



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, October 4, 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 September 29, 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 8:12 A.M.

Douglas County Historic Courthouse, 1616 8th Street, Minden NV 89423, at 8:17 A.M.

Gardnerville Post Office, 1267 US HWY 395 #L, Gardnerville NV 89410 at 8:26 A.M.

Gardnerville Town Offices, 1407 HWY 395 N, Gardnerville NV 89410 at 8:40 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 – Assistant Pastor Rob Simpson of Valley Christian Fellowship

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

PLEDGE OF ALLEGIANCE – Tom Dallaire

PUBLIC INTEREST COMMENTS (No Action)

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

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

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

FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:

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



GARDNERVILLE TOWN BOARD MEETING AGENDA – CONT'D

CONSENT CALENDAR FOR POSSIBLE ACTION

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

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

ADMINISTRATIVE AGENDA

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

4. **Not for Possible Action:** Discussion on the Main Street Program Manager's Monthly Report of activities for September 2016. (approx. 10 minutes)
5. **For Possible Action:** Discussion on updating town website at cost of \$7,000 with an option for \$2,100 annual fee for future updates and/or add only a mobile app option at a cost of \$3,750 with an annual subscription of \$975; with public comment prior to Board action. (approx. 20 minutes)
6. **For Possible Action:** Discussion on the Request for Proposals of a Town Counsel representative and further discuss the interview process and procedure for the interviews at a special meeting on Monday, October 10th at 5:30 pm.; with public comment prior to Board action. (approx. 20 minutes)
7. **Not For Possible Action:** Discussion on the Town Attorney's Monthly Report of activities for September 2016. (approx. 5 minutes)
8. **For Possible Action:** Approval of Proclamation 2016P-04 by the Gardnerville Town Board recognizing the outstanding legal services and representation of town counsel Michael S. Rowe; with public comment prior to Board action. (approx. 5 minutes)
9. **Not For Possible Action:** Discussion on the Town Manager's Monthly Report of activities for September 2016. (approx. 15 minutes)
10. **Not For Possible Action:** Discussion on the Board members activities and liaison committee reports including but not limited to; Carson Valley Arts Council, Nevada League of Cities, and Main Street Gardnerville. (approx. 10 minutes)

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

Adjourn

Next monthly meeting November 1, 2016
Coffin Races – Heritage Park – October 8, 2016



GARDNERVILLE TOWN BOARD Meeting Minutes

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Tuesday, September 6, 2016

4:30 p.m.

Gardnerville Town Hall

INVOCATION – Carl Dahlen, Christ Presbyterian Church

 Chairwoman Wenner called the meeting to order and made the determination of a quorum

 PLEDGE OF ALLEGIANCE – Cassandra Jones

PUBLIC INTEREST COMMENTS (No Action)

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

No public comment.

Mrs. Slater asked for a moment of silence in honor of Joseph Delorey, former board member, who passed away last week.

Chairwoman Wenner thanked Tom Dallaire and the staff of the Town of Gardnerville for the board packet that was a lot of research and a lot of time on their part. They had to work until 7:00 p.m. on the Friday before a three day weekend to get the board packet to us. Thank you, Tom.

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.

Mrs. Jones needs to recuse herself on consent calendar item 4. So it probably should be pulled and voted for separately from the other items on the consent calendar.

Motion Higuera/Miller to approve the agenda.

Mr. Rowe mentioned there is a minor clerical error in item 10. The discussion is on a request by Park Ranch Holdings LLC, and the word "ranch" was inadvertently omitted from the agenda. The applicant is actually Park Ranch Holdings LLC.

Mr. Dallaire will clarify the areas of acreage as more information is presented on this item later.

Amended motion Higuera/Miller to approve the agenda to include the changes discussed. Motion carried unanimously.

FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:

August 2, 2016 Regular Board meeting, with public comment prior to Board action.

No public comment.

Motion Miller/Higuera to approve the minutes from August 2, 2016. Motion carried unanimously.

 **CONSENT CALENDAR FOR POSSIBLE ACTION**

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1. **For Possible Action:** Correspondence
Read & Noted.
2. **For Possible Action:** Health and Sanitation & Public Works Departments Monthly Report of activities
Approved.
3. **For Possible Action:** Approve August 2016 claims
Approved.
4. **For Possible Action:** Approve a town special event application for Austin's House Poker Run Fundraiser scheduled for September 17, 2016 at Heritage Park from 9:00 a.m. to 5:00 p.m., considered to be a Class 1 use per policy.
Pulled for discussion.
5. **For Possible Action:** Approve a town special event application with street closure for Suicide Prevention Awareness Walk/BBQ community event at Heritage Park on September 10, 2016 from 7:00 a.m. to 4:00 p.m., considered to be a Class 1 use per policy.
Approved.
6. **For Possible Action:** Approve the Amendment #2 to the agreement with NDOT on the 395 Crosswalk projects increasing the project costs from \$378,316.00 to \$468.316.00, including NDOT covering the additional cost to resurface 50 feet long by full width section of Highway 395 as required in NDOT staff comments from the review of the construction drawings.
Approved.

Public comment.

Mr. Glenn Linderman mentioned the two decimal points in the second number should be a comma for the first one.

Motion Slater/Jones to approve the consent calendar items 1-3 and items 5 and 6. Motion carried unanimously.

(Pulled from consent)

4.  **For Possible Action:** Approve a town special event application for Austin's House Poker Run Fundraiser scheduled for September 17, 2016 at Heritage Park from 9:00 a.m. to 5:00 p.m., considered to be a Class 1 use per policy.

Mrs. Jones stated she is on the board of directors and one of the officers for Austin's House. So I need to recuse myself on this item.

No public comment.

Motion Higuera/Slater to approve item 4 on the consent calendar. Motion carried with Jones abstaining.

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 August 2016.

Mrs. Lochridge reported Margaret Pross resigned from the Main Street Board of Directors effective September 1. That was at the recommendation of the Deputy DA because a lot of the direction we are going now is focusing and providing input on things like the master plan. That could be a conflict of interest with her being a planning commissioner. We will be sending out a press release soon requesting applications for anybody interested in joining the board. Main Street was approached by a couple interested in opening a shop in the district. One of the buildings they were interested in was on the Burga property. Tom reached out to the owners and set up a tour. We toured the properties and the possibility remains that the bookstore could work. Our main focus right now is events: final wine walk, harvest festival, coffin races, picnic in the park, and the fall in love with the district event. I met with Ronnie

Hanneman, the executive director for the Carson City Chamber. She gave us a tour of what they are doing in downtown Carson. They are interested in becoming a Main Street program. She has some contacts that she is going to reach out to in regards to trying to get it into the legislature. Paula shared a story about Main Street's wonderful volunteers.

Chairwoman Wenner thought the Twenty Ingredients of an Outstanding Downtown was very interesting. It was interesting to read that most of the purchases people from out of town make are after 6:00 in the evening. Most of our businesses are closed.

Mrs. Lochridge is trying to work on that.

Vice-Chairman Miller informed everyone Main Street has two very important events in October: the fall festival and the coffin races. What a fun day that is. If you haven't gone to that it is unbelievable to watch them. It will be bigger and better this year. We did partner with East Fork Gallery for the harvest festival.

8. Not for Possible Action: Presentation by Partnership of Community Resources on Question 2 (Initiative to Regulate and Tax Marijuana) on the November ballot to educate business leaders, neighborhoods, parents, seniors and the community. Appearances by Partnership for Community Resources, Douglas County Sheriff's office, Juvenile Probation/Douglas County School District, District Attorney's Office and First Responders

Ms. Teri Clark, representing the Partnership of Community Resources, advised things have changed somewhat. The presentation is briefer. Our focus is to educate. Our goal here is to raise your awareness and raise your curiosity regarding Question 2. What we have in the packet is a square paper that has our contact information. We will leave a basket that people can leave their questions if they like.

Ms. Clark gave out a quiz for everyone to fill out and self correct. She discussed the answers with those present.

Public comment.

Glenn Linderman, on a recent vacation, traveled through Colorado. Colorado has a different law. Marijuana is now legal to some extent. The opinion of one person that I spoke with was there is lots of out of state license plates in Colorado and lots of people coming in to be legal marijuana users. They are filling up the houses with multiple people rather than families. Marijuana sales places have the odor of a skunk. That particular person was not pleased with the legality of marijuana in Colorado.

9.  For Possible Action: Discussion on additional information provided about the flood plain requirements that was not presented in the previous hearing in July regarding the request from Martin Stahl for the board to reconsider the motion of denying the development application DA 16-036 & DA 16-037 requesting a Master Plan Amendment and Zoning Map Amendment to change the master plan designation from Commercial to Multi-Family Residential and to change the zoning designation from Neighborhood Commercial to Multi-Family Residential (maximum density of 16 units per acre; 1.66 x 16/acre=26.56 units; min net lot area =9,000) The subject property is located at 1378 N Hwy 395, Gardnerville, (APN 1220-04-101-029) within the Minden/Gardnerville Community Plan. Presentation by Keith Ruben, Senior Planner, RO Anderson Engineering; with public comment prior to Board action.

Mr. Keith Ruben just met with the owner. They are requesting this item be withdrawn from the agenda. My apologies for not getting here sooner to let you know that. They will be coming back with a zone change for mixed use commercial.

10. For Possible Action: Discussion on a request by Park Ranch Holdings, LLC. for a Master Plan Amendment and Zoning Map Amendment to reflect extending the Minden Gardnerville Community Plan and Urban Service area boundary in support of a Master Plan and Zoning Map Amendment from agriculture to 266 acres single family residential, 485 acres of receiving area, 105 acres of Rural Residential (2-5 acre parcels), and 40 acres of industrial; and realignment of Muller Parkway removing the large reverse curves that are present in the current design. The subject properties are located generally, north of Chichester Estates, East of the Ranch at Gardnerville, West of decker ditch, east of the Minden Elementary school on multiple APN's, with approximately 500 acres (84 acres single family, and 276 acres of receiving area, 34 acres of industrial, and 105 acres of 2-5 acre single family homes) located south of

the proposed Zerolene Road to be located within the Town of Gardnerville; with public comment prior to Board action.

Mr. Ruben gave a power point presentation on the project for Board members and the public.

Board discussion on the project.

Mr. Dallaire asked if they were planning to bring the annexation if this goes forward.

Mr. Ruben thought the county wants us to provide evidence that the town will, if not today, but in the future, serve the site and provide services.

Mr. Dallaire stated the specific plan that came forward in 2008 addressed a lot of the drainage concerns. I notice this is similar layout but that one had a lot more detail. There is a lot of opportunity to work and make those improvements necessary so we can convey the water through. There is a section in the middle that we could convey back to the Martin Slough. I addressed that in my report. What I asked the board is, is this the right time? I gave two recommendations in my report and some generic conditions because this is a generic request.

Public comment.

Mr. Robert Pohlman lives in Minden. Going back to 2008, my feeling is there was an agreement how to split the towns. That should stand unless the two boards want to change it. I don't see this area that is zoned two to five acres should be given to Minden. The other thing is the original plan had a roundabout at Buckeye and Muller Parkway. That should be put back in. If they can't afford to do it, we need to put enough easement around that intersection to expand it. I would expect a roundabout just like the one at the south end, which is a four lane in all direction roundabout. As far as drainage, this project north of Buckeye drains south, not north.

The drainage is going to cut across Muller three times. We really should see how the ditch committee is going to review this, where are the new ditches going to be and which will be eliminated. If the Ranch at Gardnerville isn't completed that means you can't use Zerolene as a way out. Minden really anticipates the Ranch being built out and eventually there will be a traffic light at that intersection. Again, the floodways aren't built on the Buckeye side of the Ranch. I'm not sure where you drain the water. There are a lot of unanswered questions on drainage.

Chairwoman Wenner thanked Mr. Pohlman for his comments. Drainage is an important question. It's one that Tom has on his radar.

Mr. Jim Slade gave some background on the project in 2008 as compared to the project that is before the board now. There is no demonstrated need to approve any new developments, especially one on such a huge scale and outside the existing urban service area. You as a town board should stand up for what you believe your residents want. In this case, I am quite certain they would oppose this proposed project. Their concerns include, traffic, infrastructure and water supply. It has also been shown for years that growth does not pay for itself. That is why the county has had to bond 17 million for a new senior center and is about to bond 13 million for roads due to the impacts of growth. There is no compelling reason to approve this request. It is contrary to the interests of Gardnerville residents.

Mrs. Jones has heard Mr. Slade speak on several occasions. I don't know where you live and you didn't identify it at the beginning.

Mr. Slade has a Gardnerville mailing address. I am not in the town of Gardnerville.

No further public comment.

Mrs. Slater needs more information on drainage.

Vice-Chairman Miller asked is it time? It's hard to say. Is this too soon for a project this size? I am sitting halfway in between. It's nice to have the improvements. It's nice to have the tax dollars in the future. But, is it needed at this time. This would mean more staffing for the town and county. When you approve projects this size can it pay for the staff in the future.

Mrs. Jones is on the border as well. Let's say we wait another two, three, seven or eight years. Will the control or the resources be there to do a reasonable development like the one being proposed. They are proposing to self limit,

as part of approval, from roughly 4400 houses to 2900. They are proposing to build a major arterial road that would benefit our town and our constituents. It meets the Valley Vision and Plan for Prosperity. While I respect Mr. Slade and Mr. Pohlman for being here, not a single member of the Gardnerville community came and spoke in opposition. And we have some of the most vocal constituents. This is not the time for the specifics of drainage. That is what the specific plan is supposed to address. Those conceptually were put into this packet but this is not when you pin it down.

Every meeting Chairwoman Wenner has gone to for the last ten years, the commissioners have said they want the traffic off main street. They want it going someplace else, at least the big trucks, so we can do the Valley Vision.

Mr. Higuera commended Tom on the staff report. Tom did a great job.

Mr. Ruben received the staff report at 3:30 p.m. today.

Mr. Higuera pointed out there are some conditions there that really concern me, drainage being the biggest one. Is it time yet? I think that needs to be worked out. It's going to take a lot of work on everyone's part to satisfy the concerns. Also, the financial impacts on the town will be huge. Staffing and all the other issues will have to be addressed. I would like to see more access to the trails. But the staff report is well written and staff's recommendation is to conditionally approve based on that report.

Mrs. Slater would like to make it subject to the conditions.

Mrs. Jones mentioned the control that the Park family would have to develop in a reasonable manner that might not be here 10 years from now when finances are tight. There is something to be said for somebody who is going to put 30 million up front, build the road and promise to do it before the first map is done.

Mr. Higuera thought Muller Parkway is very attractive for the Town of Gardnerville.

Mrs. Jones felt the committing to voluntarily reduce the number of units, even though the zoning might allow a denser building under a different developer at a different time, we might not have the ability to control that. There's something to be said for a developer who is willing to do that now and for us to lock that in.

Mr. Dallaire asked if they can actually condition a master plan amendment.

Mr. Rowe did not know whether it is. I think the board, as an advisory board, can send on its recommendations to the county.

Mr. Ruben responded that is actually correct. I don't think you can condition a master plan amendment or zone change. But there is a development agreement being proposed. If your conditions were posed in such a way that those elements should be considered in that development agreement to the county that would be totally appropriate.

Vice-Chairman Miller asked if he was saying even though we can't condition it, the county could.

Mr. Ruben answered the county could. The only way they can do it is through a development agreement.

Mr. Dallaire has not seen the development agreement.

Mr. Ruben thought whatever your concerns are, if they're voiced in such a way as "please consider these elements in the agreement." I think that would get to where you want to go.

Mrs. Jones asked if the master plan amendment at the county level is usually considered at the same meeting as the development.

Mr. Ruben answered it is. We are pushing to have them both together. Currently the planning commission should hear this in October. The Board will hear it in November. If it is approved there will be a second reading of the ordinance, development agreement and zone change ordinance in December.

Mr. Dallaire gave the board both options in the report. The drainage issue is the main concern. The question about the parks, if it is a regional park it will be county maintained. Minden will hear this item tomorrow. Separating that out and doing a combination between a regional pond and some park activity would be the best bet. The

proposal in 2008 had a lot of images in the slide show that showed ditches, open space, houses up against those ditches, to use it as open space. That is what is missing in this element. But it can be worked out in the specific plan, in which we will be able to participate.

Mr. Ruben's suggestion is if drainage is the issue, require in the plan that a master drainage plan be prepared as part of the specific plan. That is normally not required.

Mr. Dallaire pointed out in the plan page 10-58 shows the 100 year flood zone. The 500 year is the majority of that area with the exception of the middle. It will take partnering with the developer to fix a lot of the drainage issues. Most of this we can address in the specific plan. If Minden is willing, maybe we have a combined Minden/Gardnerville board meeting about it and bring out all the issues to get them resolved before the specific plan comes about.

Mrs. Slater asked whose responsibility for maintenance of Zerolene's elevated bridge.

Mr. Dallaire advised through the Martin Slough would have to be an elevated bridge. I assume with the proposed development a portion of it would be The Ranch, the county and the Parks. I do not know for sure. I think it would get built and then gets reimbursed by future developments.

Ms. Mimi Moss, Douglas County Community Development Director, explained The Ranch at Gardnerville is required to construct Zerolene across the Martin Slough up to the point it connects to Heybourne Road. Anything after that would be Park Holdings responsibilities, part of this request. It would be part of the specific plan they would have to identify the phasing of what needs to be done first. It will be dependent on their traffic analysis that this needs to happen first. The same with the drainage report. What needs to be done first? They have to do a master drainage. So don't think that conditioning it is going to change anything. They will have to do that when they come in with a specific plan. I know you are concerned about that but it's a standard requirement.

Chairwoman Wenner asked if Ms. Moss knew when the Ranch is supposed to put in Zerolene.

Ms. Moss does not know offhand.

Mr. Dallaire believed it was after they built out in Gardnerville.

Motion Miller/Jones to conditionally approve the proposed master plan amendment and zoning map amendment based on the findings in the staff report, including recommending to the commission conditions identified by staff report, which includes a requirement for the plan to address the issue of drainage. Motion carried unanimously.

(Break at 6:17 p.m. to 6:30 p.m.)

11.  For Possible Action: Discussion on the 2016 Master Plan update collective board comments to Chapter two reformatting the comments and updating the information to the Minden Gardnerville Community Plan, adding a section for Gardnerville specific goals; with public comment prior to Board action.

Mr. Dallaire talked with Candace a little bit more after the meeting last month. Candace was proposing a separate community plan for each town. I gave a little history, then Gardnerville specific for location and general description. I am looking for you to approve or amend them. I consolidated many of the items. I expanded the key issues and added an item specifically for the Gardnerville Main Street program. We have the same elements that were in the master plan about the open space, transportation, and policies. There is still room to trim some of the excess. If there are some comments that need to be addressed let's discuss them.

Mrs. Slater asked to look at page 11-8, policy 3.6. "In light of conversations" Does that need to be revisited.

Mr. Dallaire highlighted it. The specific plan from Virginia Ranch recommended that that not be a truck route.

Mrs. Slater believed they changed their tune when we talked about the Valley Vision.

Mr. Dallaire highlighted all the areas that need to be updated.

Mrs. Jones asked about goal #4. Ironically there isn't anything in there about flooding or about managing drainage. Might want to add a policy about new developments and how they affect the flood zone and drainage.

Mr. Dallaire pointed that out on page 4-3. I can send it out digitally if you want to recommend any other changes. I added what Mrs. Jones and Mrs. Slater's concerns were and then just cleaned up the property the town owns.

Mrs. Jones doesn't need to redline it again. They wanted us to send our comments back. If the idea here is we are sending recommendations, subject to grammatical, spelling and typo review, I think clearly there has been a lot of work put into this and I would rather put this in the master plan discussion that is going on right now rather than wait another month.

Mr. Dallaire had a conversation with Jennifer. I think once Jennifer has the presentation from Candace then I will go back and talk to her again.

Chairwoman Wenner asked on page 11-5, housing, it says "care should be taken to ensure balancing housing options and availability to the community, including senior housing, multiple family housing and small entry level homes." That's why I was asking Keith what the difference is between affordable and entry level. I like the word "entry level" better.

Mr. Dallaire stated depending on what happened tonight, Zerolene would be extended out.

Mr. Slade commented Mrs. Slater raised a question about Muller Lane in regards to the master plan update. I was at the county commissioner's meeting when they approved Muller Parkway. There were two things that were clear from that meeting: one, it was not to be construed as a bypass and; two, it was not to be a truck route. I think the downtown Gardnerville process is great. They have done a lot of good things here. I appreciate both towns would like to be more pedestrian friendly. It's hard to have that when there is truck traffic running through all the time. We are not talking about the UPS truck. We're talking about through truck traffic. That's not going to go down Muller; not the way it is currently designed. I spoke to Mimi Moss, director of community development during the break, and she confirmed Muller is still not a truck route. It could be changed to that. The people on Muller Parkway are not going to want to have truck traffic. There is only one real solution and it's many decades and tens of millions of dollars away; and that is a real bypass. When it comes to what is realistic for Muller Parkway, it is something that presumably will be built as the developments go in over 45 or 90 years. There are trade-offs that have to be considered. Downtown Gardnerville is challenged by all the truck traffic, but they are not going to go down Muller unless some significant changes are made by the commissioners. The Valley Vision plan is a vision plan. It is not a codified document. The solution will be a long time and a lot of money away.

Mr. Linderman was wondering the same thing about Muller Parkway and truck traffic. Is Muller being built so it will handle trucks? Are the developments along the route planning to have truck traffic through there? It makes a difference how you position your houses.

Motion Higuera/Slater to approve the Town of Gardnerville comments and direct staff to submit them to the county consultant for consideration and comments in Chapter 2 of the Minden/Gardnerville Community plan portion of the 2016 Master Plan update. Motion carried unanimously.

12.  **For Possible Action: Discussion on the North Hampton Light connection to NV energy with NV energy's standard Gardnerville Light or installation of an off the grid Solar powered light; with public comment prior to Board action.**

Last month Mr. Dallaire discussed having a solar option with the board. Geoff has done some research and come up with a recommended light. We talked about town current/existing standards. Right now we do not address the solar lighting. It's a great concept. It would work well in this location. It is substantially cheaper. We could have it done quicker than the current process. We have made significant headway with NV Energy. They gave me a design agreement. They have yet to tell me how much NV Energy is going to charge us to install the light. He is estimating about \$8,000, which is \$3,000 higher than what I shared with you. I am waiting for them to bring a proposal forward and hope to get our plan out to bid. They have made a policy now that they do not provide plugs or decoration hangers on their poles. Right now what is in front of you is the solar light.

Mr. LaCost contacted three different solar companies. I gave them our specifications. One of the bids was about \$3,000. These are off the grid, so every five years you change the batteries. The solar panels have about a 25 year life span.

Mr. Higuera asked if the solar light would be a lower standard than plugging into the grid.

Mr. LaCost answered no. It would be 45 watts, which would be similar to the lights we just installed on Chichester and Gilman. Those lights would put out a very similar amount of light. It would be without the \$32 a month cost for the meter plus electricity. It's \$400 every five years. It is similar to a cobra head except it is a black pole.

By going with this, Mrs. Slater didn't want future development saying we want to install solar rather than town approved lighting.

Mr. Dallaire wasn't planning on doing a meter at this location because I didn't want an extra pedestal there.

Mrs. Slater asked if we need to create a new town policy for this so future development will not try to come in and say we're not going along with the standard that the town has already.

Vice-Chairman Miller saw somewhere in the report that if we did approve it, it has a good point of using it around cluster mailboxes and certain locations within a development. So write a policy subject to not every light on the street can be solar, just certain locations.

Mrs. Jones added we were also talking about using solar at Gardnerville station. This might be an opportunity to install it, look at the way it works and then develop the policy.

Mr. Dallaire felt this would be a great spot for solar.

Mrs. Jones thought if it works, it would not only be a benefit to us in the future, but the next development, it would actually be a selling point for them if it's a green development.

Mr. LaCost explained the maintenance cost is between \$5 and \$9 a month. Right now we're paying an average of \$15 a month for NV Energy. If the contractor was to save money by putting in solar lights where we want them, we'd still be money ahead for new developments.

Mr. Dallaire understands the board wants the more expensive version with the town standard black in color. Each of the bases is \$1500. The light head is on page 12-2 top left that will be black also.

No public comment.

**Motion Slater/Miller to approve the connection to NV Energy with an off the grid solar powered light.
Motion carried unanimously.**

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

Mr. Rowe had a busy month with the Village Motel documents. Wound up having to prepare four separate deeds. They are all signed off. There were the escrow documents on the Gilman property purchase that took time to go through. We had an issue about a Main Street Gardnerville item to get the ability for some action to be taken at a special meeting. Carol had a couple of questions about the convenience fee and their implementation.

14.  **For Possible Action: Accept Town Attorney's letter notifying the town of his desire to discontinue representation as general counsel to the Town of Gardnerville; with public comment prior to Board action.**

Mr. Higuera asked how many years Mr. Rowe has represented the town

Mr. Rowe thought since 1984.

Vice-Chairman Miller asked when we discussed this last year one of the questions I asked is do we have a commitment from your firm besides yourself and you answered that yes. So even though you want to pull back at this time, what about the rest of the firm. Do they want to serve as general counsel for us?

Mr. Rowe explained part of the action that was taken last year was to go out for an RFP. So it is up to the board. If you want the firm to continue, they would continue. In discussing this with Tom it was our desire to present you with the opportunity to go either way.

Vice-Chairman Miller thought it was to our advantage to continue with your firm. Other entities are paying a lot more. If we go to an RFP we are looking at more expense to the budget.

Mrs. Jones believed the contract is written in such a way once Mike retires Jennifer and Jim could choose to give notice as well. There is value in having Mike be able to transition for a period of time.

Vice-Chairman Miller pointed out there is no question about accepting your letter of resignation. But there is a question about where we should go with the RFP.

Mr. Rowe shared it's not like I'm vacating the office. I'd be around if a question came up. When we discussed it at lunch they indicated they would continue. Both of the other partners don't have the depth of experience that I have or you may find with some of the applicants. There will be a learning curve.

No public comment.

Mr. Dallaire asked if he will be here at next month's meeting.

Mr. Rowe will be here. I anticipated that and even helping the board if the board elects to go with RFP's.

Motion Miller/Higuera to accept the town attorney's letter notifying the town of his desire to discontinue representation as general counsel to the Town of Gardnerville. Motion carried unanimously.

15.  For Possible Action: Discussion and provide direction to staff on posting a Request for Proposals (RFP) for counsel representation for the Town of Gardnerville; with public comment prior to Board action.

Mr. Dallaire asked the board if they want to continue and talk to the partners. The direction before was to go out for a request for qualifications. In discussing with Mike and the district attorney, they were okay with going after a cost associated. So I added that to the schedule of fees for services rendered and duplicated what Mike's contract already said.

Vice-Chairman Miller asked if we could go to the county for services and have them bill us.

Mrs. Jones stated the district attorney is the law firm for the county and sometimes theoretically, if not in fact, we have conflicts with them. Therefore the district attorney and all of the lawyers who work for him are conflicted out from representing us.

Mr. Rowe shared statutorily there isn't a comment about it. But in 318 they can contract with the county by statute, but none of them have ever done so for the reason Cassandra voiced.

Mr. Higuera thought just for the history I think we should go to Mike's firm first. If they say they are not interested then we should go to the RFP.

No public comment.

Mrs. Jones has the greatest respect for Jim and Jennifer. But I think that inherited clients are forced clients. They have to want us as much as we want them. But I think there is a fiduciary duty the board has to examine all opportunities for qualified counsel. Please know that I thank you for your years of service and I would love to have Jennifer and Jim continue, but I think there is a responsibility we owe to our constituents to make sure we have the most qualified counsel.

Mr. Higuera doesn't see any problem with qualifications.

Mrs. Jones would go out for an RFP. There are some changes I would make to this or at least talk about before we went out. For starters this anticipates only licensure in the State of Nevada. There is a separate professional licensing for federal court. You can be licensed to practice law for the state of Nevada but not in the Ninth Circuit, which is the local federal court. So we need to make clear that it is both the Nevada state bar and also the appropriate federal bar for the Ninth Circuit. The truck issue was going to require us to go to federal court. We don't want a local attorney who can't also represent us in federal court in Reno. On the application I would include a CLE report for at least the last three years. A CLE report will tell us what they've been training in, not just what they've been practicing. CLE is our continuing legal education. A CLE report would be a good way of testing whether they've kept their skills sharp.

Mr. Higuera thought before we get too deep into the RFP, I thought I heard Mike say his firm will not respond.

Mr. Rowe did not think Jim or Jenn would do that. They have pretty much said that.

Mr. Higuera asked if the rest of the board feels it is out of the question to contact the firm first, before we go to an RFP, then I'd say carry on with what Cassandra is doing because you won't hear from them.

Mrs. Slater agrees with Cassandra. I think I would rather go out. I think all applicants should be applying for it and responding. It kind of sends a message if they don't respond. I think with Mike staying on board, at least for the next few months, we can bring on a new person on that wants to be with us. Maybe they don't want to be with us if they're not willing to apply.

Mrs. Jones' personal experience is there is a challenge in inherited clients. The attorney-client relationship is truly a relationship. The client needs to choose the lawyer as much as the lawyer needs to choose the client. Every time I've ended up in a client relationship where I've inherited a case from another lawyer, those are the most challenging clients I've ever had because they didn't choose me. That affects the productivity of the relationship. I agree we will be paying more for counsel. Mike's rate is not just competitive, it's a form of pro bono.

No public comment.

Vice-Chairman Miller asked if we go to an RFP is it going to be hard for you to consider other attorneys?

Mrs. Jones answered no. I have a good working relationship with anybody who might apply. No one in my firm will apply. I might not even know who is going to apply. I think that's part of the challenge I have is how can we say we're fulfilling our duty as a board without investigating who is there. I know there is a risk that Jim and Jennifer may not apply and they might be the most qualified, but I don't know.

Mrs. Slater wondered if they would respond to us as well as Mike has. If not, are we going to be doing a comparison. Are we going to turn around and say you are not giving us the service that we feel that Mike always provided. Are board members going to feel good about speaking up about that. That's a tough thing to do.

Motion Jones to direct staff to send out an RFP with the changes I recommended. The time line looked okay.

Mr. Rowe asked to take a look at 15-5.

Mr. Dallaire had some questions. If you approve the RFP we can formally advertise it by the weekend in the paper and on the website by Friday. That would give them more than 10 days. So if we had information by the 23rd, post the agenda the 27th or 28th, we could have the meeting on October 4th. We can come up with an interview process at the next board meeting. I can send all the applicants' info along with the packet on the 28th. Then we can come up with questions you want to ask and have a special meeting in October, or we can push it to November. That would be all the applicants coming in and presenting to the board.

Board discussion on dates.

Mrs. Jones suggested giving applicants until the 26th. Then have our interviews on October 10th.

Motion Jones/Slater to direct staff to issue the RFP with the additional qualifications I added and revise the tentative schedule accordingly. Motion carried with Wenner/Miller/Slater and Jones voting yea and Higuera nay.

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

Mr. Dallaire went over the RFP questions. There are a couple of classes this month in the correspondence section of the packet. We have the storm water management for a clean community. They are looking at collecting a fee based on people's coverage of their property and that's each property's prorated amount owed for storm water management. We currently do not report to NDEP on our storm drainage efforts. We have the program in place anticipating it was coming. Now we anticipate it will happen next year, if not sooner. We will have to file quarterly reports to assist the county in collecting that data and somebody managing it. We give the information currently to the storm water person at the county and they submit it to NDEP. Steve Thaler asked Jennifer and I to be on the committee under his area representing the two towns. The critical issues conference is coming up. Mr. Pegram is one of the speakers. Cassandra and I signed up. Lloyd will be there recording it. The NLC conference is in Sparks this year. I signed up for the conference but I did not make a hotel reservation yet.

Vice-Chairman Miller asked about the gator and watering the flowers.

Mr. LaCost gave an update on the status of the gator. I priced a new gator at \$15,000. A new one can hold 100 gallons of water instead of 50. It would be nice to refill once instead of doing it over and over. We have to make a decision on that.

Mrs. Slater's concern is if we buy another one where are we putting all this equipment.

Mr. Dallaire answered the barns could be used for storage when they are renovated. The metal barn would be for the seasonal equipment. The gator works well for the path. But it won't go between Elges and Bryan or Penn and Windsor. There is \$25,000 in the 614 fund.

Mrs. Slater asked about item E. The county is having issues with the public dropping off leaves and large limbs at the shop. How many years have we been doing this?

Mr. Dallaire will need to talk to Mimi. Dean Patterson, the new planning manager, called it a transfer station. We are supposed to have a wall around that place. Geoff and I got some elevations for the culvert on Toiyabe. I want to change the drainage. He went over plans for that area as well as the area around Kimbles. The Gilman property closed. Next year we will make the 1st payment. We are working on making contact with ROTC. They have some people that want to do landscaping. I have a scout that needs an Eagle Scout project. We will be ripping all the junipers out on the Gilman property. The church has weeded their parcel. It is looking better. We need to get the water fixed along there.

Chairwoman Wenner asked about the dirt hills on the lot.

Mr. Dallaire did not know yet. Until we know what we are going to do with the property I wouldn't propose anything.

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

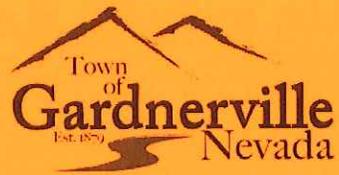
No public comment.

Meeting adjourned at 8:15 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: October 4, 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



Thank you for the
use of Heritage Park
for the 10th annual
"Walk in Memory -
Walk in Hope" suicide
awareness event. It
is such a beautiful
venue and we received
a lot of positive feedback
about moving the
event there. Debbie Posni
Director
Suicide Prevention Helpline

Memorandum
Tom Dallaire, P.E.
Gardnerville Town Manager



To: File

From: Carol Louthan

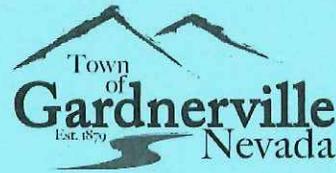
Subject: Mike Plut

Date: 9/8/16

Resident Amber Minor called reporting there was an older man that had fallen off his bike near the Hellwinkel barn and could not get up. She reported that Mike Plut, town maintenance specialist, was driving by and stopped to help her and the older gentleman. They helped as much as they could while waiting for 911 responders. Amber really appreciated Mike's help. She has had recent back surgery and would not have been able to help the gentleman on her own. Kudos to Mike.

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:** October 4, 2016
5. **Time Requested:** N/A
6. **Agenda:** Consent Administrative

7. Background Information:
Trash (August landfill figures)

Credit Cards (August figures)

| | |
|-------------------------------|------------------------------------|
| Residential Accounts | 1789 |
| Commercial Accounts | 224 |
| Green Waste Accounts | 1336 |
| Cleanup Dumpsters | 9 |
| X-cans | 391 |
| # of new residential accounts | 12 accts transferred to new owners |
| # of new commercial accounts | 0 |
| Minimum User Accounts | 33 |
| Total tons of trash | 353.15 |
| Total tons of Greenwaste | 47.75 |

| | | |
|--------------------|------------|------------|
| Total Amount | \$9,482.50 | |
| Total Transactions | 98 | |
| Visa Debit | 52 | \$4,076.83 |
| Visa | 27 | \$3,863.99 |
| Mastercard Debit | 1 | \$ 73.00 |
| Mastercard | 9 | \$ 833.79 |
| ACH/E Check | 9 | \$ 634.89 |

WAM has charged us \$2700 to program the credit card convenience fees into our trash billing. We will need a cart page like the one the county has for Town and Main Street payments, so we will be hiring a programmer. I contacted Joseph Castro, Internovations, who did the page for the treasurer's office. The fee for programming a cart page is \$800 plus \$16/mo for hosting the page. Civic Plus, who hosts our website does not do that type of programming. There is also a charge of between \$200 and \$500/yr for an EV SSL (validated secure certificate), which is a good idea when customers are paying online. This would have a green bar like when you log onto your bank.

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 – 09/2016

- Our UTV, also known as the Gator, broke down and was repaired by Yeager Garage. The repair took 2 weeks and demonstrated the need for a backup vehicle to water the flowers.
- Main Street flowers were consolidated on Sept 6th to bring the best ones to Main Street.
- Main Street flowers were taken down after the last wine walk. They were removed on Sept 19th.
- Police report made for public dumping at the Town Maintenance Facility. No witnesses just trash left on site from someone in Genoa.
- Martin Slough culvert under Toler and 395 had a failure in it and opened a hole in the asphalt. A permanent fix was applied and NDOT was notified of the repair. This was a direct safety risk to the citizens of the town.
- Street sweeping has been completed each week. Sept 2, 9, 16, 23, and 30th.
- Staff Meeting for field staff was conducted on Sept 28th.
- Active shooter training provided to staff by the Douglas County Sheriff's Office.
- Moved radar devices from Toler and Toiyabe to Marion Russell near the GES school entrance.
- Tree trimming was completed along the areas of Hussman, Douglas, and Toler. The areas trimmed were above the curb and gutter to promote our Street Sweeping program.

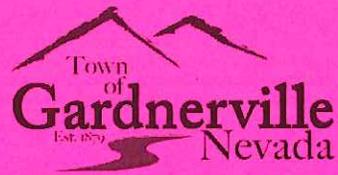
Health and Sanitation – 09/2016

- Interviews were conducted for the open sanitation position. 43 people applied for the position and we interviewed 7. The interviewees were all skilled and capable. Selections were made and submitted to HR for review and to complete the process.
- Staff Meeting for field staff was conducted on Sept 28th.
- Active shooter training provided to staff by the Douglas County Sheriff's Office.

Engineering – 09/2016

- We inspected the sidewalks, curb and gutter around the Trinity Lutheran Church parking lot. The project is not complete. As part of the renovations in the area we are also installing sidewalks and ADA ramps across the street.
- Design specifications were completed for the solar street light at the corner of Waterloo and Northampton. A PO was requested to the County and light hardware delivery is expected to be in January.
- Design work on the cracks in Chichester was adjusted and optimized for only the cracks that really need replacement. Focus for repairs will be around Cardiff, Marion Russell, Sterling, Chiltern, Cheddington, Aldersgate, and Aylesbury East.
- Interdepartmental coordination to supply bleachers for the Main Street Coffin Races. Thank you to Douglas County Parks Department, Peter Knight.
- Attended "Dry Run" of Douglas County Storm Water Public Meeting with staff identifying potential issues.
- Completed several Leadership Douglas County tasks for completion of the class.

Gardnerville Town Board
AGENDA ACTION SHEET



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

Prepared by: Carol Louthan
4. **Meeting Date:** October 4, 2016 **Time Requested:** N/A
5. **Agenda:** Consent Administrative
6. **Background Information:** See attached.
7. **Other Agency Review of Action:** Douglas County N/A
8. **Board Action:**
 Approved Approved with Modifications
 Denied Continued



Accounts Payable by G/L Distribution Report

G/L Date Range 09/01/16 - 09/30/16

| 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 | 9/16 BOARD | GVILLE | Paid by Check # 653414 | | 09/01/2016 | 09/09/2016 | 09/09/2016 | | 09/09/2016 | 250.00 |
| 24008 - Jones Cassandra Esq | 9/16 BOARD | GVILLE | Paid by Check # 653423 | | 09/01/2016 | 09/09/2016 | 09/09/2016 | | 09/09/2016 | 250.00 |
| 28960 - Miller Kenneth | 9/16 BOARD | GVILLE | Paid by Check # 653440 | | 09/01/2016 | 09/09/2016 | 09/09/2016 | | 09/09/2016 | 250.00 |
| 2969 - Slater Linda | 9-16 BOARD | GVILLE | Paid by Check # 653514 | | 09/01/2016 | 09/09/2016 | 09/09/2016 | | 09/09/2016 | 250.00 |
| 8364 - Wenner Mary | 9-16 BOARD | GVILLE | Paid by Check # 653552 | | 09/01/2016 | 09/09/2016 | 09/09/2016 | | 09/09/2016 | 275.00 |
| | | | Account 510.150 - Board Compensation Totals | | | | Invoice Transactions 5 | | | \$1,275.00 |
| 2433 - NV ST Public Employees | 8-16 Retirement | AGENCY 307 | Paid by Check # 653564 | | 08/31/2016 | 09/14/2016 | 09/14/2016 | | 09/14/2016 | (47.01) |
| | | | Account 511.181 - Retirement Totals | | | | Invoice Transactions 1 | | | (\$47.01) |
| 29103 - Frontier | Account 520.055 - Telephone Expense 782-7134 8/16 | 77578271340502795 | Paid by Check # 653194 | | 08/16/2016 | 09/02/2016 | 09/02/2016 | | 09/02/2016 | 103.80 |
| 29103 - Frontier | 782-3856 8/16 | 77578238560808025 | Paid by Check # 653194 | | 08/16/2016 | 09/02/2016 | 09/02/2016 | | 09/02/2016 | 52.97 |
| 13097 - Verizon Wireless | 9771273460 | 842011146-00001 | Paid by Check # 653975 | | 09/01/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 278.15 |
| | | | Account 520.055 - Telephone Expense Totals | | | | Invoice Transactions 3 | | | \$434.92 |
| 11625 - Accurate Mobile Locksmith Inc | Account 520.084 - Replacement & Repair GVILLE 8/24/16 | GVILLE | Paid by Check # 653741 | | 08/24/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 7.50 |
| | | | Account 520.084 - Replacement & Repair Totals | | | | Invoice Transactions 1 | | | \$7.50 |
| 2924 - NV Energy | Account 520.089 - Power 791804 8-16 | 791804 | Paid by Check # 653462 | | 08/26/2016 | 09/09/2016 | 09/09/2016 | | 09/09/2016 | 243.96 |
| | | | Account 520.089 - Power Totals | | | | Invoice Transactions 1 | | | \$243.96 |
| 1429 - Gardnerville Water Company | Account 520.090 - Water 640.01 8/16 | 640.01 | Paid by Check # 653641 | | 09/01/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 42.94 |
| 1429 - Gardnerville Water Company | 690.01 8/16 | 690.01 | Paid by Check # 653641 | | 09/01/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 153.47 |
| | | | Account 520.090 - Water Totals | | | | Invoice Transactions 2 | | | \$196.41 |
| 3021 - Southwest Gas-Las Vegas | Account 520.092 - Heating 0015779022 8- 16 | 2410015779022 | Paid by Check # 653287 | | 08/15/2016 | 09/02/2016 | 09/02/2016 | | 09/02/2016 | 14.42 |
| 3021 - Southwest Gas-Las Vegas | 1072224004 8- 16 | 2411072224004 | Paid by Check # 653287 | | 08/15/2016 | 09/02/2016 | 09/02/2016 | | 09/02/2016 | 15.07 |



Accounts Payable by G/L Distribution Report

G/L Date Range 09/01/16 - 09/30/16

| 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 520.092 - Heating | | | | | | | | | | |
| 3021 - Southwest Gas-Las Vegas | 1188600002 8-16 | 2411188600002 | Paid by Check # 653287 | | 08/15/2016 | 09/02/2016 | 09/02/2016 | 09/02/2016 | 09/02/2016 | 7.54 |
| 3021 - Southwest Gas-Las Vegas | 0015779022 9-16 | 2410015779022 | Paid by Check # 653949 | | 09/14/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 14.42 |
| 3021 - Southwest Gas-Las Vegas | 1072224004 9-16 | 2411072224004 | Paid by Check # 653949 | | 09/14/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 15.07 |
| 3021 - Southwest Gas-Las Vegas | 1188600002 9-16 | 2411188600002 | Paid by Check # 653949 | | 09/14/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 7.54 |
| | | | | | Account 520.092 - Heating Totals | | | Invoice Transactions 6 | | \$74.06 |
| 5358 - ABC Fire Inc | IN00070767 | 4386 | Paid by Check # 653567 | | 09/02/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 281.19 |
| 20845 - Clark Plumbing & Heating Co Inc | 0000829091 | 0007133 | Paid by Check # 653792 | | 08/31/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 103.11 |
| 8197 - Carson Valley Telephone Co | 16315 | G'VILLE | Edit | | 09/15/2016 | 09/30/2016 | 09/30/2016 | 09/30/2016 | 09/30/2016 | 25.00 |
| | | | | | Account 520.097 - Maint B&G Totals | | | Invoice Transactions 3 | | \$409.30 |
| 4753 - Ricoh USA Inc | 97363291 | 1481234-3433221 | Paid by Check # 653267 | | 08/12/2016 | 09/02/2016 | 09/02/2016 | 09/02/2016 | 09/02/2016 | 165.41 |
| 4753 - Ricoh USA Inc | 5044241806 | 16769392 | Paid by Check # 653919 | | 09/01/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 101.47 |
| 4753 - Ricoh USA Inc | 97521379 | 1481234-3433221 | Edit | | 09/12/2016 | 09/30/2016 | 09/30/2016 | 09/30/2016 | 09/30/2016 | 165.41 |
| | | | | | Account 520.136 - Rents & Leases Equipment Totals | | | Invoice Transactions 3 | | \$432.29 |
| 15887 - Charter Communications | 0012509 9/16 | 8354110060012509 | Paid by Check # 653607 | | 09/02/2016 | 09/13/2016 | 09/13/2016 | 09/13/2016 | 09/16/2016 | 64.99 |
| | | | | | Account 520.187 - Internet Expense Totals | | | Invoice Transactions 1 | | \$64.99 |
| 12997 - Do Co Procurement Program | 8-16 LOUTHAN | G'VILLE | Paid by Check # 653801 | | 08/27/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 270.00 |
| | | | | | Account 520.200 - Training & Education Totals | | | Invoice Transactions 1 | | \$270.00 |
| 10816 - Rowe Hales & Yturbe LLP | 26288 | G'VILLE | Paid by Check # 653703 | | 08/29/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 2,360.00 |
| | | | | | Account 521.130 - Legal Services Totals | | | Invoice Transactions 1 | | \$2,360.00 |
| 31463 - SeamlessDocs Inc | 1416 | G'VILLE | Paid by Check # 653501 | | 08/20/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 2,450.00 |
| 30465 - All Traffic Solutions | SIN009745 | 210268 | Paid by Check # 653748 | | 09/12/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 3,000.00 |
| | | | | | Account 532.056 - Subscriptions Totals | | | Invoice Transactions 2 | | \$5,450.00 |

3 3



Accounts Payable by G/L Distribution Report

G/L Date Range 09/01/16 - 09/30/16

| 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 533.800 - Office Supplies | | | | | | | | | | |
| 2549 - Dallaire Tom-Petty Cash | 9-16 G'VILLE | PETTY CASH | Paid by Check # 653614 | | 07/31/2016 | 09/13/2016 | 09/13/2016 | | 09/16/2016 | 10.00 |
| 12997 - Do Co Procurement Program | 8-16 LOUTHAN | G'VILLE | Paid by Check # 653801 | | 08/27/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 87.87 |
| 8479 - Tahoe Supply Co | 628940 | TOWNGV | Paid by Check # 653960 | | 09/01/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 260.10 |
| | | | | Account 533.800 - Office Supplies Totals | | | | Invoice Transactions 3 | | \$357.97 |
| 16648 - E Squared C Inc | 43830 | G'VILLE | Paid by Check # 653625 | | 09/02/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 37.50 |
| | | | | Account 533.806 - Software Totals | | | | Invoice Transactions 1 | | \$37.50 |
| 80 - All Occasion Rentals Inc | ANN-171165-1 | G'VILLE | Paid by Check # 653117 | | 08/04/2016 | 09/02/2016 | 09/02/2016 | | 09/02/2016 | 708.40 |
| | | | | Account 533.817 - Small Projects Totals | | | | Invoice Transactions 1 | | \$708.40 |
| | | | | Department 921 - Gardnerville Admin Totals | | | | Invoice Transactions 35 | | \$12,275.29 |

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Accounts Payable by G/L Distribution Report

G/L Date Range 09/01/16 - 09/30/16

| 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 520.037 - Weed Spraying | | | | | | | | | | |
| 1130 - Do Co Weed Control | 2973 | G'VILLE | Paid by Check # 653174 | | 08/18/2016 | 09/02/2016 | 09/02/2016 | 09/02/2016 | 09/02/2016 | 416.80 |
| 2297 - ASJ Small Engines Inc | 18240 | G'VILLE | Paid by Check # 653755 | | 08/26/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 27.50 |
| | | | | Account 520.037 - Weed Spraying Totals | | | | Invoice Transactions 2 | | \$444.30 |
| | | | | Account 520.084 - Replacement & Repair | | | | | | |
| 18821 - Fastenal Industrial/Cons Suppl | NVMIN57725 | NVMIN0011 | Paid by Check # 653396 | | 08/25/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 33.52 |
| 11985 - Ace Hardware | 110221/1 | 1236 | Paid by Check # 653570 | | 08/12/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 29.98 |
| 11985 - Ace Hardware | 110285/1 | 1236 | Paid by Check # 653570 | | 08/16/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 27.97 |
| 13485 - Ahern Rentals Inc | 16422628-1 | 205304 | Paid by Check # 653574 | | 08/05/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 274.98 |
| 13485 - Ahern Rentals Inc | 16443929-1 | 205304 | Paid by Check # 653574 | | 08/10/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 102.63 |
| 13485 - Ahern Rentals Inc | 16496144-1 | 205304 | Paid by Check # 653574 | | 08/23/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 14.30 |
| 13485 - Ahern Rentals Inc | 16506473-1 | 205304 | Paid by Check # 653574 | | 08/25/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 29.99 |
| 13485 - Ahern Rentals Inc | 16510015-1 | 205304 | Paid by Check # 653574 | | 08/26/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 46.39 |
| 31809 - Dog Waste Depot | 119096 | G'VILLE | Paid by Check # 653623 | | 09/07/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 225.00 |
| 2121 - Meeks Lumber | 971394 | 06G1570 | Paid by Check # 653674 | | 08/17/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 14.99 |
| 11625 - Accurate Mobile Locksmith Inc | G'VILLE 9/8/16 | G'VILLE | Paid by Check # 653741 | | 09/08/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 10.00 |
| 12997 - Do Co Procurement Program | 8-16 LOUTHAN | G'VILLE | Paid by Check # 653801 | | 08/27/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 123.08 |
| 2510 - Parts House | 695396 | 4170 | Paid by Check # 653900 | | 08/22/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 18.46 |
| 2510 - Parts House | 695464 | 4170 | Paid by Check # 653900 | | 08/22/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 41.62 |
| 3457 - Western Nevada Supply Company | 16733968 | 71273 | Paid by Check # 653983 | | 08/18/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 598.37 |
| | | | | Account 520.084 - Replacement & Repair Totals | | | | Invoice Transactions 15 | | \$1,591.28 |
| 2924 - NV Energy | 791804 8-16 | 791804 | Paid by Check # 653462 | | 08/26/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 437.67 |
| | | | | Account 520.089 - Power Totals | | | | Invoice Transactions 1 | | \$437.67 |

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Accounts Payable by G/L Distribution Report

G/L Date Range 09/01/16 - 09/30/16



| 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 | 1302.01 8/16 | 1302.01 | Paid by Check # 653641 | | 09/01/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 1,788.36 |
| 1429 - Gardnerville Water Company | 1321.01 8/16 | 1321.01 | Paid by Check # 653641 | | 09/01/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 104.96 |
| 1429 - Gardnerville Water Company | 1340.01 8/16 | 1340.01 | Paid by Check # 653641 | | 09/01/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 89.56 |
| 1429 - Gardnerville Water Company | 1348.01 8/16 | 1348.01 | Paid by Check # 653641 | | 09/01/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 2,237.60 |
| 1429 - Gardnerville Water Company | 1373.01 8/16 | 1373.01 | Paid by Check # 653641 | | 09/01/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 117.50 |
| 1429 - Gardnerville Water Company | 1745.01 8/16 | 1745.01 | Paid by Check # 653641 | | 09/01/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 324.65 |
| 1429 - Gardnerville Water Company | 2139.01 8/16 | 2139.01 | Paid by Check # 653641 | | 09/01/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 113.06 |
| 1429 - Gardnerville Water Company | 2140.01 8/16 | 2140.01 | Paid by Check # 653641 | | 09/01/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 205.48 |
| 1429 - Gardnerville Water Company | 2226.01 8/16 | 2226.01 | Paid by Check # 653641 | | 09/01/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 721.20 |
| 1429 - Gardnerville Water Company | 2297.01 8/16 | 2297.01 | Paid by Check # 653641 | | 09/01/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 1,173.10 |
| 1429 - Gardnerville Water Company | 2431.01 8/16 | 2341.01 | Paid by Check # 653641 | | 09/01/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 352.76 |
| 1429 - Gardnerville Water Company | 2593.01 8/16 | 2593.01 | Paid by Check # 653641 | | 09/01/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 593.72 |
| 1429 - Gardnerville Water Company | 2624.01 8/16 | 2624.01 | Paid by Check # 653641 | | 09/01/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 69.71 |
| 1429 - Gardnerville Water Company | 2641.02 8/16 | 2641.02 | Paid by Check # 653641 | | 09/01/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 704.89 |
| 2153 - Minden Town of | 1862.01 8/16 | 1862.01 | Paid by Check # 653676 | | 08/29/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 39.05 |
| Account 520.090 - Water Totals | | | | | | | | | | Invoice Transactions 15 |
| Account 520.097 - Maint B&G | | | | | | | | | | \$8,635.60 |
| 20845 - Clark Plumbing & Heating Co Inc | 0000829091 | 0007133 | Paid by Check # 653792 | | 08/31/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 1,099.78 |
| Account 520.097 - Maint B&G Totals | | | | | | | | | | Invoice Transactions 1 |
| Account 532.001 - Op. Supplies | | | | | | | | | | \$1,099.78 |
| 12997 - Do Co Procurement Program | 8-16 DALLAIRE | G'VILLE | Paid by Check # 653801 | | 08/27/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 622.87 |
| Account 532.001 - Op. Supplies Totals | | | | | | | | | | Invoice Transactions 1 |
| Account 532.003 - Gas & Oil | | | | | | | | | | \$622.87 |
| 3814 - Flyers Energy LLC | CFS1276965 | 8308 | Paid by Check # 653189 | | 08/15/2016 | 09/02/2016 | 09/02/2016 | | 09/02/2016 | 87.25 |

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Accounts Payable by G/L Distribution Report

G/L Date Range 09/01/16 - 09/30/16

| Vendor | Invoice No. | Invoice Description | Status | Held Reason | Invoice Date | Due Date | G/L Date | Received Date | Payment Date | Invoice Amount |
|--|-------------|--|---------------------------|--|--------------|------------|------------|-------------------------|--------------|----------------|
| Fund 610 - Gardinerville Town Department 923 - Parks & Recreation | | | | | | | | | | |
| | | Account 532.003 - Gas & Oil | | | | | | | | |
| 3814 - Flyers Energy LLC | CFS1285658 | 8308 | Paid by Check # 653634 | | 08/31/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 169.87 |
| | | | | Account 532.003 - Gas & Oil Totals | | | | Invoice Transactions 2 | | \$257.12 |
| 5068 - Bruderer Brian | | Account 533.817 - Small Projects GALLOPING/B8 GVILLE -16 | Paid by Check # 653137 | | 08/24/2016 | 09/02/2016 | 09/02/2016 | | 09/02/2016 | 59.95 |
| 29639 - Carson Valley Locksmith/Electronics-Radio Shack | 10196068 | 10001352 | Paid by Check # 653777 | | 07/06/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 69.99 |
| | | | | Account 533.817 - Small Projects Totals | | | | Invoice Transactions 2 | | \$129.94 |
| | | | | Department 923 - Parks & Recreation Totals | | | | Invoice Transactions 39 | | \$13,218.56 |

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Accounts Payable by G/L Distribution Report

G/L Date Range 09/01/16 - 09/30/16

| Vendor | Invoice No. | Invoice Description | Status | Held Reason | Invoice Date | Due Date | G/L Date | Received Date | Payment Date | Invoice Amount |
|---|---------------|---------------------|---------------------------|-------------|--------------|------------|------------|---------------|--------------|----------------|
| Fund 610 - Gardinerville Town Department 926 - Other Public Works Account 520.037 - Weed Spraying | | | | | | | | | | |
| 1130 - Do Co Weed Control | 2973 | GVILLE | Paid by Check # 653174 | | 08/18/2016 | 09/02/2016 | 09/02/2016 | | 09/02/2016 | 416.80 |
| 2297 - ASJ Small Engines Inc | 18240 | GVILLE | Paid by Check # 653755 | | 08/26/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 27.50 |
| Account 520.037 - Weed Spraying Totals Invoice Transactions 2 | | | | | | | | | | |
| | | | | | | | | | | \$444.30 |
| Account 520.084 - Replacement & Repair | | | | | | | | | | |
| 18821 - Fastenal Industrial/Cons Suppl | NVMIN57725 | NVMIN0011 | Paid by Check # 653396 | | 08/25/2016 | 09/09/2016 | 09/09/2016 | | 09/09/2016 | 7.88 |
| 11985 - Ace Hardware | 109898/1 | 1236 | Paid by Check # 653570 | | 08/01/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 3.78 |
| 11985 - Ace Hardware | 109901/1 | 1236 | Paid by Check # 653570 | | 08/01/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 1.09 |
| 11985 - Ace Hardware | 110594/1 | 1236 | Paid by Check # 653570 | | 08/29/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 1.36 |
| 13485 - Ahern Rentals Inc | 16471074-1 | 205304 | Paid by Check # 653574 | | 08/17/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 4.59 |
| 13485 - Ahern Rentals Inc | 16500628-1 | 205304 | Paid by Check # 653574 | | 08/24/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 16.64 |
| 2121 - Meeks Lumber | 974351 | 06G1570 | Paid by Check # 653674 | | 08/31/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 10.18 |
| 12997 - Do Co Procurement Program | 8-16 TUTTHILL | GVILLE | Paid by Check # 653801 | | 08/27/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 90.00 |
| 12997 - Do Co Procurement Program | 8-16 LACOST | GVILLE | Paid by Check # 653801 | | 08/27/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 341.00 |
| 8043 - Mark Smith Tire Center Inc | 71700159935 | A17-14675 | Paid by Check # 653860 | | 08/26/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 549.88 |
| 12198 - O'Reilly Auto Parts | 3530-471167 | 1075650 | Paid by Check # 653895 | | 08/15/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 175.88 |
| 12198 - O'Reilly Auto Parts | 3530-471187 | 1075650 | Paid by Check # 653895 | | 08/15/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 904.40 |
| 12198 - O'Reilly Auto Parts | 3530-471190 | 1075650 | Paid by Check # 653895 | | 08/15/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 12.99 |
| 12198 - O'Reilly Auto Parts | 3530-471200 | 1075650 | Paid by Check # 653895 | | 08/15/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 5.99 |
| 28009 - Yager's Garage | 1038 | GVILLE | Paid by Check # 653993 | | 09/12/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 372.92 |
| 2680 - Renner Equipment Co Inc | S13468 | GARDN003 | Edit | | 09/07/2016 | 09/30/2016 | 09/30/2016 | | | 428.62 |
| 2680 - Renner Equipment Co Inc | S13556 | GARDN003 | Edit | | 09/09/2016 | 09/30/2016 | 09/30/2016 | | | 182.38 |
| Account 520.084 - Replacement & Repair Totals Invoice Transactions 17 | | | | | | | | | | |
| | | | | | | | | | | \$6,145.08 |
| 2924 - NV Energy | 791804 8-16 | 791804 | Paid by Check # 653462 | | 08/26/2016 | 09/09/2016 | 09/09/2016 | | 09/09/2016 | 6,145.08 |
| Account 520.095 - Street Lights Totals Invoice Transactions 1 | | | | | | | | | | \$6,145.08 |

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Accounts Payable by G/L Distribution Report

G/L Date Range 09/01/16 - 09/30/16

| 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 520.103 - Maint Road | | | | | | | | | | |
| 8692 - Silver State Barricade Inc | 87594 | GVILLE | Paid by Check # 653282 | | 08/08/2016 | 09/02/2016 | 09/02/2016 | | 09/02/2016 | 1,226.88 |
| 11985 - Ace Hardware | 109902/1 | 1236 | Paid by Check # 653570 | | 08/01/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 28.25 |
| 13485 - Ahern Rentals Inc | 16429621-1 | 205304 | Paid by Check # 653574 | | 08/08/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 18.95 |
| 13485 - Ahern Rentals Inc | 16438007-1 | 205304 | Paid by Check # 653574 | | 08/09/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 33.98 |
| 13485 - Ahern Rentals Inc | 16446272-1 | 205304 | Paid by Check # 653574 | | 08/11/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 7.98 |
| 13485 - Ahern Rentals Inc | 16466736-1 | 205304 | Paid by Check # 653574 | | 08/16/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 5.97 |
| Account 520.103 - Maint Road Totals | | | | | | | | | | \$1,322.01 |
| Account 520.107 - Maint Equip | | | | | | | | | | |
| 6321 - Safety-Kleen Inc | 70728778 | T023913 | Paid by Check # 653497 | | 08/18/2016 | 09/09/2016 | 09/09/2016 | | 09/09/2016 | 94.88 |
| Account 520.107 - Maint Equip Totals | | | | | | | | | | \$94.88 |
| Account 520.155 - Licensing | | | | | | | | | | |
| 12997 - Do Co Procurement Program | 8-16 LOUTHAN | GVILLE | Paid by Check # 653801 | | 08/27/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 7.00 |
| Account 520.155 - Licensing Totals | | | | | | | | | | \$7.00 |
| Account 532.001 - Op.Supplies | | | | | | | | | | |
| 12997 - Do Co Procurement Program | 8-16 DALLAIRE | GVILLE | Paid by Check # 653801 | | 08/27/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | (75.87) |
| Account 532.001 - Op.Supplies Totals | | | | | | | | | | (\$75.87) |
| Account 532.003 - Gas & Oil | | | | | | | | | | |
| 3814 - Flyers Energy LLC | CFS1276965 | 8308 | Paid by Check # 653189 | | 08/15/2016 | 09/02/2016 | 09/02/2016 | | 09/02/2016 | 349.05 |
| 3814 - Flyers Energy LLC | CFS1285658 | 8308 | Paid by Check # 653634 | | 08/31/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 292.26 |
| Account 532.003 - Gas & Oil Totals | | | | | | | | | | \$641.31 |
| Account 532.019 - Storm Drain Maintenance | | | | | | | | | | |
| 3457 - Western Nevada Supply Company | 16739386 | 71273 | Paid by Check # 653983 | | 08/19/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 319.62 |
| Account 532.019 - Storm Drain Maintenance Totals | | | | | | | | | | \$319.62 |
| Account 532.028 - Uniforms | | | | | | | | | | |
| 5785 - AlSCO Inc | LREN1169353 | 000330 | Paid by Check # 653326 | | 07/27/2016 | 09/09/2016 | 09/09/2016 | | 09/09/2016 | 15.00 |
| 5785 - AlSCO Inc | LREN1171039 | 000330 | Paid by Check # 653326 | | 08/02/2016 | 09/09/2016 | 09/09/2016 | | 09/09/2016 | 4.39 |
| 5785 - AlSCO Inc | LREN1173317 | 000330 | Paid by Check # 653326 | | 08/09/2016 | 09/09/2016 | 09/09/2016 | | 09/09/2016 | 4.39 |

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Accounts Payable by G/L Distribution Report

G/L Date Range 09/01/16 - 09/30/16

| 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 532.028 - Uniforms | | | | | | | | | | |
| 5785 - AlSCO Inc | LREN1175594 | 000330 | Paid by Check # 653326 | | 08/16/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 4.39 |
| 5785 - AlSCO Inc | LREN1179953 | 000330 | Paid by Check # 653326 | | 08/30/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 4.39 |
| 4287 - Red Wing Shoe Store | 000000008-066 | G'VILLE | Paid by Check # 653487 | | 08/24/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 81.00 |
| 10314 - Work World Inc | 48491 | G'VILLE | Paid by Check # 653990 | | 08/27/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 84.97 |
| Account 532.028 - Uniforms Totals | | | | | | | | | | \$198.53 |
| Account 562.000 - Capital Projects | | | | | | | | | | |
| 2926 - NV Energy | 3001436292 5-16 | 3551 G'VILLE | Paid by Check # 653243 | | 05/31/2016 | 09/02/2016 | 09/02/2016 | 09/02/2016 | 09/02/2016 | 403.00 |
| 2012 - Lumos and Associates Inc | 92569 | 8939.000 | Paid by Check # 653434 | | 08/25/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 370.00 |
| 2702 - Resource Concepts Inc | 16-01171 | 16-169/G'VILLE | Edit | | 09/15/2016 | 09/30/2016 | 09/30/2016 | 09/30/2016 | 09/30/2016 | 320.15 |
| Account 562.000 - Capital Projects Totals | | | | | | | | | | \$1,093.15 |
| Department 926 - Other Public Works Totals | | | | | | | | | | \$13,299.59 |
| Fund 610 - Gardnerville Town Totals | | | | | | | | | | \$38,793.44 |

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Accounts Payable by G/L Distribution Report

G/L Date Range 09/01/16 - 09/30/16



| Vendor | Invoice No. | Invoice Description | Status | Held Reason | Invoice Date | Due Date | G/L Date | Received Date | Payment Date | Invoice Amount |
|--|--|---------------------|---|-------------|--------------|------------|------------|------------------------|------------------------|----------------|
| Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation | | | | | | | | | | |
| | Account 510.150 - Board Compensation | | | | | | | | | |
| 4288 - Higuera Lloyd W | 9/16 BOARD | GVILLE | Paid by Check # 653414 | | 09/01/2016 | 09/09/2016 | 09/09/2016 | | 09/09/2016 | 250.00 |
| 24008 - Jones Cassandra Esq | 9/16 BOARD | GVILLE | Paid by Check # 653423 | | 09/01/2016 | 09/09/2016 | 09/09/2016 | | 09/09/2016 | 250.00 |
| 28960 - Miller Kenneth | 9/16 BOARD | GVILLE | Paid by Check # 653440 | | 09/01/2016 | 09/09/2016 | 09/09/2016 | | 09/09/2016 | 250.00 |
| 2969 - Slater Linda | 9-16 BOARD | GVILLE | Paid by Check # 653514 | | 09/01/2016 | 09/09/2016 | 09/09/2016 | | 09/09/2016 | 250.00 |
| 8364 - Wenner Mary | 9-16 BOARD | GVILLE | Paid by Check # 653552 | | 09/01/2016 | 09/09/2016 | 09/09/2016 | | 09/09/2016 | 275.00 |
| | | | Account 510.150 - Board Compensation Totals | | | | | Invoice Transactions 5 | | \$1,275.00 |
| | Account 516.120 - Contract Salaries | | | | | | | | | |
| 21697 - Blue Ribbon Personnel Services | 38949 | 653202 | Paid by Check # 653134 | | 08/19/2016 | 09/02/2016 | 09/02/2016 | | 09/02/2016 | 740.00 |
| 21697 - Blue Ribbon Personnel Services | 39088 | 653202 | Paid by Check # 653343 | | 08/26/2016 | 09/09/2016 | 09/09/2016 | | 09/09/2016 | 869.92 |
| 21697 - Blue Ribbon Personnel Services | 39220 | 653202 | Paid by Check # 653766 | | 09/02/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 1,068.86 |
| 21697 - Blue Ribbon Personnel Services | 39351 | 653202 | Paid by Check # 653766 | | 09/09/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 740.00 |
| 21697 - Blue Ribbon Personnel Services | 39490 | 653202 | Edit | | 09/16/2016 | 09/30/2016 | 09/30/2016 | | Invoice Transactions 5 | 666.00 |
| | | | Account 516.120 - Contract Salaries Totals | | | | | | | \$4,084.78 |
| | Account 520.055 - Telephone Expense | | | | | | | | | |
| 29103 - Frontier | 782-7134 8/16 | 77578271340502795 | Paid by Check # 653194 | | 08/16/2016 | 09/02/2016 | 09/02/2016 | | 09/02/2016 | 103.80 |
| 29103 - Frontier | 782-3856 8/16 | 77578238560808025 | Paid by Check # 653194 | | 08/16/2016 | 09/02/2016 | 09/02/2016 | | 09/02/2016 | 52.98 |
| 13097 - Verizon Wireless | 9771273460 | 842011146-00001 | Paid by Check # 653975 | | 09/01/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 278.14 |
| | | | Account 520.055 - Telephone Expense Totals | | | | | Invoice Transactions 3 | | \$434.92 |
| | Account 520.084 - Replacement & Repair | | | | | | | | | |
| 25251 - TEC Equipment Inc | 721965R | 62348 | Paid by Check # 653295 | | 07/08/2016 | 09/02/2016 | 09/02/2016 | | 09/02/2016 | 235.85 |
| 25251 - TEC Equipment Inc | CM721965R | 62348 | Paid by Check # 653295 | | 08/17/2016 | 09/02/2016 | 09/02/2016 | | 09/02/2016 | (198.90) |
| 1137 - Douglas Radiator And Auto Air | 32284 | GVILLE | Paid by Check # 653387 | | 08/23/2016 | 09/09/2016 | 09/09/2016 | | 09/09/2016 | 637.48 |
| 11985 - Ace Hardware | 109898/1 | 1236 | Paid by Check # 653570 | | 08/01/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 14.97 |
| 11985 - Ace Hardware | 110014/1 | 1236 | Paid by Check # 653570 | | 08/05/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 23.88 |
| 11985 - Ace Hardware | 110140/1 | 1236 | Paid by Check # 653570 | | 08/10/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 29.94 |

3-11



Accounts Payable by G/L Distribution Report

G/L Date Range 09/01/16 - 09/30/16

| Vendor | Invoice No. | Invoice Description | Status | Held Reason | Invoice Date | Due Date | G/L Date | Received Date | Payment Date | Invoice Amount |
|--|-----------------|---------------------|---------------------------|-------------|--------------|------------|------------|-------------------------|--------------|----------------|
| Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation | | | | | | | | | | |
| Account 520.084 - Replacement & Repair | | | | | | | | | | |
| 12198 - O'Reilly Auto Parts | 3530-467592 | 1075650 | Paid by Check # 653895 | | 07/29/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 39.95 |
| 12198 - O'Reilly Auto Parts | 3530-467611 | 1075650 | Paid by Check # 653895 | | 07/29/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 194.12 |
| 12198 - O'Reilly Auto Parts | 3530-468227 | 1075650 | Paid by Check # 653895 | | 08/01/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 32.28 |
| 12198 - O'Reilly Auto Parts | 3530-468957 | 1075650 | Paid by Check # 653895 | | 08/04/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 283.40 |
| 12198 - O'Reilly Auto Parts | 3530-471841 | 1075650 | Paid by Check # 653895 | | 08/18/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 3.59 |
| 12198 - O'Reilly Auto Parts | 3530-471850 | 1075650 | Paid by Check # 653895 | | 08/18/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | (3.59) |
| 12198 - O'Reilly Auto Parts | 3530-472578 | 1075650 | Paid by Check # 653895 | | 08/22/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 4.99 |
| 12198 - O'Reilly Auto Parts | 3530-472824 | 1075650 | Paid by Check # 653895 | | 08/23/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 6.99 |
| 12198 - O'Reilly Auto Parts | 3530-472833 | 1075650 | Paid by Check # 653895 | | 08/23/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 189.99 |
| 12198 - O'Reilly Auto Parts | 3530-473587 | 1075650 | Paid by Check # 653895 | | 08/27/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 57.62 |
| 12198 - O'Reilly Auto Parts | 3530-473591 | 1075650 | Paid by Check # 653895 | | 08/27/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | (57.62) |
| 2510 - Parts House | 694439 | 4170 | Paid by Check # 653900 | | 08/16/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 40.36 |
| Account 520.089 - Power | | | | | | | | Invoice Transactions 18 | | \$1,535.30 |
| 2924 - NV Energy | 791804 8-16 | 791804 | Paid by Check # 653462 | | 08/26/2016 | 09/09/2016 | 09/09/2016 | | 09/09/2016 | 263.85 |
| Account 520.090 - Water | | | | | | | | Invoice Transactions 1 | | \$263.85 |
| 1429 - Gardnerville Water Company | 640.01 8/16 | 640.01 | Paid by Check # 653641 | | 09/01/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 42.94 |
| 1429 - Gardnerville Water Company | 690.01 8/16 | 690.01 | Paid by Check # 653641 | | 09/01/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 153.47 |
| 1429 - Gardnerville Water Company | 1725 | 2 | Paid by Check # 653641 | | 07/31/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 6.60 |
| 1429 - Gardnerville Water Company | 1745 | 2 | Paid by Check # 653641 | | 08/31/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 6.08 |
| Account 520.092 - Heating | | | | | | | | Invoice Transactions 4 | | \$209.09 |
| 3021 - Southwest Gas-Las Vegas | 0015779022 8-16 | 2410015779022 | Paid by Check # 653287 | | 08/15/2016 | 09/02/2016 | 09/02/2016 | | 09/02/2016 | 14.42 |

3-12



Accounts Payable by G/L Distribution Report

G/L Date Range 09/01/16 - 09/30/16

| Vendor | Invoice No. | Invoice Description | Status | Held Reason | Invoice Date | Due Date | G/L Date | Received Date | Payment Date | Invoice Amount |
|---|-----------------|---------------------|------------------------|---|--------------|------------|------------|------------------------|--------------|----------------|
| Fund 611 - Gardnerville Health & San | | | | | | | | | | |
| Department 925 - Health & Sanitation | | | | | | | | | | |
| Account 520.092 - Heating | | | | | | | | | | |
| 3021 - Southwest Gas-Las Vegas | 1072224004 8-16 | 2411072224004 | Paid by Check # 653287 | | 08/15/2016 | 09/02/2016 | 09/02/2016 | | 09/02/2016 | 15.07 |
| 3021 - Southwest Gas-Las Vegas | 1188600002 8-16 | 2411188600002 | Paid by Check # 653287 | | 08/15/2016 | 09/02/2016 | 09/02/2016 | | 09/02/2016 | 22.60 |
| 3021 - Southwest Gas-Las Vegas | 0015779022 9-16 | 2410015779022 | Paid by Check # 653949 | | 09/14/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 14.42 |
| 3021 - Southwest Gas-Las Vegas | 1072224004 9-16 | 2411072224004 | Paid by Check # 653949 | | 09/14/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 15.07 |
| 3021 - Southwest Gas-Las Vegas | 1188600002 9-16 | 2411188600002 | Paid by Check # 653949 | | 09/14/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 22.60 |
| | | | | Account 520.092 - Heating Totals | | | | Invoice Transactions 6 | | \$104.18 |
| Account 520.097 - Maint B&G | | | | | | | | | | |
| 3472 - Whipple Electric&Security Inc | 542 | 19 | Paid by Check # 653311 | | 08/19/2016 | 09/02/2016 | 09/02/2016 | | 09/02/2016 | 130.00 |
| 5358 - ABC Fire Inc | IN00070767 | 4386 | Paid by Check # 653567 | | 09/02/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 281.19 |
| 20845 - Clark Plumbing & Heating Co Inc | 0000829091 | 0007133 | Paid by Check # 653792 | | 08/31/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 103.11 |
| 3472 - Whipple Electric&Security Inc | 544 | 19 | Paid by Check # 653986 | | 08/31/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 166.15 |
| 8197 - Carson Valley Telephone Co | 16315 | G'VILLE | Edit | | 09/15/2016 | 09/30/2016 | 09/30/2016 | | 09/30/2016 | 25.00 |
| | | | | Account 520.097 - Maint B&G Totals | | | | Invoice Transactions 5 | | \$705.45 |
| Account 520.107 - Maint Equip | | | | | | | | | | |
| 6321 - Safety-Kleen Inc | 70728778 | T023913 | Paid by Check # 653497 | | 08/18/2016 | 09/09/2016 | 09/09/2016 | | 09/09/2016 | 94.87 |
| | | | | Account 520.107 - Maint Equip Totals | | | | Invoice Transactions 1 | | \$94.87 |
| Account 520.136 - Rents & Leases Equipment | | | | | | | | | | |
| 4753 - Ricoh USA Inc | 97363291 | 1481234-3433221 | Paid by Check # 653267 | | 08/12/2016 | 09/02/2016 | 09/02/2016 | | 09/02/2016 | 165.41 |
| 4753 - Ricoh USA Inc | 5044241806 | 16769392 | Paid by Check # 653919 | | 09/01/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 101.47 |
| 4753 - Ricoh USA Inc | 97521379 | 1481234-3433221 | Edit | | 09/12/2016 | 09/30/2016 | 09/30/2016 | | 09/30/2016 | 165.41 |
| | | | | Account 520.136 - Rents & Leases Equipment Totals | | | | Invoice Transactions 3 | | \$432.29 |
| Account 520.187 - Internet Expense | | | | | | | | | | |
| 15887 - Charter Communications | 0012509 9/16 | 8354110060012509 | Paid by Check # 653607 | | 09/02/2016 | 09/13/2016 | 09/13/2016 | | 09/16/2016 | 64.99 |
| | | | | Account 520.187 - Internet Expense Totals | | | | Invoice Transactions 1 | | \$64.99 |
| Account 520.197 - Landfill Expense | | | | | | | | | | |
| 15853 - Carson City Landfill | 228079 8-16 | 228079 | Paid by Check # 653597 | | 09/01/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 20,364.38 |

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Accounts Payable by G/L Distribution Report

G/L Date Range 09/01/16 - 09/30/16

| Vendor | Invoice No. | Invoice Description | Status | Held Reason | Invoice Date | Due Date | G/L Date | Received Date | Payment Date | Invoice Amount |
|--|---------------|---------------------|---------------------------|-------------|--------------|------------|---|------------------------|--------------|----------------|
| Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation Account 520.197 - Landfill Expense | 40990612 8/16 | 40990612 | | | 09/01/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 213.73 |
| 9016 - Douglas Disposal Inc | | | Paid by Check # 653804 | | | | Account 520.197 - Landfill Expense Totals | Invoice Transactions 2 | | \$20,578.11 |
| Account 532.003 - Gas & Oil | | | | | | | | | | |
| 3814 - Flyers Energy LLC | CFS1276965 | 8308 | Paid by Check # 653189 | | 08/15/2016 | 09/02/2016 | 09/02/2016 | 09/02/2016 | 09/02/2016 | 906.59 |
| 3814 - Flyers Energy LLC | CFS1285658 | 8308 | Paid by Check # 653634 | | 08/31/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 09/16/2016 | 1,282.25 |
| | | | | | | | Account 532.003 - Gas & Oil Totals | Invoice Transactions 2 | | \$2,188.84 |
| Account 532.028 - Uniforms | | | | | | | | | | |
| 5785 - AlSCO Inc | LEN1169353 | 000330 | Paid by Check # 653326 | | 07/27/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 15.00 |
| 5785 - AlSCO Inc | LEN1171039 | 000330 | Paid by Check # 653326 | | 08/02/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 4.39 |
| 5785 - AlSCO Inc | LEN1173317 | 000330 | Paid by Check # 653326 | | 08/09/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 4.39 |
| 5785 - AlSCO Inc | LEN1175594 | 000330 | Paid by Check # 653326 | | 08/16/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 4.39 |
| 5785 - AlSCO Inc | LEN1179953 | 000330 | Paid by Check # 653326 | | 08/30/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 4.39 |
| 4287 - Red Wing Shoe Store | 000000008-066 | G'VILLE | Paid by Check # 653487 | | 08/24/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 09/09/2016 | 80.99 |
| 2549 - Dallaire Tom-Petty Cash | 9-16 G'VILLE | PETTY CASH | Paid by Check # 653614 | | 07/31/2016 | 09/13/2016 | 09/13/2016 | 09/13/2016 | 09/16/2016 | 10.17 |
| 10314 - Work World Inc | 48491 | G'VILLE | Paid by Check # 653990 | | 08/27/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 84.96 |
| | | | | | | | Account 532.028 - Uniforms Totals | Invoice Transactions 8 | | \$208.68 |
| Account 533.800 - Office Supplies | | | | | | | | | | |
| 4656 - Silver State Industries | 0106024974 | GA1021 | Paid by Check # 653283 | | 08/16/2016 | 09/02/2016 | 09/02/2016 | 09/02/2016 | 09/02/2016 | 97.30 |
| 2549 - Dallaire Tom-Petty Cash | 9-16 G'VILLE | PETTY CASH | Paid by Check # 653614 | | 07/31/2016 | 09/13/2016 | 09/13/2016 | 09/13/2016 | 09/16/2016 | 9.99 |
| 12997 - Do Co Procurement Program | 8-16 LOUTHAN | G'VILLE | Paid by Check # 653801 | | 08/27/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 31.95 |
| 8479 - Tahoe Supply Co | 628940 | TOWNGV | Paid by Check # 653960 | | 09/01/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 09/23/2016 | 260.10 |
| | | | | | | | Account 533.800 - Office Supplies Totals | Invoice Transactions 4 | | \$399.34 |

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Accounts Payable by G/L Distribution Report

G/L Date Range 09/01/16 - 09/30/16

| Vendor | Invoice No. | Invoice Description | Status | Held Reason | Invoice Date | Due Date | G/L Date | Received Date | Payment Date | Invoice Amount |
|--|-------------|---------------------|---------------------------|---|--------------|------------|------------|--------------------------|--------------|----------------|
| Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation Account 533.806 - Software | 43830 | GVILLE | Paid by Check # 653625 | | 09/02/2016 | 09/16/2016 | 09/16/2016 | | 09/16/2016 | 37.50 |
| | | | | Account 533.806 - Software Totals | | | | Invoice Transactions 1 | | \$37.50 |
| Account 562.000 - Capital Projects 5189 - R O Anderson Engineering Inc | 38124 | 1393-019-16 | Paid by Check # 653910 | | 08/15/2016 | 09/23/2016 | 09/23/2016 | | 09/23/2016 | 937.50 |
| | | | | Account 562.000 - Capital Projects Totals | | | | Invoice Transactions 1 | | \$937.50 |
| | | | | Department 925 - Health & Sanitation Totals | | | | Invoice Transactions 70 | | \$33,554.69 |
| | | | | Fund 611 - Gardnerville Health & San Totals | | | | Invoice Transactions 70 | | \$33,554.69 |
| | | | | Grand Totals | | | | Invoice Transactions 186 | | \$72,348.13 |

* = Prior Fiscal Year Activity

3-15

Gardnerville Town Board
AGENDA ACTION SHEET



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

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

3. **Department:** Administration

4. **Prepared by:** Paula Lochridge

5. **Meeting Date:** October 4, 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



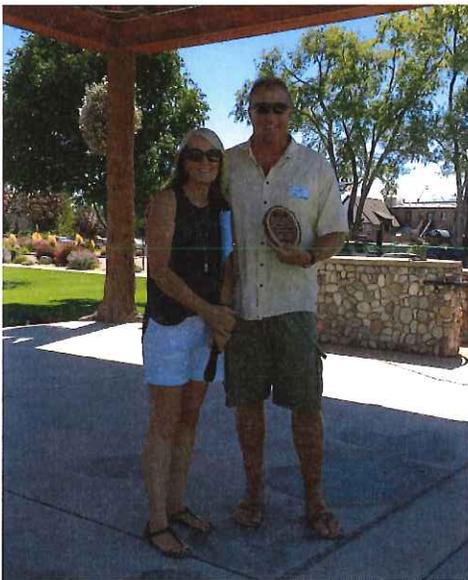
Main Street Gardnerville's Program Manager Report October 4, 2016

- **Picnic in the Park Thank You Event:**

- We had a good turnout at our recent "Picnic in the Park" event on September 18th. This event allowed us to thank our volunteers and business supporters with a relaxing day in the park with music, food and networking. Our Volunteer of the Year was recognized, Scott Bergan, as so was our Business of the Year, Big Daddy's Bike Ski & Board/Keith Hart. These two were selected based on the nominations of their peers.



- Margaret Pross was also recognized for her service on our board and to the program.
 - We'll be reviewing submitted board applications at our next board meeting, October 18th



- **Presentation at the NV Economic Development Conference:**

- I was part of a five person panel presenting on Downtown Revitalization Strategies. Presenters included: Michael Salogga, Business Development Manager with Carson City; Patrick Sinnott, City of Las Vegas Economic & Urban Development Manager; Barbra Coffee, Economic Development & Tourism with Henderson; and Connie Billington, Main Street Minden. *I've included slides from the full presentation with my report.*

- **Market Analysis:**

- I reached out to our USDA representative regarding revising our Market Analysis report. Her response: "Having a study as you mention completed would be a Rural Business Development Grant (RBDG) eligible purpose. While funding for 2016 has been expended, this is a very good time to start planning for our next round of funding which I am guessing may be (at the earliest) around March 2017. Since initial applicants receive critical scoring points, I would recommend working with either Main St. Minden or Town of Minden to submit the application for the study to include "all of Carson Valley" since it would score higher from them since they have not applied for technical assistance or any type of RBDG funding previously. I am happy to assist with preparations for that application when the time comes." I have shared their response regarding the Market Analysis effort with Tom Dallaire, Jenifer Davidson and Connie Billington and am awaiting their input.

- **Revolving Loan Fund:**

- Currently all of our applicants have paid off their loans. We have over \$31,000 back in our RLF account from the applicants. I asked our USDA representative if we can now use the returned grant money in some sort of a matching grant program where if business owners are looking to do improvements on their properties, we could match up to a certain dollar amount. She replied that they recently had a scenario where revolving loan funds were being used by another RLF program. She will discuss our particular scenario with her supervisor and get back to me in the near future.

- **Grant Reporting:**

- Quarterly report due this month on the Revolving Loan Fund.
- Reimbursement report due this month for the Sharing Gardens Grant.
- Reimbursement report due this month for the Children's Garden Grant.
- Annual report due for the Children's Garden in October/November.
- Annual report due for the Sharing Garden in October/November.

- **Upcoming Meetings/Events:**

- Critical Issues Conference, September 29th
- Fall Harvest & Scarecrow Festival, October 1st
- 2nd Annual Slaughterhouse Lane Coffin Races, October 8th
- Fall in Love with the District Vacancy Tour, October 22nd





Fall
in love
with the District



1ST ANNUAL VACANT
PROPERTY TOUR

Main Street Gardnerville's 2nd Annual
SLAUGHTERHOUSE LANE

COFFIN RACES

October 8, 2016, Starts at 10 am



Sign up your
"Coffin Team"

Now



Joey's Jamin Jamakin
Bobsled Team

Registration Fee is \$40 before October 1st
Registration Fee is \$50 after October 1st

Visit our Calendar on MainStreetGardnerville.org or the MSG
Office at 1407 Hwy 395 N for Registration Information

Main Street Gardnerville
Ph: 775.782.8027 1407 Hwy 395 N, Gardnerville, NV 89410 Fax: 775.782.7135
www.MainStreetGardnerville.org info@MainStreetGardnerville.org
Main Street Gardnerville is a 501(c)(6) non-profit corporation & an equal opportunity provider and employer.



September 1, 2016

Main Street Gardnerville
Board of Directors
1407 Hwy. 395
Gardnerville, NV 89410

Board Members:

I believe that the Main Street Gardnerville Board of Directors will, at some point, need to consider providing their input on issues such as the Master Plan and other matters that would affect the Main Street Gardnerville District.

I have been advised by the Deputy District Attorney, Cynthia Gregory that I would be removed from the Planning Commission if any of the sitting Directors of the Board of MSG were to speak to the D.C. Master Plan and Update in their capacity as a Director as it would be a conflict of interest for me since I am a Director on the MSG Board of Directors and will also be making decisions on the Master Plan as a Planning Commissioner.

Therefore, I am resigning from the Board of Directors of Main Street Gardnerville as of today, September 1, 2016.

Since the inception of the Main Street Gardnerville Program, it has been my pleasure to serve on the Main Street Gardnerville Board of Directors. I have immensely enjoyed being an active member of our Board, participating in the revitalization of downtown Gardnerville. I will greatly miss my participation in such a wonderful program.

Sincerely,

Margaret Pross
Margaret Pross

**NEVADA ECONOMIC DEVELOPMENT
CONFERENCE**

Economic Development/Vitality

Downtown Revitalization Strategies for Success
*Best practices, lessons learned and strategies without
reinventing the wheel*

Thursday, September 22nd
10:15 – 11:45 AM
RM 324



Moderator, Michael Salogga, City of Carson City

MEMBERS OF THE PANEL



Barbra Coffee
Director, Economic Development & Tourism
City of Henderson



Paula Lochridge
Program Manager
Main Street Gardnerville



Connie Billington
Executive Director
Main Street Minden



Patrick Sinnott
Business Development Manager
City of Las Vegas

MAJOR TOPICS

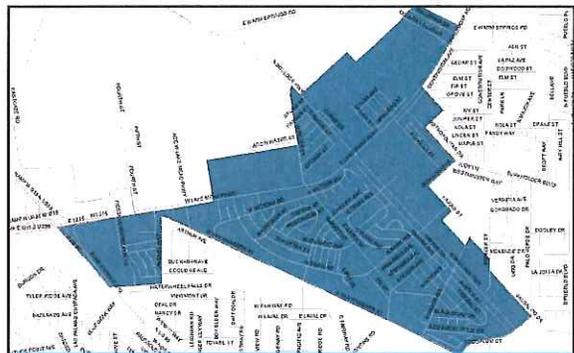
- Targeted economic development strategy
 - Redevelopment districts
- Best practices in downtown revitalization
 - Carson Street in downtown Carson City
- Marketing of the district
 - Main Street Gardnerville & Main Street Minden
- Professionally managed downtown organizations
 - Let's hear from the panel

**Redevelopment in
Henderson, NV**

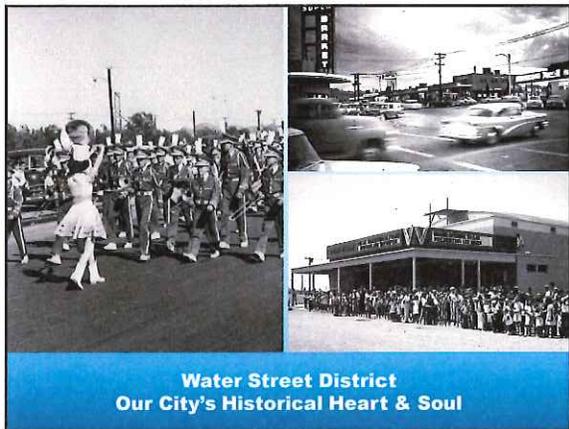
Barbra Coffee
Director of Economic Development & Tourism




Five Redevelopment Areas:
Downtown, Eastside, Tuscany, Cornerstone & Lakemoor Canyon



Downtown Redevelopment Area
Est. 1995



Water Street District
Our City's Historical Heart & Soul



- Grant-funded incentive programs
- Tenant Improvement
- Façade Improvement
- Highly flexible Downtown Master Plan
- Urban Lounge Incentive
- Reduced parking requirements
- Tax increment financing
- Agency-owned property

Redevelopment Business Incentives
\$2 million public investment | \$2.7 million private investment



Redevelopment Business Incentives
\$2 million public investment | \$2.7 million private investment



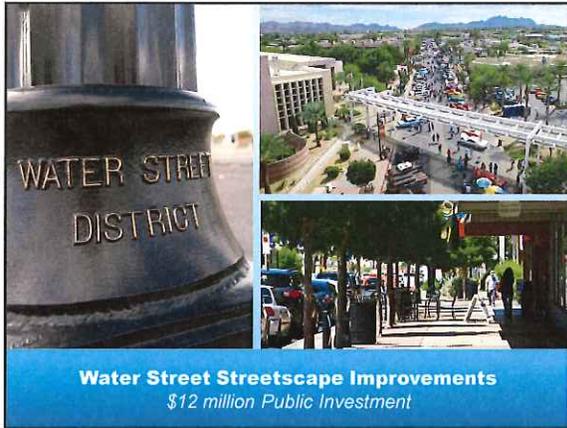
Redevelopment Business Incentives
\$2 million public investment | \$2.7 million private investment



New Construction Development
\$7.6 million public investment | \$19.7 million private investment



Residential Improvement Program
Residential Development Grant



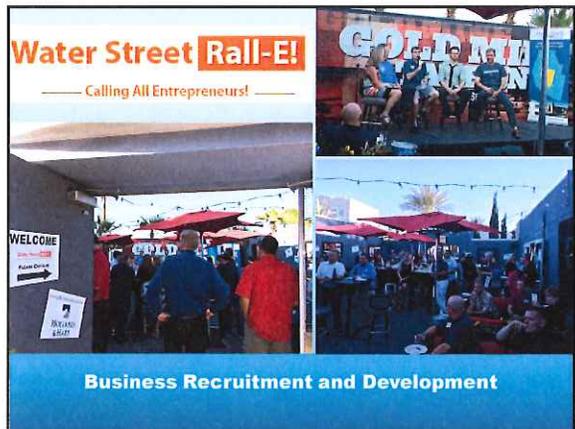
Water Street Streetscape Improvements
\$12 million Public Investment



Events Plaza & Outdoor Amphitheater



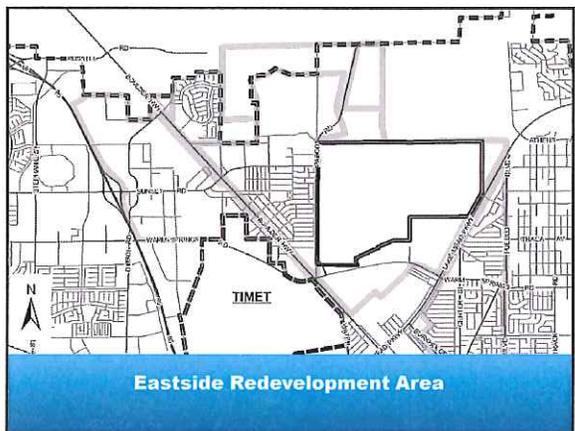
New Development | New Businesses



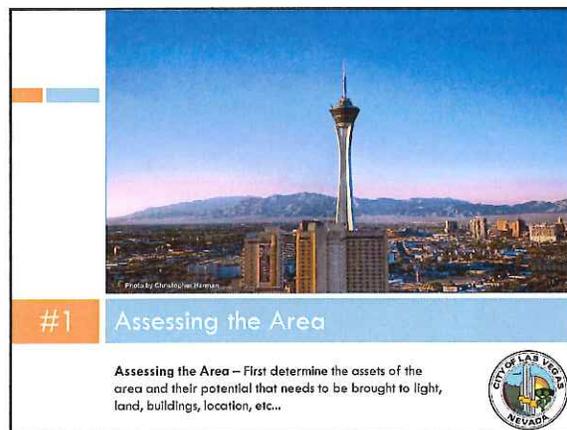
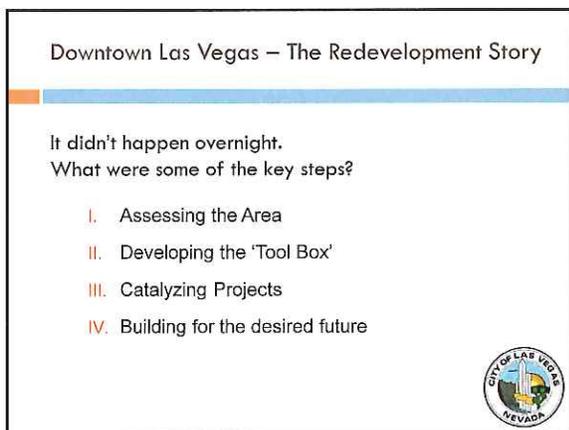
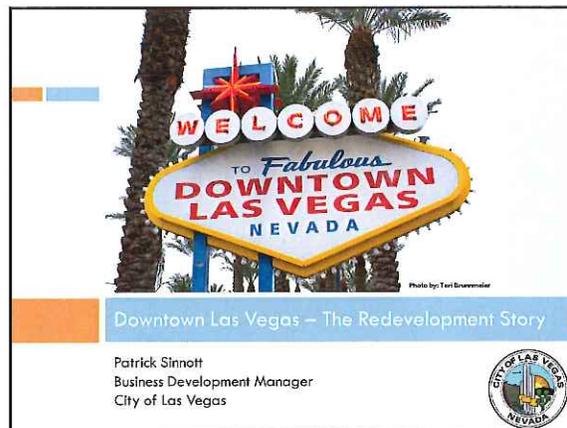
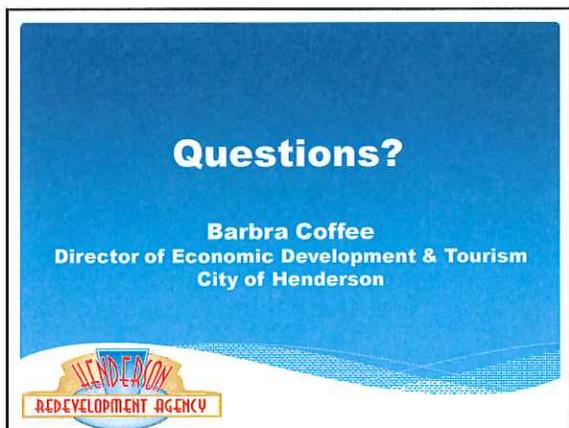
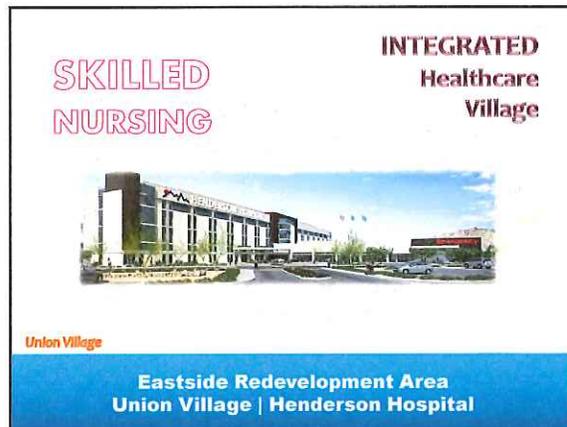
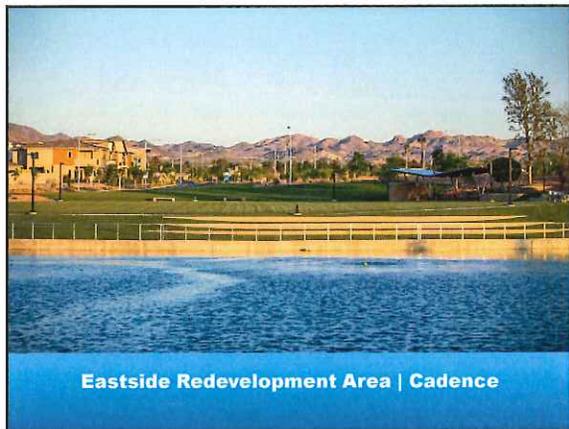
Business Recruitment and Development

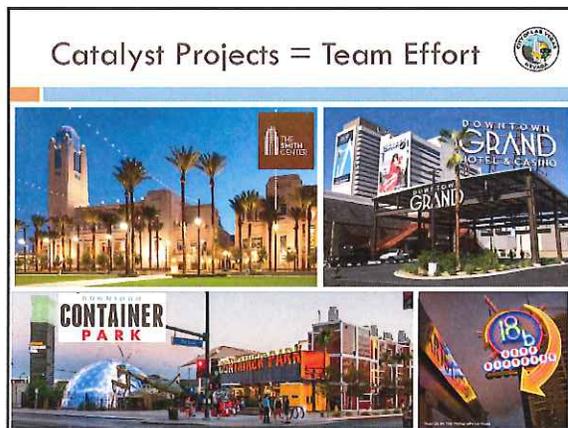
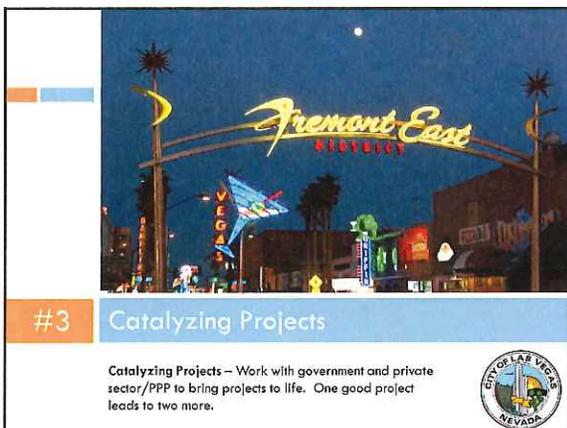
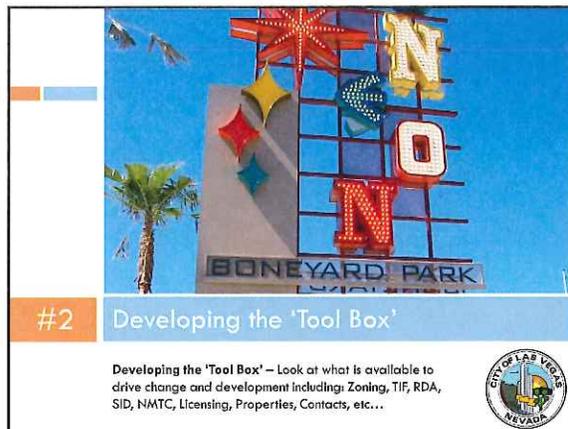
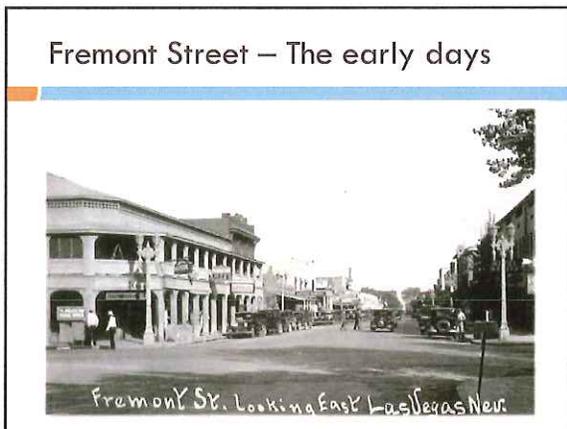
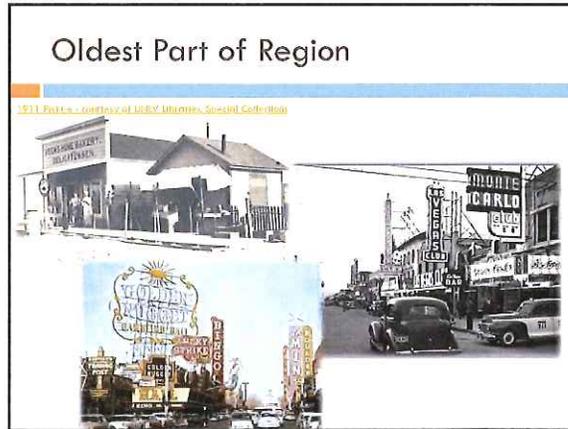
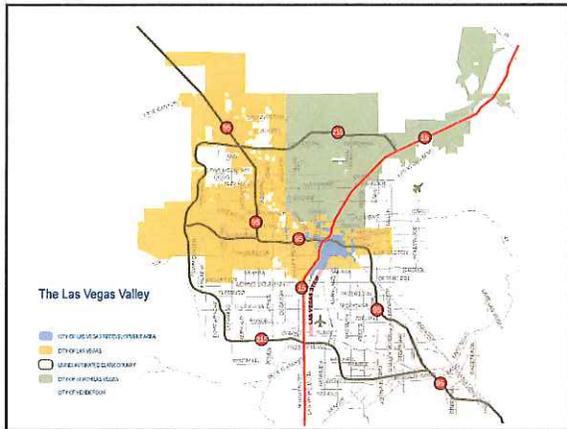


Business Retention and Expansion



Eastside Redevelopment Area





DOWNTOWN PROJECT



- A \$350 million startup founded by Tony Hsieh of Zappos, the Downtown Project seeks to revitalize the downtown Las Vegas area.
- The investments include a mix of tech startups, traditional small businesses like restaurants, education, or health initiatives.
- Original budget was set up to fund a number of important community initiatives:
 - \$200 million for real estate acquisition and residential development;
 - \$50 million in investments in tech startups through VegasTechFund;
 - \$50 million to invest in small businesses; and
 - \$50 million for education efforts including a partnership with Teach for America, and goal of having a K-12 charter or private school(s) in Downtown Las Vegas.

Tenaya Creek

BEFORE



AFTER



Main Street

BEFORE



AFTER



Mob Museum – Old Post Office

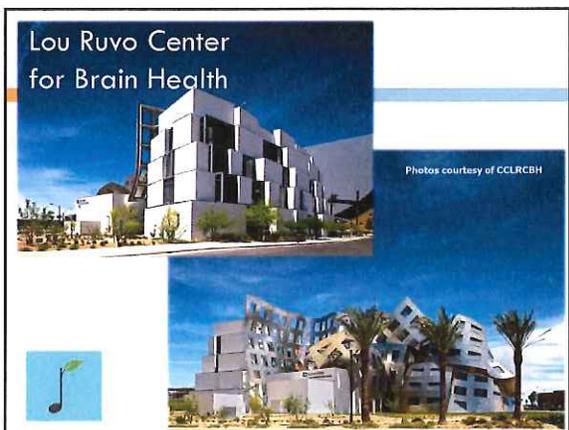
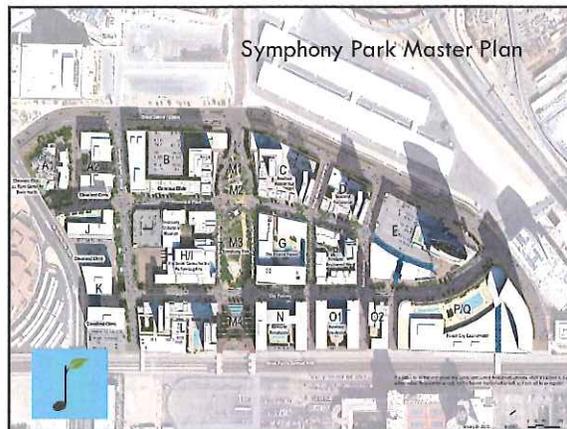
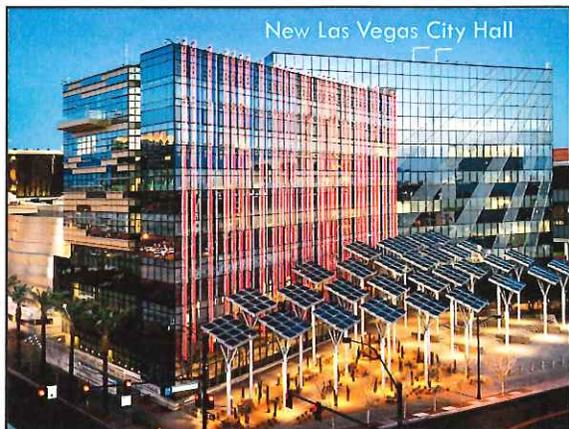


Zappos HQ – Old City Hall



Fremont Street Experience - Today





4-12

Federal Justice Tower



Fremont 9 Residential



9th Street Elevation



Fremont Street Elevation

Eclipse Theater



Nevada Supreme Court



#4 Building for the Desired Future

Building for the desired future – Continue to evaluate and plan for your desired future. Strategic planning, continuous improvement, etc...



VISION 2045 DOWNTOWN LAS VEGAS MASTER PLAN

Team Las Vegas Presentation
July 13th, 2016

Vision 2045 Downtown Las Vegas Master Plan Goals of the Plan (July 2016)

| | | | |
|--|--|--|--|
| Promoting GAMING / TOURISM / <i>Destination Fun & Fun</i> | Providing HOUSING / COMMUNITY AMENITIES | Expanding EDUCATION | Encouraging ARTS, CULTURE & LEISURE |
| REBRANDING / MARKETING / <i>Community</i> | Providing Options for MOBILITY | Creating Opportunity for RENEWABLE ENERGY | |
| Creating More PARKS / GREEN STREETS | Expanding RETAIL / ENTERTAINMENT / <i>Options</i> | Better Coordination of SOCIAL SERVICES | |



Photo by: Teri Blumstein

Downtown Las Vegas – The Redevelopment Story

Patrick Sinnott
Business Development Manager
702-229-6551




CARSON CITY, NEVADA

COMPLETE STREETS CARSON

www.completestreetscarson.com




CARSON CITY, NEVADA | COMPLETE STREETS CARSON

Presentation Overview

- Background
- Conceptual designs
- Traffic impacts
- Project timeline



The Lead-up to the Project

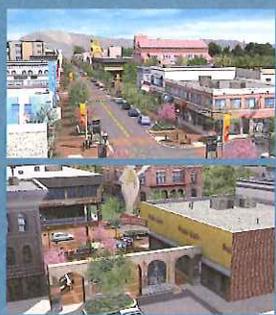
- Setting the Stage – Why?
- What prompts a downtown plan?
- Selling the need
- 4 point approach - organization, design, economic restructuring, promotion (silver buckshot)
- On-street parking



CARSON CITY, NEVADA | COMPLETE STREETS CARSON

Background

- 2005 *Downtown Envision Plan*
 - Response to **I-580**
 - Intensive **charrette** and 3D modeling
 - Planning for downtown **context**
 - A **vision** for Carson Street




CARSON CITY, NEVADA | COMPLETE STREETS DESIGN

Background I-580

- 2005 – North portion completed to Highway 50 East
- 2009 – Completed to Fairview
- 2017 – Fairview-to-Spooner Junction to be completed

34 CARSON CITY, NEVADA | COMPLETE STREETS CARSON

Background Carson Street Implementation

- 2005 – 2014 detailed studies
 - Engineering / traffic planning
 - Infrastructure upgrades
 - Public review and input
- April 2014 project funding
 - Part of 1/8-percent sales tax for city-wide capital projects (Plan of Expenditure)
- May 2014 adopted Complete Streets policies

35 CARSON CITY, NEVADA | COMPLETE STREETS CARSON

Background Funding for Carson Street

- Sales tax: \$6,850,000
 - Travel lanes, center turn lane, bike lanes
 - On-street parking
 - Wide sidewalks (dining / retail / special events)
 - Long-overdue street improvements and repair
- Utility fund: \$2,110,000
 - Long-overdue utility upgrades

37 CARSON CITY, NEVADA | COMPLETE STREETS CARSON

Carson Street Complete Streets Concept

38 CARSON CITY, NEVADA | COMPLETE STREETS CARSON

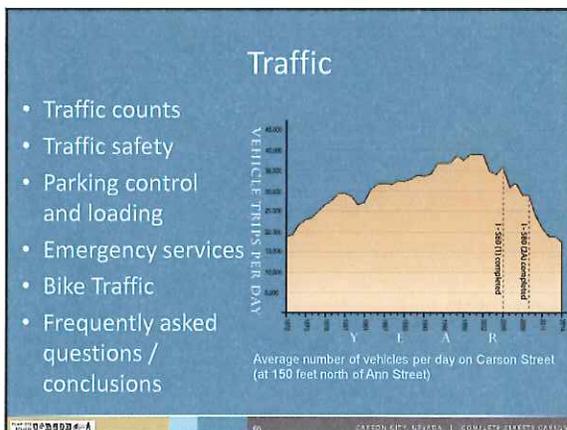
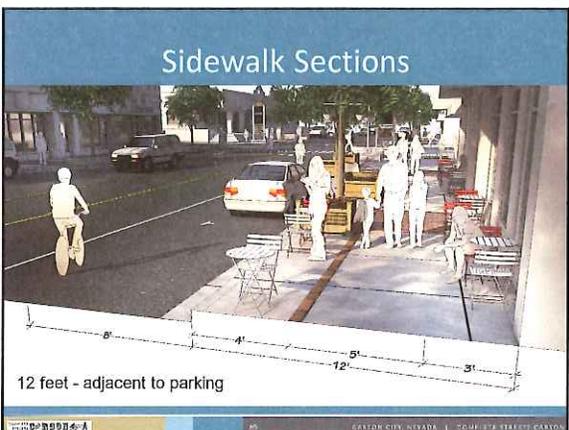
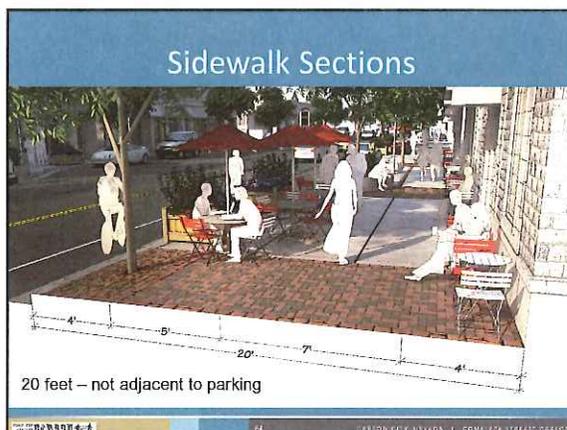
Rethinking Carson Street

- Concern with on-street parking slowing traffic– eliminate or reduce?
- Bike lanes on Carson
- Accommodate emergency response with 3rd lane

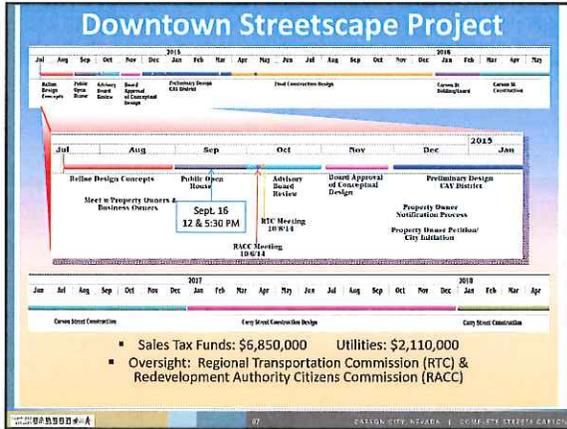
39 CARSON CITY, NEVADA | COMPLETE STREETS CARSON

2005
2014

40 CARSON CITY, NEVADA | COMPLETE STREETS CARSON



4-16



VISION STATEMENT

Experience the Past • Enrich the Present • Embrace the Future

Mission Statement

The mission of the Main Street Gardnerville Program, in **partnership** with the town, county, business and community, is to **revitalize** downtown Gardnerville utilizing design, organization, promotion & economic district vitality to **develop the unique identity and preserve the historic nature of our community.**

MSG helps to enhance the Town of Gardnerville's own Strategic Plan.

MSG helps to enhance Douglas County's own Master Plan.

Why is Main Street Important?

A strong downtown –

- is a major employer.
- helps reduce sprawl.
- provides a shopping alternative to national chains.
- supports local jobs through the rehabilitation of older downtown buildings.
- is important for industrial recruitment. Developers use a downtown's health as a gauge of local quality of life.
- provides a return on investment to taxpayers through an increased tax base.

Four-Point Approach®

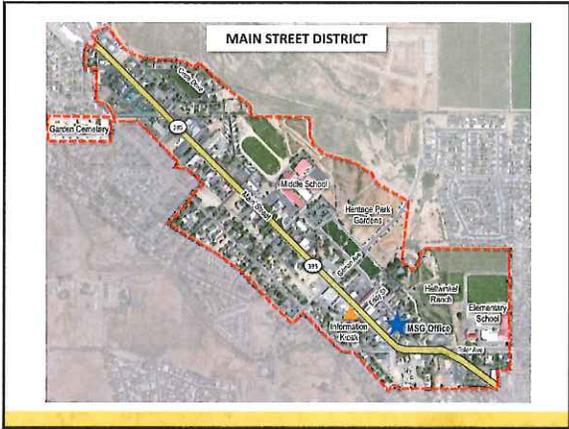
Design

District Vitality

Promotion

Organization

4-17



Some Recent Accomplishments

- 5,916 volunteer hours were logged in 2015 at an approximate value of \$136,482

| Year | Hours Logged | Approx. Value |
|----------------|---------------|------------------|
| 2008 & 2009 | 2,799 | \$56,689 |
| 2010 | 2,025 | \$40,500 |
| 2011 | 3,720 | \$74,400 |
| 2012 | 4,650 | \$93,000 |
| 2013 | 6,424 | \$128,480 |
| 2014 | 5,298 | \$100,926 |
| 2015 | 5,916 | \$136,482 |
| Totals: | 30,832 | \$630,477 |

- Program voted "Best Non Profit in Carson Valley"
- Received the "Tour Around Nevada" award

MAIN STREET AMERICA

Nationally recognized. Locally powered.

• Presentation made during the 2015 Legislature requesting the creation of a statewide Main Street Program

Coordinating Programs: 2016 Accredited Programs: 2016 Affiliate Programs

Legend: All items (Yellow square), All items (Red square), All items (Blue circle)

- The Children's Garden project completed with a USDA Specialty Crop Block Grant for Heritage Park Gardens.
- A USDA Specialty Crop Block Grant was awarded to begin a "Growing to Share" project in Heritage Park Gardens.
- Basque Mural Project completed.
- Promotional Events continue to grow... Thirsty Third Thursday Wine Walks; Freedom 5K Fun Run/Walk; Slaughterhouse Lane Coffin Races; and we were able to bring the Great Race here for a lunch stop through a partnership with the Town of Gardnerville and the Visitors Authority.

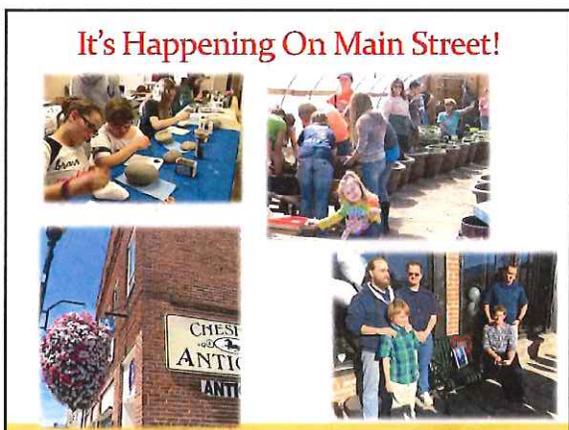
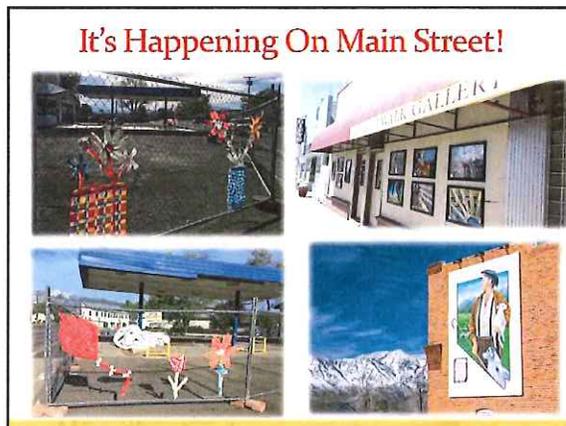
Sponsor a basket, adopt a pot or support the bench project and "become part of downtown"!

Sponsoring a "Basket of Flowers" supports the beautification efforts for downtown Gardnerville and the Horticultural Programs at China Spring Facility, Douglas High School, and Smith Valley School.

4-18

Business Inventory

| | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 |
|---|------|------|------|------|------|------|------|
| Opened | 7 | 13 | 19 | 14 | 16 | 15 | 17 |
| Closed | 2 | 12 | 3 | 6 | 10 | 4 | 5 |
| Relocated Outside of District | 2 | 0 | 2 | 1 | 0 | 1 | 0 |
| Relocated Outside of Gardnerville | 1 | 6 | 2 | 4 | 1 | 3 | 1 |
| Relocated within District/Transfer of Ownership | 0 | 3 | 0 | 3 | 6 | 5 | 4 |
| Private Investment | 0 | 4 | 17 | 14 | 16 | 13 | 16 |
| Vacancies | --- | --- | 29 | 28 | 23 | 17 | 21 |



What's Next?

- Conceptual Pelota drawing**
 - Support of the local Basque Community
 - Acquire a Location
- Further development of Heritage Park Gardens**
 - Create event space
 - Promote as a Tourist Destination
- Restore Existing Building Stock**
 - Establish relationships with property owners
 - Create design guidelines
- Hellwinkel Property Development**
 - Renovation of existing structures
 - Landscaping to appropriate levels



What's Next?

- Well designed, visually attractive, pedestrian friendly design & streetscape**
 - Gateway and district signage
 - More flowers and planters
 - More street furniture
 - Parking development and Management
- Business Recruitment and Growth**
 - Expand the Revolving Loan Fund Program into a self-sustaining loan pool that meets all demands
 - Business clustering
 - Establish pro-active exit/retirement plans for merchants
 - Business Training Workshops

Thank You!

Volunteer Board of Directors FY 2016/2017

Linda Dibble, *President*
 Scott Bergan, *Vice-President*
 Norie Jenkins, *Treasurer*
 Suzanne Carreau, *Secretary*
 Tara Addeo
 Meredith Fischer
 Margaret Pross, *Founding Board Member*
 Stephanie Waggoner
 Ken Miller, *Town of Gardnerville Liaison*



Paula Lochridge, *Program Manager*

1407 Hwy 395 N,
 Gardnerville, NV
 775-782-8027
Info@MainStreetGardnerville.org
www.MainStreetGardnerville.org



IN THE BEGINNING...

THE ROAD TO A START UP MAIN STREET PROGRAM

WE HAVE AN IDEA...



- ✓ Town Manager & Board Member attended Main Street National Conference
- ✓ Exploratory Steering Committee formed
- ✓ One year of planning and visioning with businesses and residents
- ✓ Initial Board selected by committee & approved by Town Board
- ✓ Initial funding of program secured



ASKED A LOT OF QUESTIONS...



4-20

INTRODUCTIONS PLEASE...

- ✓ First Event Planned – Fall Fling!




IT'S OFFICIAL...

ARE YOU?

READY, SET, GO...

- ✓ By Laws Written & Approved
- ✓ 501 (c) 6 Filed & Approved
- ✓ Define, Define, Define
 - ✓ Who are we
 - ✓ District & Focus
- ✓ Interviews for Executive Director
- ✓ Interviews for Committee Chairs
- ✓ Board Training
- ✓ Strategic Planning
- ✓ Usual Start-up Ups & Downs



WHO WE ARE...

- ✓ Non Profit
- ✓ Focused on preserving the Historic Downtown District, economic revitalization and promoting tourism
- ✓ Reintroducing downtown as the Heart of Our Community
- ✓ An exciting place to visit and do business
- ✓ MSM is the intersection of business and community, work and play, and public and private partnerships
- ✓ Our organization includes Minden and valley businesses, residents and volunteers that power our activities
- ✓ We are part of a the larger concept and program, Main Street America™



- ✓ In partnership with our members, residents, local public and private agencies, MSM activities will build on Minden's strengths, evolving into a thriving destination for the benefit of the community at large

THE DISTRICT & BEYOND...

- ✓ Historic District (Main Focus)
- ✓ Other District Businesses within Town of Minden
- ✓ Partnerships within all of the 89423 Zip Code



STRATEGIC PLAN 2016-2017

Transformation Strategies

| | | | |
|--------------------------|--|----------------------|---------|
| Design | Community vision Market understanding | Timeline | Metrics |
| Promotion | | | |
| Organization | | | |
| Economic Vitality | | | |
| | Timeline | Metrics | |
| | Quantitative outcomes | Qualitative outcomes | |

GETTING TO THE BASICS...

- ✓ Mission, Vision, Values
- ✓ Maintain a High Degree of Community Presence
 - ✓ Chamber of Commerce
 - ✓ Visitor's Authority
 - ✓ Town Meetings
 - ✓ Community Events
- ✓ Membership Applications & Agreements
- ✓ Get Committees Working
- ✓ Manage Community Expectations





Meet the MSM Board Monthly Lunches in the Community

4-21

VOLUNTEERS...

"People coming together as a community can make things happen."
Jacob Rees-Mogg

Main Street Minden Volunteers
Make a Difference
...everyday...to someone

NGM
Main Street Matters
2nd Annual Fall Fest

✓ **Events**

✓ **Community Projects**

✓ **Monthly Newsletter**

✓ **Volunteer of the Month**






**Volunteer Board of Directors
2016-2017**

Bobbi Thompson, President
Heidi Saucedo, Secretary
Ted Thran, Treasurer
Susan Barry, Director (Organization Chair)
Alisa Pfell, Director (Transitions Chair)
Jojo Myers, Director (Economic Vitality Chair)
Roxanne Stangle, Director (Town of Minden Liaison)

Vice President, Open
Design Chair, Open

Connie Billington, Executive Director
1604 Emeraldia Avenue, Suite 201
Minden, NV 89423
775.901.9634

info@mainstreetmindenv.com
www.mainstreetmindenv.com



Thank you, come share the experience

4-22

Gardnerville Town Board

AGENDA ACTION SHEET



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

2. **Recommended Motion:** Motion based on board discussion.

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

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** October 4, 2016 **Time Requested:** 20 minutes

6. **Agenda:** Consent Administrative

Background Information: See attached information and proposal from Civic Plus. Option 2 is attached as well, which we just learned about and may be a better option. More info at meeting.

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

8. **Board Action:**

Approved Approved with Modifications
 Denied Continued

2015 Website Review

Gardnerville, NV

Partnering with CivicPlus since 2011



Table of Contents

- Top Level Information
- Top Visited Pages
- Mobile Statistics
- Top Searched Terms
- Module Utilization
- 2015 Updates
- General Best Practices



LET'S TALK NUMBERS

Citizen's Most Wanted Features



54% of local governments offer email subscriptions

19% of local governments allow online permit payments

70% of internet-using citizens believe governments should use social media

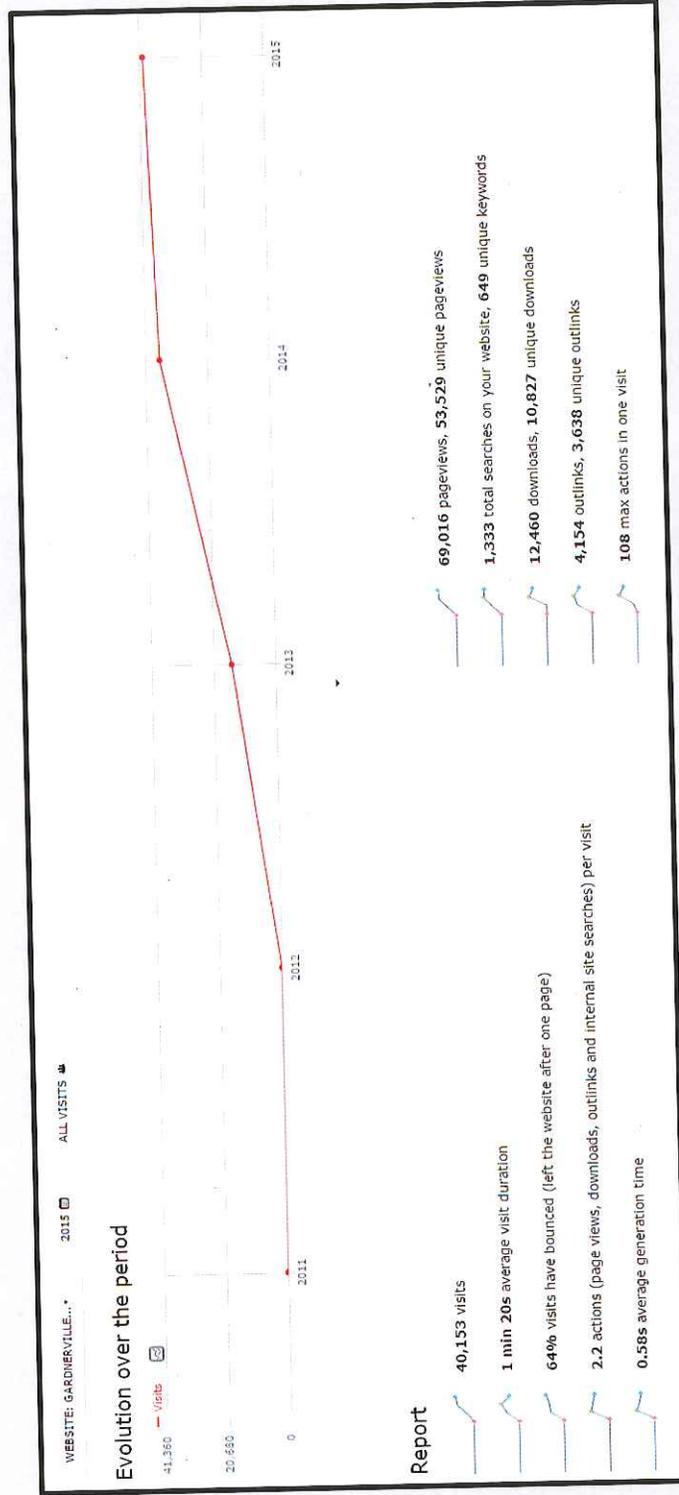
21% of local governments use social media

More than **50%** of citizens are unsure about the basic functionalities their local government website provides

TOP LEVEL INFORMATION



- 40,153 Visits in 2015
- 1 min 20sec. Is average duration
- 69,016 total page views
- 53,529 unique page views



TOP VISITED PAGES

- Photo Gallery – 2,149
- Movies in the Park – 2,133
- Trash Collection – 1,857
- News Flash – 1,803
- Visitor Information – 1,513
- Photo Gallery: Downtown Gardnerville – 1,416



174% Increase in Web Visits
from
2013-2015

5-6

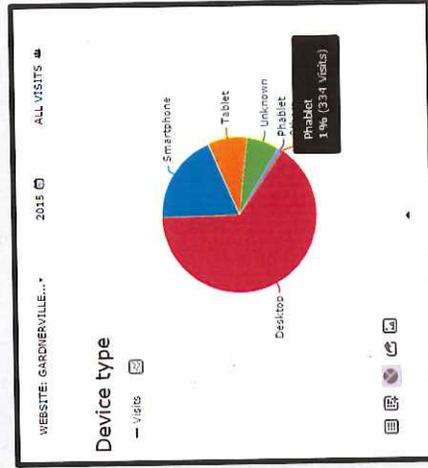
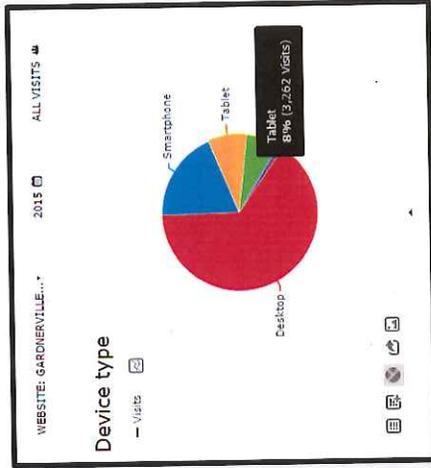
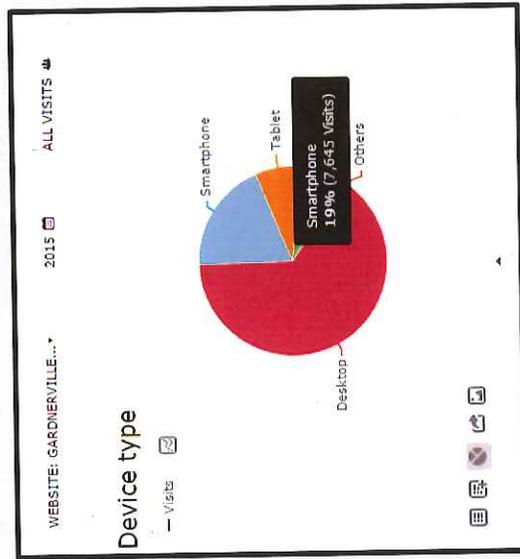




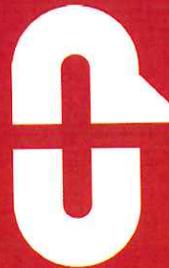
28% of your site traffic in 2015 generated from a smart phone / tablet device (11,241 visits)

5-7

MOBILE STATISTICS



AN INTERACTIVE, MOBILE-RESPONSIVE WEBSITE is no longer a luxury, it's a necessity. Nearly 80% of the US population uses the internet and nearly 2/3 use mobile devices. **It's how we communicate. It's how communities connect. It's our passion.**



TOP SEARCHED TERMS

- Jobs
- Employment
- Weather
- Map
- Business License
- Population
- Pay Trash Bill
- Hospital
- Churches
- Heritage Park



*35% of your website visits
happen outside the hours of
8-5*





Many organizations are tempted to start down the path of building or redesigning a website by considering what they want their site to look like. But beauty is only pixel-deep... a website can be so much more!

A truly great, interactive government site can serve as a convenient hub for your community, allowing you to connect like never before and work together toward a better tomorrow. The first step is determining where you want to go. When you've got a clear vision and an engaged community... sky's the limit.



Module Utilization

- Add additional categories in NotifyMe
 - calendar, agendas, News and Announcements, Community Events
- 35% of visits occur outside of business hours
 - Move Business Licenses and other forms/permits into Form Center module for online submission
- How has use of Request Tracker Module been
- Town Newsletter
- Jobs/HR – linked to Douglas County site
 - What is your process?
- Redesign with Reece



CivicEngage
160 Product Enhancements

\$2.5 Million Investment



CLIENT REQUESTED ENHANCEMENTS

- **CivicSend**
 - New mobile responsive templates
 - Push notifications
 - Message scheduling
 - Archiving
 - Robust editing features
 - Text wrapping
- **Expanded drag and drop capabilities through multiple modules**
- **Archive Center**
 - Ability to upload additional file types such as media
- **Enhanced Slide Show Capabilities**
- **Facilities**
 - Enhanced reporting
 - Reservation updates
 - Advanced search capabilities
 - Email Notification updates
- **Staff Directory**
 - Rich text capabilities and
 - Custom widget
 - Import / Export solutions
- **Slideshow Enhancements**
- **Agenda Center**
 - Enhanced sorting capabilities down to the item level
- **New Support request features**

ADDITIONAL ENHANCEMENTS

- **Performance enhancements**
 - We recognized the need to provide a highly responsive, faster solution for both citizens and administrators. The performance of the CivicPlus platform is now one of the fastest website solutions available.
 - Improved site speed so that more than 90% of citizen pages load in 1.7 seconds or less, and admin pages load in 3.2 seconds or less
 - Introduced automated image optimization
- **Hosting & Security enhancements**
 - Introduced 2 new hosting & security options
 - Deployed a DDOS attack mitigation solution to address attacks (optional)
 - Introduced live human detection to prevent many attacks (optional)
 - Introduced an option for a Content Distribution Network (CDN) (optional)
- **Accessibility/WCAG 2.0/ADA compliance**
 - Updated our software to support WCAG 2.0 A and AA requirements (Aurora)
- **Introduced a new online payment solution**
 - Solution is fully PCI Level 1 certified
- **Launched completely revamped CivicMobile 2.0 solution**
 - Updated all citizen facing modules to new responsive views
 - Push notifications
 - Enhanced support for 16 in-app solutions
- **Updated all citizen facing modules to new responsive views**
- **Predictive Search**

GENERAL BEST PRACTICES

PAGE TITLES / HEADINGS

- Page titles should be clear and concise and accurately describe the content found on the page. Ex: "Content Policy Documents" is much clearer than just "Documents."
- Page titles should be 55 characters or less – Keeping page titles short will prevent ... from appearing in search results
- Headings should be used to break up content and provide the user guidance as to what information is in the text below it.
- Headings should be clear and concise – describing what information can be found in the text beneath it.
- Headings and page titles should utilize the ampersand (&) to save space.
- Headings should be created with title case.

IMAGES

- Images used on the site should enhance the content on the page.
- Images inside the content area should be no wider than 300 px.
- For more than three images per page, consider utilizing a slideshow instead of stagnant images.
- Images require a descriptive alt text for users with screen readers. File names and single words do not make usable alt text entries. Try "black and white police cruiser with lights on" instead of "cop car," or "young girl participating in recreation program" instead of "little girl."
- Image sizes should be optimized for web to minimize page loading times.



Mapping out your vision, goals, and type of website you want for your community is a crucial step for a well-executed project that delivers the results you're looking for.





Imagine... instead of frustrated calls, you could be getting comments like the one our friends in Hot Springs received from a grateful citizen:

"I no longer have to figure out what department is responsible for the information I'm trying to find. Everything is clearly displayed on the home page... Well done."

Today's world is changing quickly, but staying ahead of the curve doesn't have to be complicated. In fact, it can make your job easier. CivicPlus is leading the way in government-to-citizen communication.

GENERAL BEST PRACTICES

CONTENT / LINKS

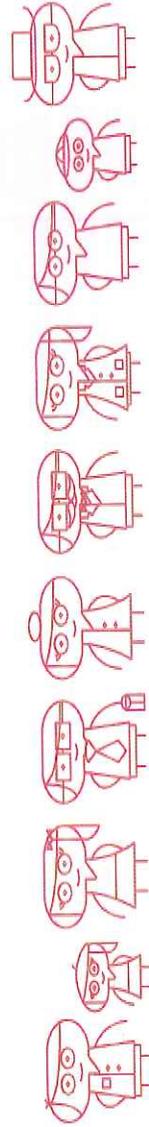
- Avoid using multiple punctuation marks in a row such as "wow!!!" instead of "wow!!!" or "what?!" instead of "what??" Exclamation points should be used sparingly.
- Know your audience. Some content is meant to engage. Some content is meant to inform or educate. Some content has to simply direct users to contact a real person. Not all content is intended to do everything, and that is ok. Make sure that you are keeping your audience and the purpose of the content in mind when either writing or formatting content for the website.
- It is okay to write in a more conversational tone when writing for the web. However, slang and jargon should still be avoided.
- Avoid writing in the passive voice. The active voice is more engaging and direct. Example: "Action on the bill is being considered by the Council" is passive voice. "The Council is considering taking action on the bill" is active voice.
- Be Consistent with your sentence tense throughout the entire page
- All links to documents should open in a new window.
- All links to other pages within the same website should open in the same window
- All links to external URLs should open in a new window to allow users to utilize browser tools throughout their web experience.
- Avoid using terms like "click here" as they don't indicate to the user where the link is going to take them. They also hinder the usability of the site for someone utilizing a screen reader. Instead, link to words that indicate what is found at the link. (Ex: Instead of "to view the training document, click here" try "View the training document.")
- Don't replicate content, use links instead. You can link to content within the site on the same topic to avoid having to duplicate any content

LET'S DO THIS... TOGETHER.

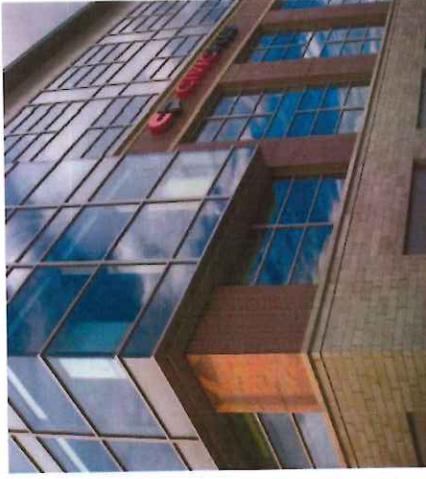


Government Websites,
Emergency Notifications,
Professional Services & HR
Management

WE ARE CIVICPLUS.



We Focus On Technology That Works With Local Government



302 South 4th Street, Suite 500
Manhattan, Kansas 66502
civicplus.com

Let us help you!



The App Your Citizens Are Waiting For

One customizable app. One user-friendly interface.
Endless possibilities.

Apps are used everywhere, for everything, by everyone.

MARKET INSIGHTS

Apps continue to dominate the mobile web

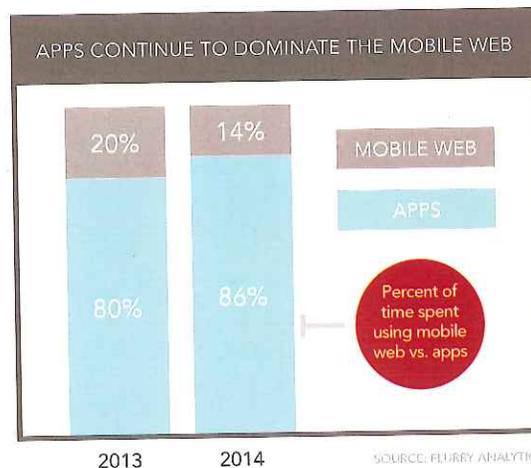
86% of time spent on mobile devices is spent using apps

Mobile views surpassed desktop web views in 2014 & continue to rise

Why a mobile app?

Mobile device ownership is high – and growing. What are users doing on all those devices? Using apps! Mobile apps are used everywhere for everything by everyone. You use apps, right? Your citizens do too.

Research shows that the average person looks at their mobile phone up to 150 times a day. As more and more people adopt mobile devices we'll continue to see the user demand for apps increase. Currently, 86% of the time we spend on mobile devices is spent using apps. This provides a great opportunity for you to connect with citizens. You'll want to do everything you can to make sure they can access your site content whenever, wherever, and however they want – an app makes that possible.



With seamless integration, the CivicMobile app puts the power of your CivicPlus® website conveniently the palm of your citizens' hands. Updates to your site are automatically synced to the app in real-time.

Contact us today to learn more about the exciting doors a customized app can open for your community.

Connect with Us

Phone: 888.228.2233
Email: info@civicplus.com
Web: www.civicplus.com



One customizable app. One user-friendly interface. Endless possibilities.



Who's Using It?

San Gabriel, CA

Citrus Heights, CA

Brambleton Community Association, VA

Goose Creek, SC

And many others – take a look:

 [Android Mobile Apps](#)

 [Apple Mobile Apps](#)

Product Benefits

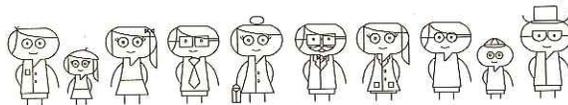
- **Cross-Platform Compatibility** – CivicMobile is designed to look and work great on both Apple® iOS and Android® mobile devices.
- **Fully Integrated** – The CivicMobile app is seamlessly connected directly to your CivicPlus® website; your content will always be in-sync with your app.
- **Custom Design** – Our designers work hard to make sure that no matter what device your citizens are on, your brand identity is instantly recognized.
- **Push Notifications** – Through integration with Notify Me®, your citizens are able to receive updates across all of their mobile devices.
- **Custom Content** – CivicMobile allows you to choose the most relevant content for your app.
- **No additional resources** – Once the app is designed and developed, there is no upkeep on your end. Our expert team will make sure it stays up-to-date and follows the ever-changing landscape of mobile apps.

What do you get?

- Choose to include up to 18 modules
- Include up to six web links for easy integration with any mobile-friendly web page
- Link to social media accounts (Facebook®, Twitter®, and YouTube®)
- Choose your own app name

Connect with Us

+ Phone: 888.228.2233
+ Email: info@civicplus.com
+ Web: www.civicplus.com



S-13



CIVICPLUS

HELPING COMMUNITIES ENGAGE & INTERACT

Redesign Quote for **Gardnerville, NV**

All Quotes are in US Dollars and Valid for 90 Days from September 28, 2016

Refresh Your Website

After a few years, even the most dynamic and eye-catching design benefits from a facelift. You've got options with CivicPlus – if you've got funds budgeted for a website refresh, redesigning with us is an incredibly cost-effective option. Since you're already using the CivicPlus system, you can cut out the costs for training and programming. There are content development options, too – whether you choose to migrate your existing content on your or have our developers work on it for you, our levels are designed to fit your budget.

BASIC REDESIGN- No Content Updates

With the Basic Redesign, our designers will create a fresh new look for your site, and our CivicPlus Team will handle the content migration. This package offers clients the opportunity to utilize the new Aurora Live Edit features which will provide the flexibility to apply new navigation structures at your leisure and much more.

Our developers will migrate all of the content from your existing site to your new site and ensure proper site styles are applied. Additionally, this team will move current content to relate with new menu structure. With this solution your basic content will **not** be adjusted from how it was originally established on your existing site.

The Basic option works great for customers who have a few content contributors and have kept the sites content in good condition. This offering will allow flexibility to freshen up your site later on with new slide show offerings, tabbed areas, navigational changes, and so much more.

Includes:

- New responsive design presented on Aurora
- Redevelop navigation method (may choose top drop-down or other options)
- Content
 - Includes migrating of all existing content and retouching of published pages to ensure new site styles are applied and modules are related to feature columns.
 - Contact information will be moved to an info advanced area if previously formatted in a right contact layout.
 - Pages will be moved to coordinate with new menu structure

Note: Content will not be rewritten, reformatted or broken up. Additionally, new pages will not be created.

- Spelling and broken links will be ran and provided to client
- (3) Four hour days of refresher phone training for up to 2 individuals

Annual – N/A

**Special Redesign Offer for Gardnerville, NV:
\$7,000**

(reduced price valid until December 28, 2016)

**Reduced Redesign w/ Long Term Partnership
Discount - \$11,149**

Add On

- **Recurring Redesign:**
If you would like to get on a recurring rediesig plan – we can provide this for you at \$2,100 p/year (provides you with another redesign in 48 months)
- **Custom Mobile App.** One-time cost is ~~\$5,500~~ ^{3,750} Annual fee is \$1,950
- **CivicSend: Regular Fee: \$1,990. With redesign fee cut in half \$995 (must be on same contract as redesign)**
- Subsite, Department Header Package, Additional Themes, or Additional banners
- CivicHR – Online Application and Applicant Tracking System
- On-site Consulting Packages (Content, Citizen Engagement / Website Marketing, or Intranet)

**One-Time
TBD**

**Monthly
TBD**



CIVICPLUS

HELPING COMMUNITIES ENGAGE & INTERACT

Redesign Quote for **Gardnerville, NV**
 All Quotes are in US Dollars and Valid for 90 Days from September 28, 2016

| Modules and Functionality Included: | |
|--|--|
| Modules | Functionality |
| <ul style="list-style-type: none"> • Agenda Center • Archive Center • Bid Postings • Blog • Business / Resource Directory • Calendar • Community Voice / Community Connection • Document Center • Emergency Alert Notification • ePay • Facebook Integration • Facilities & Reservations • FAQs • Featured Info Module • Forms Development Tool • Intranet • Job Postings • My Dashboard • News Flash • Notify Me Email Subscription • Opinion Poll • Photo Gallery • Quick Links • Real Estate Locator • Request Tracker Suite (5 Users) • Staff Directory • Twitter Integration | <ul style="list-style-type: none"> • Action Items Queue • Audit Trail / History Log • Automated PDF Converter • Automatic Content Archiving • Dynamic Breadcrumbs • Dynamic Sitemap • Expiring Items Library • Graphic Link Administration • Links Redirect and Broken Links Finder • Menu Management • Mouse-over Menu Structure • Online Editor for Editing and Page Creation • Online Web Statistics (Only with CivicPlus Hosting) • Page Wizard for Preformatted Page Options • Printer Friendly • RSS • Search Engine Registration • Site Layout Options • Site Search & Entry Log • Slideshow • User / Group Permission with Author & Publisher Rights • Web Page Upload Utility • Website Administrative Log |

| Support, Maintenance & Hosting Services Include: | | |
|--|---|---|
| Support | Maintenance of CivicPlus Application & Modules | Hosting |
| 7-7 (CST) Mon-Fri (excluding holidays) 24/7 Emergency Support Dedicated Support Personnel 2-hour Response during Normal Hours Usability Improvements Integration New & Upgraded Services Proactive Support for Updates & Fixes Online Training Manuals Monthly Newsletters Phone Consulting CivicPlus Connection CivicPlus University | Install Service Patches for OS Upgrades Fixes Improvements Integration Testing Development Usage License | Shared Web/SQL Server DNS Consulting & Maintenance Monitor Bandwidth-Router Traffic Redundant ISP Redundant Cooling Natural Gas Powered Generator Daily Tape Backup Intrusion Detection & Prevention Antivirus Protection Upgrade Hardware |

Dallaire, Tom

Civic Plus Customer Service

From: CivicPlus Support <listserv@civicplus.com>
Sent: Friday, September 30, 2016 8:22 AM
To: Dallaire, Tom
Subject: Notification

This morning, we are investigating reports of intermittent slowness and downtime which may or may not be affecting you at this time. This issue has been escalated to the networking engineering team and they are working to resolve the issue. There is no action required on your part. If you have additional questions about this notification, please contact our support team by emailing support@civicplus.com or by calling 888-228-2233 x307. Sincerely, CivicPlus Support

<https://ks-civicplus.civicready.com/>

Powered by CivicReady

Dallaire, Tom

From: CivicPlus Support <listserv@civicplus.com>
Sent: Friday, September 30, 2016 9:42 AM
To: Dallaire, Tom
Subject: Notification

Greetings from CivicPlus— This morning our system experienced site slowness and outages as a result of a protocol failure in a 3rd party software. We have been able to stabilize this situation and your site performance has been returned to normal. We are in communication with the 3rd party vendor to implement a permanent solution so that this does not happen again in the future. There is no action required on your part. Further communication will be released once the permanent resolution has been implemented. If you have further questions about this notification, please contact CivicPlus Support at support@civicplus.com or 888-228-2233 x307. We apologize for any inconvenience, CivicPlus Support

<https://ks-civicplus.civicready.com/>

Powered by CivicReady

The website you need, at a price you can afford

With flat rate pricing, Pronto makes the web easy for your growing business.

REQUEST A CONSULTATION

5-20

Option 2

Your Unique, Fully Managed Website

Only \$500 to setup and \$247 per month.

Seriously, that's it. We build you a professional new website to your spec, set it live, update it whenever you want, as much as you want and watch it 24/7 to make sure it's working for you.

Gardnerville Town Board

AGENDA ACTION SHEET



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

2. **Recommended Motion:**

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

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** October 4, 2016 **Time Requested:** 20 minutes

6. **Agenda:** Consent Administrative

Background Information: The Board took action last month to send out an request for proposal for legal services to the town. there were for submittals as a response to the RFP. There is a summary of the candidates attached. RFP evaluation and sample interview evaluation are attached. The evaluations by the board will be filled out by each board member, tallied and combined with the interview evaluation. The Board will need to come up with questions to ask during the meeting. We can select from those questions provided during the board meeting and staff will finalize the evaluation form for the special meeting on October 10th. The interview schedule for the 10th will be as follows:

| | |
|----------------------|---|
| Ryan D. Russell | 5:30 PM - Submitted application: 9-20-16 @ 10:49 am |
| Charles S. Zumpft | 6:00 PM - Submitted application: 9-23-16 @ 11.52 am |
| Jennifer A. Yturbide | 6:40 PM - Submitted application: 9-26-16 @ 9:55 am |
| Steven P. Handelin | 7:10 PM - Submitted application: 9-26-16 @ 4:26 pm. |

We will ask that the candidate show up at their designated time for the interview. Each one will be evaluated by the response to the board questions. The evaluations will be collected at tallied and the board and public will have the overall results for review prior to the selection of the new town counsel.

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

8. **Board Action:**

Approved Approved with Modifications
 Denied Continued

RFP Submittal Summary

Allison MacKenzie – Submitted on September 20, 2016 @ 10:49 AM

Primary Attorney: **Ryan Russel, Esq.**, Nv Bar No.8646

Currently Provides Counsel to:

Town of Minden
Sierra Surgery Hospital
Perishing County
Storey County School District

Assisted in General Representation to:

Carson Tahoe Health
Carson City School District
State Board of Engineers
Eureka County School District

Back-Up Attorney: **Joel Locke, Esq.**, Nv Bar No. 10128

All partners in the firm rate: \$250/hr Associates Rate: \$225/hr
Paralegal and Law Clerk rate: \$125/hr
Flat rate of \$250 for attendance at the regular monthly meetings of the board.

Minden Lawyers, LLC – Submitted on September 23, 2016 @ 11:52 AM

Primary Attorney: **Charles S. Zumpft**, Nv Bar No. 4804

Currently Provides Counsel to:

City of Yerington
Kingsbury GID
Indian Hills GID
Gardnerville Water Company
Silver Springs Mutual Water Company

Prior experience:

Incline Village GID

Back-Up Attorney: **Chris D. Nichols, Esq.** Nv Bar No. 3123

Retainer based services: \$3000/month – \$36,000 annually
Additional time will be billed at rate: \$240/hr
Paralegal and Law Clerk rate:\$120/hr

LEGAL SERVICES AGREEMENT

THIS AGREEMENT, effective the 1st day of July, 2015, by and between the TOWN OF GARDNERVILLE (hereinafter "TOWN"), and 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.

WITNESSETH:

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, the Law offices of ROWE HALES YTURBIDE, LLP, have 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 matters, including TOWN Board meetings where ATTORNEY is requested to attend.

For ATTORNEY's representation, 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, ordinances, resolutions and other

Mailing Address
P.O. Box 2080
Minden, NV 89423
Facsimile (775) 782-3685

Rowe Hales Yturbide
Attorneys At Law

Physical Address
1638 Esmeralda Avenue
Minden, NV 89423
(775) 782-8141

Mailing Address
P.O. Box 2030
Minden, NV 89423
Facsimile (775) 782-3685

Rowe Hales Yurbide
Attorneys At Law

Physical Address
1638 Esmeralda Avenue
Minden, NV 89423
(775) 782-8141

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

3 The parties agree that the ATTORNEY shall separately bill TOWN for services performed on
4 TOWN's behalf for litigation related matters at the rate of TWO HUNDRED DOLLARS AND NO/100
5 CENTS (\$200.00) per hour for office and research time, and TWO HUNDRED DOLLARS AND
6 NO/100 CENTS (\$200.00) per hour for any time spent before any Court, Board or Tribunal. TOWN
7 agrees to promptly pay ATTORNEY for such services and for all costs advanced by ATTORNEY on
8 TOWN's behalf.

9
10 For the purposes of this Agreement, litigation matters are defined to include those matters which
11 are filed, or are the subject of written submission before any Court, Board or Tribunal. ATTORNEY shall
12 compile an individualized invoice for the time and costs expended by the ATTORNEY on each litigation
13 matter to be submitted to the TOWN Manager on a monthly basis.

14
15 II

16 The initial term of this Agreement is for one (1) year, commencing 1 July 2015, and concluding
17 30 June 2016. This Agreement shall automatically renew for each additional one (1) year term succeeding
18 the period of 1 July 2015 to 30 June 2016, for as long as Michael Smiley Rowe is the primary attorney
19 representing the TOWN. Michael Smiley Rowe agrees to provide ninety (90) days notice to the TOWN
20 if, for any reason, Michael Smiley Rowe will no longer be the primary attorney representing the TOWN.

21
22 Either party may provide ninety (90) days notice to terminate this Agreement. Such notification by party
23 desiring to terminate this Agreement shall be provided in writing to the other party.

24 If either party elects to modify or alter any term or provision of this Agreement, such party shall
25 provide ninety (90) days prior written notice to the other party specifying the term(s) which is requested
26 to be altered. In such case, ATTORNEY and TOWN agree to discuss the term(s) of the requested
27 alteration(s) of this Agreement, and to negotiate in good faith any requested alteration(s). Thereafter, an
28

Mailing Address
P.O. Box 2080
Minden, NV 89423
Facsimile (775)782-3685

Rowe Hales Yturbide
Attorneys At Law

Physical Address
1638 Esmeralda Avenue
Minden, NV 89423
(775) 782-8141

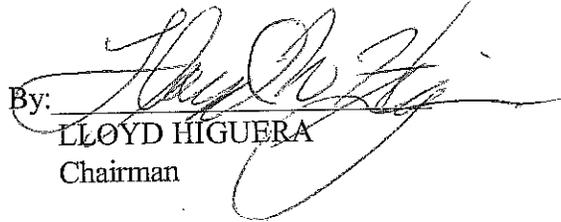
1 Agreement containing the modification(s) will be submitted to the TOWN Board to adopt, ratify and
2 confirm such modified Agreement at the next General Meeting of the TOWN Board. Such modification
3 shall be effective until the next succeeding contract term.

4 IN WITNESS WHEREOF, the parties have hereunto set their hands this ____ day of August
5 2015.

6
7 ATTORNEY:

TOWN BOARD OF GARDNERVILLE:

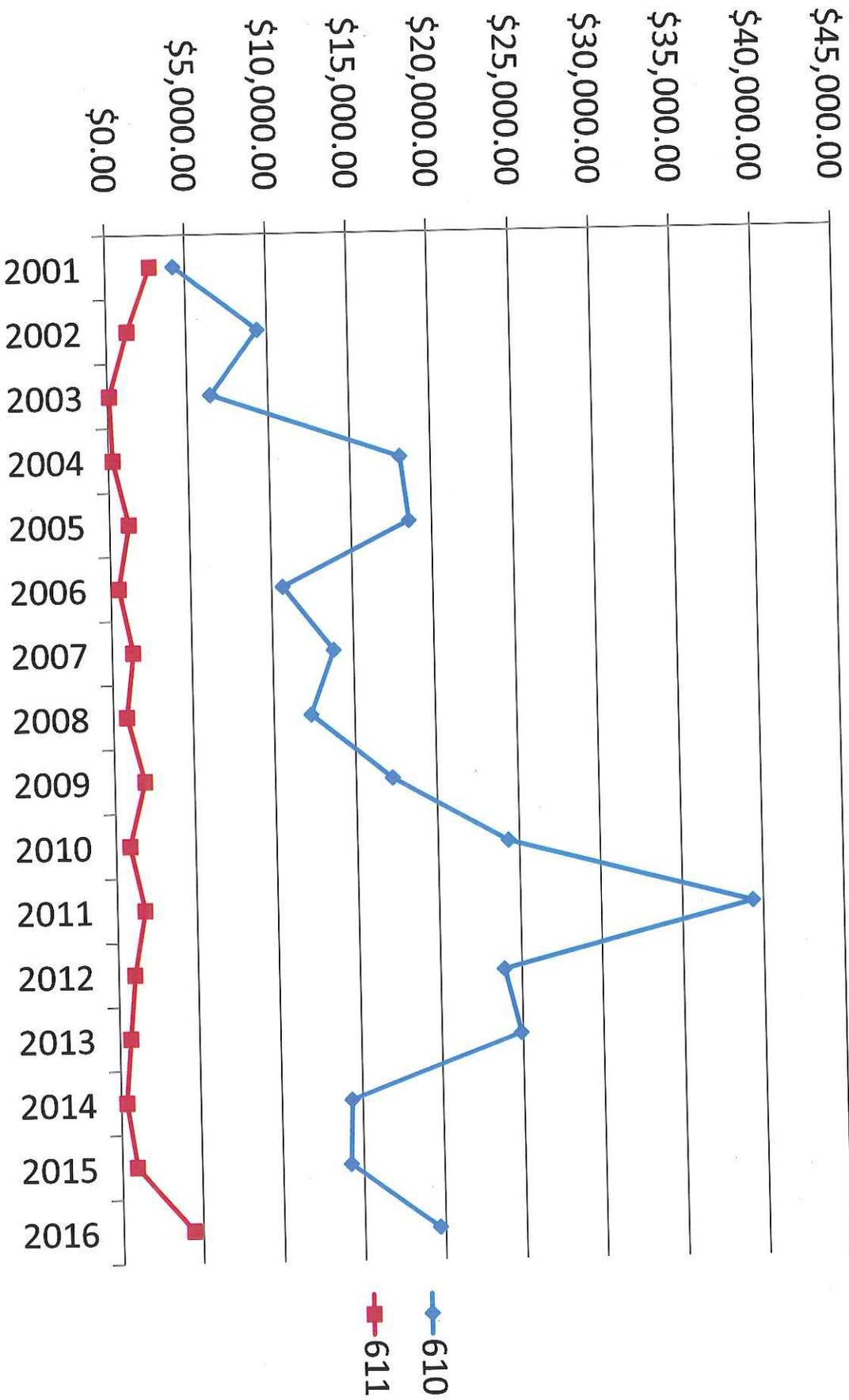
8
9 
10 MICHAEL SMILEY ROWE, ESQ.
11 ROWE HALES YTURBIDE, LLP

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By: 
LLOYD HIGUERA
Chairman

Rowe Hales Yturbide

| Date | Board Mtg hrs | Regular hrs |
|--------------------|---------------|-------------|
| 7/5/16-7/26/16 | 2.6 | 1.1 |
| 7/26/2016-8/25/16 | 4.5 | 7.3 |
| 6/20/16-6/30/16 | | 2.7 |
| 6/1/16-6/19/16 | 3 | 5.3 |
| 3/23/16-5/19/16 | 7.3 | 15.3 |
| 2/17/16-3/16/16 | 4.1 | 3.8 |
| 1/15/16 - 2/16/16 | 3 | 7.6 |
| 11/25/15-1/4/16 | 3.5 | 8.1 |
| 10/26/15-11/23/15 | 2 | 5.8 |
| 9/22/15 - 10/16/15 | 2 | 6.6 |
| 8/24/15 -9/11/15 | 2.15 | 5.45 |
| 7/7/16 - 7/30/16 | 2.3 | 7.1 |
| | 36.45 | 76.15 |

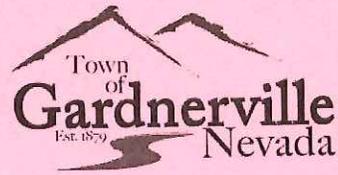
Legal Services - History



| Actual Amount | 610 | 611 | Total |
|----------------------|---------------|--------------|---------------|
| 2001 | \$4,264.49 | \$2,783.24 | \$ 7,047.73 |
| 2002 | \$9,414.20 | \$1,302.69 | \$ 10,716.89 |
| 2003 | \$6,435.75 | \$138.50 | \$ 6,574.25 |
| 2004 | \$18,110.85 | \$277.42 | \$ 18,388.27 |
| 2005 | \$18,604.30 | \$1,198.84 | \$ 19,803.14 |
| 2006 | \$10,680.54 | \$502.50 | \$ 11,183.04 |
| 2007 | \$13,775.60 | \$1,308.00 | \$ 15,083.60 |
| 2008 | \$12,306.97 | \$847.50 | \$ 13,154.47 |
| 2009 | \$17,282.32 | \$1,898.72 | \$ 19,181.04 |
| 2010 | \$24,319.85 | \$881.25 | \$ 25,201.10 |
| 2011 | \$39,364.47 | \$1,748.25 | \$ 41,112.72 |
| 2012 | \$23,921.57 | \$1,027.50 | \$ 24,949.07 |
| 2013 | \$24,899.86 | \$697.50 | \$ 25,597.36 |
| 2014 | \$14,350.50 | \$369.50 | \$ 14,720.00 |
| 2015 | \$14,224.25 | \$953.25 | \$ 15,177.50 |
| 2016 | \$19,682.00 | \$4,455.00 | \$ 24,137.00 |
| 10 year total | \$ 271,637.52 | \$ 20,389.66 | \$ 292,027.18 |
| 10 yr average | \$ 16,977.35 | \$ 1,274.35 | \$ 18,251.70 |

Gardnerville Town Board

AGENDA ACTION SHEET



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

2.

3. **Recommended Motion:**

Funds Available: Yes N/A

4. **Department: Administration**

5. **Prepared by: Tom Dallaire**

6. **Meeting Date: October 4, 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

Gardnerville Town Board

AGENDA ACTION SHEET



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

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

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** October 4, 2016 **Time Requested:** 5 minutes

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



2016P-04

A PROCLAMATION BY THE GARDNERVILLE TOWN BOARD RECOGNIZING THE CONTRIBUTIONS OF MICHAEL S. ROWE, AS LEGAL COUNSEL; and

WHEREAS, Michael S. Rowe has represented the Town of Gardnerville as legal counsel since 1983; and

WHEREAS, Michael S. Rowe has advised the Town through progressive changes in all aspects of local government, opening lines of communication with other governmental entities, agencies and the public; and

WHEREAS, during Michael's years of representation the Town has doubled in size; acquired a maintenance/office facility from the State of Nevada; built a new maintenance building; acquired a new administrative office with parking; completed the Martin Slough Nature Park; two phases of Main Street Lighting; developed the only Main Street program in the state of Nevada; purchased the Hellwinkel property and constructed a flood channel; obtained Eagle Gas Station from Douglas County, purchased the vacant lot at Gilman & Ezell; and addressed various storm drainage and access issues.

WHEREAS, the town is a better place as a result of Michael S. Rowe's representation of and for the Town of Gardnerville, and

NOW, THEREFORE, BE IT RESOLVED AS SET FORTH, that the Gardnerville Town Board hereby recognizes Michael S. Rowe for his outstanding representation and service to the Town of Gardnerville.

ADOPTED: This 4th day of October, 2016, by the following vote:

GARDNERVILLE TOWN BOARD MEMBERS:

Mary Wenner, Chairwoman

Ken Miller, Vice-Chairman

Lloyd Higuera, Board Member

Cassandra Jones, Board Member

Linda Slater, Board Member

ATTEST: _____
Tom Dallaire, Gardnerville Town Manager

Gardnerville Town Board
AGENDA ACTION SHEET



1. **For Possible Action: Discussion on the Town Manager's Monthly Report of activities for September 2016.**
2. **Recommended Motion:**
Funds Available: Yes N/A
3. **Department: Administration**
4. **Prepared by: Tom Dallaire**
5. **Meeting Date: October 4, 2016 Time Requested: 15 minutes**
6. **Agenda:** Consent Administrative

Background Information: See attached report.

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



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

Town Manager Monthly Report October 2016 Board Meeting

- A. Gardnerville Station (former Eagle Gas):** 2016 CDBG Round 2 submission to the county commissioners was ranked No.1 and is going to be submitted for the running of the round 2 funds. Dube` continues to work to get the plans complete for the building renovation effort. We are waiting to hear from Bramco (the selected contractor) when he plans on starting construction on the site. We are anticipating it will be October. The canopy will come down. The concrete and contaminated soil will be removed and backfilled unless I can get a portion of the underground storm water storage facility installed while the hole is open.
- B. 395 Crosswalks:** Continue to discuss with Linda Besset about NV Energy turning over the existing phase one 395 decorative lights to the town. I have not heard back from NV Energy. We signed an additional work change order to the consultant for the additional information requested by SHPO and NDOT. An additional \$12,000 for more inclusive information on the effect the new signs will have on historic properties, bringing the total of this effort to \$20,000 for that study; just under the fee for the actual design and construction plans.
- C. Kingslane Sidewalk Project:** I did not get to work on this project. Talked with David Park again about the existing design issues on the irrigation box.
- D. Toiyabe Storm Drain Project:** - we propose to install a new larger inlet box at the driveway, and a larger box culvert and manhole at the existing pipe intersection. Currently the pipe is a 15" draining all the area from Toler, Lampe, and Waterloo to Harvest, and at the Smiths driveway. A 15" pipe is way too small for a drainage area that size.
- E. Maintenance Yard Plans:** I have received formal comments on the projects. We are going to address those this coming month.
- F. Chichester Estate Park Ditch Storm Drain Outlet:** I met with David Park. He proposes to leave the bridge there and just install and grout in a short section of pipe. I will revise the plans accordingly so we can get that built.
- G. Office Items:**
- Still need to address one last comment for the BLA at the Village Motel so we can finally get the county approval. We need to clean the ditch weeds now.
 - Colbre Paving will close down Douglas next week Monday to the following Monday for the ADA ramp and gutter improvements to finish off that section of the requirements.
 - Still no news from the county on the alley at the French Bar. Doug is in the middle of several lawsuits. I will continue to check on this. I continue to ask Doug how things are progressing. It is not a priority for them.
 - Met with Lisa, Larry, Erik, Scott and Jen on the Martin Slough path to review the changes I am making at the Gilman ponds and what I am placing. I will get that out to bid next week. We are getting prices on the different shelters at 10'x12' so I do not have to get a building permit for it. Is the board ok with a loose picnic table connected to a chain so it can be moved in the shade of the shelter or just get a built-in one in the shelter.
 - Nothing new on the self-insurance issue the county is moving forward on.
 - Attended the Economic Vitality conference. It was very well put together and our very own Paula, did a great job presenting all Main Street is doing and pushing to get more people on board with the idea. We did a town of Mid Town in Reno and awesome things are happening there, including: RTC 60 million investment in one-way street bike lanes and transit, making roads smaller for people, wider sidewalk and mobility. They are doing great things using gas tax indexing funds and federal transit dollars.

Dallaire, Tom

Correspondence

From: Kelly Gunderson <25kellyclose@gmail.com>
Sent: Saturday, September 03, 2016 10:50 AM
To: rwoodbury@wmb-law.net; cam@camcwalker.com; peggyleavitt4bccc@gmail.com; mccoedr@cox.net; rich@thgnv.com; lkrumm@bcnv.org; cityhall@cityofcaliente.com; llawson@cityofcarlin.com; epinne@cityofcarlin.com; htrujillo@cityofcarlin.com; djones@cityofcarlin.com; mayor@cityofcarlin.com; talkin_nascar@yahoo.com; pgriswold@cityofcarlin.com; dfobes@cityofcarlin.com; kcarr@cityofcarlin.com; assr@carson.org; kadams@carson.org; ddawley@carson.org; DGillott@carson.org; CMachado@carson.org; DMassow@carson.org; RPrice@carson.org; JSaposnek@carson.org; KShannon@carson.org; MSalogga@carson.org; JBusse@carson.org; RPorcari@carson.org; SET@carson.org; Gangs@carson.org; CCSheriff@carson.org; recorder@carson.org; elections@carson.org; Echwalisz@carson.org; Kgreen@carson.org; Kmccoey@carson.org; knevills@carson.org; SPansky@carson.org; npaulson@carson.org; fireinfo@carson.org; codeenforcement@carson.org; cjohnson@elkocitynv.gov; rkeener@elkocitynv.gov; msimons@elkocitynv.gov; rschmidlein@elkocitynv.gov; jprice@elkocitynv.gov; cityclerk@elkocitynv.gov; citymanager@elkocitynv.gov; epd@ci.elko.nv.us; Dallaire, Tom; LaCost, Geoffrey; Louthan, Carol; Nicholson, Marie; Genoa Manager; COHPoliceChief@cityofhenderson.com; Jeffrey.Stilson@cityofhenderson.com; Todd.Peters@cityofhenderson.com; BAC@lvmpd.com
Subject: Law Enforcement Blue Light Movement Nationwide & K27forever.com
Attachments: dog Sierra blue lite K-9 support.JPG

My story: Years ago I was hit head on by a drunk driver and the officers talked to me and kept me calm while they helped paramedics –firefighters untangle my body from the wreckage and for the next month kept me updated about the driver(3rd DUI, no insurance, and on the run). I am incredibly grateful for the care shown by the officers, and want to show them that we care too! I can't even imagine if some unstable person was shooting officers while they were helping me!!

Driving from Idaho to California recently, I was saddened by all the news involving the harming of police officers. We could put blue light bulbs on porches or anywhere else around our homes or business to show our support for the men and women in blue that give their lives to protect us. My hope is that officers driving by homes and businesses notice the blue lights and that it will touch their hearts, and show them firsthand there is support for them. I've started sending emails to the Media nationwide. I am hoping everyone that has read my email will help get this message out and that each community will help get the blue light bulb message out however they can. Email-Facebook-Twitter and so on **I spoke at a concert in CDA Idaho Aug 28th and shared my story. I met the mother and father of the fallen officer Greg Moore, cried with them and hugged them and felt incredible sadness. Please help us get blue bulbs out and raise money for what is going to be a great honor towards fallen officers nationwide.**

Mayor Widmyer of CDA, Idaho received my e-mail and has reached out to help me share the blue light campaign, and also is working on his own project to recognize our law enforcement officers: *Mayor Widmyer of Coeur d' Alene, Idaho, is heading fundraising efforts for construction of a law enforcement memorial in McEuen Park. The memorial is a "Thin Blue Line" waterscape that would also include three waterfalls "Respect," "Honor," and "Remember." Donations for the memorial river can be made at K27forever.com. Contact Mayor Steve Widmyer at 208.661.4069.* So together we hope you will reach out and help us. You can find blue light bulbs at Lowes and hopefully any place that sells bulbs would have this

R.O. Anderson

September 26, 2016

VIA HAND DELIVERY

Mimi Moss, Community Development Director
Douglas County
1594 Esmeralda Avenue
Minden, NV 89423

RE: DA 16-038 (MPA) & DA 16-039 (ZMA)
Park Ranch Holdings, LLC, Park Heritage, and Park Livestock Co.

Dear Mimi,

This letter follows our meeting Wednesday, September 21, 2016 with Larry Werner and the representatives of the applicant, Park Ranch Holdings, LLC, Park Heritage, and Park Livestock Co., regarding the applications for master plan amendment and zone change referenced above.

As a result of that meeting, the applicant has determined to withdraw the applications from consideration at this time in order to cooperatively work with County and Town officials on the issues which have been identified during the course of the proceedings on the referenced applications. With input from the County and Town staff, we intend to bring forth a plan of development which includes more detail than was included with the instant applications and which addresses the concerns identified to date. Although we are mindful that the County will consider a master plan update this spring, we do not believe our re-submission will be ready in time for filing in connection with the major master plan update. We do hope to file our applications, which will include requests for master plan amendment and zone change, in calendar year 2017.

We appreciate your willingness to meet with us and to help us through the process. We would further appreciate it if you would inform the members of the planning commission, on the record of their meeting, of our intent as set forth in this letter.

Of course, if you have any questions or if you need any additional information, please feel free to call me.

Sincerely,

R.O. ANDERSON ENGINEERING, INC.



Keith Ruben, AICP
Director of Planning & Entitlements

cc: David Park
Mike Pavlakis, Esq.
Cynthia Gregory, Esq.

9-3

From: Kelly Gunderson <25kellyclose@gmail.com>
Sent: Saturday, September 03, 2016 10:50 AM
To: rwoodbury@wmb-law.net; cam@camwalker.com; peggyleavitt4bcc@gmail.com; mccoedr@cox.net; rich@thgnv.com; lkrumm@bcnv.org; cityhall@cityofcaliente.com; llawson@cityofcarlin.com; epinne@cityofcarlin.com; htrujillo@cityofcarlin.com; djones@cityofcarlin.com; mayor@cityofcarlin.com; talkin_nascar@yahoo.com; pgriswold@cityofcarlin.com; dfobes@cityofcarlin.com; kcarr@cityofcarlin.com; assr@carson.org; kadams@carson.org; ddawley@carson.org; DGillott@carson.org; CMachado@carson.org; DMassow@carson.org; RPrice@carson.org; JSaposnek@carson.org; KShannon@carson.org; MSalogga@carson.org; JBusse@carson.org; RPorcari@carson.org; SET@carson.org; Gangs@carson.org; CCSheriff@carson.org; recorder@carson.org; elections@carson.org; Echwalisz@carson.org; Kgreen@carson.org; Kmccoey@carson.org; knevills@carson.org; SPansky@carson.org; npaulson@carson.org; fireinfo@carson.org; codeenforcement@carson.org; cjohnson@elkocitynv.gov; rkeener@elkocitynv.gov; msimons@elkocitynv.gov; rschmidlein@elkocitynv.gov; jprice@elkocitynv.gov; cityclerk@elkocitynv.gov; citymanager@elkocitynv.gov; epd@ci.elko.nv.us; Dallaire, Tom; LaCost, Geoffrey; Louthan, Carol; Nicholson, Marie; Genoa Manager; COHPoliceChief@cityofhenderson.com; Jeffrey.Stilson@cityofhenderson.com; Todd.Peters@cityofhenderson.com; BAC@lvmpd.com
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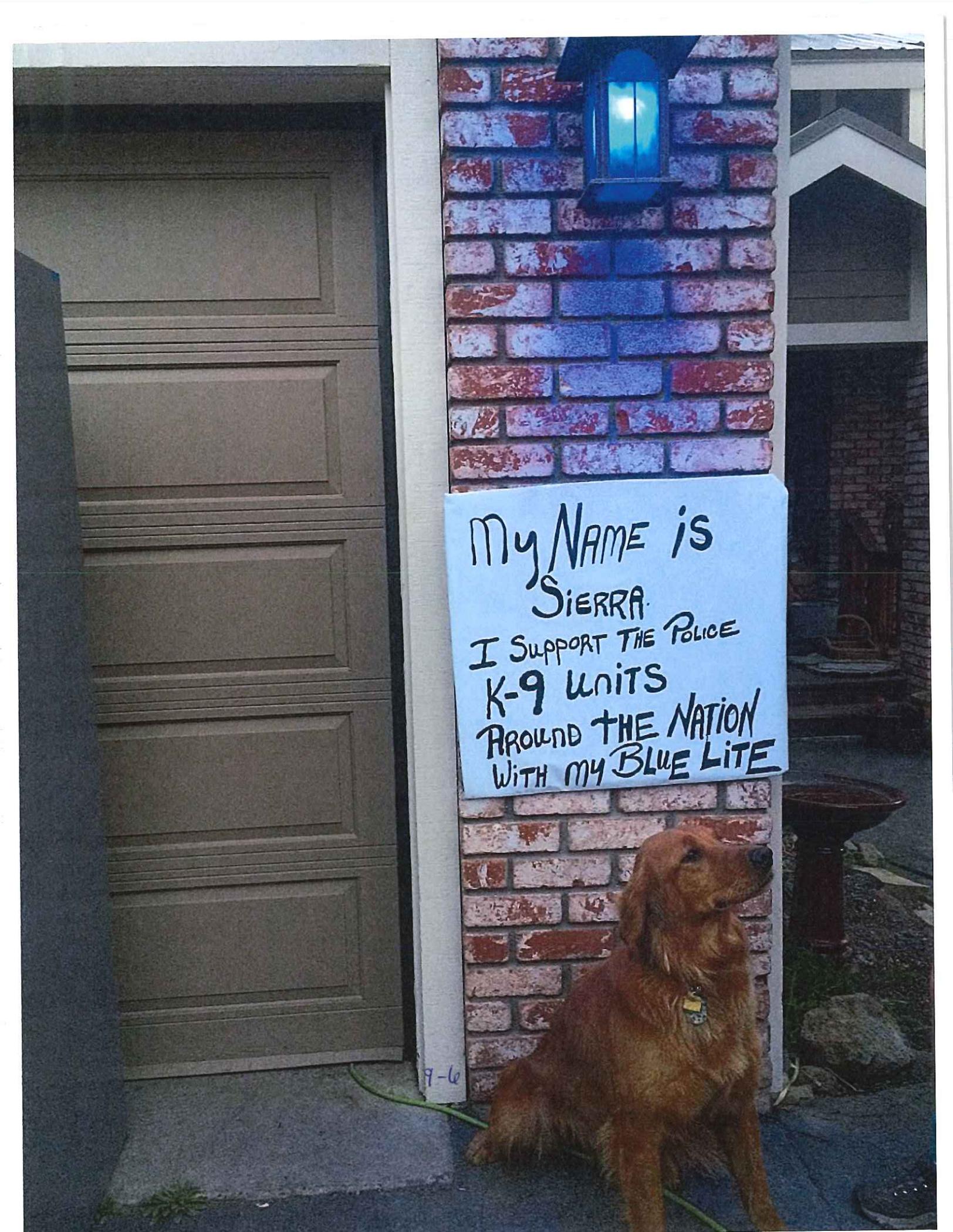
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color. I'm hoping soon we can flip a switch and America will be shining blue! Look for Law Enforcement Blue Light Movement face book page post your story's and pictures.

I'm going to keep emailing anybody that will listen I know this has been done in different area's but I would like the whole nation to come together and light up blue. **All it would take is one of you to put a blue bulb in, maybe the rest would follow.**

This is the light at my house with my dog and a sign supporting the K-9 officers. I also hope the White House will follow us and light up with blue lights.

Thank you, Kelly Gunderson



My NAME is
SIERRA.

I SUPPORT THE POLICE
K-9 UNITS
AROUND THE NATION
WITH MY BLUE LITE

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Title 18 Town Annexation and Service Districts

18.06 Gardnerville

- 18.06.010 Creation
- 18.06.020 Boundaries
- 18.06.030 Services
- 18.06.040 Town advisory board
- 18.06.060 Prior acts confirmed
- 18.06.080 Sidewalks
- 18.06.090 Fire hydrant specifications
- 18.06.100 Garbage and trash collection
- 18.06.110 Annexation procedures
- 18.06.130 Project review procedures

18.06.010 Creation

- A. The Unincorporated Town Government Law, NRS 269.500 et. seq., is adopted.
- B. Gardnerville, Douglas County, state of Nevada, is created as an unincorporated town. (Ord. 351 §4(part), 1980)

Top

18.06.020 Boundaries

- A. The boundary of the town of Gardnerville shall be all of the lands as described in Title 18: Appendix C Gardnerville Town Boundary.
- B. The boundary shall not take effect until the plat or the map incorporating the legal description in Title 18: Appendix C Gardnerville Town Boundary is filed with the office of the county recorder as prescribed in NRS 269.650. (Ord. 1357, 2012; Ord. 1206, 2007; Ord. 1198, 2007; Ord. 1160, 2006; Ord. 1078, 2004; Ord. 1029, 2003; Ord. 909, 2000; Ord. 806, 1997; Ord. 772, 1997; Ord. 680, 1995; Ord. 639, 1994; Ord. 564, 1992; Ord. 545, 1991; Ord. 393 §1, 1981; Ord. 387 §1, 1981; Ord. 351 §4 (part), 1980)

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18.06.030 Services

- A. The town shall provide the following services to its residents:
 1. Volunteer fire and police protection systems in conjunction with county, state or volunteer fire and police protection systems;
 2. Drainage;
 3. Solid waste disposal;
 4. Parks;
 5. Recreation;
 6. Streets, alleys, sidewalks;
 7. Street lights;
 8. Water distribution;

9. Acquisition, disposal, annexation or de-annexation, maintenance and improvement of town property provided the town advisory board presents any proposed acquisition, disposal, annexation or de-annexation, maintenance and improvement of town property to the board of county commissioners for review and approval.

B. The services enumerated in this chapter are to be administered by a town advisory board. (Ord. 351 §4(part), 1980)

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18.06.040 Town advisory board

A. The town advisory board shall have all those powers set forth in NRS for unincorporated towns in order to properly administer the services outlined in section 18.06.030. These powers include, but are not limited to, the setting of fees to offset the cost of the services.

B. Town advisory board members shall be selected and serve as follows:

1. The town advisory board shall consist of five members.

2. Each member of the town advisory board shall be a resident and qualified elector in the town.

3. Two members of the town advisory board shall initially be appointed by the board of county commissioners from among those persons in the town who possess the qualifications required by subdivision 2 of this subsection. These appointed members shall serve until the first Monday in January, 1981. At the expiration of the appointed term, these two seats shall be filled by any resident and registered voter of the town of Gardnerville receiving a majority of the ballots cast in the general election of November 1980, to serve a term of four years.

4. Three members of the town advisory board shall initially be appointed by the board of county commissioners from among those persons in the town who possess the qualifications required by subdivision 2 of this subsection. These appointed members shall serve until the first Monday in January, 1983. At the expiration of the appointed terms, these seats shall be filled by any resident and registered voter of the town of Gardnerville receiving a majority of the ballots cast in the general election of November 1982, to serve a term of four years.

5. All seats on the town advisory board for the town of Gardnerville shall, after being filled by residents and qualified voters as required by subsection 3 and 1 of this section, thereafter be filled by the individual receiving a majority of the ballots cast in the general election immediately preceding the expiration of a four-year term.

6. Each town board member will assume office on the first Monday in January following his or her election.

7. The members of the town advisory board may serve with compensation as set by resolution of the board of county commissioners.

8. A vacancy which may occur during the term of a town board member will be filled by appointment of a qualified resident by a majority of the board of county commissioners. An appointed town board member shall serve the remainder of the term of the departed town board member. (Ord. 388 §3, 1981; Ord. 351 §4(part), 1980)

Top

18.06.060 Prior acts confirmed

By this chapter the board of county commissioners ratifies, confirms and approves all prior acts of the existing town board of Gardnerville prior to the adoption of the ordinance codified

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in this chapter. (Ord. 351 §4 part), 1980)

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18.06.080 Sidewalks

A. An owner of property within the Town of Gardnerville is responsible for:

1. The repair and reconstruction of a sidewalk in the public right-of-way that abuts the property of an owner, if the owner caused the need for the repair or reconstruction.
2. The general maintenance of a sidewalk in the public right-of-way that abuts the property of the owner, including without limitation, sweeping, removal of snow, ice, and weeds, and maintenance of any grass, shrubs or trees that encroach on the sidewalk. (Ord. 1127, 2005)

Top

18.06.090 Fire hydrant specifications

A. Fire hydrants installed in the town of Gardnerville shall meet the following standard specifications in any public or private works construction:

1. Hydrants shall be of the "dry barrel" design.
2. Hydrants will have a minimum of 150 p.s.i. working pressure.
3. The inside diameter of the barrel of any fire hydrant shall not be less than seven inches.
4. The operating nut shall be covered by a weather shield.
5. The operating nut of each fire hydrant shall open to the left (counter-clockwise) and shall be of the pentagon shape, one and one-half inches point of the nut to the flat portion of the nut.
6. The design of the fire hydrant shall not include any aluminum components on interior sections of the hydrant.
7. The fire hydrants shall be equipped with an oil reservoir.
8. The operating mechanism in the top of the hydrant shall be of the "dry type," and be sealed with "O" rings. Any lubricant lost during shipping and storage is to be replaced prior to the time that the fire hydrant is installed. The top or "bonnet" shall be attached with bronze or iron threads.
9. Nozzle outlets must be of a minimum of 18 inches from the ground level to the flange.
10. There shall be two hose nozzles, size two and one-half inches N.S.T., and one steamer (pumper) nozzle size four and one-half inches N.S.T. Nozzle caps are to be chained to the hydrant barrel, and have pentagon wrench lugs. All nozzles must be threaded to the barrel or caulked with lead.
11. All hydrants must be guaranteed to deliver 600 g.p.m. at 150 p.s.i. from the steamer nozzle, friction loss in the hydrant not to exceed two and one-half pounds at 150 p.s.i. Each two and one-half inch nozzle must deliver 250 g.p.m. with a friction loss not more than two pounds at 150 p.s.i. All hydrants must have written guarantees.
12. All hydrants must be designed so that the upper barrel may be rotated 360 degrees.
13. Hydrants shall be construed so that extensions in multiples of six inches may be added to raise the upper barrel.
14. Hydrants are to be of the "traffic design," so that a breaking point shall be provided

at or near the ground level. They must be guaranteed to break away without damage to the hydrant barrel, the valve stem or the main valve. The main valve shall be constructed so that it will not open if the hydrant is knocked from its installation place.

15. The main valve opening is to be five and one-half inches or greater.

16. The design is to include bronze facing seat rings.

17. Hydrants are to be of a low profile design, with nozzle caps to be supplied with non-kinking type chain securely attached to the hydrant body.

18. The main valve shall close with the water pressure. All working parts, including the main valve and seat ring, are to be completely removable through the top of the hydrant. The main valve is to be bronze, and the facing against the seat shall be rubber.

19. Two drain openings must be provided to drain the barrel completely when the hydrant is closed.

20. The inlet connection shall be mechanical or ring-tight design with two strapping lugs. The connection is to be for a six inch water pipe.

21. Painting for the above ground hydrant body shall have a suitable prime coat followed by not less two coats of chrome yellow high gloss enamel, as recommended by Pamphlet No. 291 of the National Fire Protection Association.

22. The fire agency and water system having jurisdiction shall approve the type, style, model and manufacturer of all fire hydrants prior to their installation.

23. Installation of fire hydrants shall be to specification as indicated in the county "Standard Details for Public Work Construction" drawing number 3-1.1(307).

B. Fire hydrant use.

1. No person shall use or operate any hydrant or other valves installed on any water system within the town of Gardnerville intended for fire suppression purposes, unless approval has been granted by the fire chief or the local jurisdiction controlling water systems.

2. Persons operating the fire hydrants shall use only an approved tool to open and close the operating nut.

C. Punishment for violations.

1. Persons violating the above items are subject to the impoundment of equipment and appurtenances or a fine of \$100 for the first offense, and impoundment and a fine of \$250 for each successive violation.

2. This section does not apply to the use of a hydrant or valves by persons employed by the town of Gardnerville, the Gardnerville Town Water Company, Inc., Douglas County, its water company or any fire department personnel. (Ord. 588, 1993; Ord. 463 §1, 1986)

Top

18.06.100 Garbage and trash collection

A. Residential.

1. Mandatory garbage pickup is required for all residential areas within the boundaries of the town of Gardnerville. All annexed areas are required to have mandatory service. The record owner of a parcel of land within the boundaries of the town of Gardnerville shall be billed directly for the monthly garbage pickup rate for the parcel owned, and shall be solely responsible for the payment of the garbage pickup service charged. The record owner of a parcel of real property receiving garbage collection service will provide, in writing and signed by the record owner, a current address to which bills for garbage collection service will be sent. Until notified of a change of address, the town will send all bills to the last known mailing address of the record owner as shown on the records of the town.

2. Containers shall be provided to each customer by the Town of Gardnerville. Containers shall be ninety (90) gallon capacity, dual purpose semi-automated roll-out carts, and be equipped with a covering to enclose the container. Garbage and trash must be placed within the container, fully closed, and placed at the curbside by the customer. All garbage and trash must be placed completely within the container to be collected. No container will be emptied by the Town of Gardnerville unless it is presented at curbside, and completely closed. The front of the cart shall face the street and multiple containers will be separated by at least 18".

3. There are a maximum of two roll-out carts that will be provided. Additional carts will be charged at the standard quarterly rate as set by the board. These carts may be used by a single family residential unit, provided that all garbage in those containers is contained within each container, lid closed, and originates at that residential unit. A residence that is also serving a commercial use may not use any additional containers without the prior written approval of the Town of Gardnerville.

4. Garbage collection will be made minimum of one time each week and pickup will be at the curb side in the front of the home or in areas served by alleys, to the rear of the home in the alley.

B. Commercial.

1. Mandatory pickup or service is required for all commercial entities within the town of Gardnerville. Exceptions to standard mandatory service for industrial wastes or other specialized wastes shall be determined by the town board. On request of the record property owner, the town will send a bill to a tenant. Irrespective of the party to whom bills are normally sent by the town, the obligation to pay for garbage collection service belongs to the record owner of the parcel of real property to which the town provides its garbage collection service. The record owner of a parcel of real property receiving garbage collection service will provide, in writing and duly signed by the record owner, a current address to which bills for garbage collection service will be sent. Until notified of a change of address, the town will send all bills to the last known mailing address of the record owner as shown on the records of the town.

2. The town will provide two cubic yard dumpsters for commercial customers on request. The town will own and maintain such dumpsters. Collection will be made on an "as required" basis.

3. All dumpsters shall be placed on a minimum six-by-eight foot concrete pad, four inches thick. The top surface of the pad shall be level with the surrounding paved area. All dumpsters shall be enclosed by a six foot fence or wall, with a paved or concrete apron extending a minimum of 36" from the face of the enclosure.

4. All dumpsters and garbage/trash areas shall be maintained in a clean and safe manner, including the removal of fallen leaves and windblown debris that tend to accumulate in the enclosure.

5. As necessary, snow shall be removed by the customer from in front of dumpsters and gates prior to 7:00 a.m.

6. All new commercial customers using dumpsters must provide enclosures approved by the town as described in the town standard detail for size and orientation options. Existing commercial customers without town-approved enclosures must construct enclosures when the parcel of real property on which the customer's business is located is the subject of rezoning, is granted a special use permit, is the subject of construction for which a building permit is required, or is sold or otherwise transferred to a new owner.

C. Rates.

1. The town board will establish collection rates by resolution for residential and commercial customers or users. The rates will be in effect after public hearings for two consecutive months scheduled during the regular town board meetings. Rates shall be published and be available for public dissemination on request.

2. The town board may change the rates as required to meet the expenses and budget requirements of the trash enterprise fund.

3. All revenues shall be placed in the trash enterprise fund and used solely for indirect and direct costs related to the fund.

4. Except as provided in paragraph 1 of section A of this section, billing intervals and procedures shall be established by the town board at a regularly scheduled meeting.

D. The town board may make available to the residential and commercial customers of the town's garbage collection service a program for the separation at the source of recyclable material from other solid waste originating from residential and commercial premises and public buildings where trash and garbage collection services are provided for the collection of solid waste. (Ord. 1398, 2013; Ord. 1255, 2008; Ord. 962, 2001; Ord. 942, 2000; Ord. 811, 1997; Ord. 748, 1996; Ord. 741, 1996; Ord. 542, 1991; Ord. 464 §1, 1986)

Top

18.06.110 Annexation procedures

Those areas, including subdivisions which are adjacent or contiguous to the existing boundaries of the town of Gardnerville, and which are in need of being provided with the services enumerated in section 18.06.030 may be annexed to the town under the procedures set out in section 18.01.010. (Ord. 634, 1994 amended 18.06.110(E) which was repealed by Ord. 553. Similar language from Ord 553 is codified in 18.01.010; Ord. 553 §4, 1992; Ord. 476 §1, 1987)

Top

18.06.130 Project review procedures

A. All persons or entities or combinations of persons or entities proposing to develop projects described in subsection B of this section, within the town of Gardnerville must apply to and receive consideration from the town advisory board before commencement of construction of the proposed project.

B. Projects contemplated by the ordinance codified in this section shall include the following:

1. Parcel maps;
2. Subdivisions;
3. Planned unit development;
4. Commercial building or construction;
5. Industrial building or construction;
6. Public use building or construction;
7. Parking lots;
8. Parks or improved open space areas;
9. Drainage projects;
10. Mobile home parks or subdivisions;
11. Apartment, condominium, or townhouse projects with two or more dwelling units;
12. Any additions or alterations of any of the above projects which require county

design review.

C. The town advisory board shall review each project at a duly noticed public hearing for its impact on town services, including, but not limited to, streets, alleys, sidewalks, street lighting, drainage, fire protection, parks, recreation, and solid waste collection. Following the public hearing the town advisory board shall make its recommendation to the board of commissioners for approval, denial or conditional approval. The town advisory board may recommend the applicant mitigate such impact by construction facilities, dedicating land, or paying in-lieu fees as are reasonably required to serve the proposed project.

1. Each applicant must pay to the town of Gardnerville at the time of filing a minimum fee of \$75. In addition to the above deposit, each applicant shall reimburse the town of Gardnerville for all special expenses reasonably incurred by the town advisory board, its staff, and consultants, including, but not limited to, legal and engineering expenses, in the process of reviewing the project.

2. Each applicant shall supply any additional information reasonably required by the town advisory board to determine the financial liability, the aesthetic quality, and the engineering adequacy of the proposed development. (Ord. 634 §2, 1994; Ord. 477 §1, 1987)

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Title 18 Town Annexation and Service Districts

18.04 Minden

18.04.010 Creation

18.04.020 Boundaries

18.04.030 Services

18.04.040 Town advisory board

18.04.050 Prior acts confirmed

18.04.060 Water service standards

18.04.080 Trash and garbage collection

18.04.090 Fire hydrant specifications

18.04.110 Annexation procedures

18.04.120 Water service--Requirements and procedures

18.04.130 Requirements and procedures for project review

18.04.140 Regulations for water line extensions

18.04.150 Backflow and cross connection control

18.04.160 Use, construction, repair, and maintenance of sidewalks and sidewalk easements

18.04.161 Sidewalk construction standards

18.04.162 Failure to maintain sidewalk; notice to owner

18.04.163 Commercial or noncommercial use of public sidewalks

18.04.164 Sidewalk width requirement

18.04.165 Blocking or parking on sidewalks

18.04.166 Determination by town engineer of need for sidewalk reconstruction; public hearing required

18.04.167 Standard irrigation and landscaping specifications

18.04.168 Prohibited trees

18.04.169 Financial assistance from the town for sidewalk repair

Gardnerville Town Board
AGENDA ACTION SHEET



1. **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.

2. **Recommended Motion:** None

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

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** October 4, 2016 **Time Requested:** 10 minutes

6. **Agenda:** Consent Administrative

Background Information: Presented at meeting

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

8. **Board Action:**

- Approved Approved with Modifications
 Denied Continued