WHEREAS, the Board of County Commissioners adopted the Master Plan on April 16, 1996, and the development of design criteria is set forth as a Master Plan policy; and

WHEREAS, the Board of County Commissioners adopted the Development Code on November 21, 1996, and the Code requires that certain facilities be designed or as specified in accordance with the design criteria and improvement standards manual; and

WHEREAS, the Board of County Commissioners adopted Resolution No. 98R-084A and the Design Criteria and Improvement Standards (Design Manual) on September 17, 1998; and

WHEREAS, the Board of County Commissioners adopted Resolution No. 99R-024 on March 4, 1999; and

WHEREAS, the Board of County Commissioners adopted Resolution No. 2001 R-080 on September 6, 2001; and

WHEREAS, the Board of County Commissioners adopted Resolution No. 2007 R-014 on June 7, 2007; and

NOW THEREFORE, BE IT RESOLVED, that the Douglas County Board of Commissioners does hereby adopt the following pages to the Design Criteria and Improvement Standards (Design Manual):

1. Part II Table of Contents pages TOC-i through TOC-xiii
2. Part II Division 6 – Storm Drainage, pages 6-1 through 6-28
3. Appendix F pages F-13 and F-14

The revised pages are attached to this resolution.

Adopted this _____ day of _____, 2007, by the following vote:

Ayes: Commissioners: _____

_____

_____

_____

_____

13-59

116/10

Nays: Commissioners: _____

_____

Absent Commissioners: _____

_____

_____

Doug N. Johnson, Chairman

Douglas County Board of Commissioners

ATTEST:

_____

Barbara Griffin, Clerk-Treasurer

By:_____, DEPUTY

13-60

16/7

Douglas County Planning Commission

November 8, 2016

17-81

Request to modify the Ranch at Gardnerville Planned Development (PD 04-008-8) and a Variance to Improvement Standards for the Construction of Zerolene Road

Project Description

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.

13-62

Vicinity Map

13-63

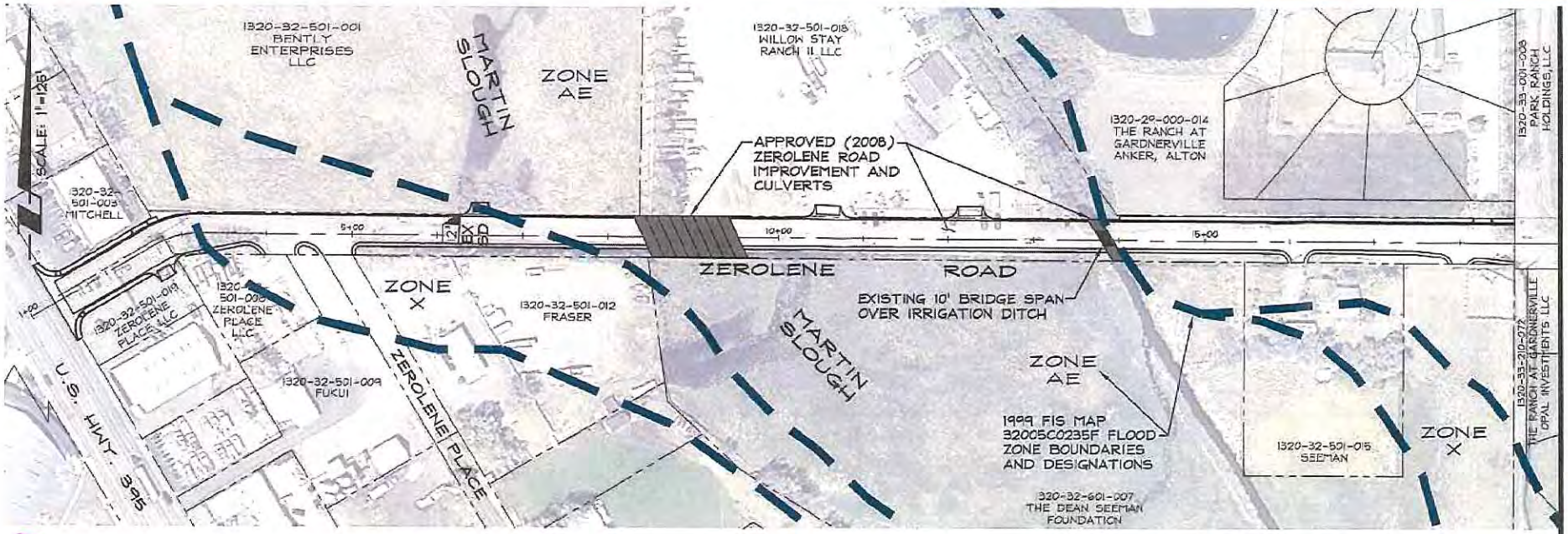
Background

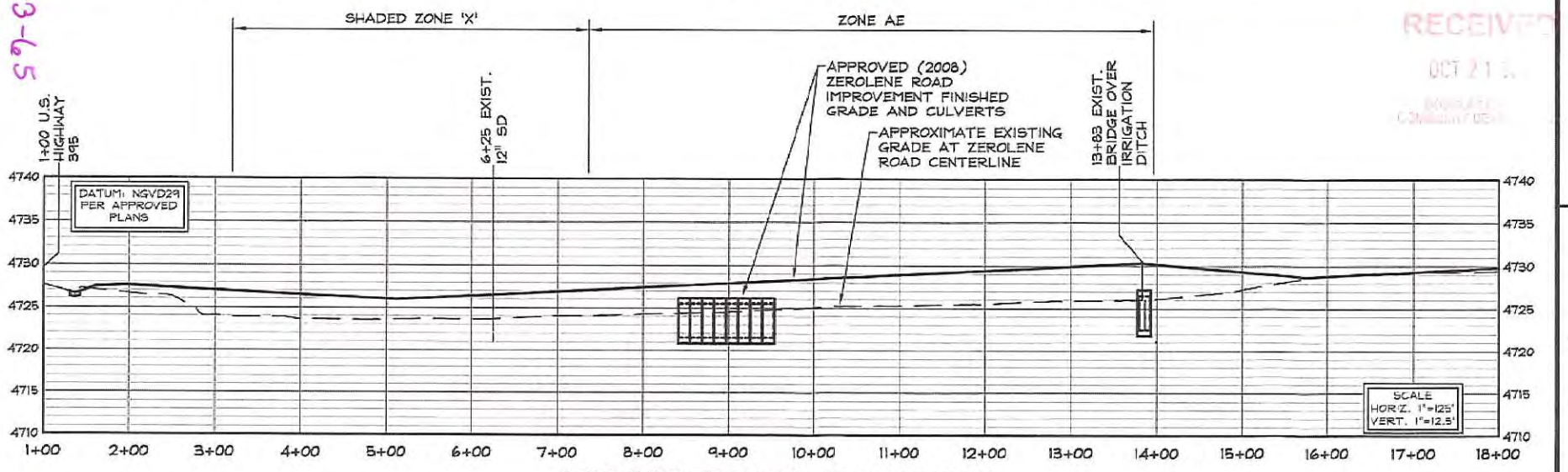
- **December 2, 2004-** The Ranch at Gardnerville Planned Development was approved under the 2001 Douglas County Design Criteria and Improvement Standards (DCDCIS).

- **June 7, 2007-** The DCDCIS was updated requiring development to comply with the updated standards within 180 days of the most recent adoption.

- **April 2008-** plans for the Zerolene crossing of Martin Slough were submitted to and approved by Douglas County to install eight (8) 4 foot by 12 foot box culverts. Due to the economy the road was never constructed.

- **Subsequently** the Martin Slough Floodplain was re-studied and new floodplain maps were published by FEMA.
  - *Revised maps changed the floodplain to a floodway; however, the overall amount of flow reaching Zerolene Road was reduced from 3,689 cubic feet per second to 2,336 cubic feet per second.*





APPROVED ZEROLENE ROAD PROFILE

13-65

RECEIVED
OCT 21

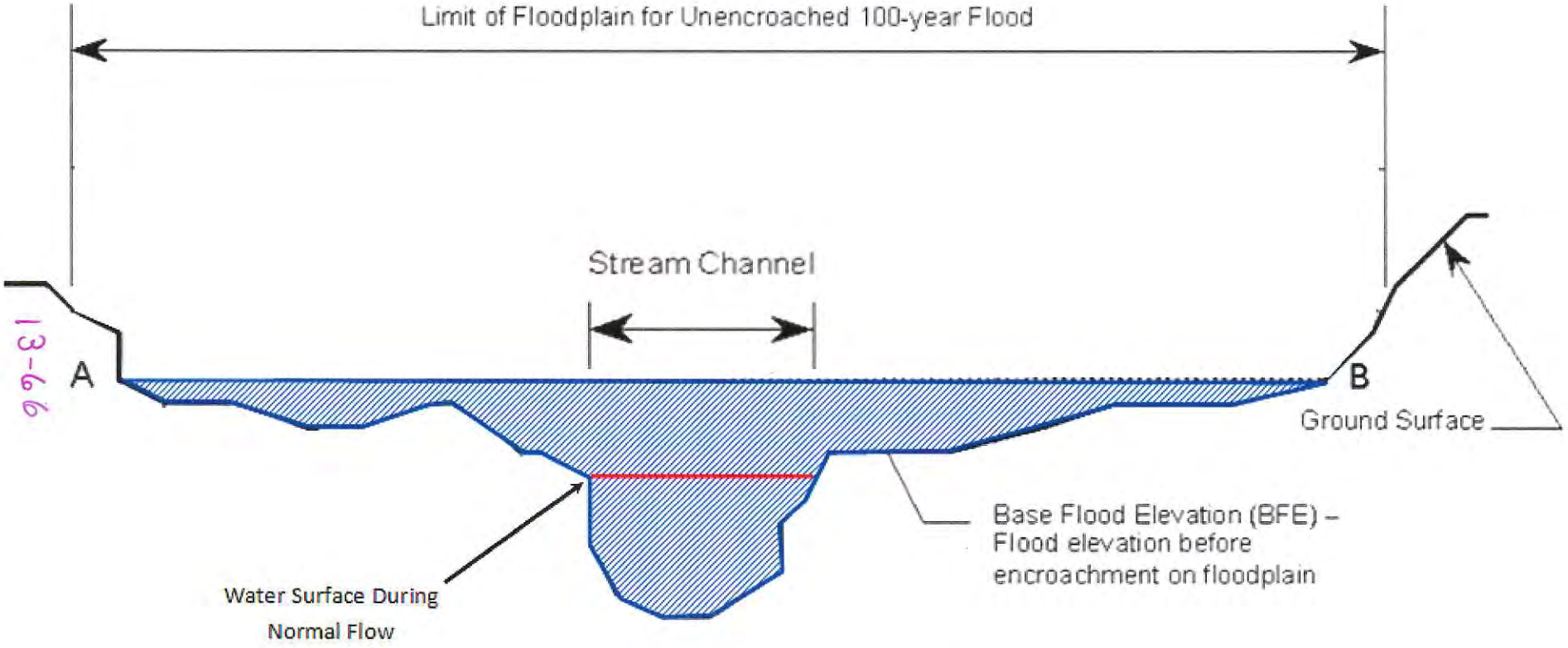
ZEROLENE ROAD
2008 APPROVED PLANS
EFFECTIVE 1999 FIS MAP 32005C0235F

10/20/2016

RO Anderson
WWW.ROANDERSON.COM
NEVADA
1603 Esmeralda Ave
P.O. Box 2229
Minden, NV 89423
P 775.782.2322
CALIFORNIA
3079 Harrison Avenue
Suite 2
South Lake Tahoe, CA 96150
P 530.600.1660

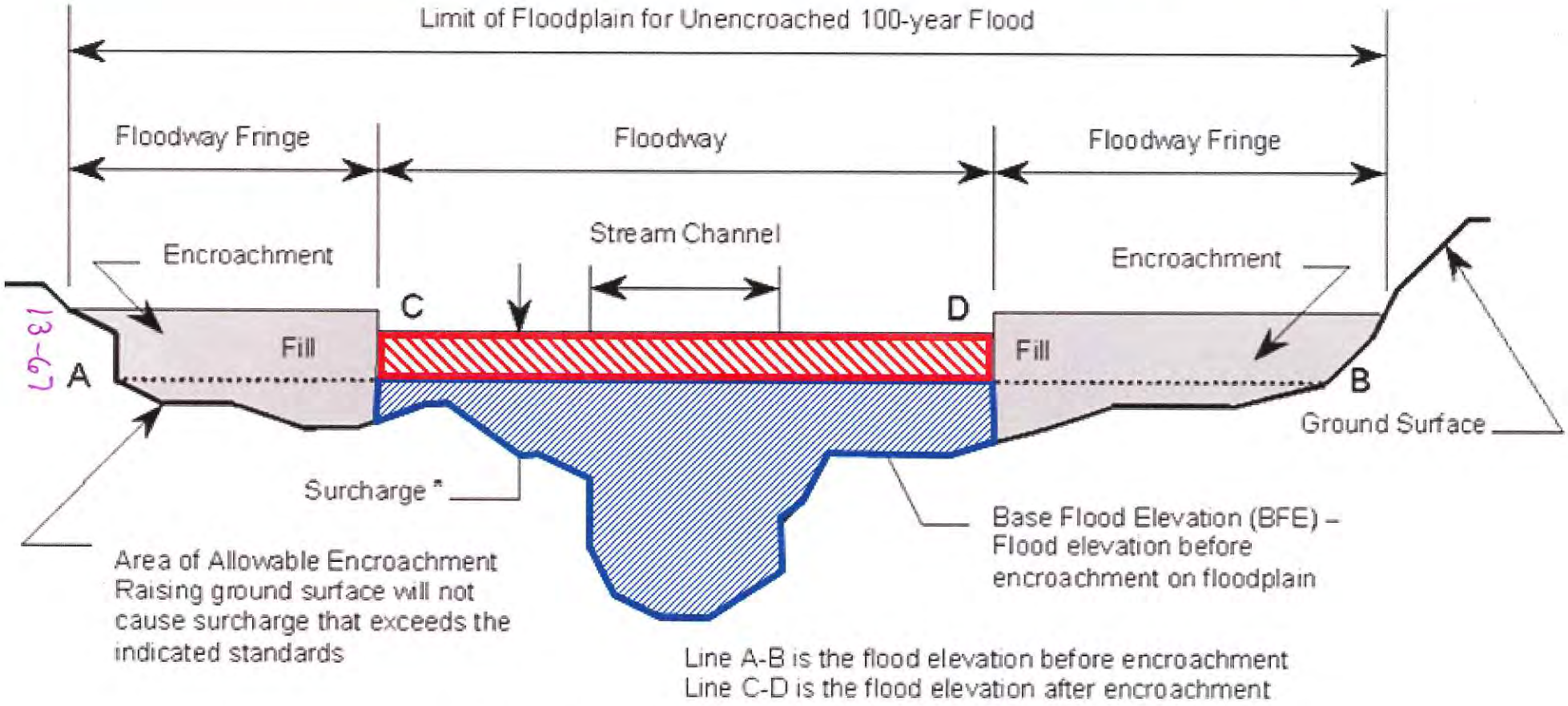
DOUGLAS COUNTY
GREAT PEOPLE ◆ GREAT PLACES

Floodplain vs. Floodway



Floodplain·Encroachment·and·Floodway

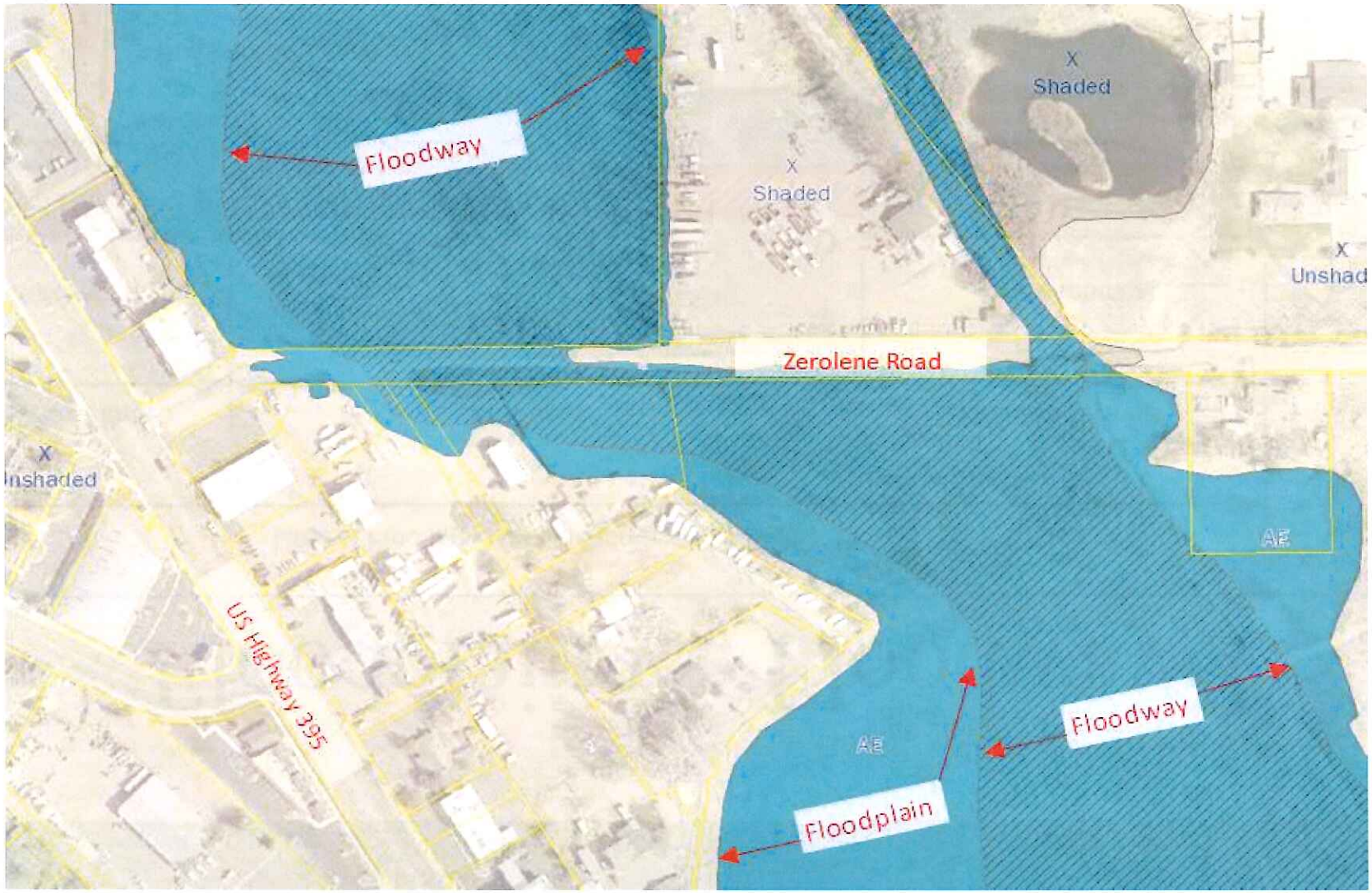
Floodplain vs. Floodway



*Surcharge not to exceed 1.0 ft. (FEMA requirement) or lesser height if specified by community

Floodplain·Encroachment·and·Floodway

Martin Slough Floodplain & Floodway



13-68

County Code and Design Criteria Requirements

- **Douglas County Code Section 20.676.110-** public hearings by PC and BOCC are required for modifications to a PD that involve:
  - *changes in land use*
  - *expansion or intensification of development*
  - *changes in the standards of development*

67-31

- **PD modification** was requested in conjunction with the Variance to Improvement Standards because, approval of the variance would require modification of one or more of the conditions of approval associated with the PD.

- **Since 2007** the update to the DCDCIS arterial and collector roads are required to allow a minimum of one access to communities during the 100-year flood.

County Code and Design Criteria Requirements- *continued*

Requested Variance seeks relief from Note 1 on Table 6.2 of the Engineering Design Criteria and Improvement Standards. Zerolene would be constructed in accordance with FEMA's requirements of no rise in the Base Flood Elevation, but a portion of the road would be inundated during a 100-year flood event.

02-13-20

Table 6.2. Storm Drain and Drainage Facility Design Storm Events.

Design Storm Criteria	Design Storm Event (see Notes)
1. Local Roadways	25-year return period
2. Arterial and Collector Roadways	25-year return period
3. Developments (commercial, industrial, residential)	25-year return period
4. Drainage Crossings Under the Following Roadways:	
a. Local Roadways	25-year return period
b. Arterials and Collectors	25-year return period
c. Developments (commercial, industrial, residential)	25-year return period

Notes:

1. Arterial and collector roads shall be designed and constructed to allow for a minimum of one access to communities during the 100-year flood.

FEMA Requirements

- Allows for construction in a floodplain to raise the water surface by up to 1-foot; however, construction in a floodway may not increase the water surface elevation.

- The road must be constructed to:
  1) Allow one lane of access during the 100-year flood.
  2) Ensure the floodway water surface is not increased.

- Applicant believes FEMA also requires the construction of the roadway must ensure the 100-year base flood elevation is not increased. County staff has contacted FEMA for clarification.

13-71

Zerolene Crossing of Martin Slough

Four proposals considered for the Zerolene Road crossing of Martin Slough:

1) Six culverts with a 325 foot dip section- *applicant's request*

2) Eight culverts with no dip section- *as approved in 2008*

3) Ten culverts with no dip section

4) 140 foot clear span bridge

Zerolene Crossing of Martin Slough

The 8 culvert option is staff's preferred alternative. It allows access during a 100-year flood event and ensures the floodway water surface is not increased.

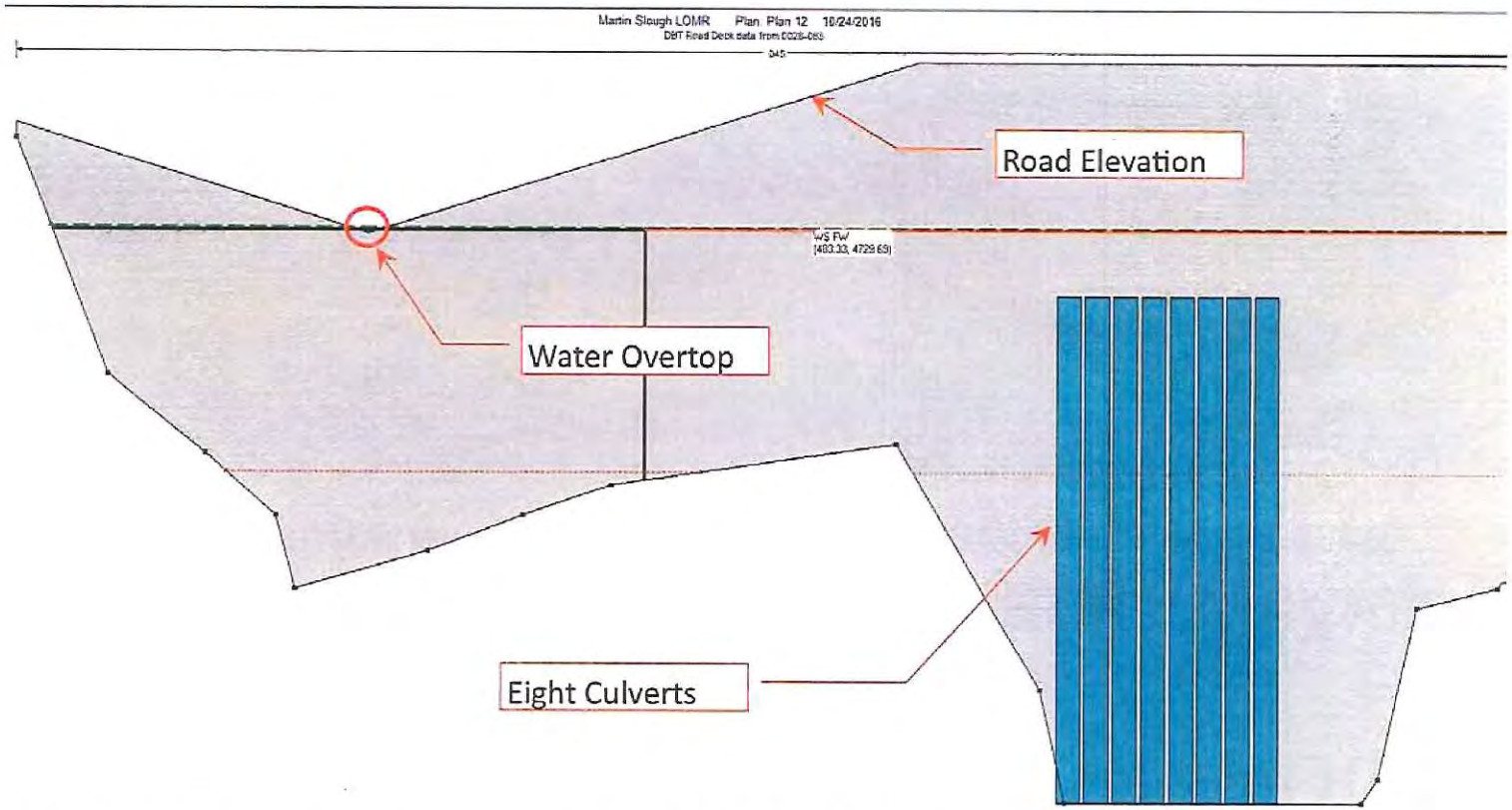
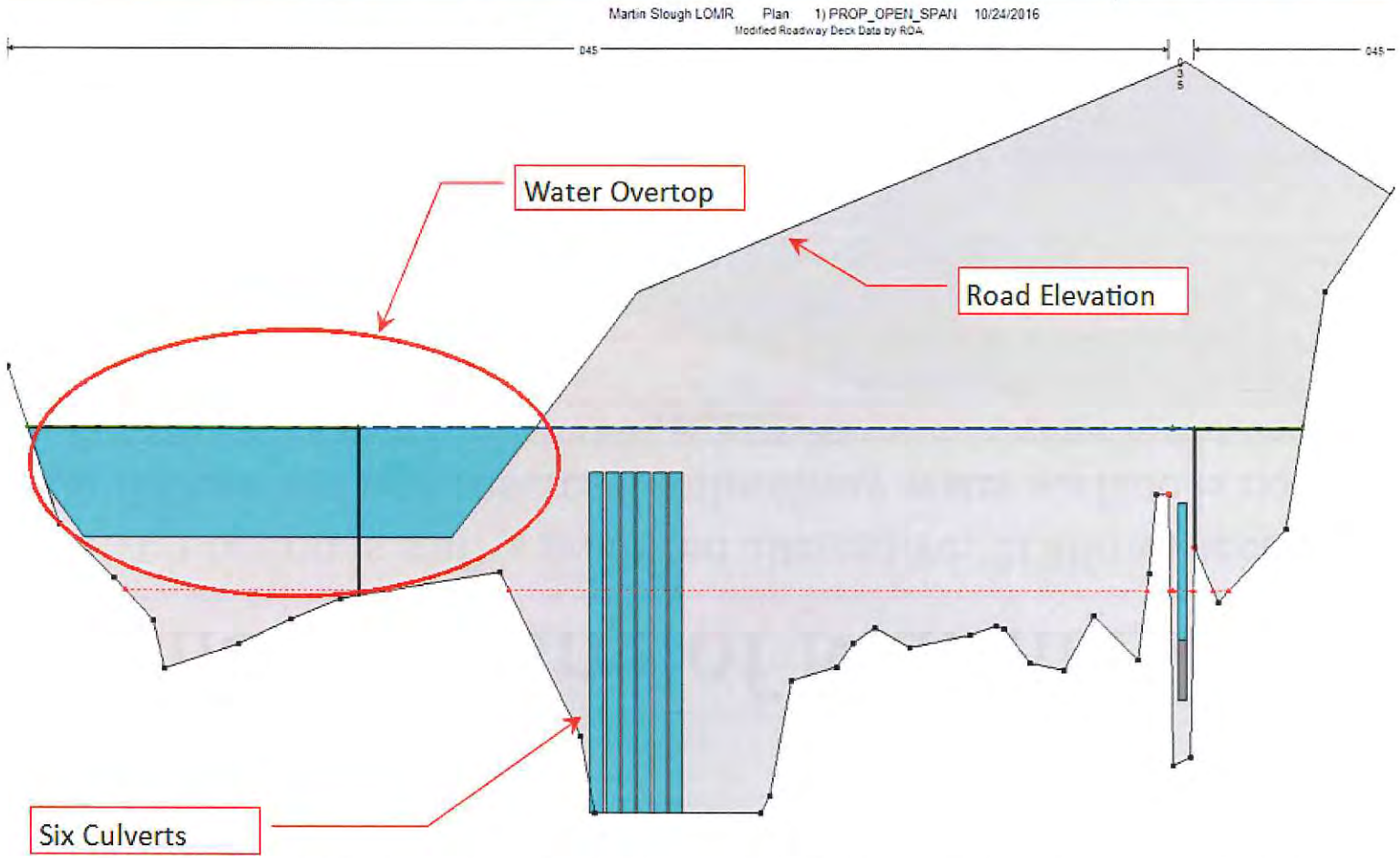


Exhibit A— Proposed Eight Culvert Configuration with Floodway

Zerolene Crossing of Martin Slough

The 6 culvert option is the developers preferred alternative. It allows floodwaters to overtop the roadway between the 50 and 100-year flood event and ensures the floodway water surface is not increased.



Applicants Proposed Six Culvert Configuration with Floodway

Code Provisions

Douglas County Code (DCC), 20.676.040 and NRS 278A.410 contain the findings that the Planning Commission and Board of Commissioners must consider in their actions on PD modification; and DCC 20.704.070 contains the findings the Planning Commission and Board of Commissioners must consider in their actions on the Variance to Improvement Standards. Part II, Division 1, Section 1.3 of the Douglas County Design Criteria and Improvement Standards contains additional findings that must be made to approve the variance.

13-75

All findings must be made in the affirmative in order to approve the requested modification.

PD Modification Findings

- Staff was unable to make findings 2, 5, 7, 11, 12, 15, and 17 of DCC 20.676.040, in the affirmative.
  - The proposed variance would allow for Zerolene Road to be constructed in a manner that would not provide for adequate emergency ingress and egress for the current and future residents or emergency responders; and the intensification of land use (adding additional homes) with no means of emergency access during flood events is detrimental to public health and safety.

13-76

- Staff was unable to make finding 2(c) of NRS 278A.410 in the affirmative. This requires a finding that the modification would not be *"granted solely to confer a private benefit upon any person."*
  - Based on the information submitted to date, the PD modification and variance are requested solely for the benefit of the developer and would leave the future residents without adequate emergency access.

Variance to Improvement Standards Findings

- Staff was unable to make findings 1, 2, 3, and 5 of DCC 20.704.070 in the affirmative.
  - The primary concerns cited in staff's responses to these findings is also public health and safety. Additionally, FEMA and Douglas County Standards can still be met by constructing the road as it was approved in 2008 with eight box culverts. The same cannot be achieved with the applicant's proposal of six box culverts and a 325 foot dip section.

- Staff was unable to make any of the findings 1-3 listed in the DCDCIS, in the affirmative.
  - The concerns cited in staff's responses to these findings are public health and safety. The variance would place future residents in danger during a flood event. Additionally, there are no unique conditions at this site to support such a variance.

Town of Minden and Town of Gardnerville

Gardnerville will not hear this matter until the December 6th meeting and Minden will hear it at their December 7th meeting, assuming all appropriate documentation is filed with the Towns. Both meetings will occur after the Board of County Commissioners would be scheduled to hear the matter on December 1, 2016.

13-78

DCC requires development applications within the established boundaries of the Towns to be reviewed by the Towns prior to final action. Since the Towns will not be able to hear the request and provide recommendation prior to the Planning Commission or Board of County Commissioners meetings, the Planning Commission may wish to continue the matter for one month, providing the Towns with adequate time to review the application and make recommendation.

Options

1) Continue the matter for one month providing the Towns with adequate time to review the application and make recommendation.

2) Recommend approval of the variance to the Board of County Commissioners, allowing for the construction of six box culverts and a dip section.

13-79

3) Recommend denial of the request to the Board of County Commissioners, further recommending construction of the eight box culvert configuration, subject to FEMA approval.

4) Recommend denial of the request to the Board of County Commissioners, further recommending construction of the ten box culvert configuration if FEMA determines the eight box culvert configuration does not meet their standard.

Recommendation

Recommend, to the Board of County Commissioners, denial of the modification to the Planned Development (PD 04-008-8) and the Variance to Improvement Standards (LDA 16-035) seeking to waive Note 1 of Table 6.2 of Douglas County Design Criteria and Improvement Standards (DCDCIS) and require adherence to the adopted standards based on the discussion and findings included in the staff report.

08-81

Additional Public Correspondence Received Since the Distribution of the Planning Commission Packet

Agenda Item No 4

PD 04-008-8 / LDA 16-035

Zerolene Road

Planning Commission Meeting

November 8, 2016

Shirley Fraser
1561 Zerolene Place
Minden, NV 89423

November 1, 2016

To: Douglas County Planning Commission
P.O. Box 218, Minden, NV 89423

Dear Sirs:

Subject: Concerning the construction of the Zerolene Road crossing of the Martin Slough.

Our property at 1567 Zerolene Place Parcel # 1320-32-501-012, Area 500, on the North side, butts up to Zerolene Road.

Every summer we irrigate our pasture. The irrigation water flows into the drainage ditch, which is a part of Zerolene Road. The reconstruction of Zerolene Road should accommodate our irrigation water drain off.

Thank You,
Shirley Yvonne Fraser, Trustee

Copies to:
Douglas County Board of Commissioners
Case Planner: Heather Ferris
Case Engineer: Barbara Resnik

13-82

COMMUNITY DEVELOPMENT
1594 Esmeralda Avenue, Minden, Nevada 89423

Mimi Moss
COMMUNITY DEVELOPMENT DIRECTOR

775-782-6201
FAX: 775-782-6297
website: www.douglascountynv.gov

Building Division
Engineering Division
Planning Division
Code Enforcement

NOTICE OF APPLICATION AND HEARING

Planning Commission Meeting and Board of Commissioners Meetings

Dear Property Owner:

An application for the below-referenced project is on file at the Douglas County Community Development offices, Planning Division, at 1594 Esmeralda Avenue, Room 202, in Minden, Nevada. This file may be reviewed during regular office hours Monday through Thursday (8:00 a.m. to 3:00 p.m.) and Friday (8:00 a.m. – noon), except legal holidays. The staff summary for this project will be available for review at the Douglas County Community Development offices five (5) calendar days prior to the meeting or online http://douglascountynv.iqm2.com. what are you trying to say?

For possible action. Discussion on a request for a modification to the Ranch at Gardnerville Planned Development and Variance to Improvement Standards as they related 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-8,000 (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 04-008-8. LDA 16-035.

Case Planner:	**Heather Ferris**	**(775) 782-6210**	**hferris@douglasnv.us**
Case Engineer:	**Barbra Resnik**	**(775) 782-6234**	**bresnik@douglasnv.us**

13-83

Planning Commission Meeting:

Date: Tuesday – **November 8, 2016** — election DAY!

Time: The meeting commences at **1:00 pm.** This matter may be continued to another meeting without additional notice.

Location: Douglas County Commissioner Meeting Room of the Douglas County Administration Building, 1616 Eighth Street, Minden, Nevada.

Board of Commissioners Meeting:

Date: Thursday – **December 1, 2016**

Time: The meeting commences at **1:00 pm.** This matter may be continued to another meeting without additional notice.

Location: Douglas County Commissioner Meeting Room of the Douglas County Administration Building, 1616 Eighth Street, Minden, Nevada.

Interested persons may appear at the meetings to present oral comments to the Planning Commission and Board of Commissioners, or may submit comments by mail to Douglas County Community Development Department P.O. Box 218, Minden, NV 89423. If written comments are not received prior to the date of the meetings, the Planning Commission or Board of Commissioners will not consider them. For further information please contact the case planner or fax comments to (775) 782-9007.

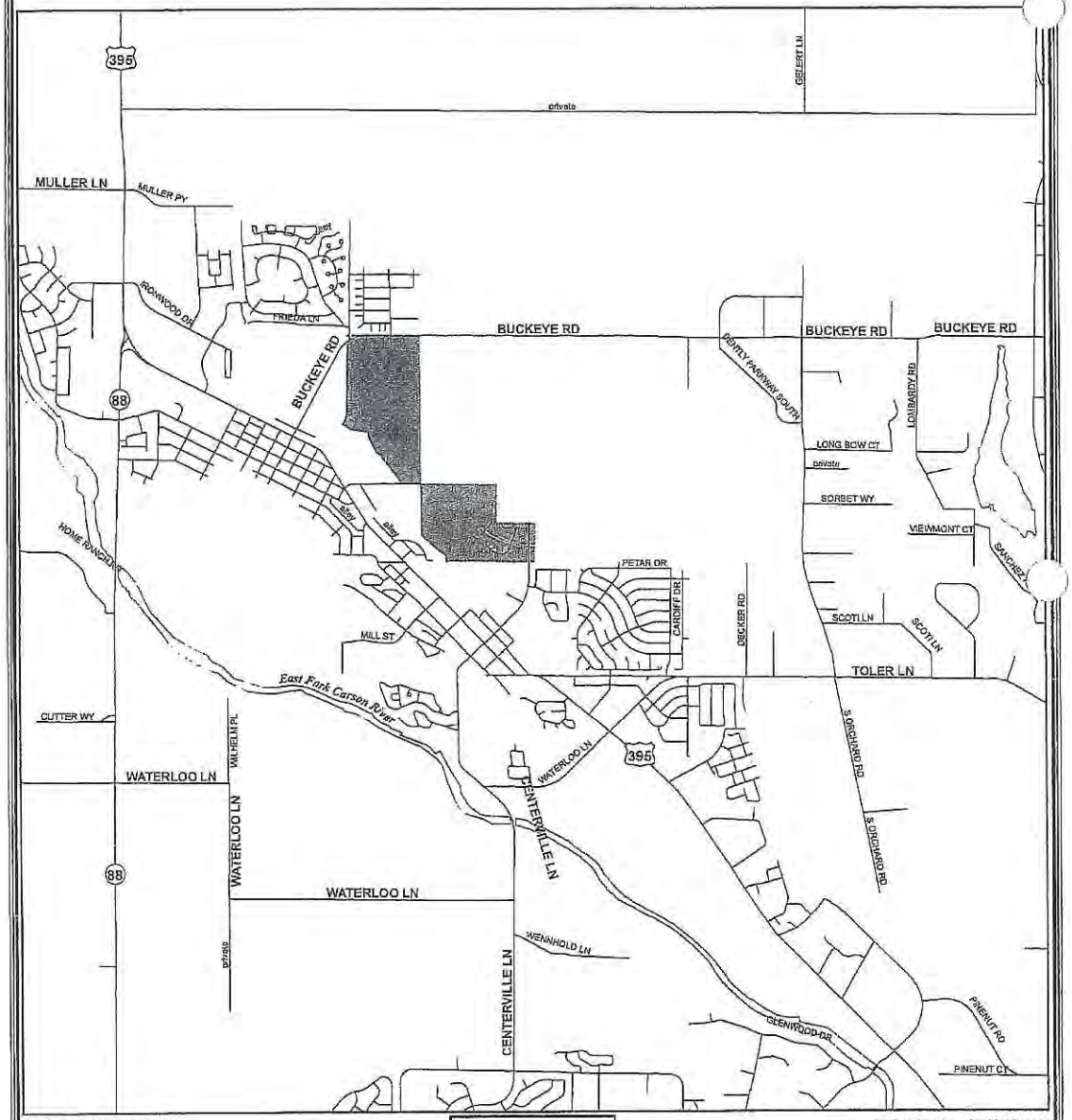
Comments (additional comments may be provided separately): What does this mean? More houses? Your map is too vague. People live & Love it here because it is rural. Keep it that way. Why are you trying to make it a big city. Go back to L.A.

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

very poor map ↓

Douglas County Vicinity Map

MULTIPLE PARCELS



The data contained herein has been compiled on a geographic information system for the use of Douglas County. The data does not represent survey delineation and should not be construed as a replacement for the authoritative source, plat maps, deeds, resurveys, etc. No liability is assumed by Douglas County as to the sufficiency or accuracy of the data.

13-E1

CARL & MARILYN MALKMUS
Post Office Box 1060
Gardnerville, NV. 89410
775-782-4931 FAX (775) 782-4943

November 2, 2016

D. C. Community Development Department
Planning Division
Attn: Ms. Heather Ferris, Case Planner
Post Office Box 218
Minden, NV 89423

Subject: 11-8-2016 Planning Committee Meeting
Possible Action: Applicant Ezra Nilson
PD04-008-8 LDA 16-035
Zerolene Rd Crossing at Martin Sough

13-85

I have reviewed the applicants design of subject project and found that it is based on saving construction costs in lieu of acceptable and necessary minimum engineering standards. It creates a potentially dangerous structure (ingress, egress roadway and culvert system).

Since this project impacts the 100 year Flood Way potential per the current flood studies, it would create more of a dam effect in lieu of allowing flood water relief with the required 6 culvert design and 2 full lanes for vehicular travel for both private vehicles and emergency vehicles to access the development.

I encourage you to deny this modification.

Sincerely,

Carl Malkmus

2016 Draft - Douglas county Transportation plan does:

1. Not include Zerolene as a needed collector through to 2040.
2. Not include Zerolene as a needed Evacuation Route.
3. Does show Zerolene as a 2 lane road (Figure 4.5) alternate and regional access

Figure ES.1: Douglas County Roadway Network Functional Classifications

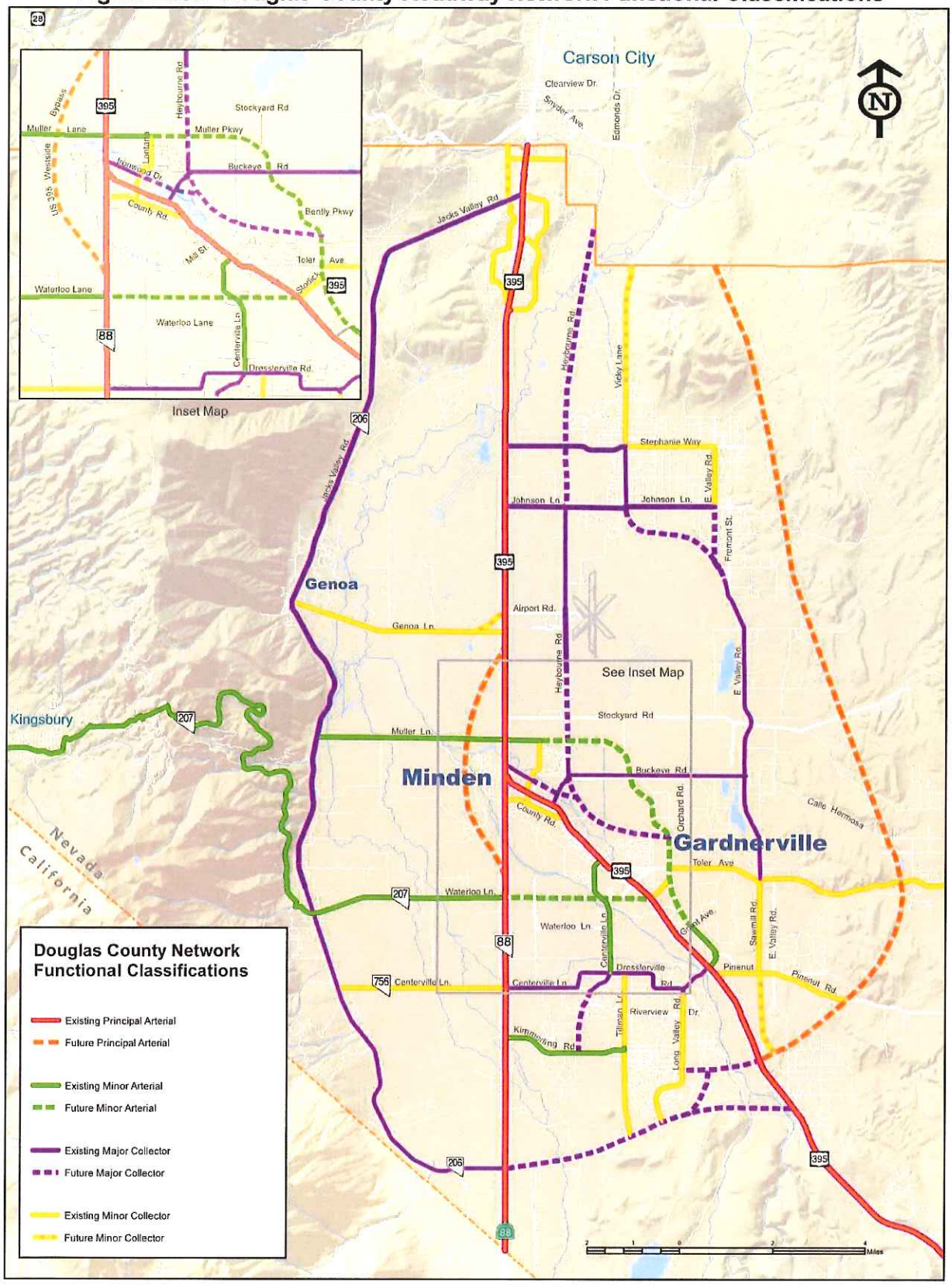
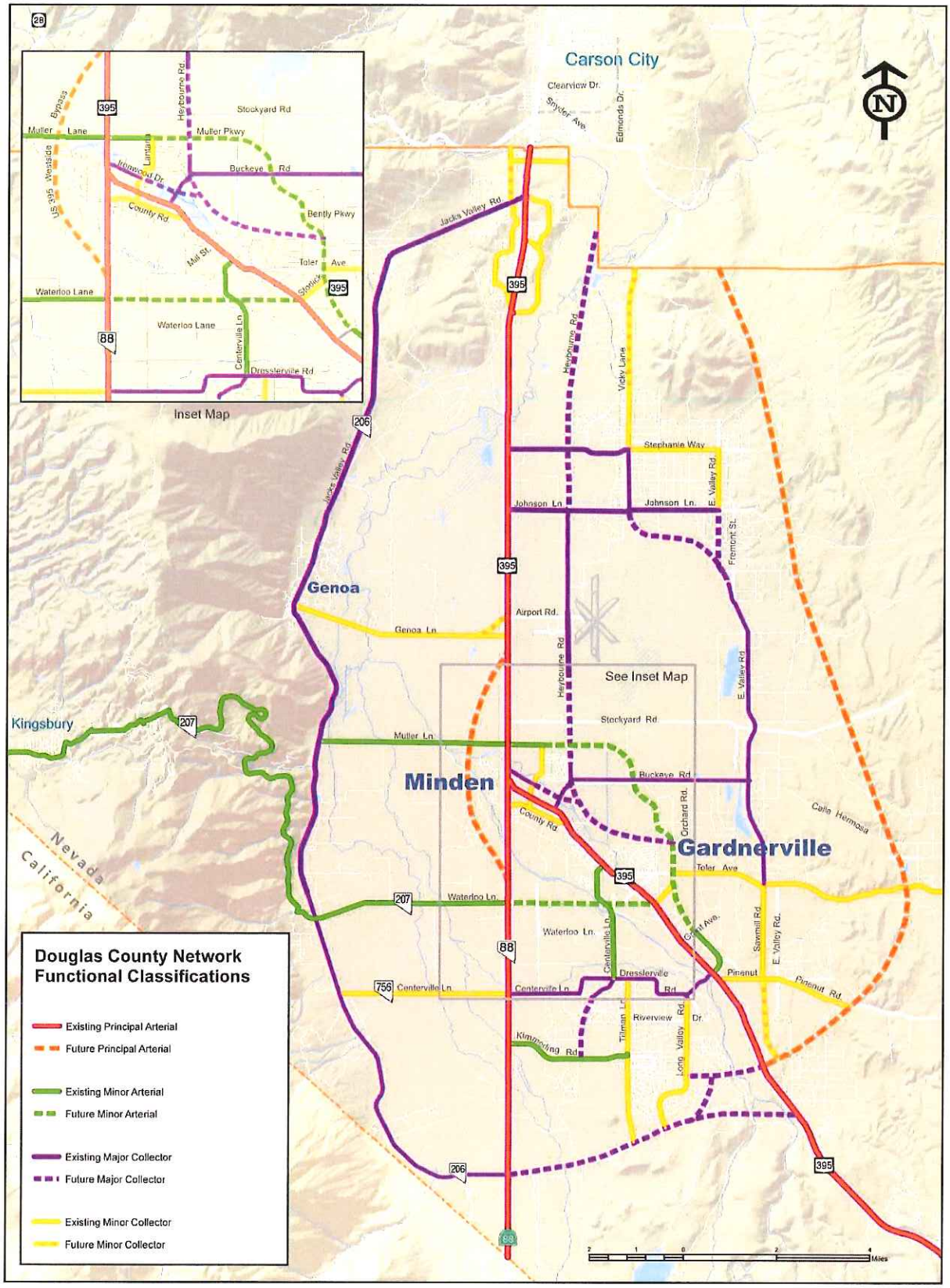


Figure 4.1: Roadway Functional Classification Map



Minor Arterials

The minor arterial street system interconnects with and augments the principal arterial system and provides service to trips of moderate length at a somewhat lower level of travel ability than the principal arterials. In addition, this system distributes travel to geographic areas smaller than those identified within the principal arterial system. Minor arterial street systems include all arterials not classified as principal and contain facilities that place more emphasis on land access than the principal arterial system. Minor arterial systems typically carry local bus routes and provide inter-community continuity, but ideally do not penetrate identifiable neighborhoods. The minor arterial street system includes urban connections to rural collector roads where such connections have not been classified as principal arterials.

Rural/Urban Major Collector

The rural/urban major collector system provides service to any central business district not on an arterial route, and into the larger towns not directly served by higher systems. In addition, major collector roads provide service to traffic generators of equivalent intra-county importance such as consolidated schools, county parks, important mining areas, etc. The rural/urban major collector roads link these places with nearby larger towns or cities or with routes of higher classifications. Rural/urban major collector roads serve the more important intra-county travel corridors.

Rural/Urban Minor Collectors

The rural/urban minor collector roadways are laid out consistent with population density in order to collect traffic from local roads and bring all developed areas within a reasonable distance of the collector road. In addition, they provide service to the remaining smaller communities and link locally important traffic generators within their rural areas.

Rural/Urban Local Roadway

The local street system comprises all facilities not on one of the higher systems. The local roadway system provides direct access to abutting land and access to higher order systems.

Figure 4.1 shows the Roadway Functional Classification for streets and highways as determined by the Douglas County Community Development Department. Rural and urban local streets and roads are not illustrated on this graphic.

4.1.2 EXISTING TRAFFIC LEVELS

The second step in developing the transportation plan is to inventory the volume of traffic using the existing transportation network. To undertake this inventory, data was collected from NDOT and field counts were taken at 26 road segments in Douglas County and Carson City during 2015. These traffic volume counts were taken during the morning and evening times when traffic levels are highest, generally between 6:00 and 9 a.m. and between 3:00 and 7:00 p.m.

Figure 4.5: Map of Proposed Douglas County Transportation Projects—2016 to 2040

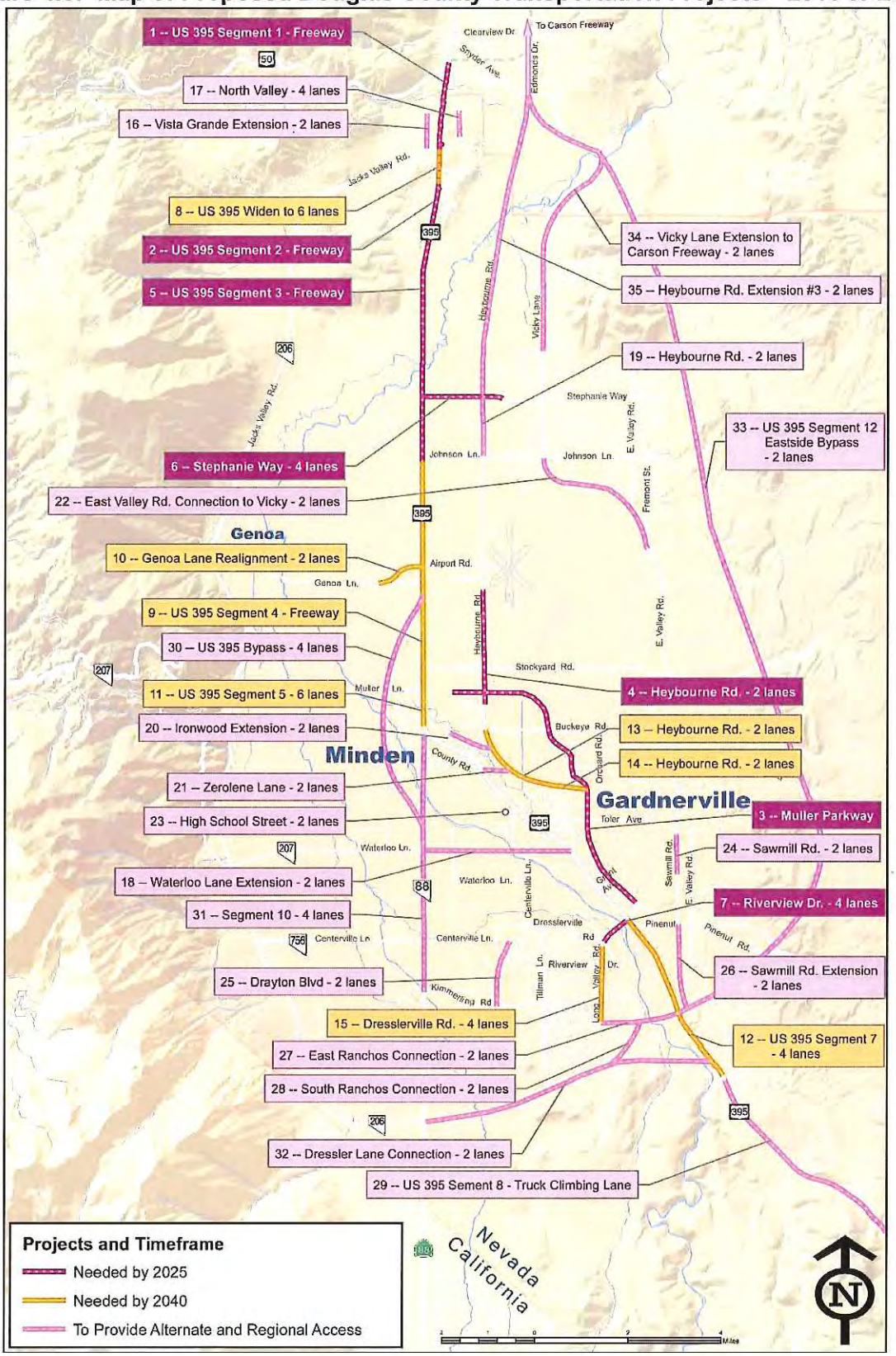
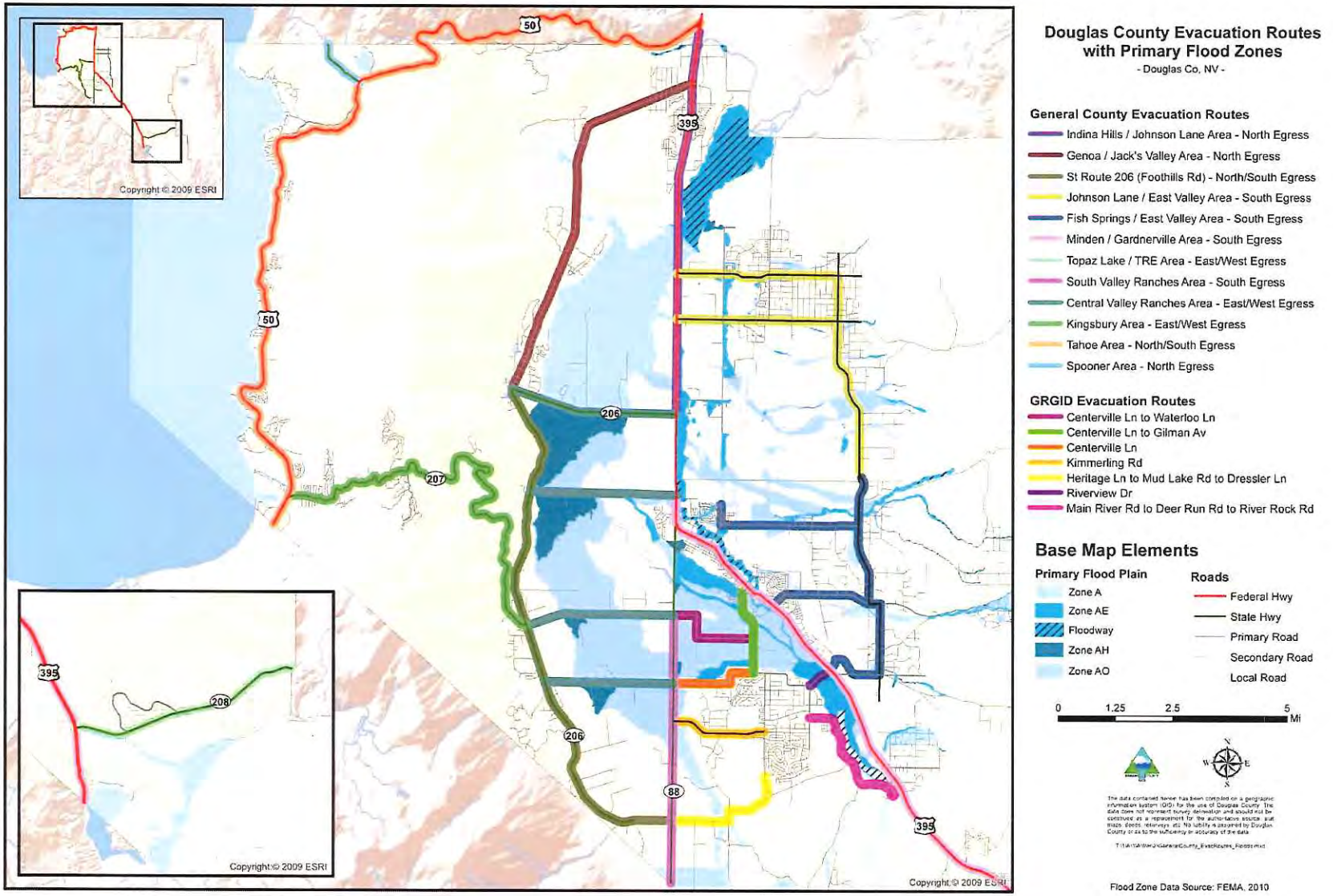


Figure 4.8 Map of Douglas County Evacuation Routes with Primary Flood Zones



4.6 Douglas County Street and Highway Design Standards

Each of the roadway functional classifications has different characteristics. Design standards vary with each functional classification relative to the character of the service that they provide. Roadways should be designed in accordance with the following referenced guidelines.

Nevada Department of Transportation Jurisdictional Roadways
Road Division Design, Design Manual, Parts 1 and 2, latest edition, Nevada Department of Transportation.

Douglas County Jurisdictional Roadways
Please refer to the *Douglas County Design Criteria and Improvement Standards Manual* for project standards.

Typical roadway sections and associated rights-of-way are contained in the current version of the *Douglas County Design Criteria and Improvement Standards Manual.* The right-of-way requirements were established to accommodate the roadway and local street drainage only. Additional right-of-way to accommodate drainage facilities for other than local street drainage (off-site) may be required. Additional easements/right-of-way may be required for slopes and construction.

4.7 Emergency Access Routes and Flooding

Although much of Douglas County is a high desert, flood events are not uncommon. Summer thunderstorms frequently generate localized flood events, and winter rains on snowpack can generate regional flooding. Figure 4.8, Douglas County Evacuation Routes, was prepared by the East Fork Fire and Paramedic District and Douglas County GIS office.

4.8 Complete Streets

Complete streets refers to retrofitting roads that are under the jurisdiction of a County Commission or Regional Transportation Commission to add or repair facilities that provide safe access for all users including pedestrians, bicyclists, persons with a disability, persons who use public transportation and motorists. The term includes the operation of a public transit system but does not include the purchase of vehicles or other hardware for operation of a public transit system.

Designing complete streets can increase the overall capacity of the transportation network by encouraging more transportation modes than just private automobiles. They also encourage exercise in the forms of walking and cycling, and can reduce vehicle emissions, improve safety and promote economic development. Adopting a Complete Streets Policy means routinely designing to provide safe access for all users of all ages and abilities, regardless of mode of travel.

PAGE 13-93

TO

PAGE - 13-110

INTENTIONALLY MISSING

The Ranch at Gardnerville PD modification
Request for a Variance to Improvement Standards for the construction of Zerolene Road

Douglas County Planning Commission- Meeting
Nov 8, 2016

13-113

EXHIBIT (for identification only)
#4 RO Anderson
Filed 11-8-16
By
Deputy

R O Anderson

Background

- September 2001 – DCDCIS adopted by Douglas County
- December 2004 – Project approved 633 units (not 613 units)
- November 2007 – DCDCIS revised, updated and adopted by Douglas County
- April 2008 – Approval of Design of Zerolene Road
  (8 – 12'x4' box culverts with water over the road)
- September 2010 – FEMA established a floodway along the Martin Slough
- September 11, 2012 – DC Planning Commission – discussed a similar request
- October 2012 – FEMA revised limits of floodway due to changes in hydrology
  (Effective discharge was reduced from 3,689 CFS and 2,336 CFS)

13-113

R O Anderson

Table 6.3
Design Storm Events

Design Storm Criteria	Design Storm Event (see Notes)
1. Local Roadways	25-year return period, 6-hour duration
2. Arterial and Collector Roadways	50-year return period, 6-hour duration
3. Developments (commercial, industrial, residential)	25-year return period, 6-hour duration

Notes:

1. All development shall provide emergency flow paths for a 100-year peak storm in accordance with Table 6.5.

2. Refer to Section 6.8.1 for additional situations where the drainage system shall be designed for not less than a 100-year return period, 6-hour duration.

3. Refer to Section 6.1.2.4.6 for additional requirements for projects located within a floodplain.

Table 6.2. Storm Drain and Drainage Facility Design Storm Events.

Design Storm Criteria	Design Storm Event (see Notes)
1. Local Roadways	25-year return period
2. Arterial and Collector Roadways	25-year return period
3. Developments (commercial, industrial, residential)	25-year return period
4. Drainage Crossings Under the Following Roadways:	
a. Local Roadways	25-year return period
b. Arterials and Collectors	25-year return period
c. Developments (commercial, industrial, residential)	25-year return period

Notes:

1. Arterial and collector roads shall be designed and constructed to allow for a minimum of one access to communities during the 100-year flood.

Compare tables from 2001 and 2007 Manual

Table 6.3
Design Storm Events

Design Storm Criteria	Design Storm Event (see Notes)
1. Local Roadways	25-year return period, 6-hour duration
2. Arterial and Collector Roadways	50-year return period, 6-hour duration
3. Developments (commercial, industrial, residential)	25-year return period, 6-hour duration

Sept. 2001

Notes:
1. All development shall provide emergency flow paths for a 100-year peak storm in accordance with Table 6.5.

13-11 ⑥

Table 6.2. Storm Drain and Drainage Facility Design Storm Events.

Design Storm Criteria	Design Storm Event (see Notes)
1. Local Roadways	25-year return period
2. Arterial and Collector Roadways	25-year return period
3. Developments (commercial, industrial, residential)	25-year return period
4. Drainage Crossings Under the Following Roadways:	
a. Local Roadways	25-year return period
b. Arterials and Collectors	25-year return period
c. Developments (commercial, industrial, residential)	25-year return period

Nov. 2007

Notes:
1. Arterial and collector roads shall be designed and constructed to allow for a minimum of one access to communities during the 100-year flood.

Compare September 6, 2001 & November 1, 2007 DC DCIS manual Design Storm Street

Sept. 2001

Table 6.5
Street Capacity Limitations for 100-Year, 6 Hour Duration Storm

Roadway Functional Classification	100-Year Return Period, 6 Hour Duration Storm Street Capacity Limitations (See Notes)
1. Major Collector / Minor Arterial	A. Residential dwellings, public, commercial, and industrial buildings shall not be inundated at the ground line. B. The depth of water at the street crown shall not exceed 6 inches. C. The depth of water over the gutter flow line shall not exceed 12 inches.
2. Urban Collector, Urban Commercial / Industrial Local Street, Urban Local Street, Rural Local Street, Urban Local Street	A. Residential dwellings, public, commercial, and industrial buildings shall not be inundated at the ground line. B. The depth of water over the gutter flow line shall not exceed 12 inches.

Notes:
1. For residential construction, the reference level as designated in the FEMA National Flood Insurance Program Elevation Certificate shall be located a minimum of one foot above the base flood elevation.
2. For nonresidential construction, the reference level as designated in the FEMA National Flood Insurance Program Elevation Certificate shall be located a minimum of one foot above the base flood elevation, or the construction shall be floodproofed in accordance with FEMA requirements to or above the base flood level.
3. Other criteria such as the Federal Housing Administration regulations may impose regulations more restrictive than cited.

13-117

Nov. 2007 Table 6.4. Street Capacity Limitations for 100-Year Storm.

Roadway Functional Classification	100-Year Return Period Storm Street Capacity Limitations (See Notes)
1. Collector / Arterial	A. Residential dwellings, public, commercial, and industrial buildings shall not be inundated at the ground line. B. The product of the maximum depth of flow (feet) at any point on the traveled way times the average flow velocity (feet per second) shall be less than or equal to six (6). C. On County designated emergency routes a minimum 12 foot wide dry lane shall be maintained, centered on the roadway, or the County may establish an allowable depth of water.
2. Urban Commercial / Industrial Local Street, Urban Local Street, Rural Local Street, Urban Local Street	A. Residential dwellings, public, commercial, and industrial buildings shall not be inundated at the ground line. B. The product of the maximum depth of flow (feet) at any point on the traveled way times the average flow velocity (feet per second) shall be less than or equal to six (6). C. On County designated emergency routes a minimum 12 foot wide dry lane shall be maintained, centered on the roadway, or the County may establish an allowable depth of water.

Notes:
1. For residential construction, the reference level as designated in the FEMA National Flood Insurance Program Elevation Certificate shall be located a minimum of one foot above the base flood elevation.
2. For nonresidential construction, the reference level as designated in the FEMA National Flood Insurance Program Elevation Certificate shall be located a minimum of one foot above the base flood elevation, or the construction shall be flood proofed in accordance with FEMA requirements to or above the base flood level.
3. Other criteria such as the Federal Housing Administration regulations may impose regulations more restrictive than cited.

National Flood Insurance pg. 1 of 2

44 CFR 60.3.D3: (3) Prohibit encroachments, including fill, new construction, substantial improvements, and other development within the adopted regulatory floodway unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge;

13-118

44 CFR 60.3.D4: Notwithstanding any other provisions of § 60.3, a community may permit encroachments within the adopted regulatory floodway that would result in an increase in base flood elevations, provided that the community first applies for a conditional FIRM and floodway revision, fulfills the requirements for such revisions as established under the provisions of § 65.12, and receives the approval of the Federal Insurance Administrator.

RO Anderson

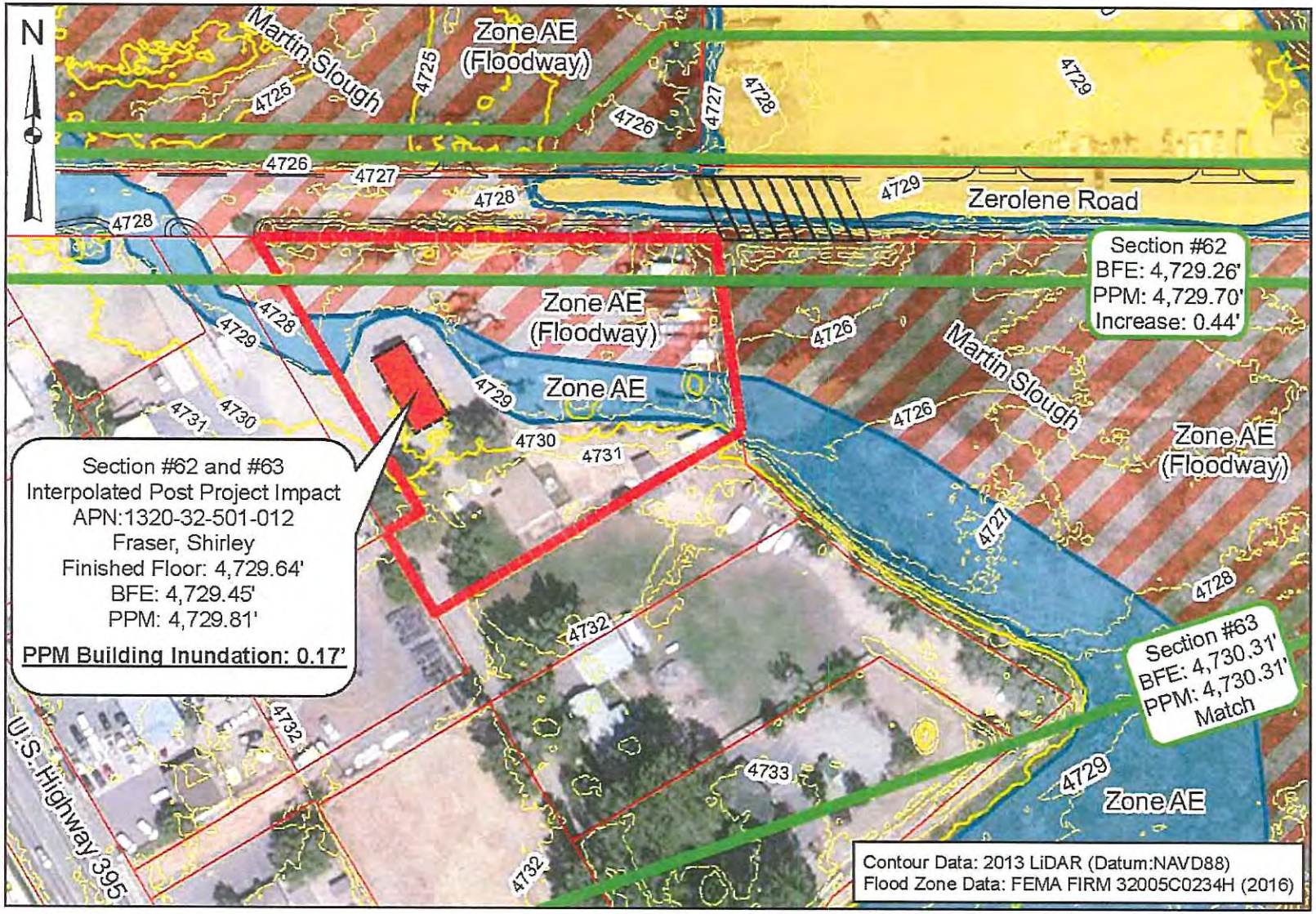
65.12 Revision of flood insurance rate maps to reflect base flood elevations caused by proposed encroachments.

(5) Certification that no structures are located in areas which would be impacted by the increased base flood elevation;

13-119

Douglas County, Nevada: A.P.N. 1320-32-501-012

Martin Slough Zerolene Road (8 Culvert Post Project Model): Flood Impact Analysis



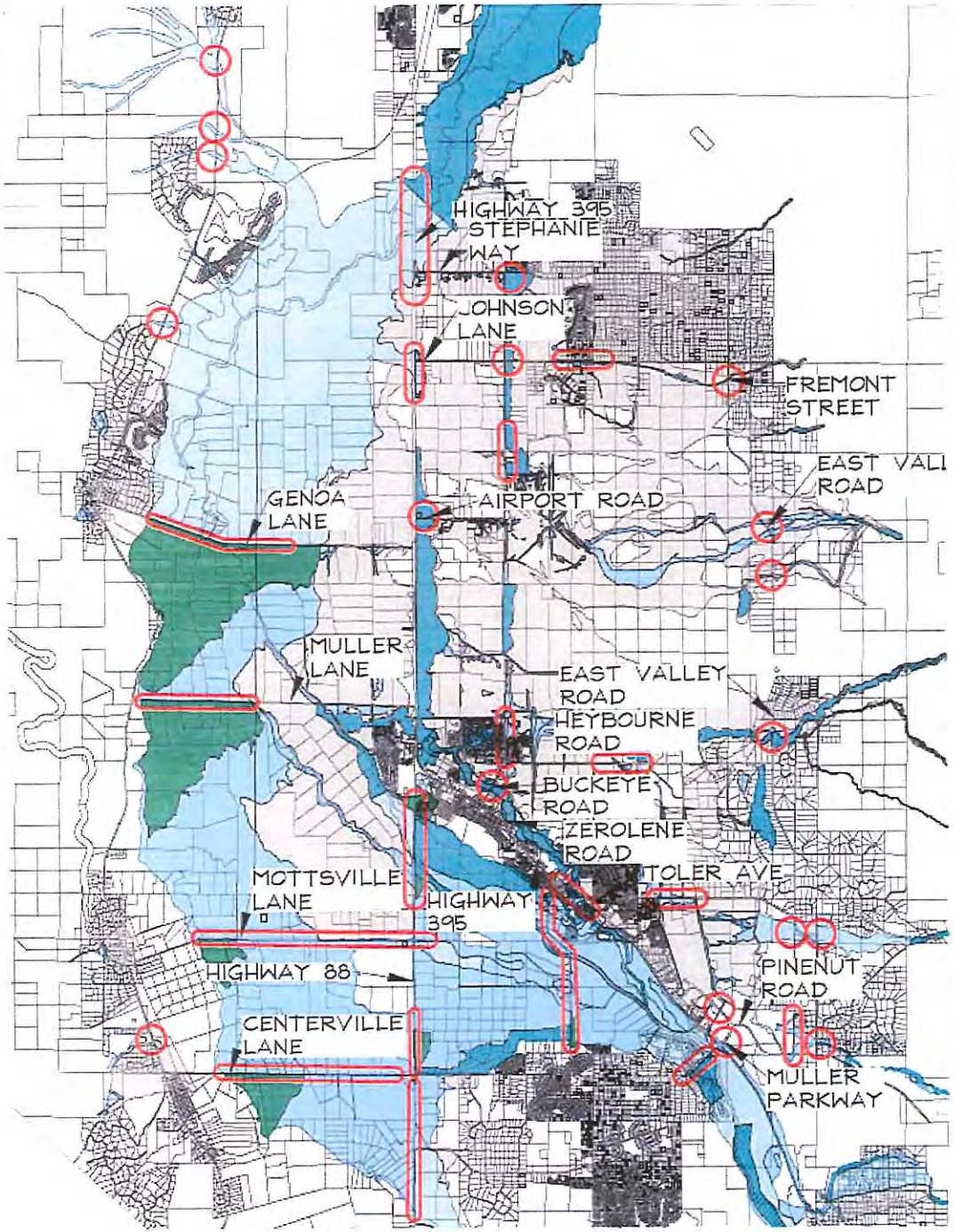
R O Anderson

0 50 100 200 Feet

Print Date: 11/08/2016 - - File: ...\2046-002\GIS\Impact\MS_Zerolene.mxd

Post Project Impact: Depth Difference (PPM - BFE)

18-120



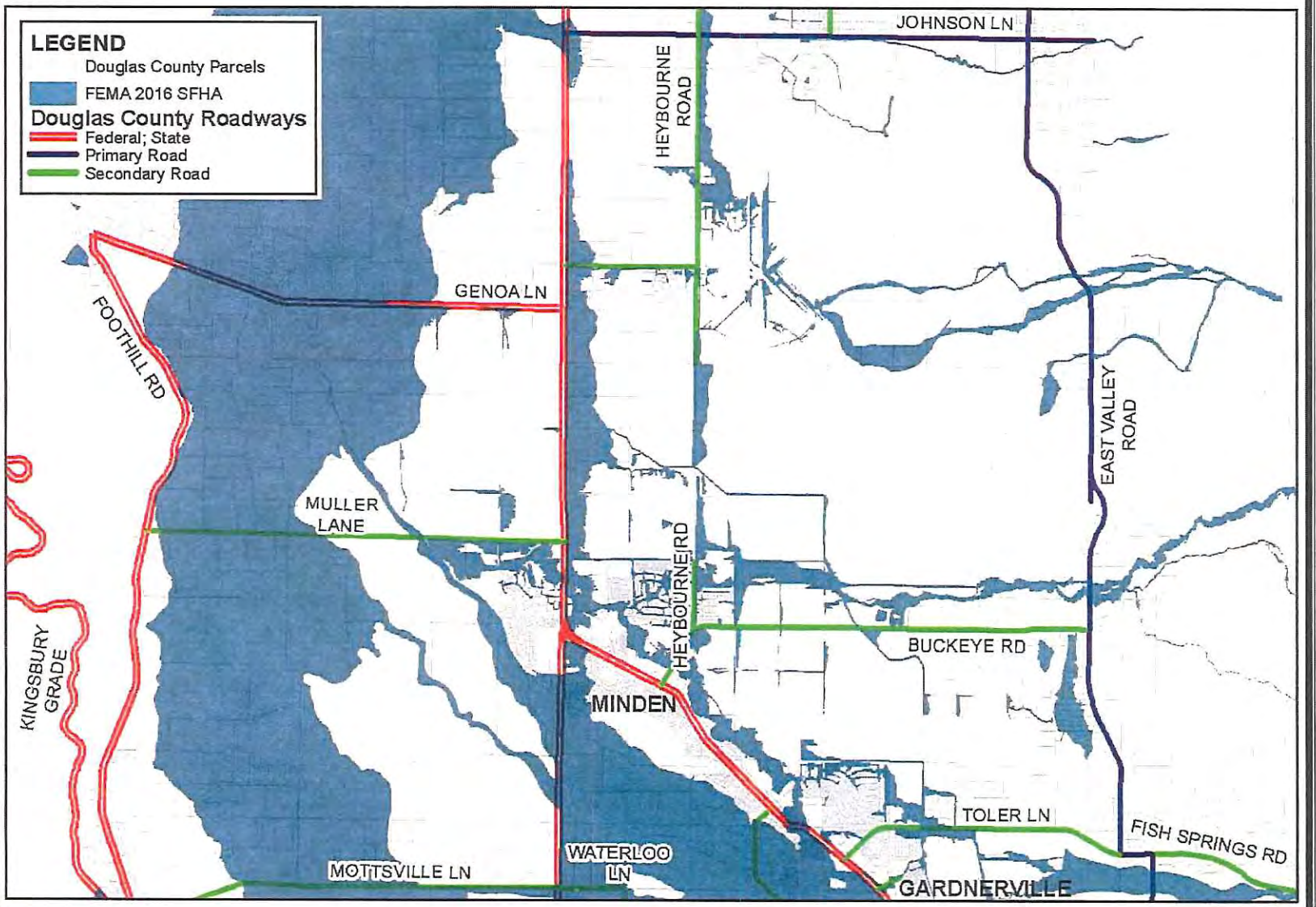
ZONE X
ZONE A
ZONE AE
ZONE AE FLOODWAY
ZONE AH
ZONE AO
LOCATIONS OF WATER OVER ROAD

13-121

Floodplains vs. Arterial Collector Roads

Douglas County, Nevada: Roadways

Roadways: Flood Impact Analysis

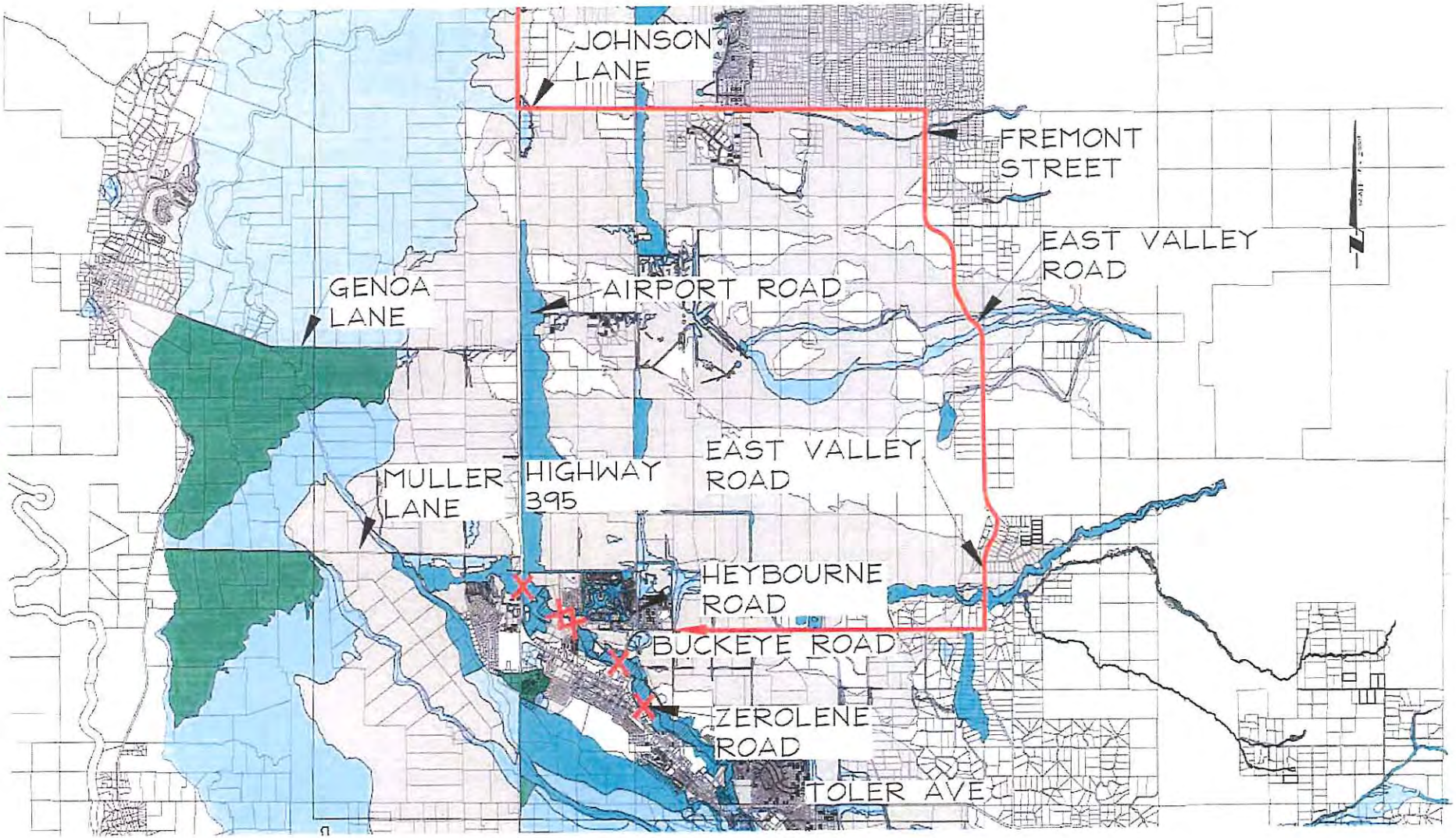


R O Anderson

Print Date: 11/08/2016 - - File: ...\2046-002\GIS\Transportation\Roads.mxd

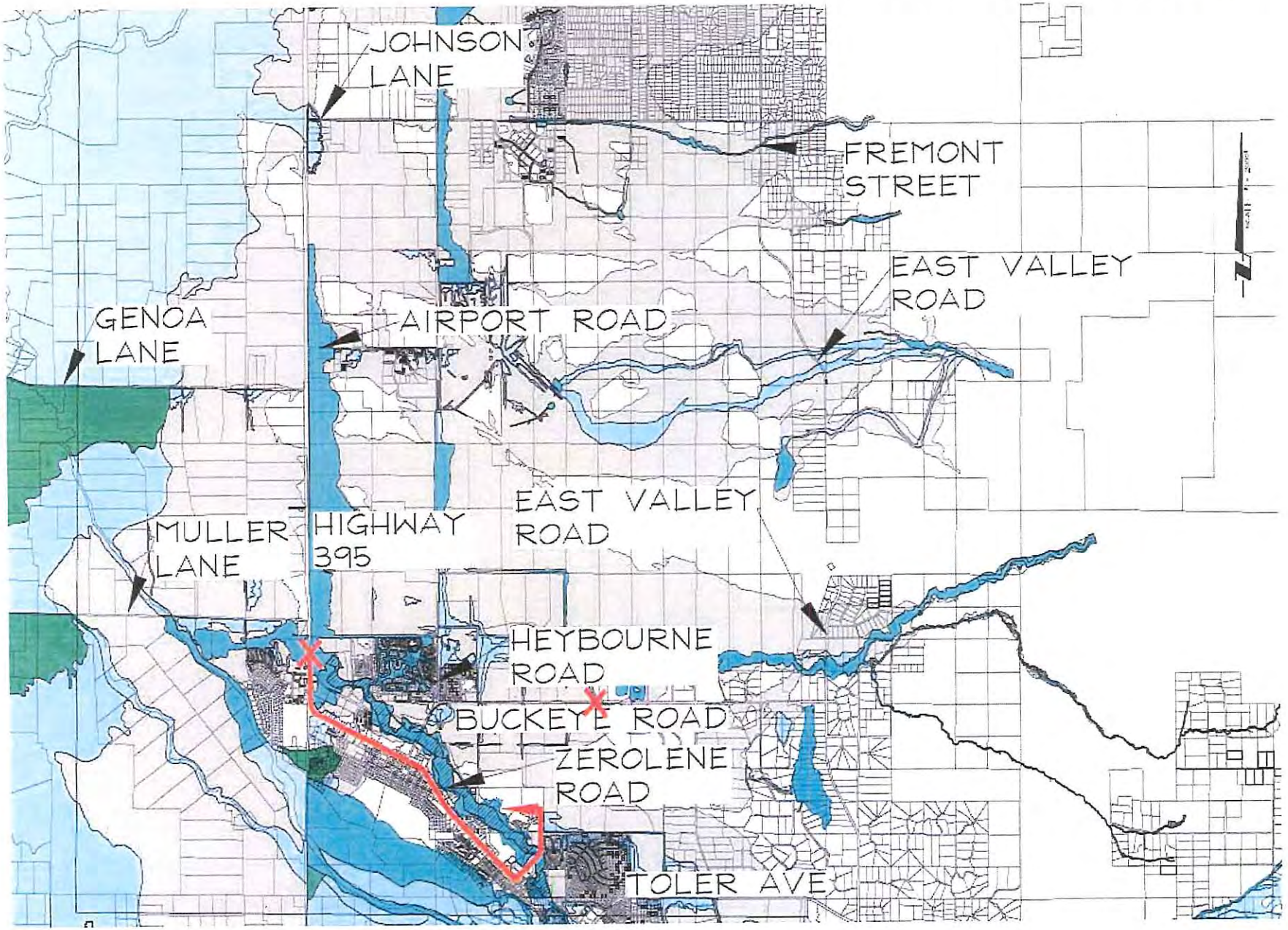
Exhibit

Martin Slough Flooded



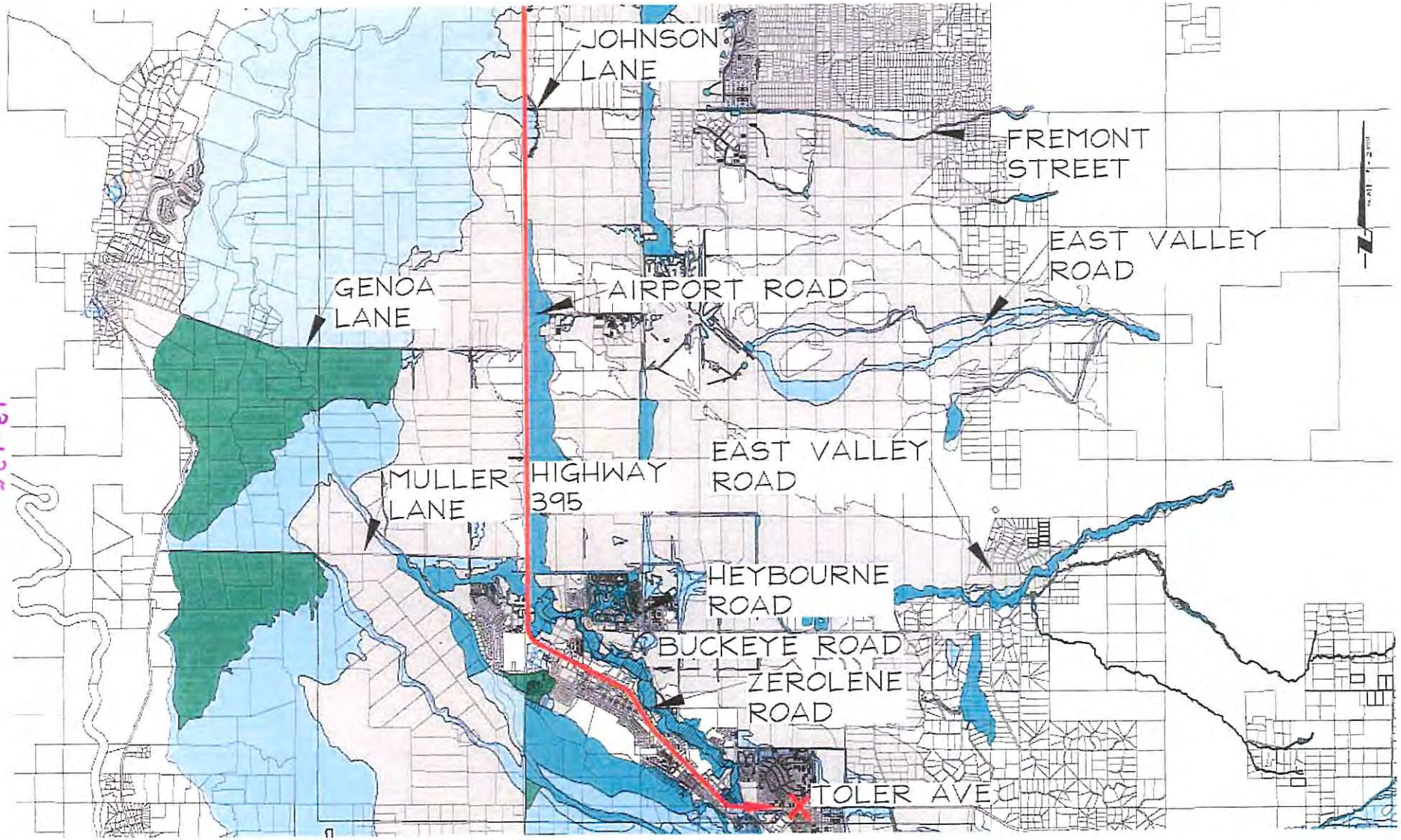
13-123

Buckeye Creek Flooded



13-124

Pinenut Creek Flooded



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BOARD OF COMMISSIONERS
1594 Esmeralda Avenue, Room 101, Minden, Nevada 89423

T. Michael Brown
COUNTY MANAGER
775-782-9821

COMMISSIONERS:
Michael A. Olson, CHAIRMAN
David J. Brady, VICE-CHAIRMAN
Doug N. Johnson
Nancy McDermid
Greg Lynn

August 10, 2010

Via Hand Delivery

Mr. Ron Radil
WESTERN NEVADA DEVELOPMENT DISTRICT
704 W. Nye Lane, Suite 201
Carson City, Nevada 89703

Letter of Support
Sawmill Road Project, Douglas County, Nevada

Dear Mr. Radil:

On behalf of Douglas County, Nevada, please accept this letter expressing the Board of Commissioner's support of funding for the Sawmill Road Project through the U.S. Department of Commerce, Economic Development Administration for the Public Works and Economic Development Facilities Program.

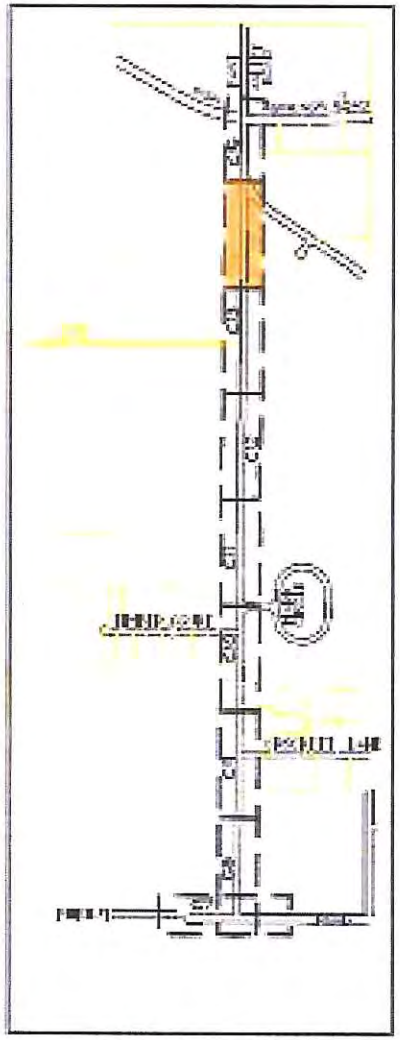
The Board of County Commissioners is committed to promoting the economic vitality of Douglas County and is actively working to develop an Economic Vitality Action Plan as a critical component in the Board's adopted Strategic Plan. One of our goals is to promote business retention and expansion for existing County businesses, and relocation of new businesses to Douglas County. As you are aware, Douglas County is experiencing unprecedented high unemployment rates. The Board understands that critical infrastructure needs must be met in order to enhance the competitiveness of our region and thereby, retain and attract higher-skill, higher-wage jobs to the area. We believe the Sawmill Road Project will help create a climate for job creation and business development in Douglas County.

As you review and consider public works projects for funding, we ask you to support the funding for the Sawmill Road Project as a key component to spark our community's economic recovery.

Sincerely,

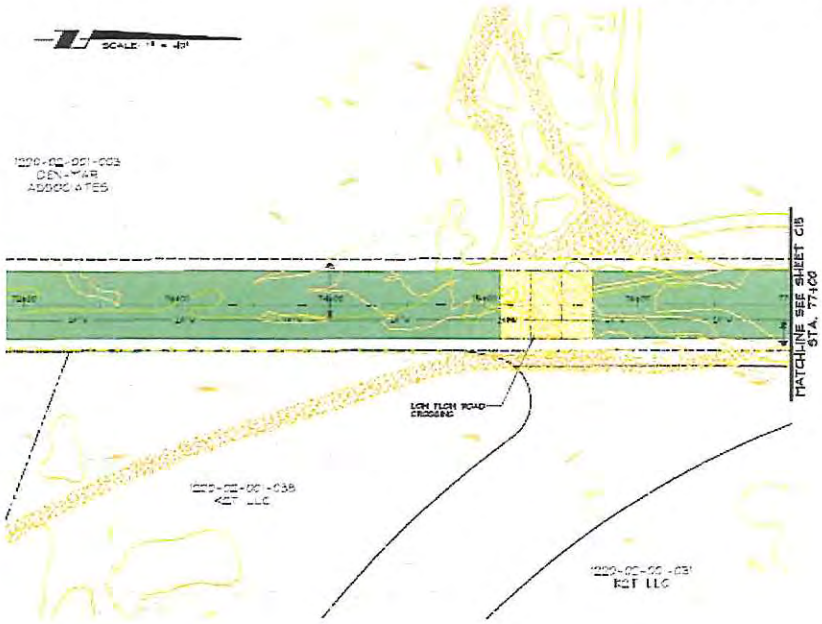
T. Michael Brown
Douglas County Manager

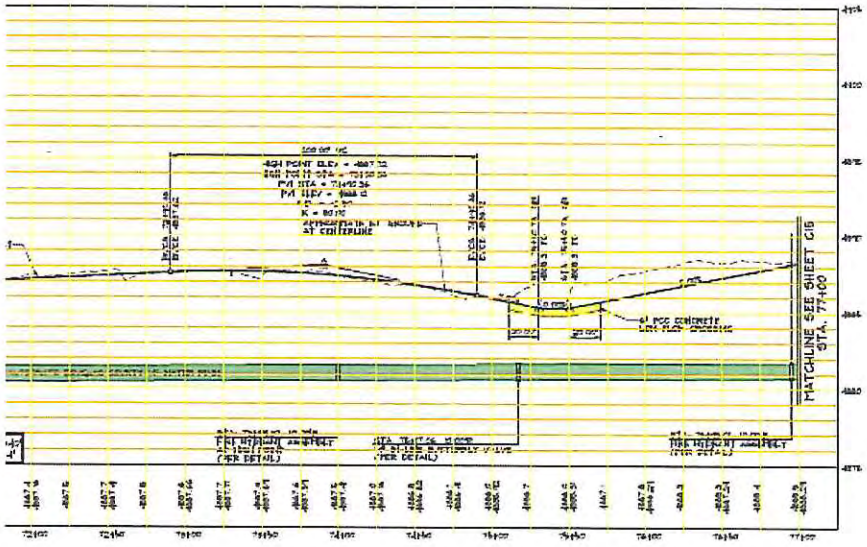
2010 Sawmill Rd EDA Project



INDEX MAP

NTS





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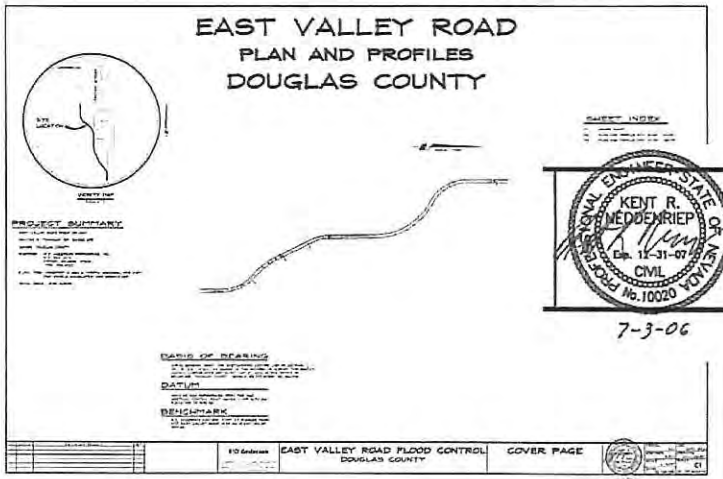
2008 East Valley Road Project pg. 1 of 3


EAST VALLEY ROAD
PLAN AND PROFILES
DOUGLAS COUNTY

PROJECT SUMMARY

BASIS OF BEARING

DATUM

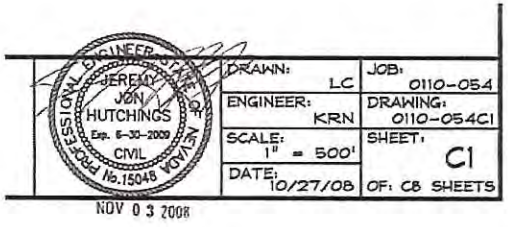
BENCHMARK

EAST VALLEY ROAD FLOOD CONTROL
DOUGLAS COUNTY
COVER PAGE

KENT R. MEDDEMRIEP
PROFESSIONAL ENGINEER STATE OF NEVADA
No.10020
Exp. 12-31-07
CIVIL

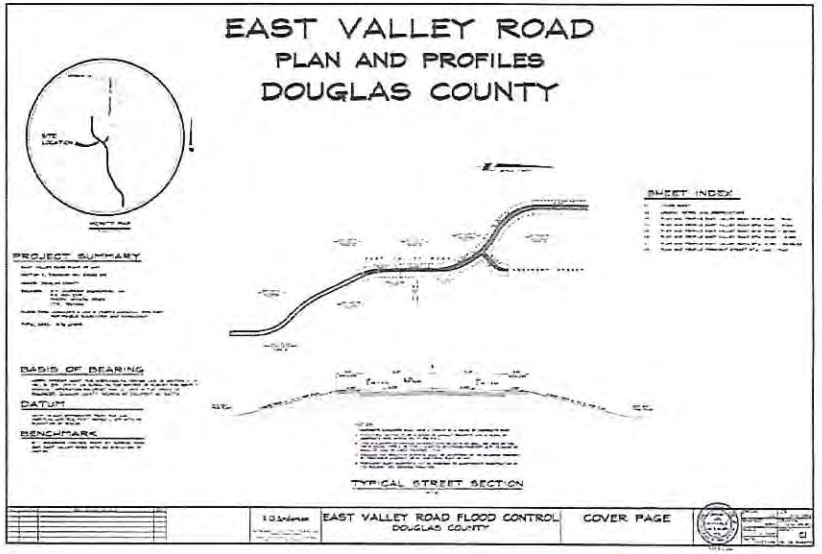
DRAWN: LC	JOB: 0110-054
ENGINEER: KRN	DRAWING: 0110-054C1
SCALE: 1" = 500'	SHEET: C1
DATE: 05/26/06	OF: C9 SHEETS

7-3-06


JEREMY JON HUTCHINGS
PROFESSIONAL ENGINEER STATE OF NEVADA
No.15048
Exp. 6-30-2009
CIVIL

DRAWN: LC	JOB: 0110-054
ENGINEER: KRN	DRAWING: 0110-054C1
SCALE: 1" = 500'	SHEET: C1
DATE: 10/27/08	OF: C8 SHEETS

NOV 0 3 2008


EAST VALLEY ROAD
PLAN AND PROFILES
DOUGLAS COUNTY

SHEET INDEX

PROJECT SUMMARY

BASIS OF BEARING

DATUM

BENCHMARK

TYPICAL STREET SECTION

EAST VALLEY ROAD FLOOD CONTROL
DOUGLAS COUNTY
COVER PAGE

Project:

- The project was redesigned in 2008 after the November 1, 2007 revision to the Douglas County Design Criteria and Improvement Standards (DC DCIS) manual.

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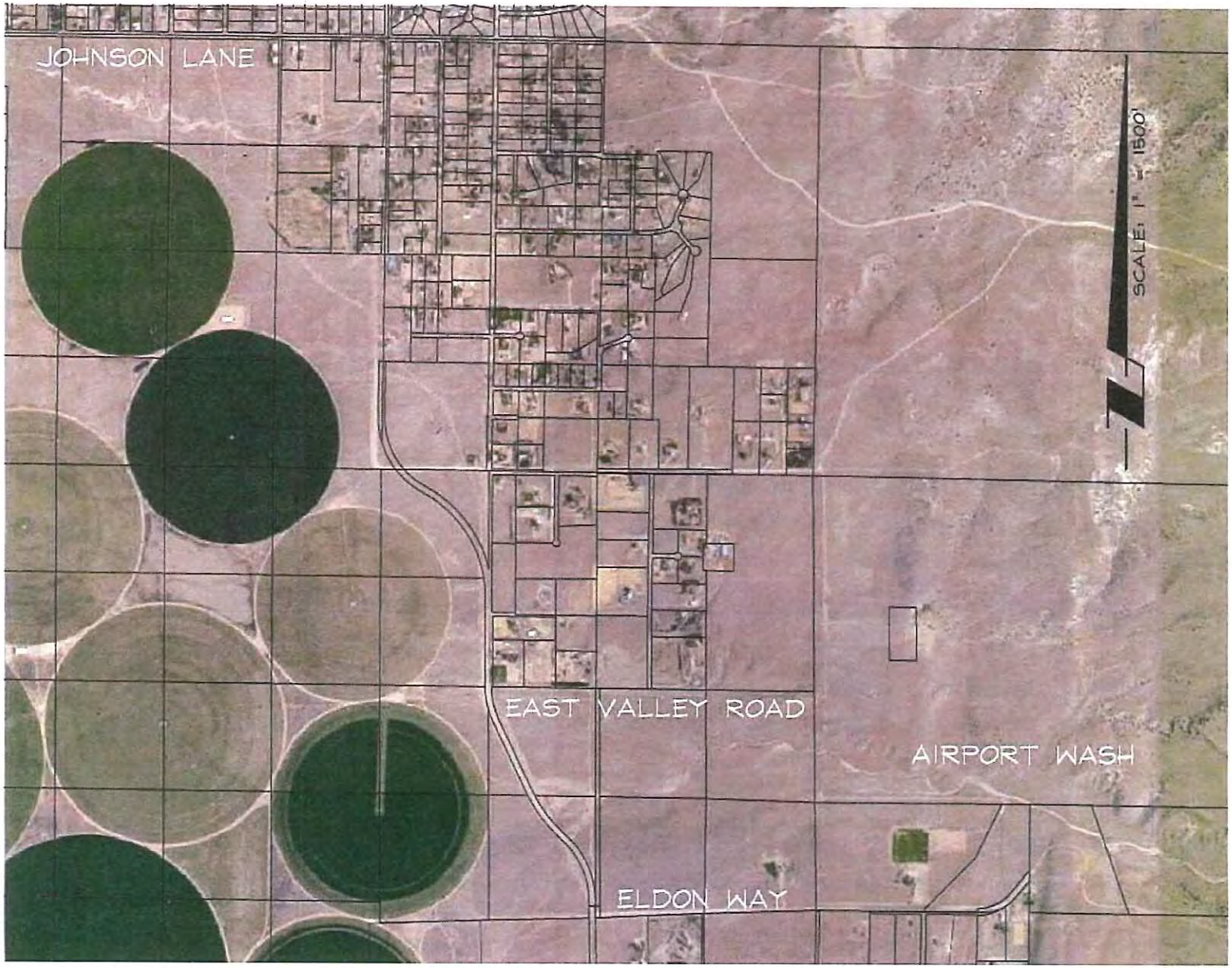
R O Anderson

2008 East Valley Road Project pg. 2 of 3



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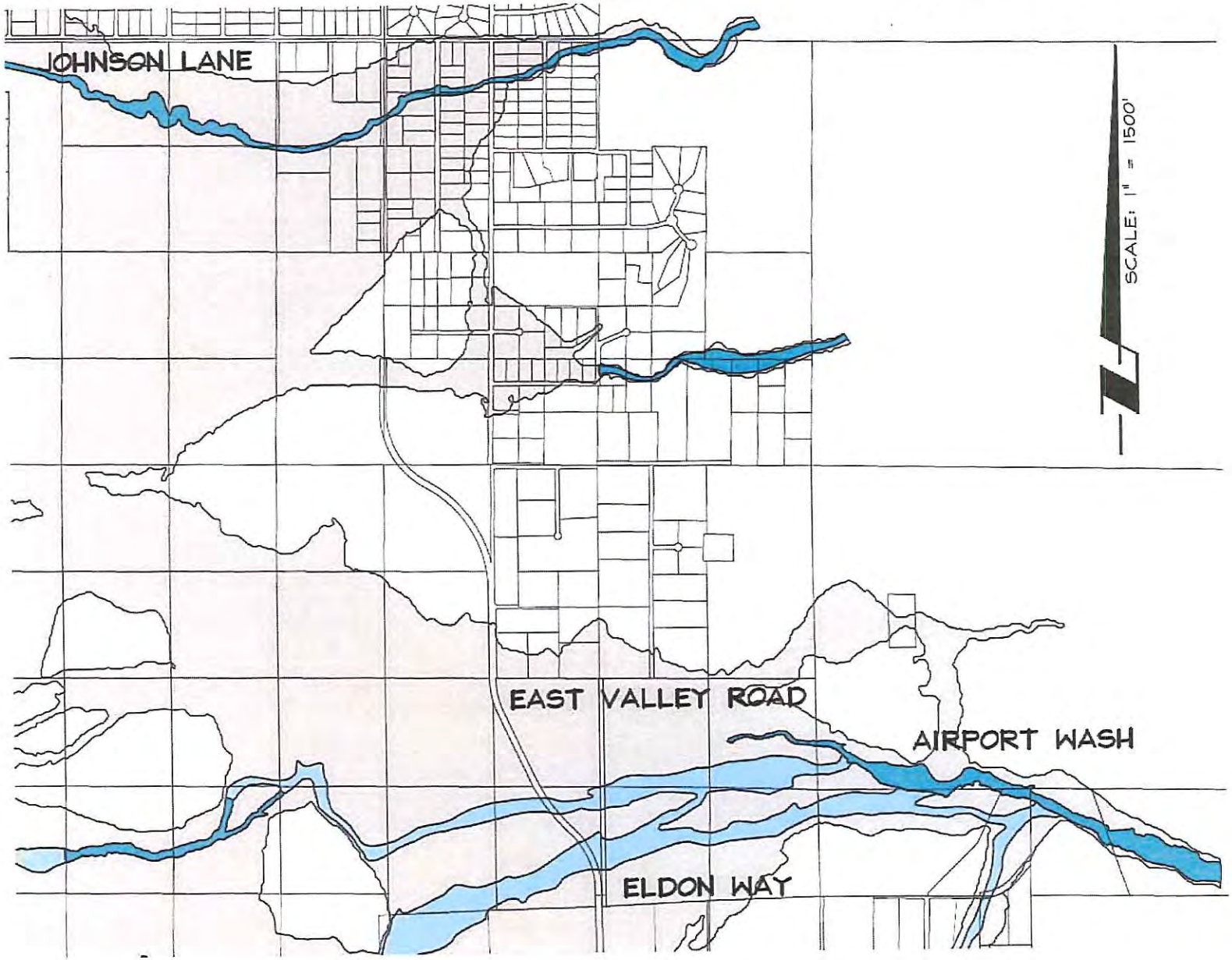
2008 East Valley Road Project pg. 3 of 3



13-130

2012 Muller Parkway Project

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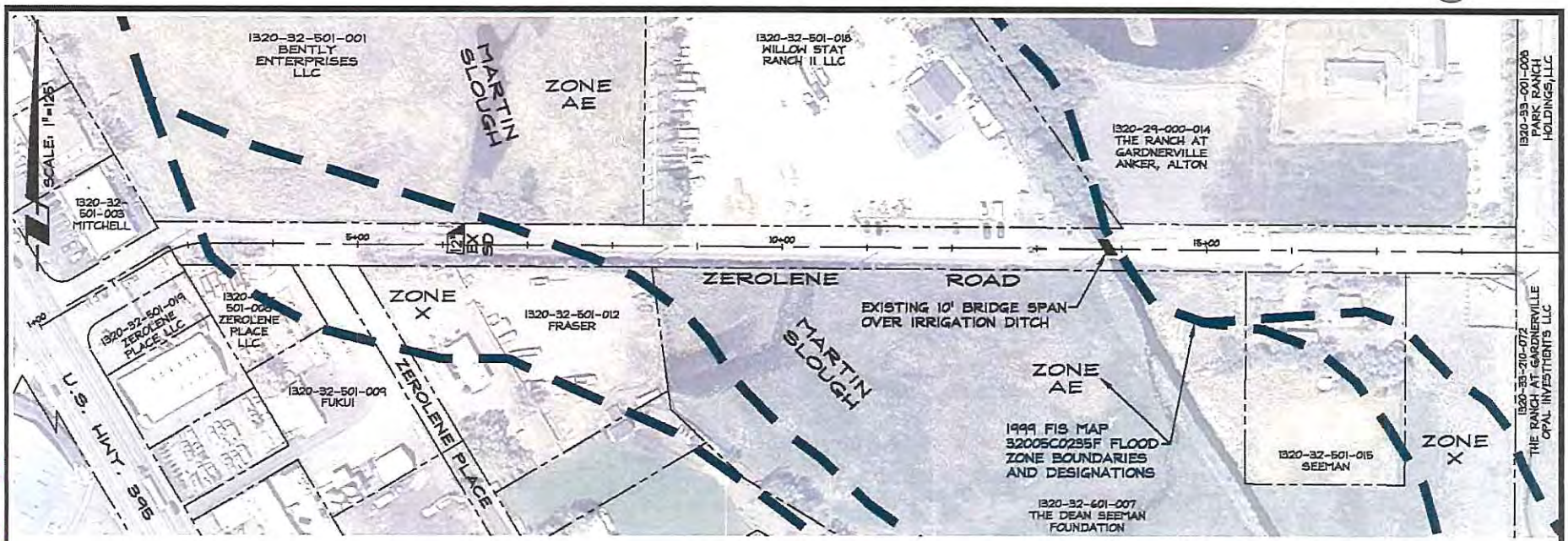
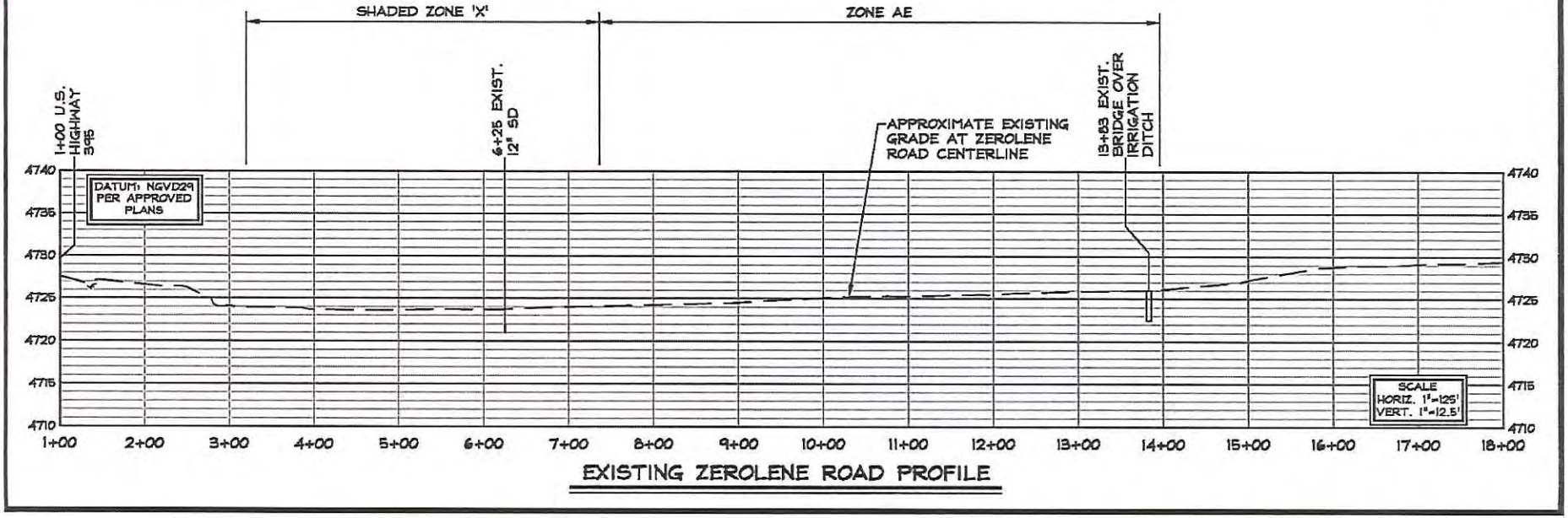
2008 Zerolene Road Existing

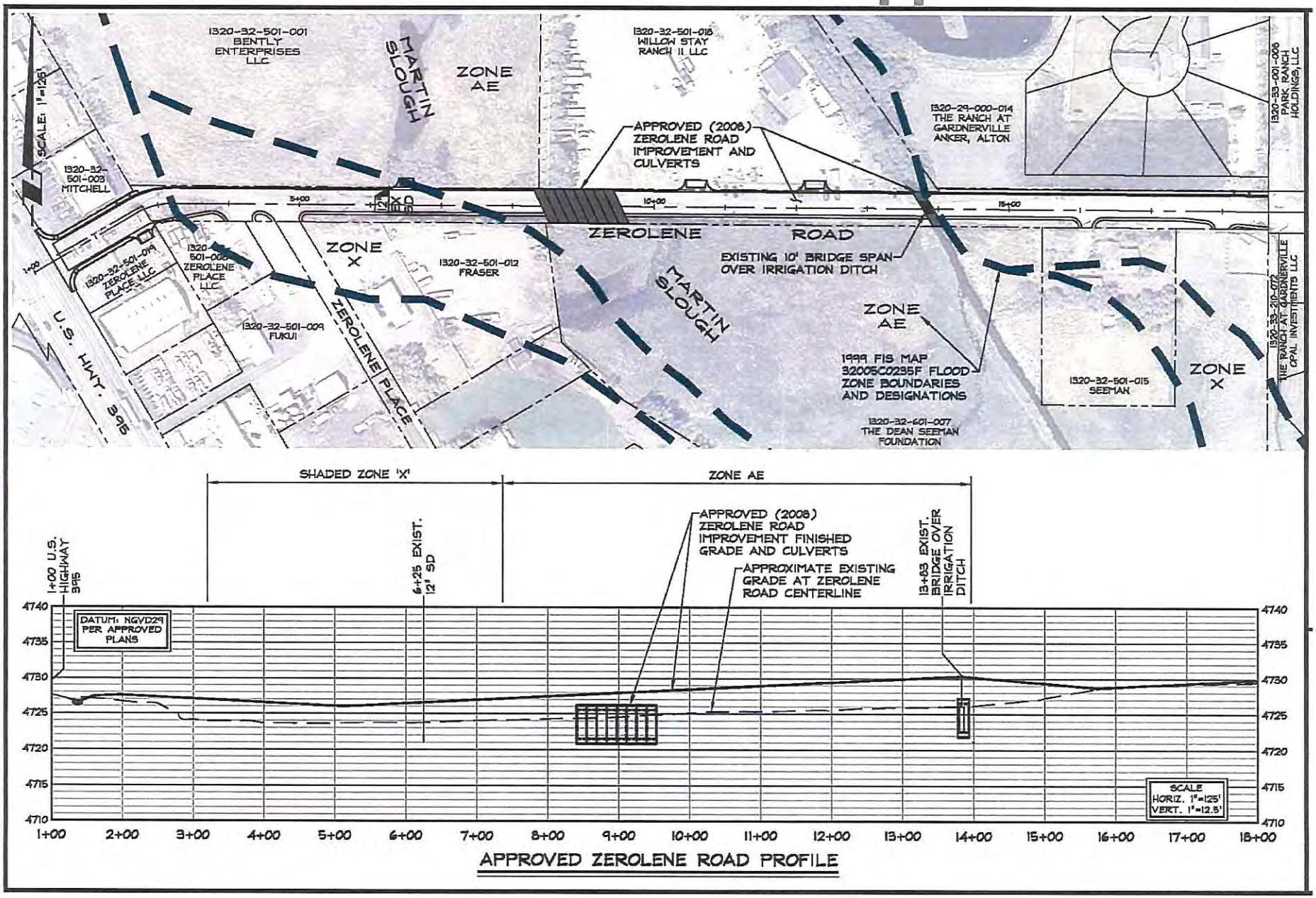




EXISTING ZEROLENE ROAD PROFILE

33'1-21

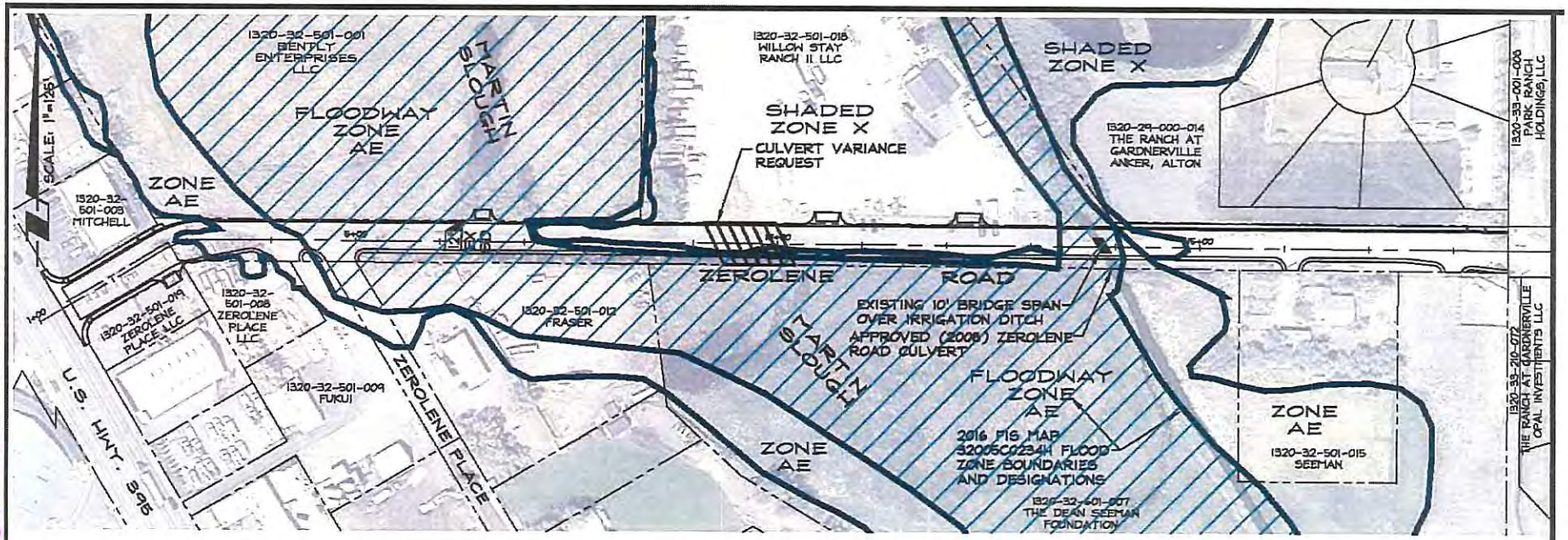
2008 Zerolene Road-Approved Plan

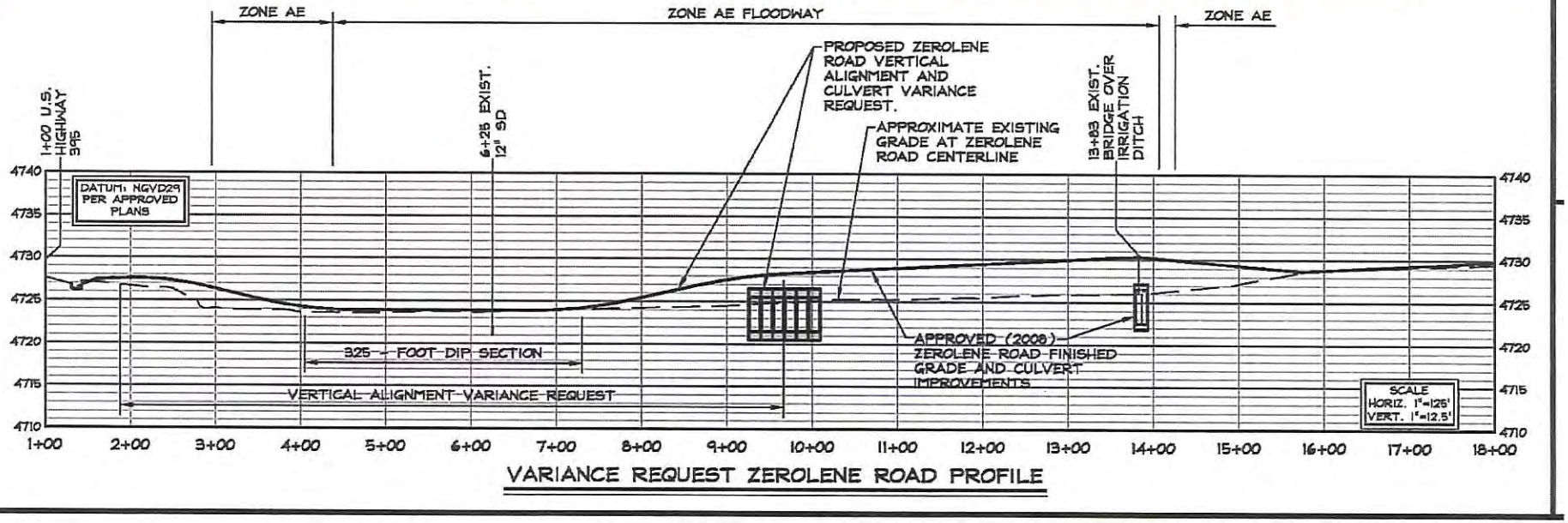


APPROVED ZEROLENE ROAD PROFILE

131-134

2008 Zerolene Road Proposal





VARIANCE REQUEST ZEROLENE ROAD PROFILE

13-135

EAST FORK FIRE PROTECTION DISTRICT

1694 County Road
Minden, NV 89423
(775) 782-9040 FAX (775) 782-9043
eastforkfire.org

Tod F. Carlini, District Fire Chief
Dave Fogerson, Deputy Fire Chief - Operations
Steve Eisele, Deputy Chief/Fire Marshal
Lisa Owen, Executive Office Manager
Joseph Langkilde, CPA, District Accountant

MEMORANDUM

Date: December 5, 2016

To: Mimi Moss, Community Development Director
Eric Nilsson, County Engineer
Tom Dallaire, Gardnerville Town Manager
Jennifer Davidson, Minden Town Manager
Steve Eisele, Deputy Chief/Fire Marshal
Larry Werner, County Manager

From: Tod F. Carlini, District Fire Chief

Regarding: Consideration of Zerolene Road as Critical Infrastructure

The East Fork Fire Protection District, also serving as Douglas County Emergency Management under contract with Douglas County, would highly recommend a condition that Zerolene Road be considered critical infrastructure, key to emergency access and travel through the Martin Slough area. Essentially, our position has not changed since our prior review and position referenced in the minutes of the September 11, 2012 meeting of the Douglas County Planning Commission.

Zerolene Road should receive consideration as an emergency access route, hence designed in such a manner that would not allow the roadway to be overtopped during a flood situation. The East Fork Fire Protection District's response capacity has significantly decreased even more since the 2012 review of the project. Having an unencumbered access across the Martin Slough would be a significant benefit to public safety for the proposed developments on both sides of Martin Slough. With the proposed intersection and connection to Heybourne Road, emergency access would certainly be enhanced.

Even short periods of overtopping would impact the district's ability to provide prompt services to the development and to areas of East Valley. Depending on the amount of overtopping, district apparatus may not be suited to ford those areas and would need to seek alternate routes which all would add to response times. Being able to deploy duplicate resources, as we once were able to do and to service potential areas of isolation is no longer an option for the district given our constraints on equipment and staffing.

While our mission is specific to fire and emergency medical services, public safety, including law enforcement and search and rescue would all benefit. Development residents would also receive the benefit of a secure ingress and egress if the roadway design was not one which encourages overtopping of flood waters.

Please feel free to contact me if you have any questions.

Gardnerville Town Board

AGENDA ACTION SHEET

1. **<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.**

2. **Recommended Motion:**

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

3. **Department: Administration**

4. **Prepared by: Tom Dallaire**

5. **Meeting Date: December 6, 2016 Time Requested: 10 minutes**

6. **Agenda: ☐ Consent ☑ Administrative**

Background Information: The town submitted for funding in the 2014 CDBG process and was awarded $84,000 for planning and conceptual plans on the project, to remove the distribution lines, and fuel tanks because they could not be removed by funds of the petroleum fund. Plans were created and the fuel tanks were removed in December 2015. The Town tried in the 2016 round of funding. With no support of the county commissioners on the project it was not selected to proceed in the application process. They ended up with funding to award for another project and we applied again and were successful in applying for $269,000.00 to cover the costs of the building remodel. The committee of Regional Development Authorities' manager did not prioritize the list of 9 projects they were reviewing and the town's project was not selected for funding. Candice Stowell and town staff did prepare and submit the notice of intent, and we were approved to proceed with the application process due at the end of December. This 2017 round of applications will need to demonstrate an economic development driver for the project.

See the next section for the rest of the story...

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

8. **Board Action:**

☐ Approved ☐ Approved with Modifications
☐ Denied ☐ Continued

Nevada Governor's Office of Economic Development
Governor's Office of Economic Development
2017 CDBG Application Process
1/10/2017 deadline

Douglas County Nevada

Eagle Gas Station Redevelopment Project

$ 539,350.00 Requested

Project Contact
Lucille Rao
lrao@douglasnv.us
Tel: 775-782-6218

Additional Contacts
chstowell@icloud.com

Douglas County Nevada

1594 Esmeralda Avenue
Minden, NV 89423
United States

Telephone775-782-6218
Fax
Web Douglascountynv.gov

BOCC Chair
Doug Johnson
Djohnson@douglasnv.us

Eligibility

Project Description

1. Is there a Sub-Recipient on the proposed project?
If no Sub-Recipient put none

TOG	Sub-Recipient Organization
	Sub-Recipient Address
	Contact Person
	Phone Number
	Email Address
	DUNS#
	CAGE#
0.00	**TOTAL**

2. Provide the HCDA Citation for the proposed project.
NOTE: A copy of the HCDA Citation is in the Library tab.
105(a)(2)

3. Type of Project.
For definitions of project types refer to the Application Handbook in the Library.

- ✔ 1. Community Facilities/Infrastructure
- ☐ 2. Economic Development
- ☐ 3. Planning
- ☐ 4. Community Service
- ☐ 5. Housing Rehab

4. National Objective: Benefit to Low and Moderate Income (LMI) Persons.

- ✔ City/County/Census Tract:LMI-A
- ☐ Site Specific LMI-S (Income Survey required)
- ☐ Limited Clientele LMI-C
- ☐ Economic Development LMI-J
- ☐ LMI Housing LMI-H
- ☐ N/A

5. Elimination or Prevention of Slum and Blight

NOTE: Include a copy of the declaration of Slum and Blight or the Redevelopment Area authorization passed by the City Council/County Commission as an attachment.

- ☐ Slum/Blight Area
- ☐ Slum/Blight Site Specific
- ✔ N/A

6. Urgent Need: All criteria must be met:

NOTE: This grant funding provides for an interim solution to a problem of urgent nature until funding for a permanent solution can be secured. Contact the CDBG office before using this National Objective.

- ☐ Yes
- ✔ No

7. Project Beneficiaries

2652	Total number of individuals/jobs/businesses/households
1475	Total number of low/moderate income beneficiaries
56%	Percentage of LMI beneficiaries (Divide line 2 by 1) %
4,127.00	**TOTAL**

8. Provide US Census or HUD LMISD

Please see link to the HUD LMISD web page in the Library Tab.

	Web link or HUD LMISD
1.01	Census Tract
1 & 2	Block Group
1.01	**TOTAL**

9. Income Survey, Who conducted the survey and when? Date verified by CDBG staff.

NOTE: Attach survey methodology and details. If an Income Survey has not been completed please put "none".

-no answer-

10. Provide a brief Scope of Work

NOTE: Be clear and concise

The Town of Gardnerville is requesting $539,350 to compete Phases IIA and IIB of the Eagle Gas Station Redevelopment Project. These funds will be used to pay for exterior and interior building renovations so that the building can be used as an information center and public meeting room. The funds will also be used to install two underground stormwater detention basins.

The redevelopment of the former Eagle Gas Station into the new Gardnerville Station will provide a new gateway in the Main Street District of the Town of Gardnerville and will impact 222 properties within the Main Street Gardnerville District. As such, the project will provide a positive benefit to all of the existing and future business members of Main Street Gardnerville.

The installation of on-site stormwater detention basins will reduce flooding hazards at this location and will facilitate development of parcels in the vicinity. Douglas County donated this parcel to the Town of Gardnerville for public purposes, including stormwater management purposes.

11. Is the proposed project part of a larger or phased project?

If not part of a larger project please put none as answer.

Yes. The Eagle Gas Station Redevelopment Project has several phases. See Question 12.

12. If phased, list the phases and a brief summary of each (past and future). Indicate if the City/County has researched funding for subsequent phases.

If not a phased project please put none in answer.

There are two phases to the Eagle Gas Station Redevelopment Project. Phase 1 (2014-2016) involves site remediation and preparation of design concepts. All underground gasoline, heating oil, and waste oil tanks have been removed and removal of remaining contaminated soil will take place in November 2016. The Town of Gardnerville has already paid for the preparation of construction documents for the building renovations.

Phase II includes three sub phases: 1) renovation of the former gas station building into a public facility; 2) installation of underground stormwater detention basins; and 3) on-site improvements.

Building renovations will include a public meeting room, a new ADA accessible public restroom, and visitor information area inside the building.

The future on-site improvements (which are not included with this request) will include interpretative signs, a new photovoltaic canopy, accessory parking for visitors, and a bus stop for Douglas Area Rural Transit (DART).

13. Does the City/County expect to receive $750,000 or more in direct and indirect federal financial assistance during any fiscal year of the project?

NOTE: If so, the CDBG office requires a copy of the single audit for the year(s) of the project, if funded.

- ☐ Yes
- ☐ No

14. Economic Development Impact

Link to NAICS codes in library.

27	Anticipated # of full time jobs.
$35.69	Anticipated average wage of jobs.
236220	NAICS code of Industry for jobs.
	NAICS code of Industry for jobs.
236,282.69	**TOTAL**

15. Community Development Impact

	Anticipated increased ad valorum taxes as result of project
	Anticipated increased property tax (site of project)
	Anticipated property tax increment as a result of project (district of project)
	Anticipated number of Businesses created/ attracted as a result of the project
	Anticipated number of Business retained as a result of the project
222	Anticipated number of Businesses/Properties impacted by project
222.00	**TOTAL**

Application Questions

Some answers will not be presented because they are not part of the selected group of questions based on the answer to #14.

1. What is the need of the community and how was it determined? Please provide a brief summary of Tangible & Intangible community impacts that are expected to occur as a result of the proposed project.
-answer not presented because of the answer to #14-

2. How does the proposed project activity meet the need or solve the problem?
-answer not presented because of the answer to #14-

3. Provide a clear, concise description of the proposed project including milestones, reports, and deliverables. Precisely what is CDBG paying for.
-answer not presented because of the answer to #14-

4. Is the project specifically identified in a city/county/regional/state plan or does the project contribute to a general priority in a plan? (Capital Improvement Plan or Community Economic Development Plan)
-answer not presented because of the answer to #14-

5. How does the proposed project meet the objectives of the plan(s) and promote long-term, proactive planning, which includes asset management?
-answer not presented because of the answer to #14-

6. What level of environmental review is required for the proposed project?
-answer not presented because of the answer to #14-

7. If the project requires an Environmental Impact Statement (EIS), Environmental Assessment (EA), or Categorically Excluded/Subject to 24 CFR Part 58.5 , in what stage is the environmental review process?
-answer not presented because of the answer to #14-

8. Describe the efforts local government and the community has made to fund this project from internal sources: (not limited to) new taxing/bonding proposals, net mine proceeds, special assessment districts, budget override votes, rate increases.
-answer not presented because of the answer to #14-

9. Describe the efforts the local government and community made to fund this project from alternative/external sources: (not limited to) state water/sewer grants and loans, USDA-RD programs, EDA, etc.
-answer not presented because of the answer to #14-

10. Explain the economic impact to the community based on the economic development analysis from the pre-application?
-answer not presented because of the answer to #14-

11. Do any rights-of-way, easements, property, leases or other access rights need to be acquired? If "YES", when will the rights be acquired.
-answer not presented because of the answer to #14-

12. If the project requires water rights or well permits, have they been acquired? If "NO", when will the rights/permits be acquired?
-answer not presented because of the answer to #14-

13. Who currently holds title to the property involved? In whom will the title be vested upon completion of the project?
-answer not presented because of the answer to #14-

14. Please indicate if your project is one of the following
-answer not presented because of the answer to #14-

15. Has a plan or study previously been conducted for the same or a similar project?
-answer not presented because of the answer to #14-

16. IF "Yes", answer the following
-answer not presented because of the answer to #14-

17. A plan MUST contain a recommendation/option section. Explain when the recommendations will be implemented and who will be responsible for implementation. If no recommendations, explain why.
-answer not presented because of the answer to #14-

18. The proposed project is for:
-answer not presented because of the answer to #14-

19. Please indicate if this is a water or sewer project
-answer not presented because of the answer to #14-

20. Complete the following table:
-answer not presented because of the answer to #14-

21. Solid waste projects:
-answer not presented because of the answer to #14-

22. If a fee will be charged for the services provided (other than water, sewer, or solid waste disposal) in connection with the project, describe the fee structure in detail.
-answer not presented because of the answer to #14-

Budget

Funding Sources/Revenues	CDBG	Local Cash	Local In-Kind	State	Other Federal
-none-	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**

Funding Uses/Expenses	CDBG	Local Cash	Local In-Kind	State	Other Federal
-none-	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**

Project Implementation Schedule

Project Implementation Schedule

	Task	**Timeframe**
PROJECT SET UP		
-		
-		
-		
-		
-		
-		
PROCUREMENT OF PROFESSIONAL ASSISTANCE		
-		
-		
-		
-		
-		
-		
PROJECT IMPLEMENTATION		
-		

-
-
-
-
-
-
-
-

PROJECT CLOSEOUT

-
-
-
-
-
-

Total

Documents

Documents Requested *	Required?	Attached Documents *
Environmental Review Exempt or Categorically Excluded/Not Subject to 24 CFR Part 58.5 MUST have the Environmental Review attached to the application	✔	
(1) copy of the City/County Housing & Community Needs Assessment	✔	
(1) copy of the minutes from the three (3) public participation meeting.	✔	
Letters of Commitment on Secured Funds	✔	
Letter of Intent on unsecured funds.	✔	
Economic Development Matrix	✔	
LMISD & GIS Map	✔	
other documents		

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 61926

Gardnerville Town Board

AGENDA ACTION SHEET

1. **<u>For Possible Action</u>: 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.**
2. **Recommended Motion:**

   Funds Available: ☑ Yes ☐ N/A (requires staff time)
3. **Department: Administration**
4. **Prepared by: Tom Dallaire**
5. **Meeting Date: Time Requested: 10 minutes**
6. **Agenda: ☐ Consent ☑ Administrative**

Background Information: More information to be presented to meeting.

7. **Other Agency Review of Action: ☐ Douglas County ☑ N/A**
8. **Board Action:**

☐ Approved ☐ Approved with Modifications
☐ Denied ☐ Continued

Gardnerville Town Board

AGENDA ACTION SHEET

1. **<u>For Possible Action:</u> Discussion on the Town Attorney's Monthly Report of activities for November 2016.**
2.
3. **Recommended Motion:**
   Funds Available: ☐ Yes ☑ N/A
4. **Department: Administration**
5. **Prepared by: Tom Dallaire**
6. **Meeting Date: December 6, 2016 Time Requested: 5 minutes**
7. **Agenda: ☐ Consent ☑ Administrative**

Background Information: To be presented at meeting.

8. **Other Agency Review of Action: ☐ Douglas County ☑ N/A**
9. **Board Action:**

☐ Approved ☐ Approved with Modifications
☐ Denied ☐ Continued

ROWE HALES YTURBIDE

A LIMITED LIABILITY PARTNERSHIP

ATTORNEYS AT LAW

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Michael Smiley Rowe
James R. Hales
Jennifer A. Yturbide

29 November 2016

Piercy Bowler Taylor & Kern
6100 Elton Avenue, Suite 1000
Las Vegas, NV 89107

Via Email Only to:

Reas Allen at: rallen@pbtk.com
Martha Ford at: mford@pbtk.com

Re: ***Town of Gardnerville, Nevada***
Douglas County Audit

Dear Sirs:

I write to you as the result of a 21 November 2016 letter from Vicki Moore, Accounting Manager/Interim Chief Financial Officer for Douglas County, Nevada, received via email on 28 November 2016 requesting a response by 29 November 2016. Ms. Moore requested several responses to discreet questions contained in her letter. Prior to the responses, and at her request, I confirm the following:

Our firm, Rowe Hales Yturbide, LLP ("Firm") acts as general counsel to the Town of Gardnerville ("Town"), and we have responsibility for the general supervision of the Town's legal affairs. In such capacity, we would have reviewed any litigation and claims threatened or asserted involving the Town or would have consulted with outside legal counsel with respect to such claims, where in our judgment it would be appropriate to do so. Because of the short amount of time between receipt of the audit response request and the date when it is requested to be sent to you, I have confirmed with the Town Manager that the Town has no pending litigation or claims filed against it that meet the criteria defined in Ms. Moore's letter, and the Town has no threatened litigation or claims in any amount of which the Manager has been notified.

Ms. Moore requested that our response be limited to matters with respect to which we have devoted substantial attention in the form of legal consultation or representation on behalf of the

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Town. Ms. Moore requested that our response be limited to material matters which she defined as involving loss contingencies that exceed $20,000.00 individually or $40,000.00 in the aggregate. Ms. Moore also requested that our response include matters that existed as of 30 June 2016 and any that arose prior to the effective date of our response. The effective date of our response is as set forth above, however, should a matter arise, I would promptly notify the Gardnerville Town Board, its manager and, should the matter require disclosure, you as well.

Ms. Moore's letter requests that the Firm set forth any limitations to its response. There are no such limitations.

We are unaware of any pending or threatened litigation, claims or assessments against the Town of Gardnerville.

In her letter, Ms. Moore advised that she represented to you that there are no unasserted possible claims and assessments to which the Firm has devoted substantial attention and which I have advised the Town and Douglas County should be disclosed in accordance with the requirements of the applicable financial reporting framework (for example, the requirements of the Financial Accounting Standards Board or the Governmental Accounting Standards Board). The Firm concurs with Ms. Moore's representation regarding unasserted possible claims and assessments.

Whenever in the course of performing legal services for the Town with respect to any matter recognized to involve any unasserted claim or assessment that may call for a financial statement disclosure, we will inform the Town Board and its manager, as well as Douglas County, when, in our professional opinion, we believe such disclosure will be required. When the claim or assessment may be such that it requires a financial disclosure, this is immediately brought to the attention of the Town Board and other retained professionals. Usually, the matter is discussed at a public meeting with the Town Board, after which discussion we are advised by the Town Board of how they wish to proceed. Should such a matter require disclosure to Douglas County or to you as the County's auditors, we would promptly make such disclosure pursuant to the requirements of the applicable financial reporting framework.

This response includes matters that existed as of 30 June 2016 and from that date to the date of this response. As noted, should any matter arise after the date of this letter requiring disclosure, we will provide notice to Douglas County and to you in accordance with the terms of this letter.

Our representation of the Town is pursuant to an attorney/client retainer agreement which is currently in effect. No amounts are due to us for our services for the period ending 30 June 2016, and no amounts are due to us for our services other than those amounts which are billed monthly pursuant to that agreement. Such amounts are approved routinely by the Town Board as the result of a submittal of an invoice, and are paid routinely after review at the general business meetings of the Town Board conducted monthly.

of a submittal of an invoice, and are paid routinely after review at the general business meetings of the Town Board conducted monthly.

If we can be of any further assistance to you, please do not hesitate to contact us.

Sincerely,

MICHAEL SMILEY ROWE

MSR:sk
pc: Ms. Vicki Moore, Accounting Manager/Interim Financial Officer, Douglas County
Doug Ritchie, Deputy District Attorney
Tom Dallaire, Gardnerville Town Manager

Gardnerville Town Board

AGENDA ACTION SHEET

1. **<u>Not For Possible Action:</u> Discussion on the Town Manager's Monthly Report of activities for November 2016.**

2. **Recommended Motion: No action required.**
   Funds Available: ☐ Yes ☑ N/A

3. **Department: Administration**

4. **Prepared by: Tom Dallaire**

5. **Meeting Date: December 6, 2016 Time Requested: 15 minutes**

6. **Agenda: ☐ Consent ☑ Administrative**

Background Information: See attached report.

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

8. **Board Action:**

☐ Approved ☐ Approved with Modifications
☐ Denied ☐ Continued

Town of Gardnerville Nevada
Est. 1879

Town Manager Monthly Report
December 2016 Board Meeting

A. **Gardnerville Station (former Eagle Gas):** This item is on the agenda to discuss the application approving the submittal of the next 2017 CDBG Round of funding. Bramco will be onsite in December to remove the canopy and finish removing the underground contamination from the site. Working with Jensen seemed to slow and I need to determine where the funding will come from for the small portion of the underground detention pond. The pond is 40'x40'x8' deep roughly in size and will cost around $100,000 plus the installation using a crane. So this vision may not become reality at this time.

B. **395 Crosswalks:** The meeting with Linda Besset and Charlene Booth at NV Energy went ok. I learned a lot about the billing and had them clean up how they bill the town to save Marie some time. They will not turn over or sell to us the existing phase one 395 decorative lights through town. – lights from Mill street to Mission Street) They are willing to look into why the pole at the Overland is so different and met with Mark Newman, NV Energy to discuss the possibility of powering the rapid flashing beacons from their power. They are considering that but I have not heard back from them on that meeting.

C. **Kingslane Sidewalk Project:** We received confirmation on the previously proposed 4 lights at the crosswalk to meet NDOT's 20 lux requirement. They will be decorative lights as shown on the plan we previously shared with the board. We have submitted that to the NDOT staff for final review and approval. While this last step is going on, I have turned over the plan preparation to Lumos and Associates. I will work on an irrigation box improvement plan. Three Castles Engineering is working on the wall and channel structural plan. Lumos is doing the site work plan incorporating the comments from NDOT for the final plan submittal.

D. **Toiyabe Storm Drain Project**: - RO Anderson is updating the plan with the new storm drain concept. I need to have another meeting with them after the kickoff event. Once I know for sure that will work, then we can abandon the storm drain line this winter.

E. **Maintenance Yard Plans:** Final review was done. 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:** All the contractors are busy. I need to call and follow up with them to see when this could be done.

G. **Office Items:**

- BLA (boundary line adjustment), as of today was still not recorded. The plan review, comments and addressing the county's minor concerns and wording made the project missed paying the taxes and the treasurer's office will not record the map until the taxes are paid in full. Dave is paying those Thursday, December 1 and it would be recorded by the meeting.
- Colbre Paving is finishing up the list of issues with the project. The power issue is finally resolved and the meter is in. Addresses were issued and NV Energy now has to pull the wire to make the meters live. We obtained the easement for the new power utility equipment in the landscaping island.
- 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. We shall see where this goes. It is a complicated mess.

- Discussed the proposed website with Pronto Marketing and we will start the process on this now. We plan to create a Gardnerville.com URL. The .gov domain is going to increase in fee to $400 annually. Civic Plus wants to continue our business relationship and is providing some helpful tools on the account. We are currently not being billed for their services. It is under the county contract and pulling away is not going to lose any money from them. We are going to develop the website, get it up and review them both for a final determination to make sure the board likes the new web page.
- Esplanade pre construction meeting. They have started on that project.
- The ROTC group came out on the windiest day of the month and helped Geoff, Mike and I stain the barn, clean out the hanging flower baskets and clean out some of the tall weeds along the channel.
- Met with Gateway magazine about some advertising opportunities. We will discuss this in the future during the budget cycle.
- Ken and I met with Rob Anderson and Steve, from the High Sierra Fellowship group.
- I was elected as the Vice Chair of the Storm Water Committee charged with the design of the utility the county is trying to put together.
- I am helping with comments and review of the master plan. The Chamber's Economic Development Committee is helping to make that a more useful document.
- Trent made the Freshman Boys Basketball team. I will be going to his games this season.

Town of Gardnerville Est. 1879 Nevada

Erik Nilssen, P.E.
Douglas County, County Engineer
1594 Esmerelda Ave.
Minden, NV 89423

RE: Transportation Plan 2016 Update - Comments

Please see below for the Town Manager's comments and concerns with the proposed Transportation Plan.

Is this plan intended to be a proposed update of the 2007 plan or is it to be taken to the community for input (a single workshop and presentations to RTC)? County staff did not invite or consider presentations to the towns for the considerations of their concerns and potential revisions to the proposed plan and considerations of future roads and connections. The following is the formal written concerns from the town's perspective:

General Observations:

1. There is not a summary of all roads located within the county, including county maintained roads, and roads under the maintenance responsibilities of the other entities like the towns and general improvement districts.
2. What is the future growth potential of the valley?
   The master plan should address that and this chapter should be used to ensure the transportation needs can be met by the proposed demand. The transportation plan estimates the growth to 50,000 to 82,000 residents. That is a substantial range, will the valley sustain 80,000 people?
   The population estimates should be in a section elsewhere in the master plan and use those numbers throughout the entire document for all elements. There appears to be extensive work in this portion of the plan that would be useful in the other chapters of the master plan.
3. Page 23 last paragraph, states that when a new subdivision is proposed the model can be updated to verify the impact of the proposed development. Will this be part of the submittal requirement when a new subdivision is being considered?
4. The plan does not address the complete streets concepts.
5. Should the DART and Blue Go and Airporter be an appendix so it can be updated regularly?
   Chapter 5 pages 64-67

Page xiv:

The bypass from 395 across the Carson River from Genoa Lane to Mottsville Lane. (which is labeled Waterloo Lane), crosses at Muller and the valley flood plain and is not a logical alternative.
Page 40 first bullet under 4.2.11 states "construct the following projects (if needed)" The plan should tell us if the project is needed.
Is there evidence in the model that supports this project and is it needed?

17-4

Page 4:
Formatting of sections 5-8 or 1-4 should be adjusted to match

Page 15:
Project growth from 2010 to 2040 as shown in table 2.5 page 16, indicates vested lots of 7,602 residential units. This will generate an additional population of 18,093 people (based on a 2.38 person per household). Current population of 46,931, the population per this table would be 65,024.
Does this mean that no more subdivisions can be approved?
Do the other elements in the master plan reflect this chapter's population estimates?

4.1.4 – 1st paragraph last sentence (pg. 38)
Should be updated to include adequate space along Hwy 395 from Toler to Mill Street, whether a bike lane or shoulder, for riders along 395 due to narrow rights-of-way widths and lane widths for riders.

4.2.10 – (pg. 40)
Please include "ADA upgrades of existing driveways and pedestrian ramps".

4.4.2 – (pg 45)
Is there a reason why the Improvement to Airport Road intersection improvement is not included in this section?

4.4.4 – (pg 46)
Can lane widths be discussed in this section. The county standards is 12'. The bike plan studied this and found very inconsistent lane widths. Paint would be an easy fix to solve this consistent problem on valley roads.

Table 4.11 - Project 23 **High School Street extension – (pg 55):**
The map on page 56 does not show the correct location of the High School Street improvement.

I know in the past we wanted to construct this road through from Hwy 395 to Gilman Ave. Was it planned for in the traffic study for LOS numbers along 395 as the title of table 4.11 indicates?
Do you think that High School Street as a through road is critical to the LOS at Gilman and 395?

I have talked with the school district about this and they are reluctant to build the road through the school property. They are afraid of traffic using the road as a bypass to the Gilman light. I believe their concerns are valid and it's happening now in times of heavy traffic with cars going around the park to Gilman.

I think I can talk them into creating a dead end and cul-de-sac on this road and they can provide a drive isle that can be closed off by a gate when needed to allow bus only access and drop off separating the parent drop off from the bus routes to the Middle School. I just need them to participate in the cost of the bulb for improved access to their property. Or we do a simple turn around like at the end of Snaffle Bit.

Waterloo Lane:
Is the Waterloo Lane extension still being planned to go behind the community center and extend across the river as indicated on the map? (project 18) it was discussed earlier in the report (pg 49 last paragraph) that that extension would not fix a LOS problem.

General concerns and questions:

1. How hard would it be to add a proposal of a large residential development into the traffic study you have for the county?
   I was thinking of the proposed Park Ranch Holdings, LLC, if and when they come back for consideration?
   How hard would it be to verify the new roads like Muller and the existing roads and intersections that LOS will be adequate with a total buildout of an additional 2900 or more units?

2. Town staff would like to add a couple road connections as future connections:
   a. Industrial Way to Service Drive to simplify access there and utilize street light controls at Grant.
   b. Industrial Way to Muller Parkway, within the Virginia Ranch Specific Plan.

Thank you for your considerations,

Tom Dallaire, P.E.
Gardnerville Town Manager

Town of Gardnerville Est. 1879 Nevada

Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action:**
   a. **Election of Gardnerville Town Board Chairman for the 2017 calendar year;**
      with public comment prior to Board action.

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

2. **Recommended Motion: Per Board Discussion**
   Funds Available: ☐ Yes ☑ N/A

3. **Department: Administration**

   Prepared by: Tom Dallaire

4. **Meeting Date: December 6, 2016 Time Requested: N/A**

5. **Agenda: ☐ Consent ☑ Administrative**

   Background Information: This year the town board can elect next year's Chairman and Vice Chairmen as this is not an election year providing a change on the board.

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

7. **Board Action:**

   ☐ Approved ☐ Approved with Modifications
   ☐ Denied ☐ Continued