

GARDNERVILLE TOWN BOARD

Meeting Agenda

Mary Wenner, Chairman Ken Miller, Vice Chairwoman 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, January 5, 2016

4:30 p.m.

Gardnerville Town Hall

MISSION STATEMENT

"The Town of Gardnerville provides high quality services based on community needs in the community's quality of life while proactively preparing for the future. We will	n a cost effective and efficient manner. We will strive to protect I be accessible and fully accountable to our community."
Copies of the finalized agenda were posted on December 30, 2015, on or	before the third day prior to the meeting date, by Carol
Louthan, Office Manager Signed:	: in accordance with NRS Chapter 241 at following
Carson Valley Chamber of Commerce, 1477 Hwy 395 N, Gardnerville NV 89	
Douglas County Historic Courthouse, 1616 8 th Street, Minden NV 89423, at	: <u>У: 23</u> А.М.
Gardnerville Post Office, 1267 US HWY 395 #L, Gardnerville NV 89410 at	
Gardnerville Town Offices, 1407 HWY 395 N, Gardnerville NV 89410	at 3. A.M. A.M. and on the Internet at

Notice to Persons with Disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Gardnerville Town Offices in writing at 1407 Highway 395, Gardnerville NV 894I0, or by calling (775) 782-7I34 at least 24 hours in advance.

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

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 - Pastor Bill from Lifepoint Church

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

PLEDGE OF ALLEGIANCE - Mary Wenner

PUBLIC INTEREST COMMENTS (No Action)

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

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

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

FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:

December 1, 2015 Regular Board meeting, with public comment prior to Board action.

www.gardnerville-nv.gov



GARDNERVILLE TOWN BOARD MEETING AGENDA - CONT'D

CONSENT CALENDAR FOR POSSIBLE ACTION

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

1. For Possible Action: Correspondence

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

3. For Possible Action: Approve December 2015 claims

ADMINISTRATIVE AGENDA

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

- 4. <u>Not for Possible Action</u>: Discussion on the Main Street Program Manager's Monthly Report of activities for December 2015. (approx. 10 minutes)
- 5. For Possible Action: Discussion and provide direction to staff regarding purchase of and proceed preparing a boundary line adjustment for a portion (less than 3,100 sf) of the Village Motel property to be used to extend the new Hellwinkel channel to the existing culvert at Toler Lane, located at 1383 Highway 395 APN 1320-33-402-057; with public comment prior to board action. (approx. 20 minutes)
- 6. For Possible Action: Discussion on the Gardnerville Station project, receive an update report and provide direction to staff on the next steps for the town project, APN 1320-33-402-086, located at 1395 US Highway 395 N, within the Town of Gardnerville; with public comment prior to board action. (approx. 20 minutes)
- 7. For Possible Action: Discussion to approve, or deny the purchase of one used Crafco Supershot 250 melter, used to apply crack seal to town maintained streets, for the price of \$17,500 from unused budgeted monies within the Town's 614 fund; with public comment prior to board action. (approx. 10 minutes)
- 8. <u>For Possible Action</u>: Discussion to approve, approve with modifications or deny the updated town policy 2.1, Personnel Management updating for the newly recorded interlocal agreement between the town and county; with public comment prior to board action. (approx. 5 minutes)
- Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for December 2015. (approx. 5 minutes)
- 10. <u>Not For Possible Action</u>: Discussion on the Town Manager's Monthly Report of activities for December 2015. (approx. 15 minutes)

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

Adjourn

Next monthly meeting February 2, 2016



GARDNERVILLE TOWN BOARD

Meeting Agenda

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

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

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Tuesday, December 1, 2015

4:30 p.m.

Gardnerville Town Hall

Chairman Higuera went over the invocation policy and notice on the agenda with board members and the public.

INVOCATION - Rich Lamay, High Sierra Fellowship

4:30 P.M. The meeting was called to order by Chairman Higuera and a determination of a quorum was made.

PRESENT:

Lloyd Higuera, Chairman Mary Wenner, Vice-Chairman Cassandra Jones Ken Miller **Linda Slater**

Michael S. Rowe, Town Counsel Tom Dallaire, Town Manager/Engineer Paula Lochridge, Main Street Manager Geoff LaCost, Maintenance Superintendent Carol Louthan, Administrative Services Manager

PLEDGE OF ALLEGIANCE - Chairman Lloyd Higuera led the flag salute.



PUBLIC INTEREST COMMENTS (No Action)

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No public comment.



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

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

Vice-Chairman Wenner asked to make a correction to the agenda. After item number 9 that should be 10; 10 should be 11 and 11 should be 12.

Motion Slater/Wenner to approve the agenda with the exception that we list item number 10 directly following item number 9.

No public comment.

Upon call for the vote, motion carried unanimously.



FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:

November 3, 2015 Regular Board meeting, with public comment prior to Board action.

Mrs. Slater asked for a correction on page 9 the name Andy H-a-i-f-e-n is spelled incorrectly. It should be H-a-f-e-n.

Motion Wenner/Jones to approve the previous minutes with the correction Linda stated.

No public comment.

Upon call for the vote, motion carried unanimously.



CONSENT CALENDAR FOR POSSIBLE ACTION

Gardnerville Town Board Meeting December 1, 2015 – 4:30 p.m. Page 2

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

1. For Possible Action: Correspondence Read and noted.

2. <u>For Possible Action</u>: Health and Sanitation & Public Works Departments Monthly Report of activities Accepted.

3. For Possible Action: Approve November 2015 claims Approved.

4. For Possible Action: Approve Health and Sanitation write-offs Approved.

5. <u>For Possible Action:</u> Approve the urban forestry annual work plan update, with public comment prior to Board action.

Approved.

Motion Slater/Miller to accept the consent calendar.

No public comment.

Upon call for the vote, motion carried unanimously.

ADMINISTRATIVE AGENDA

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

6. Not for Possible Action: Discussion on the Main Street Program Manager's Monthly Report of activities for November 2015.

Mrs. Lochridge pointed out there is information in the packet on the Refresh that National Main Street is doing for the national program. They are being rebranded as Main Street America. Main Street Minden had their board training on November 12th. We arranged for our contact with the California Main Street Association, Nora Coro to do their training. One of the main reasons I wanted to be there was to see what kind of information she was sharing and possibly having her come back after the holidays to do this with our own board. We would also like to extend that invitation to you. On Small Business Saturday, from some of the businesses I talked to that participated in the event, said they had a really great turnout. We partnered with the Chamber and this year we also included Main Street Minden. Lowe's has finished up their projects over at the garden. They did an incredible job. We are going to visit them tomorrow and present them with certificates. The design committee painted a bunch of thank you rocks that will be presented to the manager and volunteers that helped with the project. We have another check and order in for a bench. That will bring our total to 16 benches the program has brought into the downtown.

Chairman Higuera asked if the reboot of Main Street America will affect us.

Mrs. Lochridge responded she is still trying to find out. They are trying to give it a restart. They just want to relaunch it because more and more programs are getting involved. They are seeing what works and what doesn't work. They are still part of the national preservation council, but they are trying to do their own thing and separate a little bit so they have their own identity.

7. For Possible Action: Discussion to approve, approve with modifications or deny a request by Richard L Clark, C/O Hankins Group to annex 3.27 acres to the Town of Gardnerville APN: 1220-10-601-002, located at 1144 N Highway 395 (on the west side of the highway); with public comment prior to board action.

Mr. Dallaire reported this item came forward in February 2014 and it was part of our approval to annex. What was submitted was an area of our town annexation map. The highway line on the east side of Highway 395 is where the town boundary goes. It will extend across the highway and go around the four parcels they are proposing. They are just working through the process. They will request MGSD to provide sewer and the town to provide trash service.

Mr. Miller asked if this has any effect on what GRID is doing?

Gardnerville Town Board Meeting December 1, 2015 – 4:30 p.m. Page 3

- Mr. Dallaire answered no.
- Mrs. Slater asked if they met all of the conditions of approval.
- Mr. Dallaire advised they are working on it. This isn't the final parcel map. They haven't split it yet. They are just starting the process. This has the legal description we need to complete the annexation map.
 - Mr. Miller asked if Rich Clark is a resident of the area.
- Mr. Dallaire did not believe so. I believe he is out of Lompoc. Mark Neuffer is the local contact with Alta Consulting.

No public comment.

Motion Wenner/Slater to approve the annexation request by Richard L. Clark c/o Hankins Group to annex 3.7 acres of property, APN 1220-10-601-002 located at 1144 North Highway 395. Motion carried unanimously.

- 8. For Possible Action: Discussion on:
 - a. the purchase of one used bucket truck, not to exceed the budgeted amount of \$80,000 for the replacement of the town's 1995 Ford F350 31' boom truck, and
 - b. to approve sending the 1995 Ford boom truck to auction once the replacement bucket truck arrives,

authorizing the town manager to sign all the required documentation for the purchase and release of the bucket trucks; with public comment prior to board action.

- Mr. Dallaire reported page 8-3 shows the results of the bids. We are recommending the utility crane versalift for \$62,877. The utility crane vehicle is still out of compliance with the new emission. This one has low mileage.
 - Mr. Miller asked if Minden was using our bucket truck at one time.
- Mr. Dallaire agreed off and on they did when it was available. They bought their own two years ago. This one is the only long bed option proposed. It has the swivel. It met all the criteria. This has a fiberglas body which is lighter weight.
 - Mr. Miller noticed on the possible action you had the amount of \$80,000. We don't need that high of an amount.
 - Mr. Dallaire referenced the recommended motion in board packet.
 - Mrs. Slater asked when the money comes back in from the auction, where is it going to go?
- Mr. Dallaire will put it back into the 614 fund. It is the capital improvement fund. They will be training all the people that use it and deliver it.

No public comment.

Motion Miller/Slater to approve purchasing truck ID #151103 in the amount of \$62,877 and authorize the town manager to sign all required documentation for the purchase and release of the used bucket truck we presently have. Motion carried.

9. Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for November 2015.

Mr. Rowe reported it has been a quiet month. The main activity has been the resolution on invocation. The resolution on invocation requires Ken and I annually go over the list to be invited to present an invocation. In going through the resolution we noticed that the italicized notice is required to be on the agenda and that the chairman is required to say we have adopted this policy. We really hadn't been following that up until this meeting. In the process of going through it, we can make some tweaks to the resolution and bring it into play. The resolution currently says the entire notice should be read aloud by the chairman. I went back through the Town of Greece versus Galloway

opinion and it is not required. So I would propose tweaking Resolution 15-01 a little to make it consistent with what happened tonight. The main reason the Supreme Court approved the Town of Greece opinion was because no one was coerced into joining or not joining in the invocation. They just simply said we will have the invocation and if you would like to join okay. The court referred to that and said nobody was required to be a part of this. The appellants didn't have to feel like they were coerced. I think that is something that will make it a little more user friendly. I will work with Tom on getting that back before you. It's mainly in paragraph 16 and 17. Other than that, there is the trash truck issue. Tom and I will be getting together next Tuesday to go over the latest information received from Peterbilt. I think I would like to meet with board members. It is not under the open meeting law to meet with counsel on a matter under your supervision, control or jurisdiction. All five of you can be present. I want to discuss what we think is coming out of them and see what your take is on it once we have been able to gather all the information. We just recently heard from Peterbilt and are waiting to hear from the body folks. If it is possible I'd like to meet with the five board members and Tom. We don't have to involve staff.

Mr. Dallaire shared Peterbilt sent a revised warranty extending it another year. They sent the report a few days later. All of their technicians saw the spikes in the hydraulic system. Peterbilt or Cummings is saying the body is requesting more power than what the engine needs to make or was spec'd to make. They are saying the body is the issue. They were thinking the warranty would help. I think it is to the point either get us a new truck or figure out what's wrong with this one.

Mr. Miller stated the extended warranty doesn't keep it out of the shop. As long as it's in the shop we don't have use of it. So what good does an extended warranty do us.

Mrs. Jones advised this is public record right now. We should be careful how much we say because it is discoverable and usable. That's why Mike wanted us to have the conversation.

Mr. Miller is just saying we're not getting satisfaction.

Mr. Dallaire will get everyone together and come up with a game plan possibly next Tuesday.

Vice-Chairman Wenner asked if the truck was brand new when we got it

Mr. Dallaire responded brand new.

Vice-Chairman Wenner asked if there was a lemon law.

Mr. Miller explained that is what Mike is using.

Mr. Dallaire feels we are to the point where we need three side loaders. Having a third truck is critical. Commercial garbage is up and we are back to 2008 levels of garbage.

Mrs. Slater asked if we have heard any more on the alley.

Mrs. Louthan gave an update on getting a title report for the alley.

10. Not For Possible Action: Discussion on the Town Manager's Monthly Report of activities for November 2015.

Mr. Dallaire reported we received a letter from NDEP on the gas station. They are requesting a report. Brett from McGinley is in Reno today. In the morning we will be having a conference call. We will figure out what the process is and get another recommendation back to Javier. Mike from Bramco has been through this several times. There were three projects going on while he was on site. The heating oil tanks are removed. That is closed. We will get reimbursed for those funds probably in January from the petroleum fund. The tank removal the petroleum fund wouldn't cover because those tanks were noncompliant. That's why we went after CDBG funds. Out of \$43,000 bill for the fuel tanks we will get reimbursed \$40,000 and some change from CDBG. It's \$10,000 right now in just excavation and observation. The fence is covered until February. It's the plates at \$1200. We put them down on November 18th and it's covering a 14 foot deep hole. Xavier, from NDEP had requested that. He is the inspector and case manager for this site. I'm sure the petroleum fund will pick it up. We just have to go through the hoops again. In the meantime Candace has submitted the application for the federal process of section 106 for removing a canopy

that was built in 1961. We will see what happens. I talked to Mark Gonzales. He has been watching the progress on the site, and stated the static water lever in the Well #1 was around 33' deep at the well. Bramco hauled all the contamination to Mustang. They burn it and the Lockwood uses it. The tanks are removed. The heating oil tanks are removed. Now we just have the problem where the dispensers were and the line leaked. We will do a walkthrough tomorrow on the Hellwinkel channel. The riprap there was a discrepancy on the plan. Everybody is excited about the power lines being down. I have to have NV Energy relocate the cobra head street light that is on the corner. Then we will put a decorative light in and connect it to our meter. We have ordered two of the heads and hopefully we will have them this month. We will put one in the island on Gilman just past Chichester and another one at Snaffle Bit at the trailhead.

Vice-Chairman Wenner advised David Agreste from the Village Motel said you were great to work with. He was very happy with everything you have done.

Mr. Dallaire is working on getting an easement from Mr. Agreste. NV Energy came up with a plan to relocate that pole. It is out of the sidewalk now and the main power lines feed that system. He ended up with a stub and it goes to the main vault. If they ever redevelop that site he will have all the power he will ever need. He didn't realize he would be able to connect to the fiber optic line in the future. So as soon as that fiber line is active that will be huge asset for whatever company goes there. We ordered some signs to try to keep pedestrians and dogs off the area that will get sprayed. It will be sprayed tomorrow.

Mrs. Slater commented on the work they have done is beyond words. It looks so nice. Nice job to the company.

Mr. LaCost added there will be trees along the line to stabilize the banks.

Mr. Dallaire will probably have to sign another contract with McGinley. The ground water 33 feet at the well, which is down from 19 feet at well 1. Fireworks donations have collected about \$1350. The backup on fireworks is to have the fireworks on Saturday at about 4:45 p.m. if the wind is too strong on Thursday. We will have the donation boxes on the table at the event. I will be having a crosswalks project meeting with Lumos on the 9th at 9:00. The contract is signed and ready to go. We will soon be talking about the Great Race.

Chairman Higuera asked if the NDOT project will go faster now.

Mr. Dallaire thought everybody who has been working on this project at NDOT has moved to another department or position. The only person that stayed the same is Tonia. We will get Lumos in contact with Tonia and she will direct them to whomever they need to go to. The only thing that is complicated is Kingslane where the light and power has to come from. I am hoping they will allow us to provide them power from our meter at the shop to a light out on the street.

Mr. Miller asked when is the potluck for the town.

Mr. Dallaire responded December 11th at noon. There is a sign-up sheet on the back wall. Mary and I went to a breakfast meeting.

- 11. For Possible Action: Discussion and election of Chair and Vice Chair of the Gardnerville Town Board for the calendar year 2016.
 - a. Election of Gardnerville Town Board Chairman for the 2016 calendar year; with public comment prior to Board action.

Miller/Slater nominate Mary Wenner for chairman.

No public comment.

Upon call for the vote, nomination carried.

b. Election of Gardnerville Town Board Vice-Chairman for the 2016 calendar year; with public comment prior to Board action.

Slater/Jones nominate Ken Miller for vice-chairman.

No public comment.

Upon call for the vote, nomination carried.

- 12. For Possible Action: Discussion on Town Board member appointments to represent the Town of Gardnerville and to be the Town Board liaison for the following boards:
 - a. Main Street Gardnerville Board of Directors

Mr. Miller would like to step off the board. I think it's time for someone else new to go on there. I will continue if no one else wishes.

Mrs. Jones cannot be on another board.

Vice-Chairman Wenner was interested last year but would not want to do both this year.

Mrs. Slater suggested cutting back a little bit.

Mr. Miller knows there will be months he will miss a meeting.

Mrs. Slater felt with Paula being here, if there are issues, she can inform us without spending as much time.

Chairman Higuera asked if Mr. Miller will serve one more year, because next year is an election year for me, and if I am re-elected I would take the Main Street Gardnerville spot next year.

Higuera/Wenner nominate Ken Miller for one more term on the Main Street Gardnerville board.

No public comment.

Upon call for the vote, nomination carried.

b. Carson Valley Arts Council

Vice-Chairman Wenner will do it again.

Miller/Slater nominate Mary Wenner.

No public comment.

Upon call for the vote, nomination carried.

c. Nevada League of Cities, with public comment prior to Board action.

Wenner/Higuera nominate Linda Slater for Nevada League of Cities.

No public comment.

Upon call for the vote, nomination carried.

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

Vice-Chairman Wenner would like Mr. Dallaire to make a presentation.

Mr. Dallaire presented Mr. Higuera with a commemorative gavel for his year as chairman.

No public comment.

Gardnerville Town Board Meeting December 1, 2015 – 4:30 p.m. Page 7	
Meeting adjourned at 5:45 p.m.	
Mary Wenner Chairman	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 Time Requested: N/A 4. Meeting Date: January 5, 2016 5. Agenda:

☐ Consent ☐ Administrative 6. Background Information: See attached. 7. Other Agency Review of Action: Douglas County N/A 8. Board Action: ☐ Approved with Modifications ☐ Approved □ Denied ☐ Continued



Constant Contact Survey Results

Survey Name: 2015 Town of Gardnerville Service Survey

Response Status: Partial & Completed

Filter: None

12/30/2015 2:46 PM PST

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

Answer	0%	100%	Number of Response(s)	Response Ratio
yes			18	100.0 %
no - You are not eligible to participate in the survey			0	0.0 %
No Response(s)			0	0.0 %
	Totals	18	100%	

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

Answer	0%	100%	Number of Response(s)	Response Ratio
Town Record (bi-annual newsletter)			6	33.3 %
Town website via home computer		*	6	33.3 %
Town website via mobile device			2	11.1 %
Record Courier (newspaper)			9	50.0 %
Carson Valley Times (on-line news magazine)			9	50.0 %
Social networking site (FaceBook, Twitter)			14	77.7 %
Word of mouth			4	22.2 %
Town emails/press releases			0	0.0 %
Public meetings			1	5.5 %
Other			0	0.0 %

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

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

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

Answer	1	2	3	4	5	Number of Response(s)	Rating Score*
Cleanliness of downtown areas						18	1.3
Feeling of safety of downtown at night	us physic					18	1.4
Quality of public events held downtown						17	1.3
Landscaping and green space						18	1.2
Signage and way finding						18	1.6
Availability of public event space						18	1.7
Pedestrian accessibility						18	1.8
Parking availability						18	1.9

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

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

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

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

Answer	1	2	3	4	5	Number of Response(s)	Rating Score*
Maintenance of parks (Heritage, Gardner, Arbor Gardens)						18	1.3
Maintenance of walking trails / open space / wetlands (Martin Slough Nature Trail)						18	1.4
Maintenance of regional detention ponds (Stodick Ponds, Virginia Ranch Pond Two, Virginia Ranch Regional Pond)			ž			18	1.5
Landscaping areas (Toler Lane, Waterloo Islands, Stodick Lineal)						18	1.4
Maintenance of streets		SALAY.				18	1.8
Maintenance of sidewalks	7					18	1.8
Maintenance of street signs						18	1.4
Cleanup of debris/litter in and near roadways						18	1.4
Maintenance of Town owned buildings (Maintenance Facility, Town Admin Office)						18	1.4
Street sweeping operations						18	1.7

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

Please rate your satisfaction of the Town's garbage collection services on a scale of 1 to 5:

where 5 means "Very Satisfied" and 1 means "Very Dissatisfied" 1 = Very Satisfied, 2 = Satisfied, 3 = Average, 4 = Dissatisfied, 5 = Very Dissatisfied

Answer	1	2	3	4	5	Number of Response(s)	Rating Score*
Curbside residential garbage collection service						18	1.3
Curbside greenwaste collection service	The other					18	1.7
Town's greenwaste drop-off location						17	1.7
Garbage collection billing / office staff customer service						18	1.4
Field staff customer service		10 M				18	1.8
Overall service						18	1.4

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

Answer	0%	100%	Number of Response(s)	Response Ratio
Curbside single stream (all recyclables in one contained	er)		15	83.3 %
Drop off location (such as Gardnervlle Elementary School)			2	11.1 %
Large trash drop off area a town maintenance yard	t		0	0.0 %
Greenwaste drop off at the town maintenance yard			1	5.5 %
No Response(s)			0	0.0 %
		Totals	18	100%

While recycling will reduce the volume of waste in the landfill, recycling is labor intensive to dump, screen, sort and separate the types of recycling products. Would you be willing to pay for the additional collection service?

Answer	0%	100%	Number of Response(s)	Response Ratio
Yes			15	83.3 %
No			3	16.6 %
No Response(s)		0	0.0 %	
	Totals	18	100%	

If you answered yes to question 6, how much extra would you be willing to pay monthly for single stream (all recyclables in one container) curbside recycling?

Answer	0%	100%	Number of Response(s)	Response Ratio
\$2 - \$5			10	66.6 %
\$5 - \$8			5	33.3 %
\$8 - \$10			3	20.0 %
		Totals	15	100%

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

Answer	0%	100%	Number of Response(s)	Response Ratio
Yes			7	38.8 %
No	(A) 中国国际政治	1.04701.0	11	61.1 %
Other			0	0.0 %
No Response(s)			0	0.0 %
		Totals	18	100%

If your Answer was Yes to Number 8; How easy was it to contact the person you needed to reach? 1 = Very Easy, 2 = Somewhat Easy, 3 = Normal, 4 = Difficult, 5 = Very Difficult

1	2	3	4	5	Number of Response(s)	Rating Score*
					7	1.7

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

Other than the planned multimodal trail from the Martin Slough to Jakes Wetlands, what future projects would you like to see completed within the Town of Gardnerville

Answer	0%	100%	Number of Response(s)	Response Ratio
Trail to Lampe Park			4	25.0 %
Trail Improvements (tables, benches, trash cans, dogi pots, trail signage)			7	43.7 %
Street light projects			5	31.2 %
Other			3	18.7 %
		Totals	16	100%

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

Answer	0%	100%	Number of Response(s)	Response Ratio
Highly satisfied			12	66.6 %
Somewhat satisfied			6	33.3 %
Neutral			0	0.0 %
Somewhat dissatisfied			0	0.0 %
Highly dissatisfied			0	0.0 %
No Response(s)			0	0.0 %
		Totals	18	100%

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

9 Response(s)

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

Answer	0%	100%	Number of Response(s)	Response Ratio
Yes	AND SHOW AND	N N	5	27.7 %
No	Committee of the Committee of the Paris of t	AND THE REAL PROPERTY.	13	72.2 %
No Response(s)			0	0.0 %
		Totals	18	100%

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

4 Response(s)

What other events would you like to see in Gardnerville?

3 Response(s)

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

What is your gender?

Answer	0%	100%	Number of Response(s)	Response Ratio
Male	加斯尼斯哈里		5	27.7 %
Female			13	72.2 %
Prefer not to answer			0	0.0 %
No Response(s)			0	0.0 %
		Totals	18	100%

Answer	0%	100%	Number of Response(s)	Response Ratio
Younger than 18			0	0.0 %
18 - 34			3	16.6 %
35 - 44			8	44.4 %
45 - 54			2	11.1 %
55 - 64			2	11.1 %
65+			3	16.6 %
No Response(s)			0	0.0 %
		Totals	18	100%

Answer	0%	100%	Number of Response(s)	Response Ratio
Arbor Gardens			1	5.5 %
Carson Valley Estates			1	5.5 %
Stodick Estates			0	0.0 %
Chichester Estates			9	50.0 %
The Ranch at Gardnerville			2	11.1 %
Sunset (North Hampton Wilson Cir)			0	0.0 %
Old Town (Hussman, Circle, Douglas, High School streets)			1	5.5 %
Other			3	16.6 %
No Response(s)			1	5.5 %
		Totals	18	100%

Do you own or rent y	our current residence?			
Answer	0%	100%	Number of Response(s)	Response Ratio
Own	Brist Children Character		18	100.0 %
Rent			0	0.0 %
Prefer not to answer			0	0.0 %
No Response(s)			0	0.0 %
		Totals	18	100%

Answer	0%	100%	Number of Response(s)	Response Ratio
3 or less	The Marie 1		3	16.6 %
4 - 5			1	5.5 %
6 - 10	SW far a transport		5	27.7 %
11 - 20			7	38.8 %
21 - 30			1	5.5 %
31 +			1	5.5 %
No Response(s)			0	0.0 %
		Totals	18	100%

TextBlock:

Thank you for participating in the Town of Gardnerville's 2015 Customer Service Survey.

We will contact you by e-mail if you win the year of free trash service for one single family home or one office residential customer.

Additionally, we would like to e-mail you information that will keep our residents informed about what is happening in Gardnerville by providing news on Town events and programs offered throughout the year.

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

Answer	0%	100%	Number of Response(s)	Response Ratio
Yes - I would like to be notified of Town events			15	83.3 %
No - I do NOT want to be notified about Town events	250 km 24		3	16.6 %
No Response(s)		1 0	0	0.0 %
		1 - 8		



Ring Out, Wild Bells

- Alfred bord Pennyson

Ring out the old, ring in the new,
Ring, happy bells, across the snow:
The year is going, let him go;
Ring out the false, ring in the true.
Ring in the valiant man and free,
The larger heart, the kindlier hand;
Ring out the darkness of the land,
Ring in the Christ that is to be.

Dallaire, Tom

From:

Brenda Hunt

brenda=cwsd.org@mail11.suw15.mcsv.net> on behalf of Brenda Hunt

<bre>da@cwsd.org>

Sent:

Wednesday, December 23, 2015 11:06 AM

To:

Dallaire, Tom

Subject:

Happy Holidays from CWSD

Happy Holidays from the Carson Water Subconservancy District!

View this email in your browser



NOAA Environmental Literacy Grant Funding Opportunity

The NOAA Office of Education has issued a competitive funding opportunity for education projects designed to strengthen the public's and/or K-12 students' environmental literacy. The goal is to enable informed decision-making necessary for community resilience to extreme weather events and other environmental hazards.

Successful projects will advance NOAA's mission and build the environmental literacy necessary for community resilience by focusing on geographic awareness, an understanding of Earth systems, and the threats and vulnerabilities that are associated with a community's location. For more information about the funding opportunity, click here.

2016 Eagles and Agriculture Carson Valley, NV - February 18-21, 2015

Join the Carson Valley Chamber of Commerce for the annual Eagles & Agriculture celebration. This is a once a year chance to observe the raptors who visit Carson Valley during the calving season each winter, including Bald Eagles! Get exclusive access to

ranches for viewing, hear directly from the ranchers, and share experiences with other birders and wildlife lovers.

Eagles and Agriculture is made up of several tours and events, including the Ranch & Eagle Tour, the Owl Prowl, Falconers' Dinner, smaller tours for birders, photography workshops and field exercise. Click here for more information about this fun and informative event.

Wishing you a warm and safe holiday season!

From our staff at CWSD,

Brenda, Courtney, Ed, Toni, & Debbie

Carson Water Subconservancy District

777 E. William Street, Suite 110A Carson City, NV 89701 775-887-9005 (p) 775-887-7457 (f) www.cwsd.org

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why did I get this? unsubscribe from this list update subscription preferences

Carson Water Subconservancy District · 777 E. William Street, Suite 110A · Carson City, NV 89701 · USA

MailChimp.

Gardnerville Town Board AGENDA ACTION SHEET



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

2. Recommended Motion: Accept as submitted Funds Available: ☐ Yes ☐ N/A

3. Department: Administration Prepared by: Carol Louthan

4. Meeting Date: January 5, 2016

5. Time Requested: N/A

6. Agenda:

Consent

Administrative

7. Background Information:

Residential Accounts	1780				
Commercial Accounts	224				
Green Waste Accounts	1306				
Cleanup Dumpsters	0				
X-cans	414				
# of new residential	13 accts transferred to new				
accounts	owners, 1 new acct				
# of new commercial	0				
accounts					
Minimum User Accounts	35				
Total tons of trash	311.79				
Total tons of Greenwaste	55.62				

8.	Other Agency R	eview of Action: Douglas County	▽ N/A
9.	Board Action:		
匚厂	Approved Denied	□ Approved with Modifications□ Continued	

Superintendent Town Public Works Monthly Report

Parks - 12/2015

- 1. Seasonal/Oncall Position Interviews completed and position offered to candidate. Waiting on background checks. The position will use the remaining budget from the seasonal slot.
- 2. Developed part of task list for work order system.
- 3. Repair Christmas decorations along US highway 395. Blinking.
- 4. The trees on the corner of Toler and US Highway 395 were up lighted from an internal source as an alternative to "Star Showers" technology.
- 5. Part of the 30 acre open space was mowed until the ground became too soft to continue. We will continue when the weather cooperates.
- 6. Boy Scout "Micah" completed half of the rehab for the Waterloo Islands. Weather delayed completion and is now scheduled for January 2nd or January 9th.
- 7. Shelving was installed in the Public Works secured room to simplify stored file access.

Public Works - 12/2015

- 1. Christmas Kickoff completed. Notes taken to improve next year.
- 2. 922 Reflectometer has arrived and will be used to index the Town street signs.
- 3. A used 250 Crafco crack sealer has been identified and recommended for purchase. The 60 Crafco crack sealer is too small to keep up with the workload.
- 4. Cinders were applied to street intersections December 14th, 24th, and 25th after snow storms.
- 5. The complete town was swept December 21-22 in preparation for the Holiday.
- 6. Sign Inventory was completed in the Hellwinkel Shop.
- 7. A section on Gilman near the Overland has been identified as a vehicle hazard. Three separate complaints have been noted and the curb will be painted red for no parking in the spring when temperatures permit.

Health and Sanitation – 12/2015

- 1. Christmas Kickoff completed. Notes taken to improve next year.
- 2. Sanitation position interviews are tentatively scheduled for January 8th
- 3. All field crews helped with trash pickup Christmas Eve. Team development.
- 4. Shelving was installed in the H&S bays to streamline maintenance inventory.

Engineering - 12/2015

1. Hellwinkel Channel and Pedestrian Path Improvements project is waiting on NV Energy to remove a light pole and Charter to relocate fiber optic lines to the new power pole. Once the utility work is complete then we will contract out the remaining concrete work and bollard installation. The path is open and accessible at this time.

MEMORANDUM

Town of Gardnerville

Tom Dallaire, P.E.

TO: Tom Dallaire

FROM: Marie Nicholson

SUBJECT: Praise for the Town of Gardnerville Health and Sanitation Department

DATE: 11/2/15

Today I got a call from a lady who is renting a property in Chichester Estates. She has lived in Arizona and Los Angeles and had nothing but praise for our Health and Sanitation staff. She said they drive their routes through Chichester very crisply and cleanly – getting the job done in a timely fashion. And being careful to completely empty the cans so that trash isn't scattered behind them. She is really impressed!

Marie

Gardnerville Town Board AGENDA ACTION SHEET



1.	For Possible Action: Approve December 2015 claims.
2.	Recommended Motion: Approve as submitted Funds Available: Yes N/A
3.	Department: Administration
	Prepared by: Carol Louthan
4.	Meeting Date: January 5, 2016 Time Requested: N/A
5.	Agenda: ☐ Administrative
6.	Background Information: See attached.
7.	Other Agency Review of Action: □ Douglas County □ N/A
8.	Board Action:
	☐ Approved ☐ Approved with Modifications ☐ Continued



Vendor		Thyoice No.	Invoice Description	Status	Held Reason	Invoice Date Due Date	Dire Date	G/I Date Received Date	Received Date Dayment Date	Invoice Amount
Fund 6. Depar	10 - Ga	ON DOMESTIC	Thorac poor production							
4288 -	Account 510.150 - Board Compensation 4288 - Higuera Lloyd W	mpensation 12/15 BOARD	GVILLE	Paid by Check	80	11/25/2015	12/04/2015	12/04/2015	12/04/2015	275.00
24008 -	24008 - Jones Cassandra Esq	12/15 BOARD	GVILLE	# 042323 Paid by Check # 643645		11/25/2015	12/04/2015	12/04/2015	12/04/2015	250.00
- 28960	28960 - Miller Kenneth	12/15 BOARD	GVILLE	# 072773 Paid by Check # 642595		11/25/2015	12/04/2015	12/04/2015	12/04/2015	250.00
- 5962	2969 - Slater Linda	12-15 BOARD	GVILLE	# 012303 Paid by Check # 642681		11/25/2015	12/04/2015	12/04/2015	12/04/2015	250.00
	STANDARD BARRY BARRY S	900		Account	Account 510.150 - Board Compensation Totals	ard Compens	ation Totals	Invoice Transactions 4	s 4	\$1,025.00
20219 -	Account 511,201 - PEBS-Ret.Medical 20219 - NV ST Public Employees 12-15 PREMIUM	t.Medical 12-15 PREMIUMS	731	Paid by Check # 643237		12/02/2015	12/18/2015	12/18/2015	12/18/2015	8.88
		and the second			Account 511,201 - PEBS-Ret. Medical Totals	PEBS-Ret.Me	edical Totals	Invoice Transactions 1	s 1	\$8.88
29103 -	Account 520.055 - Telephone Expense 29103 - Frontier 782-7134 1	ne Expense 782-7134 11/15	e Expense 782-7134 11/15 77578271340502795	Paid by Check		11/16/2015	12/04/2015	12/04/2015	12/04/2015	102.19
29103 -	29103 - Frontier	782-3856 11/15	782-3856 11/15 77578238560808025	Paid by Check		11/16/2015	12/04/2015	12/04/2015	12/04/2015	51.61
13097 -	13097 - Verizon Wireless	9756500082	842011146-00001	# 642498 Paid by Check		12/01/2015	12/24/2015	12/24/2015	12/24/2015	86.72
				# 643618 Accou	Account 520,055 - Telephone Expense Totals	elephone Exp	ense Totals	Invoice Transactions 3	83	\$240.52
26465 -	Account 520.060 - Postage/Po Box Rent 26465 - Diamond Printing Inc 9535	/Po Box Rent 9535	GVILLE	Paid by Check		12/15/2015	12/24/2015	12/24/2015	12/24/2015	364.10
				# 643424 Account	24 Account 520.060 - Postage/Po Box Rent Totals	tage/Po Box	Rent Totals	Invoice Transactions 1	s 1	\$364.10
22633	Account 520.072 - Advertising 22633 - Sierra Nevada Media Group	ing 1063912113015 1063912	1063912	Paid by Check # 643293		11/30/2015	12/18/2015	12/18/2015	12/18/2015	110.07
					Account 520	Account 520.072 - Advertising Totals	iising Totals	Invoice Transactions 1	s 1	\$110.07
11985 -	Account 520.084 - Replacement & Repair 11985 - Ace Hardware	nent & Repair 103529/1	1236	Paid by Check # 642737		11/06/2015	12/11/2015	12/11/2015	12/11/2015	3.58
				Account	Account 520.084 - Replacement & Repair Totals	acement & R	epair Totals	Invoice Transactions 1	s 1	\$3.58
2924 -	Account 520.089 - Power 2924 - NV Energy	791804 11-15	791804	Paid by Check # 642944		11/21/2015	12/11/2015	12/11/2015	12/11/2015	187.46
	Contract Landing Lands and Lands				Accour	Account 520.089 - Power Totals	ower Totals	Invoice Transactions 1	s 1	\$187.46
27347 -	Account 320.036 - Janitor ia 27347 - A+ Janitorial Service	TOG1115	GVILLE	Paid by Check		12/08/2015	12/18/2015	12/18/2015	12/18/2015	150.00
				# 0+3030 Acco	Account 520,098 - Janitorial Services Totals	Janitorial Ser	vices Totals	Invoice Transactions 1	. T	\$150.00





Vendor	Invoice No.	Invoice Description	Status Held	Held Reason Invoice Dat	Invoice Date Due Date	G/L Date	Received Date Payment Date	Invoice Amount
Fund 610 - Gardnerville Town								
Department 921 - Gardnerville Admin	gen							
Account 520,136 - Rents & Leases Equipment	& Leases Equipm	emt						
21326 - Dell Financial Services	78190906	001-6707612-004	Paid by Check	12/01/201	12/01/2015 12/11/2015 12/11/2015	12/11/2015	12/11/2015	359.34
3519 - Xerox Corporation	082516283	716307012	Paid by Check	12/03/2015	12/18/2015	12/18/2015	12/18/2015	140.75
			# 045333 Account 520.136	Account 520.136 - Rents & Leases Equipment Totals	uipment Totals	Invo	Invoice Transactions 2	\$200.09
Account 520.170 - Memberships 6945 - American Society Of Civil 1043	erships 1043241711	308860	Paid by Check	09/08/201	09/08/2015 12/11/2015	12/11/2015	12/11/2015	252.00
				Account 520,170 - Memberships Totals	perships Totals	Invo	Invoice Transactions 1	\$252.00
Account 520.187 - Internet Expense 15887 - Charter Communications 0012509	et Expense 0012509 12/15	Expense 0012509 12/15 8354110060012509	Paid by Check	12/02/2015	12/18/2015	12/18/2015	12/18/2015	65.00
			# 643106 Accoun	Account 520.187 - Internet Expense Totals	Expense Totals	Invo	Invoice Transactions 1	\$65.00
Account 520.200 - Training & Education 656 - Carson Valley Chamber Of Commerce 8568	ng & Education ce 8568	G'VILLE	Paid by Check	11/18/2015	12/04/2015	12/04/2015	12/04/2015	200.00
12997 - Do Co Procurement Program	11-15	GVILLE	# 642435 Paid by Check	11/27/201	11/27/2015 12/24/2015 12/24/2015	12/24/2015	12/24/2015	20.00
12997 - Do Co Procurement Program	DALLAIRE 11-15 LACOST	GVILLE	# 643426 Paid by Check	11/27/201	11/27/2015 12/24/2015	12/24/2015	12/24/2015	150.00
			# 643426 Account 52	io Account 520,200 - Training & Education Totals	Jucation Totals	Invo	Invoice Transactions 3	\$700.00
Account 521,130 - Legal Services 10816 - Rowe Hales & Yturbide LLP 25291	Services 25291	GVILLE	Paid by Check	11/24/201	11/24/2015 12/11/2015	12/11/2015	12/11/2015	1,300.00
			# 642979 Aco	Account 521,130 - Legal Services Totals	Services Totals	Invo	Invoice Transactions 1	\$1,300.00



Vendor	Invoice No.	Invoice Description	Status Held Reason	in Invoice Date Due Date	Due Date	G/L Date Received	Received Date Payment Date	Invoice Amount
Fund 610 - Gardnerville Town Department 921 - Gardnerville Admin	e							
Account 533.800 - Office Supplies	3				2000 TOWN 000 TO			9
2549 - Dallaire Tom-Petty Cash	11-15 GVILLE2	PETTY CASH	Paid by Check # 642456	11/17/2015	12/04/2015	12/04/2015	12/04/2015	7.50
9064 - R & S Optimum Offset	15-9059	G'VILLE	Paid by Check	11/12/2015	12/04/2015	12/04/2015	12/04/2015	355.00
5331 - Signs of Excitement Inc	4158	GVILLE	Paid by Check	11/11/2015	12/04/2015	12/04/2015	12/04/2015	439.01
11558 - Costco-Comptroller	7237 11/15.	7003731100017237	# 01287 Paid by Check # 642808	11/26/2015	12/11/2015	12/11/2015	12/11/2015	157.99
26465 - Diamond Printing Inc.	9463	G'VILLE	# 042000 Paid by Check # 642133	11/20/2015	12/18/2015	12/18/2015	12/18/2015	593.38
26465 - Diamond Printing Inc	9200	GVILLE	# 043123 Paid by Check # 643133	12/04/2015	12/18/2015	12/18/2015	12/18/2015	31,37
26465 - Diamond Printing Inc	9501	G'VILLE	# 043123 Paid by Check # 643173	12/04/2015	12/18/2015	12/18/2015	12/18/2015	91.58
12997 - Do Co Procurement Program	11-15	G'VILLE	# 013123 Paid by Check # 643476	11/27/2015	12/24/2015	12/24/2015	12/24/2015	150.00
12997 - Do Co Procurement Program	11-15 LACOST	GVILLE	# 043420 Paid by Check # 643476	11/27/2015	12/24/2015	12/24/2015	12/24/2015	34.99
12997 - Do Co Procurement Program	11-15	GVILLE	# 043426 Paid by Check # 643476	11/27/2015	12/24/2015	12/24/2015	12/24/2015	38.83
n				Account 533.800 - Office Supplies Totals	pplies Totals	Invoice Transactions 10	actions 10	\$1,899.65
Account 533.806 - Software 16648 - E Squared C Inc	are 43557	GVILLE	Paid by Check # 642839	12/01/2015	12/11/2015	12/11/2015	12/11/2015	37.50
	200 M			Account 533.806 - Software Totals	tware Totals	Invoice Transactions 1	actions 1	\$37.50
Account 533.817 - Small Projects 31543 - Great Race 10571	Projects 10571351	395254	Paid by Check # 643459	11/10/2015	12/24/2015	12/24/2015	12/24/2015	2,500.00
	N 82		ca	Account 533,817 - Small Projects Totals	jects Totals	Invoice Transactions 1	actions 1	\$2,500.00
Account 550.001 - Miscellaneous Expenses 1078 - Douglas County CAM	llaneous Expense: X-MAS PARTY	GVILLE	Paid by Check # 647837	12/03/2015	12/11/2015	12/11/2015	12/11/2015	175.00
	OWIE.		Accour	nt 550.001 - Miscellaneous Expenses Totals Department 921 - Gardnerville Admin Totals	enses Totals Admin Totals	Invoice Transactions 1 Invoice Transactions 34	actions 1 actions 34	\$175.00 \$9,518.85

3-4



Vendor	Invoice No.	Invoice Description	Status Held R	Held Reason Invoice Date Due Date	Due Date	G/L Date Rec	Received Date Payment Date	Date Invoice Amount
Fund 610 - Gardnerville Town Department 923 - Parks & Recreation								
Account 520.084 - Replacement & Repair 11985 - Ace Hardware 103410/1	ement & Repair 103410/1	1236	Paid by Check	11/02/2015	12/11/2015 12/11/2015	12/11/2015	12/11/2015	.5 5.99
11985 - Ace Hardware	103819/1	1236	# 642/3/ Paid by Check	11/19/2015	12/11/2015	12/11/2015	12/11/2015	.5 34.00
13485 - Ahern Rentals Inc	15406104-1	205304	# 642/3/ Paid by Check " 61373	11/10/2015	12/11/2015	12/11/2015	12/11/2015	.5 3.99
13485 - Ahern Rentals Inc	15446349-1	205304	# 642/42 Paid by Check " 610743	11/20/2015	12/11/2015	12/11/2015	12/11/2015	.5 10.78
13485 - Ahern Rentals Inc	15447561-1	205304	# 642/42 Paid by Check " 61273	11/20/2015	12/11/2015	12/11/2015	12/11/2015	5 19.79
17081 - CAD Pest Control Service Inc	355240	G'VILLE	# 642/42 Paid by Check # 643760	11/23/2015	12/11/2015	12/11/2015	12/11/2015	.5 7,215.00
18821 - Fastenal Industrial/Cons Suppl	NVMIN51278	NVMIN0011	# 6427.60 Paid by Check # 643546	11/24/2015	12/11/2015	12/11/2015	12/11/2015	.5 21.30
2510 - Parts House	643955	4170	# 642848 Paid by Check	10/26/2015	12/18/2015	12/18/2015	12/18/2015	.5 79.86
2510 - Parts House	645503	4170	# 643254 Paid by Check	11/03/2015	12/18/2015	12/18/2015	12/18/2015	.5 35.28
12997 - Do Co Procurement Program	11-15	GVILLE	# 643254 Paid by Check	11/27/2015	12/24/2015	12/24/2015	12/24/2015	.5 488.35
	LOUTHAN		# 643426 Account 520.08	i26 Account 520,084 - Replacement & Repair Totals	Repair Totals	Invoice T	Invoice Transactions 10	\$7,914.34
Account 520.089 - Power 2924 - NV Energy	791804 11-15	791804	Paid by Check	11/21/2015	12/11/2015	12/11/2015	12/11/2015	.5 380.82
			++67+0 #	Account 520.089 - Power Totals	Power Totals	Invoice T	Invoice Transactions 1	\$380.82
Account 520.090 - Water 2153 - Minden Town of	1862.01 11/15 1862.01	1862.01	Paid by Check	11/23/2015	12/18/2015	12/18/2015	12/18/2015	.5 24.05
9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	į	19	# 043213	Account 520.090 - Water Totals	Water Totals	Invoice T	Invoice Transactions 1	\$24.05
Account 532.003 - Gas & Oil 3814 - Flyers Energy LLC	Oill CFS1113545	8308	Paid by Check	11/15/2015	12/04/2015	12/04/2015	12/04/2015	.5 42.40
			f C647497	Account 532.003 - Gas & Oil Totals	s & Oil Totals	Invoice T	Invoice Transactions 1	\$42.40





				28						
Vendor	Invoice No.	Invoice No. Invoice Description	Status	Held Reason Invoice Date Due Date G/L Date	e Date	Oue Date		Received Date Payment Date Invoice Amount	nent Date	Invoice Amount
Fund 610 - Gardnerville Town										
Department 923 - Parks & Recreation										
Account 533,817 - Small Projects	Projects									
2549 - Dallaire Tom-Petty Cash	11-15 GVILLE2 PETTY CASH	PETTY CASH	Paid by Check	11/17	/2015	11/17/2015 12/04/2015 12/04/2015	12/04/2015	12/0	12/04/2015	25.00
			# 642456					7	1	
13485 - Ahern Rentals Inc	15452031-1	205304	Paid by Check	11/23	11/23/2015	12/11/2015	12/11/2015	12/1	12/11/2015	8.97
			# 642742							THE PERSON NAMED OF PERSON NAM
13485 - Ahern Rentals Inc	15471521-1	205304	Paid by Check	11/30	11/30/2015	12/11/2015	12/11/2015	12/1	12/11/2015	68.6
			# 642742							
11558 - Costco-Comptroller	7237 11/15.	7003731100017237	Paid by Check	11/26	11/26/2015	12/11/2015 12/11/2015	12/11/2015	12/1	12/11/2015	79.98
2			# 642808							
2549 - Dallaire Tom-Petty Cash	12-15 G'VILLE	PETTY CASH	Paid by Check	12/01	12/01/2015	12/11/2015 12/11/2015	12/11/2015	12/1	12/11/2015	21.08
15			# 642815							
5331 - Signs of Excitement Inc	4193	GVILLE	Paid by Check	12/01	12/01/2015	12/11/2015	12/11/2015	12/1	12/11/2015	30.00
THE PROPERTY AND THE PR			# 642994							
74 - Jay Aldrich Photographer	1844	GVILLE	Paid by Check	12/08	12/08/2015	12/18/2015	12/18/2015	12/1	12/18/2015	240.00
AN INSIDE TO THE PROPERTY OF T			# 643176						26-36-XXX	Witter Presidents
12997 - Do Co Procurement Program	11-15	GVILLE	Paid by Check	11/27	11/27/2015	12/24/2015	12/24/2015	12/2	12/24/2015	389.95
rs.	LOUTHAN		# 643426	2 2 2					77.00	
15836 - Summit Plumbing LLC	54693	GVILLE	Paid by Check	12/03	12/03/2015	12/24/2015 12/24/2015	12/24/2015	12/2	12/24/2015	180.00
			# 643600						ļ	
			AC	Account 533.817 - Small Projects Totals	mail Proj	ects Totals	Invoice Tr	Invoice Transactions 9		\$984.87
			Depart	Department 923 - Parks & Recreation Totals	& Recrea	ition Totals	Invoice Tr	Invoice Transactions 22		\$9,346.48



Invoice Amount		149.90	47.98	\$197.88	89.16	5.04	20.99	85.86	454.91	20.00	46.64	18.72	65.71	\$867.03	6,341.21	\$6,341.21
Received Date Payment Date		12/11/2015	12/11/2015	Invoice Transactions 2	12/04/2015	12/11/2015	12/11/2015	12/11/2015	12/11/2015	12/11/2015	12/18/2015	12/18/2015	12/18/2015	Invoice Transactions 9	12/11/2015	Invoice Transactions 1
G/L Date R		12/11/2015	12/11/2015	Invoice	12/04/2015	12/11/2015	12/11/2015	12/11/2015	12/11/2015	12/11/2015	12/18/2015	12/18/2015	12/18/2015	Invoice	12/11/2015	Invoice
Due Date		12/11/2015 12/11/2015	12/11/2015	moval Totals	12/04/2015	12/11/2015	12/11/2015	12/11/2015	12/11/2015	12/11/2015	12/18/2015	12/18/2015	12/18/2015	Repair Totals	12/11/2015	Lights Totals
Invoice Date Due Date		11/09/2015	11/10/2015	Account 520,017 - Snow Removal Totals	09/02/2015	11/12/2015	11/19/2015	11/13/2015	11/24/2015	11/19/2015	11/24/2015	11/02/2015	11/02/2015	placement & I	11/21/2015	Account 520,095 - Street Lights Totals
Held Reason				Account 520.0										Account 520.084 - Replacement & Repair Totals		
Status		Paid by Check # 647742	Paid by Check # 642742		Paid by Check # 642532	Paid by Check # 642737	Paid by Check # 642737	Paid by Check # 642742	Paid by Check # 642769	Paid by Check # 643005	Paid by Check # 643090	Paid by Check # 643208	Paid by Check # 643254	Account	Paid by Check # 642944	
Invoice Description		205304	205304		GVILLE	1236	1236	205304	NVTO00	GVILLE	NVTO00	06G1570	4170		791804	
Invoice No.	emoval	15399467-1	15403571-1	ament & Repair	26911	103655/1	103819/1	15418185-1	P00780	5049	P00794	916978	645160	ights	791804 11-15	ë
Vendor	Fund 610 - Gardnerville Town Department 926 - Other Public Works Account 520,017 - Snow Removal	13485 - Ahern Rentals Inc	13485 - Ahern Rentals Inc	Account 520 084 - Replacement & Repair	5059 - Hydraulic Industrial Services Inc	11985 - Ace Hardware	11985 - Ace Hardware	13485 - Ahern Rentals Inc	18358 - Bobcat of Reno	29687 - Stafford Automotive	18358 - Bobcat of Reno	2121 - Meeks Lumber	2510 - Parts House	Account 520,095 - Street Lights	2924 - NV Energy	



Vendor	Invoice No.	Invoice Description	Status Held Rea	Held Reason Invoice Date Due Date	Due Date	G/L Date Receive	Received Date Payment Date	Invoice Amount
Fund 610 - Gardnerville Town Department 926 - Other Public Works	U							
Account 520.103 - Maint Road	Road							
5273 - Minden Electric	1620	GVILLE	Paid by Check # 642586	11/16/2015	12/04/2015	12/04/2015	12/04/2015	553.37
8692 - Silver State Barricade Inc	83268	GVILLE	Paid by Check	11/12/2015	12/04/2015	12/04/2015	12/04/2015	238.00
11985 - Ace Hardware	103925/1	1236	# 042073 Paid by Check # 643737	11/24/2015	12/11/2015	12/11/2015	12/11/2015	25.88
11985 - Ace Hardware	103932/1	1236	# 042/3/ Paid by Check # 643737	11/24/2015	12/11/2015	12/11/2015	12/11/2015	29.98
13485 - Ahern Rentals Inc	15441129-1	205304	# 042/3/ Paid by Check # 642743	11/19/2015	12/11/2015	12/11/2015	12/11/2015	66.39
13485 - Ahern Rentals Inc	15441129-2	205304	# 042/42 Paid by Check # 643743	11/19/2015	12/11/2015	12/11/2015	12/11/2015	(66.39)
13485 - Ahern Rentals Inc	15452034-1	205304	# 042/42 Paid by Check # 642743	11/23/2015	12/11/2015	12/11/2015	12/11/2015	219.99
13485 - Ahern Rentals Inc	15459127-1	205304	# 642/42 Paid by Check # 642743	11/24/2015	12/11/2015	12/11/2015	12/11/2015	39.58
13485 - Ahern Rentals Inc	15459127-2	205304	# 042/42 Paid by Check # 642743	11/24/2015	12/11/2015	12/11/2015	12/11/2015	(39.58)
17081 - CAD Pest Control Service Inc	355240	GVILLE	# 042/42 Paid by Check # 643780	11/23/2015	12/11/2015	12/11/2015	12/11/2015	880.00
12997 - Do Co Procurement Program	11-15 LACOST	GVILLE	# 0427.00 Paid by Check # 643476	11/27/2015	12/24/2015	12/24/2015	12/24/2015	92.62
12997 - Do Co Procurement Program	11-15	GVILLE	# 013120 Paid by Check # 613176	11/27/2015	12/24/2015	12/24/2015	12/24/2015	242.40
18821 - Fastenal Industrial/Cons Suppl	NVMIN52645	NVMIN0011	# 043420 Paid by Check # 643444	12/15/2015	12/24/2015	12/24/2015	12/24/2015	61,16
			# 643441 Accou	Account 520,103 - Maint Road Totals	Road Totals	Invoice Tran	Invoice Transactions 13	\$2,360.54
Account 520.116 - Veh. Maint-Co Shop 4268 - Do Co Vehicle Maintenance 11@15 TPANCEED	Maint-Co Shop 11@15 TPANSEEP	MOTOR POOL	Paid by Check	12/09/2015	12/24/2015	12/24/2015	12/24/2015	274.85
	KANSPER		# 013123 Account 520.1	Account 520.116 - Veh. Maint-Co Shop Totals	Shop Totals	Invoice Transactions 1	sactions 1	\$274.85
Account 532.003 - Gas & Oil 3814 - Flyers Energy LLC	Oil CFS1113545	8308	Paid by Check	11/15/2015	12/04/2015	12/04/2015	12/04/2015	304.95
3814 - Flyers Energy LLC	CFS1122638	8308	# 642493 Paid by Check # 642147	11/30/2015	12/18/2015	12/18/2015	12/18/2015	289.54
			51	Account 532.003 - Gas & Oil Totals	& Oil Totals	Invoice Transactions 2	sactions 2	\$594.49
Account 532.019 - Storm Drain Maintenance 27147 - Impact Construction G	Drain Maintenal 716	nce GVILLE	Paid by Check	12/03/2015	12/18/2015	12/18/2015	12/18/2015	2,000.00
			# 045100 Account 532,019 - Storm Drain Maintenance Totals	torm Drain Mainte	nance Totals	Invoice Transactions 1	nsactions 1	\$2,000.00





Vendor	Invoice No.	Invoice Description	Status He	Held Reason Invoice Date Due Date	Due Date	G/L Date Reco	Received Date Payment Date	Invoice Amount
Fund 610 - Gardnerville Town Department 926 - Other Public Works Account 532,028 - Uniforms	V							
5785 - Alsco Inc	LREN1087768	000330	Paid by Check	11/03/2015	12/04/2015	12/04/2015	12/04/2015	4.39
5785 - Alsco Inc	LREN1089773	000330	Paid by Check	11/10/2015	12/04/2015	12/04/2015	12/04/2015	4.39
5785 - Alsco Inc	LREN1091797	000330	Paid by Check	11/17/2015	12/04/2015	12/04/2015	12/04/2015	4.39
5785 - Alsco Inc	LREN1093774	000330	# 042333 Paid by Check # 643399	11/24/2015	12/04/2015	12/04/2015	12/04/2015	4.39
4287 - Red Wing Shoe Store	990-200000000	GVILLE	Paid by Check	11/10/2015	12/04/2015	12/04/2015	12/04/2015	81.00
13485 - Ahern Rentals Inc	15395714-1	205304	Paid by Check	11/07/2015	12/11/2015	12/11/2015	12/11/2015	86.40
4287 - Red Wing Shoe Store	000000004-066 G'VILLE	GVILLE	# 012/12 Paid by Check # 647071	11/23/2015	12/11/2015	12/11/2015	12/11/2015	100.00
			1/6710 #	Account 532.028 - Uniforms Totals	iforms Totals	Invoice T	Invoice Transactions 7	\$284.96
Account 562,000 - Capital Projects 31525 - Bramco Construction Corp 7140	Projects 7140	GVILLE	Paid by Check	11/23/2015	12/11/2015	12/11/2015	12/11/2015	43,195,55
31525 - Bramco Construction Corp	7141	GVILLE	# 642//2 Paid by Check	11/23/2015	12/11/2015	12/11/2015	12/11/2015	10,596.73
31525 - Bramco Construction Corp	7142	G'VILLE	# 642/72 Paid by Check	11/24/2015	12/11/2015	12/11/2015	12/11/2015	3,445.13
31525 - Bramco Construction Corp	7145	GVILLE	# 642/72 Paid by Check	12/01/2015	12/11/2015	12/11/2015	12/11/2015	1,285.20
2514 - Stowell Candace	2015-11	GVILLE	# 642/72 Paid by Check	11/30/2015	12/11/2015	12/11/2015	12/11/2015	105.00
27147 - Impact Construction	715.	GARDNERVILLE	# 645009 Paid by Check	12/03/2015	12/18/2015	12/18/2015	12/18/2015	13,374.09
27147 - Impact Construction	INT ON RET 11	GARDNERVILLE	# 643166 Paid by Check	11/06/2015	12/18/2015	12/18/2015	12/18/2015	69.
27147 - Impact Construction	-15 715	GARDNERVILLE	# 643166 Paid by Check	12/03/2015	12/18/2015	12/18/2015	12/18/2015	93,389.02
5189 - R O Anderson Engineering Inc	36888	GVILLE	# 643166 Paid by Check	11/09/2015	12/18/2015	12/18/2015	12/18/2015	1,780.00
271 - Carson Valley Signs	1540	GVILLE	# 6432/1 Paid by Check # 643405	12/11/2015	12/24/2015	12/24/2015	12/24/2015	920.00
12997 - Do Co Procurement Program	11-15	GVILLE	# 043403 Paid by Check # 643436	11/27/2015	12/24/2015	12/24/2015	12/24/2015	536.08
	DALLAIKE		# 043420 Acco	Account 562.000 - Capital Projects Totals Department 926 - Other Public Works Totals Fund 610 - Gardnerville Town Totals	rojects Totals Works Totals Town Totals	Invoice T Invoice T Invoice T	Invoice Transactions 11 Invoice Transactions 47 Invoice Transactions 103	\$168,657.49 \$181,578.45 \$200,443.78





aith & San L Sanitation 50 - Board Coi								
- position - no								
24008 - Jones Cassandra Esq 28960 - Miller Kenneth	mpensation 12/15 BOARD	GVILLE	Paid by Check	11/25/2015	12/04/2015	12/04/2015	12/04/2015	275.00
	12/15 BOARD	GVILLE	# 642523 Paid by Check # 643545	11/25/2015	12/04/2015	12/04/2015	12/04/2015	250.00
	12/15 BOARD	GVILLE	# 042343 Paid by Check # 643585	11/25/2015	12/04/2015	12/04/2015	12/04/2015	250.00
2969 - Slater Linda	12-15 BOARD	G'VILLE	# 042363 Paid by Check # 643681	11/25/2015	12/04/2015	12/04/2015	12/04/2015	250.00
			# 642661 Account 510	 Account 510.150 - Board Compensation Totals	sation Totals	Invoice Transactions	actions 4	\$1,025.00
Account 516.120 - Contract Salaries 21697 - Blue Ribbon Personnel Services 33825	Salaries 33825	653202	Paid by Check	11/13/2015	12/04/2015	12/04/2015	12/04/2015	740.00
21697 - Blue Ribbon Personnel Services	33948	653202	# 642418 Paid by Check # 642418	11/20/2015	12/04/2015	12/04/2015	12/04/2015	703.00
21697 - Blue Ribbon Personnel Services	34081	653202	# 042418 Paid by Check # 643768	11/27/2015	12/11/2015	12/11/2015	12/11/2015	740.00
21697 - Blue Ribbon Personnel Services	34214	653202	# 042700 Paid by Check	12/04/2015	12/18/2015	12/18/2015	12/18/2015	624.38
21697 - Blue Ribbon Personnel Services	34348	653202	# 645088 Paid by Check	12/11/2015	12/24/2015	12/24/2015	12/24/2015	871.81
			# 643390 Account	Account 516.120 - Contract Salaries Totals	alaries Totals	Invoice Transactions 5	actions 5	\$3,679.19
Account 520.055 - Telephone Expense 29103 - Frontier	e Expense 782-7134 11/15	e Expense 782-7134 11/15 77578271340502795	Paid by Check	11/16/2015	12/04/2015	12/04/2015	12/04/2015	102.18
29103 - Frontier	782-3856 11/15	782-3856 11/15 77578238560808025	# 642496 Paid by Check # 643466	11/16/2015	12/04/2015	12/04/2015	12/04/2015	51.62
13097 - Verizon Wireless	9756500082	842011146-00001	# 642498 Paid by Check	12/01/2015	12/24/2015	12/24/2015	12/24/2015	86.72
			# 643618 Account 5	Account 520.055 - Telephone Expense Totals	pense Totals	Invoice Transactions	actions 3	\$240.52
Account 520.060 - Postage/Po Box Rent 26465 - Diamond Printing Inc 9535	Po Box Rent 9535	GVILLE	Paid by Check	12/15/2015	12/24/2015	12/24/2015	12/24/2015	364.11
			# 643424 Account 520	24 Account 520.060 - Postage/Po Box Rent Totals	x Rent Totals	Invoice Transactions	actions 1	\$364.11
Account 520.084 - Replacement & Repair 6113 - A-L Sierra Welding Products Inc 619085	nent & Repair 619085	07134	Paid by Check	11/06/2015	12/04/2015	12/04/2015	12/04/2015	11.64
A-L Sierra Welding Products Inc	619279	07134	# 042387 Paid by Check # (133027	11/12/2015	12/04/2015	12/04/2015	12/04/2015	190.85
2549 - Dallaire Tom-Petty Cash	11-15 GVILLE2	PETTY CASH	# 64238/ Paid by Check	11/17/2015	12/04/2015	12/04/2015	12/04/2015	00'9
5059 - Hydraulic Industrial Services Inc	27858	GVILLE	# 642430 Paid by Check # 643533	11/20/2015	12/04/2015	12/04/2015	12/04/2015	217,01





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Vendor	Invoice No.	Invoice Description	Status Held Keason	Involce Date	Due Date	G/L Date Received Date	die Payment Date	IIIVOICE AIIIVOIII
Fund 611 - Gardnerville Health & San	5							
Account 520.084 - Replacement & Repair	cement & Repair							
25251 - TEC Equipment Inc	711388R	62348	Paid by Check	10/26/2015	12/04/2015	12/04/2015	12/04/2015	36.21
25251 - TEC Equipment Inc	CM711388R	62348	# 51252/ Paid by Check # 642697	10/27/2015	12/04/2015	12/04/2015	12/04/2015	(36.21)
25251 - TEC Equipment Inc	712070R	62348	Paid by Check # 642697	11/09/2015	12/04/2015	12/04/2015	12/04/2015	257.06
25251 - TEC Equipment Inc	711484R	62348	Paid by Check	11/09/2015	12/04/2015	12/04/2015	12/04/2015	250.03
11985 - Ace Hardware	103405/1	1236	# 042097 Paid by Check # 642737	11/02/2015	12/11/2015	12/11/2015	12/11/2015	49.90
11985 - Ace Hardware	103659/1	1236	# 042/3/ Paid by Check # 6/1737	11/12/2015	12/11/2015	12/11/2015	12/11/2015	31.46
11985 - Ace Hardware	103819/1	1236	# 0427.3/ Paid by Check	11/19/2015	12/11/2015	12/11/2015	12/11/2015	51.00
11985 - Ace Hardware	103928/1	1236	# 042/3/ Paid by Check	11/24/2015	12/11/2015	12/11/2015	12/11/2015	1.70
13485 - Ahern Rentals Inc	15370859-1	205304	# 042/3/ Paid by Check # 647743	11/02/2015	12/11/2015	12/11/2015	12/11/2015	2,68
13485 - Ahern Rentals Inc	15383996-1	205304	# 642/42 Paid by Check # 642742	11/04/2015	12/11/2015	12/11/2015	12/11/2015	8.89
29660 - Novus Glass Carson Valley	W001938	GVILLE	# 042/42 Paid by Check # 643030	11/18/2015	12/11/2015	12/11/2015	12/11/2015	220.00
15174 - Purcell Tire Co Inc	26473630	264475	# 042939 Paid by Check	11/19/2015	12/11/2015	12/11/2015	12/11/2015	1,322.50
15174 - Purcell Tire Co Inc	26473645	264475	# 042908 Paid by Check	11/19/2015	12/11/2015	12/11/2015	12/11/2015	1,456.00
7100 - Amrep Inc	274156	GAR050	# 642968 Paid by Check	11/24/2015	12/18/2015	12/18/2015	12/18/2015	4,740.25
5059 - Hydraulic Industrial Services Inc	28017	GVILLE	# 643072 Paid by Check	12/08/2015	12/18/2015	12/18/2015	12/18/2015	389.34
12198 - O'Reilly Auto Parts	3530-419396	1075650	# 043163 Paid by Check # 643340	11/03/2015	12/18/2015	12/18/2015	12/18/2015	7.59
12198 - O'Reilly Auto Parts	3530-419572	1075650	# 043240 Paid by Check # 643340	11/04/2015	12/18/2015	12/18/2015	12/18/2015	86.79
12198 - O'Reilly Auto Parts	3530-419587	1075650	# 043240 Paid by Check # 643340	11/04/2015	12/18/2015	12/18/2015	12/18/2015	8.99
12198 - O'Reilly Auto Parts	3530-419590	1075650	# 043240 Paid by Check # 643240	11/04/2015	12/18/2015	12/18/2015	12/18/2015	102.98
12198 - O'Reilly Auto Parts	3530-419643	1075650	# 043240 Paid by Check # 643340	11/04/2015	12/18/2015	12/18/2015	12/18/2015	26.30
12198 - O'Reilly Auto Parts	3530-419825	1075650	# 043240 Paid by Check # 643240	11/05/2015	12/18/2015	12/18/2015	12/18/2015	25.98
12198 - O'Reilly Auto Parts	3530-419914	1075650	# 045240 Paid by Check # 643240	11/06/2015	12/18/2015	12/18/2015	12/18/2015	145.75
			0.70.0 #					

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date Due Date	Due Date	G/L Date Rec	Received Date Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San									
Department 925 - Health & Sanitation	C								
Account 520,084 - Replacement & Repair	cement & Repair		5						
12198 - O'Reilly Auto Parts	3530-419968	1075650	Paid by Check	W	11/06/2015	12/18/2015	12/18/2015	12/18/2015	24.50
12198 - O'Reilly Auto Parts	3530-420813	1075650	Paid by Check		11/11/2015	12/18/2015	12/18/2015	12/18/2015	7.03
12198 - O'Reilly Auto Parts	3530-421050	1075650	Paid by Check		11/12/2015	12/18/2015	12/18/2015	12/18/2015	14.99
12198 - O'Reilly Auto Parts	3530-421836	1075650	Paid by Check		11/16/2015	12/18/2015	12/18/2015	12/18/2015	244.33
12198 - O'Reilly Auto Parts	3530-422446	1075650	Paid by Check # 643240	e	11/19/2015	12/18/2015	12/18/2015	12/18/2015	78.17
2510 - Parts House	644671	4170	Paid by Check # 643254		10/29/2015	12/18/2015	12/18/2015	12/18/2015	(62.15)
2510 - Parts House	645503	4170	Paid by Check		11/03/2015	12/18/2015	12/18/2015	12/18/2015	27.00
2510 - Parts House	645971	4170	Paid by Check		11/05/2015	12/18/2015	12/18/2015	12/18/2015	95.68
26482 - Peterbilt Truck Parts & Eq LLC	7034190	365290	# 643261		10/26/2015	12/18/2015	12/18/2015	12/18/2015	201.99
26482 - Peterbilt Truck Parts & Eq LLC	7035089	365290	Paid by Check		11/03/2015	12/18/2015	12/18/2015	12/18/2015	169.59
			Account 5	Account 520,084 - Replacement & Repair Totals	acement & R	epair Totals	Invoice	Invoice Transactions 36	\$10,756.01
Account 520.089 - Power 2924 - NV Energy	791804 11-15	791804	Paid by Check		11/21/2015	12/11/2015	12/11/2015	12/11/2015	202.76
			++67+0 #	Accour	Account 520.089 - Power Totals	ower Totals	Invoice 7	Invoice Transactions 1	\$202.76
Account 520.098 - Janitorial Services 27347 - A+ Janitorial Service TOG1115	rial Services TOG1115	GVILLE	Paid by Check		12/08/2015	12/18/2015	12/18/2015	12/18/2015	150.00
			# 643056 Accou	Account 520.098 - Janitorial Services Totals	Janitorial Ser	vices Totals	Invoice	Invoice Transactions 1	\$150.00
Account 520.116 - Veh. Maint-Co Shop 4268 - Do Co Vehicle Maintenance 11@15	Maint-Co Shop 11@15	MOTOR POOL	Paid by Check		.12/09/2015	12/24/2015	12/24/2015	12/24/2015	555.20
	I KANSPEK		# 0457429 Accoun	Account 520.116 - Veh. Maint-Co Shop Totals	eh. Maint-Co	Shop Totals	Invoice 7	Invoice Transactions 1	\$555.20
Account 520.136 - Rents & Leases Equipment 3519 - Xerox Corporation 71	& Leases Equipm 082516283	ent 716307012	Paid by Check		12/03/2015	12/18/2015	12/18/2015	12/18/2015	140.75
10 300 SSUJEDINE SERVEDNINGS OF RE	893 92		# CCCOUNT 520.136 - Rents & Leases Equipment Totals	36 - Rents &	Leases Equip	ment Totals	Invoice	Invoice Transactions 1	\$140.75
Account 520.187 - Internet Expense 15887 - Charter Communications 0012509	net Expense 0012509 12/15	8354110060012509	Paid by Check		12/02/2015	12/18/2015	12/18/2015	12/18/2015	65.00
				Account 520.187 - Internet Expense Totals	Internet Exp	oense Totals	Invoice	Invoice Transactions 1	\$65.00







Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date Due Date	Due Date	G/L Date	Received Date Payment Date		Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation	5									
Account 520.197 - Landfill Expense	II Expense									
13443 - Bently Ranch	146097	GVILLE	Paid by Check # 643083		11/06/2015	12/18/2015	12/18/2015	12/18	12/18/2015	183.80
13443 - Bently Ranch	146155	G'VILLE	Paid by Check # 643083		11/13/2015	12/18/2015	12/18/2015	12/18	12/18/2015	265.60
13443 - Bently Ranch	146233	G'VILLE	Paid by Check # 643083		11/20/2015	12/18/2015	12/18/2015	12/18	12/18/2015	158.60
13443 - Bently Ranch	146297	G'VILLE	Paid by Check # 643083		11/27/2015	12/18/2015	12/18/2015	12/18	12/18/2015	224.40
15853 - Carson City Landfill	228079 11-15	228079	Paid by Check # 643099		12/01/2015	12/18/2015	12/18/2015	12/18	12/18/2015	14,857.86
9016 - Douglas Disposal Inc	40990612 11/15	40990612	Paid by Check # 643128		12/01/2015	12/18/2015	12/18/2015	12/18	12/18/2015	5,827.30
Acount 521 130 - Legal Services	Services		Ac	Account 520.197 - Landfill Expense Totals	- Landfill Exp	ense Totals	Invoi	Invoice Transactions 6	or .	\$21,517.56
10816 - Rowe Hales & Yturbide LLP	25290	GVILLE	Paid by Check		11/24/2015	12/11/2015	12/11/2015	12/11	12/11/2015	00.09
10816 - Rowe Hales & Yturbide LLP	25291	G'VILLE	Paid by Check # 642979		11/24/2015	12/11/2015	12/11/2015	12/11	12/11/2015	200.00
10 10 11 13 15 15 15 15 15 15 15 15 15 15 15 15 15	39 14 14 14		220411	Account 521,130 - Legal Services Totals	30 - Legal Ser	vices Totals	Invoi	Invoice Transactions 2		\$260.00
Account 521.135 - Legal-Collection Cost 2549 - Dallaire Tom-Petty Cash 11-15 GVILLE	Collection Cost 11-15 GVILLE2	PETTY CASH	Paid by Check # 642456		11/17/2015	12/04/2015	12/04/2015	12/04	12/04/2015	28.00
2549 - Dallaire Tom-Petty Cash	12-15 G'VILLE	PETTY CASH	Paid by Check # 642815		12/01/2015	12/11/2015	12/11/2015	12/11	12/11/2015	14.00
2248 - National Business Factors Inc	11-15 G'VILLE	G'VILLE	Paid by Check # 643221		11/30/2015	12/18/2015	12/18/2015	12/18	12/18/2015	29.94
A CONTRACTOR OF STATE	ä		Account	Account 521.135 - Legal-Collection Cost Totals	gal-Collection	Cost Totals	Invoi	Invoice Transactions 3		\$71.94
3814 - Flyers Energy LLC	CFS1113545	8308	Paid by Check # 642493		11/15/2015	12/04/2015	12/04/2015	12/04	12/04/2015	830.76
3814 - Flyers Energy LLC	CFS1122638	8308	Paid by Check # 643147		11/30/2015	12/18/2015	12/18/2015	12/18	12/18/2015	674.36
				Account 5	Account 532,003 - Gas & Oil Totals	& Oil Totals	Invoi	Invoice Transactions 2	ļ	\$1,505.12



Accounts Payable by G/L Distribution Report G/L Date Range 12/01/15 - 12/31/15

Vendor	Invoice No.	Invoice Description	Status He	Held Reason	Invoice Date	Due Date	G/L Date Recei	Received Date Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation									
Account 352.028 - Uniforms 5785 - Alsco Inc	s LREN1087768	000330	Paid by Check	K-10	11/03/2015	12/04/2015	12/04/2015	12/04/2015	4.39
5785 - Alsco Inc	LREN1089773	000330	# 642399 Paid by Check	- No.	11/10/2015	12/04/2015	12/04/2015	12/04/2015	4.39
5785 - Alsco Inc	LREN1091797	000330	# 642399 Paid by Check	1.8veh	11/17/2015	12/04/2015	12/04/2015	12/04/2015	4.39
5785 - Alsco Inc	LREN1093774	000330	# 642399 Paid by Check	25 10	11/24/2015	12/04/2015	12/04/2015	12/04/2015	4.39
4287 - Red Wing Shoe Store	000000003-066 G'VILLE	GVILLE	# 642399 Paid by Check	532	11/10/2015	12/04/2015	12/04/2015	12/04/2015	80.99
13485 - Ahern Rentals Inc	15395714-1	205304	# 642644 Paid by Check	1880	11/07/2015	12/11/2015	12/11/2015	12/11/2015	86.40
4287 - Red Wing Shoe Store	0000000004-066 G'VILLE	GVILLE	# 642/42 Paid by Check	<i>a</i> a	11/23/2015	12/11/2015	12/11/2015	12/11/2015	100.00
			# 6429/1	Account 53	Account 532,028 - Uniforms Totals	orms Totals	Invoice Tra	Invoice Transactions 7	\$284.95
Account 533,800 - Office Supplies 2549 - Dallaire Tom-Petty Cash 11-15	upplies 11-15 GVILLE2	PETTY CASH	Paid by Check	72	11/17/2015	12/04/2015	12/04/2015	12/04/2015	7.50
9064 - R & S Optimum Offset	15-9059	GVILLE	# 642456 Paid by Check		11/12/2015	12/04/2015	12/04/2015	12/04/2015	355.00
5331 - Signs of Excitement Inc	4158	GVILLE	# 642639 Paid by Check		11/11/2015	12/04/2015	12/04/2015	12/04/2015	439,01
11558 - Costco-Comptroller	7237 11/15.	7003731100017237	# 6426/4 Paid by Check		11/26/2015	12/11/2015	12/11/2015	12/11/2015	157.98
26465 - Diamond Printing Inc	9452	GVILLE	# 642808 Paid by Check		11/20/2015	12/18/2015	12/18/2015	12/18/2015	48.50
26465 - Diamond Printing Inc	9463	GVILLE	# 643123 Paid by Check		11/20/2015	12/18/2015	12/18/2015	12/18/2015	593.38
26465 - Diamond Printing Inc	9500	G'VILLE -	# 643123 Paid by Check		12/04/2015	12/18/2015	12/18/2015	12/18/2015	31.38
26465 - Diamond Printing Inc	9501	GVILLE	# 643123 Paid by Check		12/04/2015	12/18/2015	12/18/2015	12/18/2015	91.57
12997 - Do Co Procurement Program	11-15 LACOST	GVILLE	# 645123 Paid by Check		11/27/2015	12/24/2015	12/24/2015	12/24/2015	35.00
12997 - Do Co Procurement Program	11-15	GVILLE	# 043420 Paid by Check # 643476		11/27/2015	12/24/2015	12/24/2015	12/24/2015	38.83
	LOOI TAIN			Account 533,800 - Office Supplies Totals	- Office Sug	pplies Totals	Invoice Tra	Invoice Transactions 10	\$1,798.15
Account 533.802 - Small Equipment 12198 - O'Reilly Auto Parts 3530-418	quipment 3530-418567	1075650	Paid by Check		10/29/2015	12/18/2015	12/18/2015	12/18/2015	4,386.00
			# 043240 Accou	Account 533.802 - Small Equipment Totals	Small Equip	ment Totals	Invoice Tra	Invoice Transactions 1	\$4,386.00



Page 14 of 15

Accounts Payable by G/L Distribution Report G/L Date Range 12/01/15 - 12/31/15



Invoice Amount		37.50	\$37.50	4,000.00	\$4,000.00 \$51,039.76 \$51,039.76
Held Reason Invoice Date Due Date G/L Date Received Date Payment Date Invoice Amount		12/11/2015	ections 1	12/04/2015	actions 1 actions 87
Date Received		1/2015	Invoice Transactions 1	4/2015	Invoice Transactions 1 Invoice Transactions 87 Invoice Transactions 87
1/9		5 12/1:	S	5 12/0	s s s
Due Date		12/11/201	tware Total	12/04/201	ojects Total tation Total & San Total
Invoice Date		12/01/2015 12/11/2015 12/11/2015	Account 533.806 - Software Totals	10/13/2015 12/04/2015 12/04/2015	Account 533.817 - Small Projects Totals Department 925 - Health & Sanitation Totals Fund 611 - Gardnerville Health & San Totals
Held Reason			Account		Account 533. 8 partment 925 -
Status		Paid by Check # 642839		Paid by Check # 642563	
Invoice No. Invoice Description		G'VILLE		GVILLE	
Invoice No.	ē.	43557		rojects 15234 BALANCE	
Vendor	Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation Account 533.806 - Software	16648 - E Squared CInc		Account 533.817 - Small Projects 7617 - Lantis Fireworks & Lasers BALAN	

Page 15 of 15

Accounts Payable by G/L Distribution Report G/L Date Range 12/01/15 - 12/31/15



Vendor	Invoice No.	Invoice No. Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Held Reason Invoice Date Due Date G/L Date Received Date Payment Date Invoice Amount	Invoice Amount
Fund 614 - G'ville Ad Val Cap Proj										
Department 730 - G'ville Ad Val Cap Proj	Proj									
Account 564.700 - Motor Vehicles	r Vehicles									
31530 - Utility Crane & Equipment	3418A-IN	TOWN015	Paid by Check # 643030		12/02/2015 12/11/2015	12/11/2015	12/11/2015		12/11/2015	62,877.00
				Account 564.700 - Motor Vehicles Totals	0 - Motor Vel	icles Totals	Invoi	Invoice Transactions 1		\$62,877.00
			Depart	Department 730 - G'ville Ad Val Cap Proj Totals	lle Ad Val Cap	Proj Totals	Invoi	Invoice Transactions	-	\$62,877.00
				Fund 614 - G'ville Ad Val Cap Proj Totals	lle Ad Val Cap	Proj Totals	Invoi	Invoice Transactions	, 1	\$62,877.00
* = Prior Fiscal Year Activity						Grand Totals	Invoi	Invoice Transactions 191	191	\$314,360.54

3-16

Gardnerville Town Board AGENDA ACTION SHEET



1.	Not For Possible Action: Discussion on the Main Street Program Manager's Monthly Report of activities for December 2015.					
2.	Recommended Motion: Receive and file a. Funds Available: Yes N/A					
3.	Department: Administration					
4.	Prepared by: Paula Lochridge					
5.	Meeting Date: January 5, 2016 Time Requested: 5 minutes					
6.	Agenda: □Consent □ Administrative					
7.	Background Information N/A					
8.	Other Agency Review of Action: □Douglas County □ N/A					
9.	Board Action:					
	Approved					



Main Street Gardnerville's Program Manager Report January 5, 2016

- Because of the lighter schedule in December due to the holidays, many of our committees did not hold their regular monthly meetings.
- Our next Mingle is scheduled for Jan. 26th at the Museum. See attached flyer for more information.
- Our committees are currently working on compiling their list of accomplishments for 2015.
- Our committees will be working on revising their Action Plans for FY 2016-2017 over the course of the next 3 months.
- Another bench has been installed... this one at the Overland. We have another bench being ordered in January.
- Tom and I met with Lt Governor Mark Hutchison & Chief of Staff Ryan Cherry on Dec. 4th. They were both very complimentary of our Main Street Program. The Lt. Gov. expressed his interest in seeing a State Main Street Program come to be. More support as we try and get it on the next legislative schedule.
- Main Street America has announced registration for the first class of the Main Street America Institute, Advanced Fundamentals of Economic Vitality I. This course will explore how micro and macro market forces impact commercial districts and provide you with the knowledge needed to bring downtown vision and market data together to create transformative strategies that result in more sustainable commercial district marketplaces. I have signed up for this first course.
- AJ Frels/CVVA is organizing a National Association of Sports Commissions (NASC) workshop in February. Don Schumacher, Executive Director of NASC, will be here Feb. 23rd. Starting at 8:00 AM the workshop will take place over the period of one day, breakfast and lunch will be provided. If you would like to learn more about the National Association of Sports Commissions please feel free to go to http://www.sportscommissions.org/ CVVA is looking into creating a CV Sports Commission to target groups to hold their tournaments here.
- We presented certificates to the Lowe's Volunteers on December 2nd to thank them for their efforts at Heritage Park Gardens.
- We had a full day of decorating our Parade of Lights float entry on December 5th and it paid off... our float, that we do in partnership with the Town of Gardnerville, won again for Best Government Float. Thanks to all who were involved.
- We are hosting our 2nd Annual New Year's Eve Candlelight Labyrinth Walk, December 31st from 6-9 pm. See attached flyer.
- Next National Conference in Milwaukee, WI, May 23-25th.



You're invited to our next Main Street Mingle...

Tuesday, Jan. 26th, 5:00 pm—6:30 pm at Carson Valley Museum 1477 Hwy 395 N, Gardnerville



Hosted by Carson Valley Museum & Cultural Center

Join us for an open discussion on the 2016 Thirsty Third Thursday Wine Walk Season as we continue to grow this event!

- Participating businesses and Wine Walkers are encouraged to attend
- Feel free to bring any promotional items you'd like to share
- Light refreshments provided by the Carson Valley Museum & The Blue Cow
- Wine tasting courtesy of Grocery Outlet

Please RSVP no later than January 21st

Main Street Gardnerville

775.782.8027 • 1407 Main Street (Hwy 395 N) in Gardnerville

Info@MainStreetGardnerville.org • www.MainStreetGardnerville.org



Bushey Bench has been installed!





Lowe's Certificate Presentation, Dec. 2nd

Parade of Lights Entry







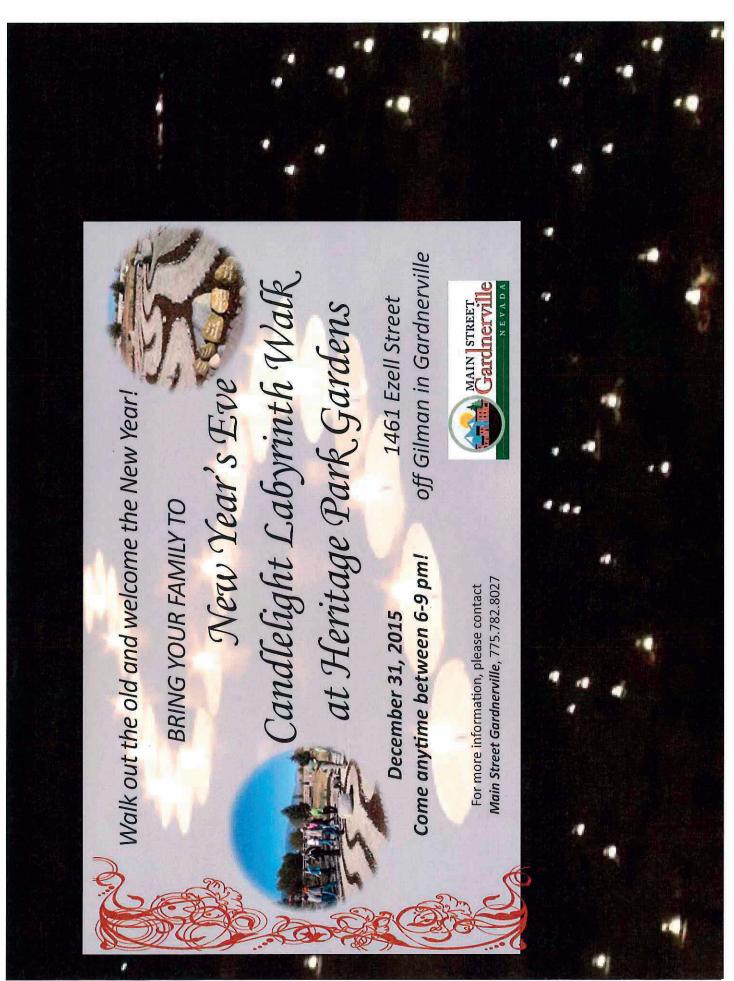


Won "Best Government" Float... again!









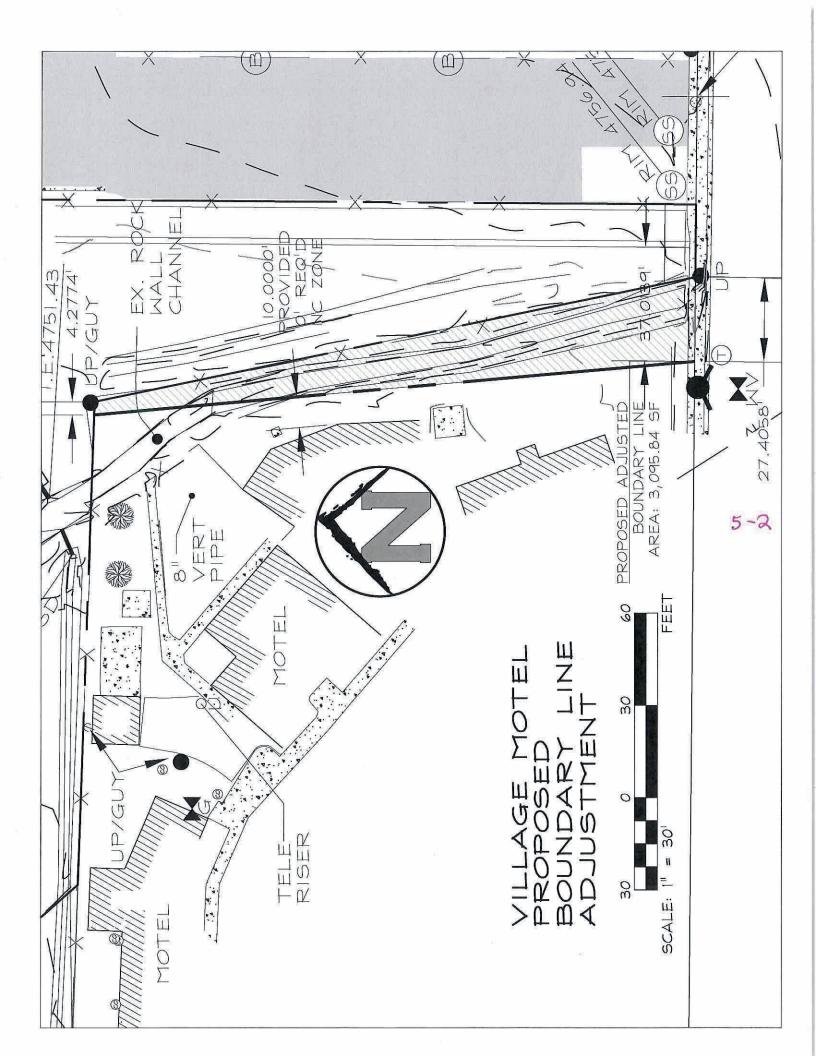
Gardnerville Town Board

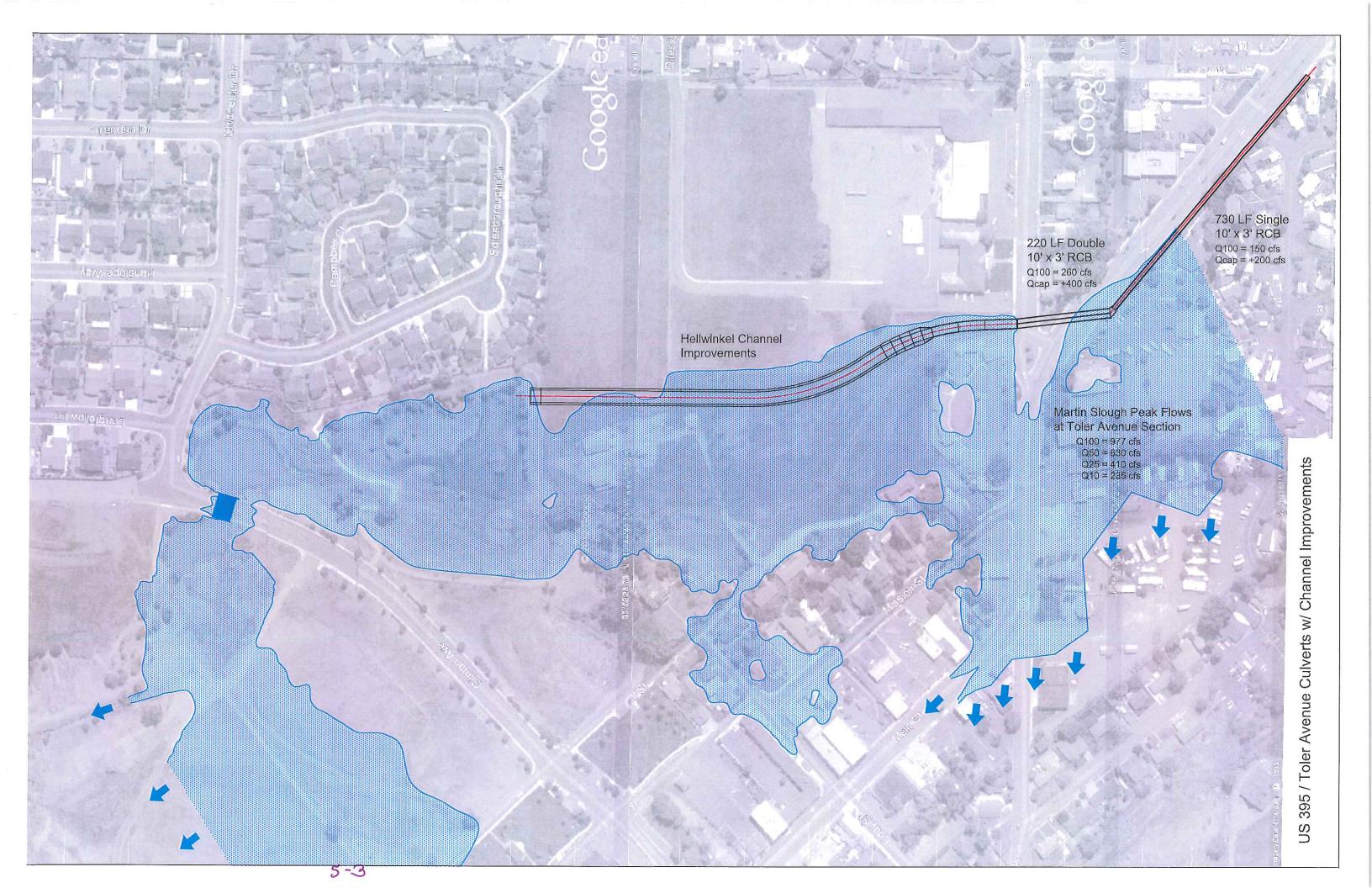
AGENDA ACTION SHEET



 Not For Possible Action: Discussion and provide direction to staff regarding purchase of and proceed preparing a boundary line adjustment for a portion (less than 3,100 sf) of the Village Motel property to be used to extend the new Hellwinkel channel to the existing culvert at Toler Lane, located at 1383 Highway 395 APN 1320-33-402-057; with public comment prior to board action.

	Highway 395 APN 1320-33-402-057; with public comment prior to board action.
2.	Recommended Motion: for staff to proceed working with the adjacent property owner to prepare a BLA to acquire the property to be used for future drainage channel extension.
	Funds Available: $\ \ \ \ \ \ \ \ \ \ \ \ \ $
3.	Department: Administration
4.	Prepared by: Tom Dallaire
5.	Meeting Date: January 5, 2016 Time Requested: 10 minutes
6.	Agenda: □Consent □ Administrative
	Background Information: We have been working with Dave, owner of Village Motel, of a number of issues during the NV Energy power revisions with the underground power alignment and cable across his site. During those conversations he asked about the irrigation ditch. I told him we were interested in acquiring the channel for future improvements and he asked that I get it drawn up. This attached plan is a portion of the Parcel Map ROA prepared for the Hellwinkel property acquisition. This plan shows a portion of the site between the new trail and the hotel. We are proceeding with easement documents, and this cost would be shared. We will need a current title report and new BLA map for this area. The attached preliminary plan shows the diagonal area the town would acquire 3,095.8 sf. We will need a title report, surveyor to prepare a BLA, and an appraisal of the propert with a value of the area shown so it is fair market value for the property containing a irrigation ditch. The master plan storm drainage plan NHC prepared showed we would need a 20' x 3' deep culvert under 395 to make a significant difference in flood flow (40 cfs) as opposed to 90 CFS currently in a 6'x2' culvert under Highway 395. This provides 27' width for channel area.
7.	Other Agency Review of Action: Douglas County
8.	Board Action: Approved Approved with Modifications
	Continued







Gardnerville Town Board



AGENDA ACTION SHEET

1.	Not For Possible Action: Discussion on the Gardnerville Station project, receive
	an update report and provide direction to staff on the next steps for the town
	project, APN 1320-33-402-086, located at 1395 US Highway 395 N, within the
	Town of Gardnerville; with public comment prior to board action.

	project, APN 1320-33-402-086, located at 1395 US Highway 395 N, within the Town of Gardnerville; with public comment prior to board action.
2.	Recommended Motion: Receive the report and direct staff to proceed with estimates for the monument sign and building remodel plans.
	Funds Available: $\[egin{array}{ll} \ \ \ \ \ \ \ \ \ \ \ \ \ $
3.	Department: Administration
4.	Prepared by: Tom Dallaire
5.	Meeting Date: January 5, 2016 Time Requested: 20 minutes
6.	Agenda: □Consent
	 projects. They decided not to support the town on this project so staff is wondering what the board would like to do with this site, once the site has been cleaned up. The heating oil and tanks were removed with Brownfield funding, and cleaned up the contamination with Petroleum funding. CDBG paid to remove the distribution lines and the fuel tanks from the site. While the tank hole was exposed, the heating oil contamination was removed. The soils removed were under the allowed 50 ppm, so most of the pile was used for backfill. The canopy section 106 was applied and sent back to the SHPO for a determination. A Memorandum of Agreement was sent to SHPO on the canopy removal. The canopy will need to be removed and this task is included in the project submitted to the petroleum fund. The area around the dispensers closest to the highway is where the most contamination was discovered. We have submitted the project to NDEP for consideration and approval. A plan will be prepared and approved, bids will be gathered and the work will be awarded for actual site cleanup and excavation. Once the site gets cleaned up, what would the Board like for staff to pursue on the project next funded by the Town. – See next page -
7.	Other Agency Review of Action: Douglas County
8.	
	☐ Approved ☐ Approved with Modifications ☐ Continued

Options to consider:

- 1. Pursue construction drawings for the building improvements. The site does not have to be improved to be used as a conference room.
- 2. Build the downtown gateway sign.
- 3. Continue to work on the storm drainage master plan and prepare site improvements with the highway infrastructure in mind.
- 4. Pursue other funding sources for the overall project.
- 5. Bond for the improvements.

Staff is looking to see where the discussion leads and get some input from the members on this topic. There may be other options we have not considered. Ken Miller has instructed me we are not selling the property once it is cleaned up.

So what would the board like to do next?

We can even focus on roads for a couple years and let this building sit once it's cleaned up and keep applying for CDBG. The application is done unless they change the form again.

Gardnerville Station

Tuesday, December 22, 2015 8:50 AM













				Nevada Governor's Office of ECONOMIC DEVELOPMENT COMMUNITY DEVELOPMENT BLOCK GRANT								
				FINAL FINA	NCIAL SUMN	IMARY						
Grant Title:	Fagle Gas Statio	n Redevelopm	ent Proiect	Grant Reference Number: 14/PF/03								
Grant Amou		\$ 88,700.00		Expiration of Grant (mm/dd/yyyy):	12/31/2015							
Date of Not	ice to Proceed:	_January 3, 20	15	Date of Completion (of this Summary):	12/15/201	5						
Draw Request #	Amount requested (\$)	Date Requested	Date Received	Purpose	Date Paid to Service Provider	How Paid?	Check #	Proven Out to CDBG? (Y/N)	Oth	er Funding So	ources/Leve	eraging
		•						, , ,			CASH	IN-KIND
									State (Pe	troleum Fund)	\$51,473	\$
1	\$38,336.50	8/29/2015		Preparation of Design Plans	8/21/2015	Check	638594	Υ			4	
	40.044.00	0/00/00/5			0/44/2045	61 1	500400	,,	Federal (I	PA Brownfield	\$31,490	\$
2	\$9,944.00	9/22/2015		Preparation of Design Plans	9/11/2015	Check	639438	Y	Local Fun	dina	Ś	
3	\$40,419.50	12/15/2015		Removal of Gasoline Tanks	12/11/15	Check	642772	Y	1) Dougla)	\$26,559
	Ş40,413.30	12/13/2013		nemovaror dasonne ranks	12/11/13	CHECK	042772	<u>'</u>		of Gardnerville	\$54,641	\$9,550
4									3)		40.,0.1	40,000
									4)			
5									Other Fur	nding	\$	\$
									1)			
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7									4)			
									5)			
8										er Funding	#########	\$36,109.00
•									Total CDE		\$88,700.00	
9 Total					-			1	Total Pro	ject Cost	#########	
CDBG	\$88,700.00											
De-	300,700.00							1	<u> </u>			
obligated funds												
All CDBG fui	nds have been exp	ended and the	Grant has a	0 balance.								
					1							
Signature				Date	+							
Note: Please	e feel free to modi	y column widt	hs, if necessa	ary. Retain the one-page format if possib	le.							
								1		1		
CDBG Share	d Folder (Y:) > Tem	plates > Final	Financial Sun	nmary /js								

Gardnerville Town Board

AGENDA ACTION SHEET



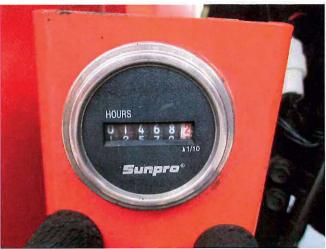
1. Not For Possible Action: Discussion to approve, or deny the purchase of one used Crafco Supershot 250 melter, used to apply crack seal to town maintained streets, for the price of \$17,500 from unused budgeted monies within the Town's 614 fund; with public comment prior to board action.

2.	Recommended Motion: Approve the purchase of the Crafco Supershot 250 melter in the amount of \$17,500 from unused funding of the 614 fund.
	Funds Available: ✓ Yes ✓ N/A Unused previously budgeted funds
3.	Department: Administration
4.	Prepared by: Tom Dallaire
5.	Meeting Date: January 5, 2016 Time Requested: 10 minutes
6.	Agenda: □Consent □ Administrative
	Background Information: We actually budgeted \$85,000 in 614 for a bucket truck. We spent \$62,000 of that money, leaving just over \$21,000 in the budget. The town purchased a Supershot (SS) 60 gallon crack seal machine in 2001. We have historically only filled transverse cracks on town streets and not the gutter pans. The gutter pans need to be filled. The town was able to use a unit from the City of Reno for a short period of time last year. That unit had 4,683 hours on it. Reno asked for it to be returned and we will not be getting it back. Staff was able to lay down an entire pallet of crack fill in a day. This unit will increase the productivity of town employees, and if we have enough staff to run two hoses, we can add that on to this unit as well to get even more roads done. This unit Geoff found in Southern California. This unit we are looking at has 1,468 hours on it and looks to be in great condition for a 2001 model year. The towns SS 60 has 1,380 hours on it. So very low hours for its age. This already has the conveyor for dumping the crack sea material into the machine. We figure the new machine with a melt rate of 1700 pounds per hour will be more than the guys could ever lay down even if they fill the large cracks in the street. The current town unit could be resold by CSS or we can keep it to use on trails and parking lots. The current machine melts 8 blocks per hour. The Supershot 250 machine will melt 28 blocks per hour. That is a huge difference and for the price, well worth it.
	The other prices were one used and one new one from a different manufacturer. Probably a better machine, but for this price it's hard to pass up.
7.	Other Agency Review of Action: Douglas County
8.	Board Action:
	☐ Approved ☐ Approved with Modifications ☐ Continued

Crafco

Friday, December 18, 2015 1:18 PM













LaCost, Geoffrey

From:

Matt Bor <matt@bigtruckequipment.com>

Sent:

Friday, December 18, 2015 11:46 AM

To:

LaCost, Geoffrey

Subject:

2001 Crafco SS250 Diesel Asphalt Crack Sealer

Attachments:

IMG 1648.JPG; IMG_1649.JPG; IMG_1650.JPG; IMG_1644.JPG; IMG_1645.JPG; IMG_

1646.JPG; IMG 1647.JPG

2001 Crafco SS250 Diesel Asphalt Crack Sealer

250 Gallon Tank 290,000 BTU Burner

Melt Rate 1700 pounds per hour

18 Foot Hose

4 Foot Steel Trigger Switch Wand

Stainless Steel Braided 3/4 inch Hose

Full Agitation

Heated Hose and Wand

Conveyor Included

Double axle Trailer

Digital Read Out Temperature

Variable Temperature Control Capabilities

6 Foot Rear Center Mounted Boom with side to side swivel on dual pillow block bearings

Three Cylinder Diesel Engine

Electric Start

25.4 HP

68.6 cu. inch/1.12L

Water Cooled

The engine speed is preset at the factory for optimal alternator output to power the heated wand and hose.

Engine Shutdown Package (low oil pressure & high temperature)

Constant Speed Mechanical Governor

Hour Meter Reads 1468.2

Approximately 5500 Lbs

Length 17' 6"

Width 7' 9"

Height 6' 3"

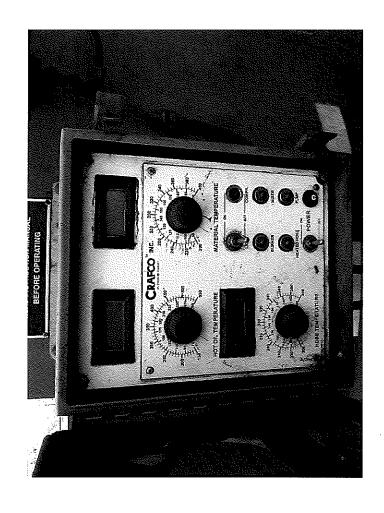
\$17,500

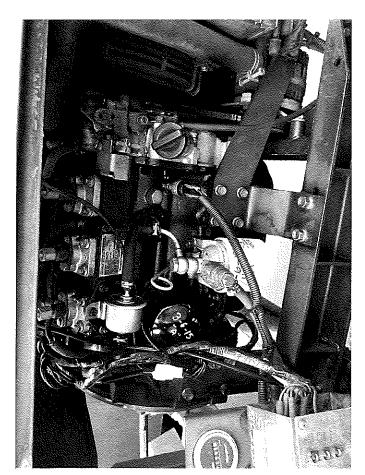
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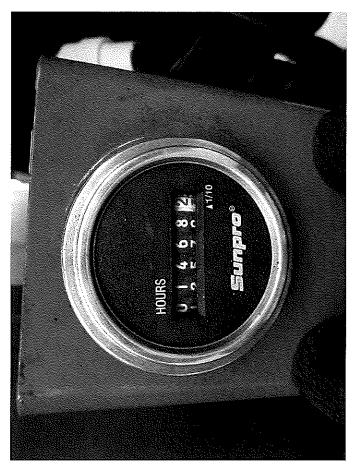
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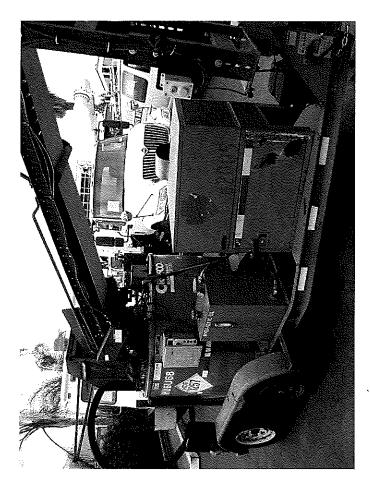
^{**}ATTENTION FRAUD PLEASE DO NOT WIRE MONEY TO ANY WIRE INSTRUCTIONS RECEIVED FROM THIS EMAIL **
Matt Bor

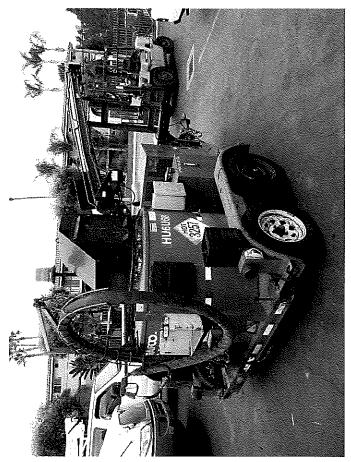


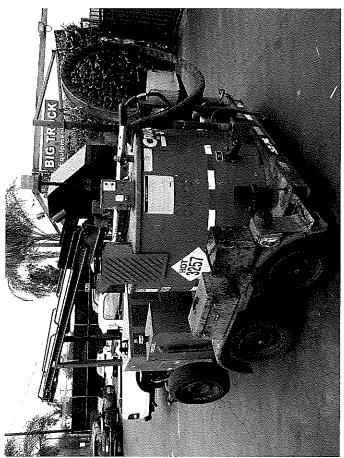


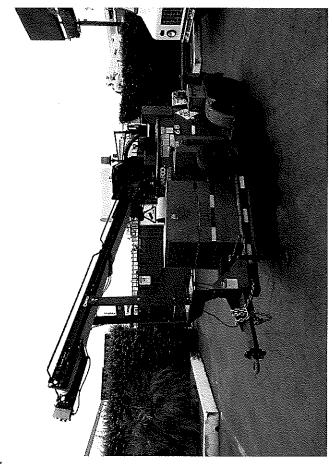


7-4









inventory clearance

home

contact

500 Quote 2

About Products See	Us Here Affiliates Video Contact Home
PRODUCTS	Home ▶ Products ▶ Used Equipment ▶ Used Equipment For Sale ▶ Crafco EZ Series II 500 w/AutoLoader
Pavement & Roadway Support Airport Runway Support	Crafco EZ Series II 500 w/AutoLoader
Good Seal Products	Crafco EZ Series II 500 w/AutoLoader
Used Equipment Rental Equipment Used Equipment For Sale New Products	View Full-Size Image
Inventory Clearance	MODEL
Product Search	EZ Series II 500 w/AutoLoader
Search	YEAR
	2008
	HOURS
	916

PRICE

\$39,900.00

Print View



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Silver State Barricade & Sign 1997 Glendale Ave Sparks, NV 89431



Estimate

Date	Estimate #
12/2/2015	18930

Name / Address	
Town of Gardnerville 1407 Highway 395 North Gardnerville, NV 89410	***

Ship To		
Mike		

	Terms			PROJECT		
NET 30/1.5% Fin Chrg					Bearcat 250	
Qty	Item	Description		Per	Total	
1	SPECIAL ORDER	Bearcat 250 Kracker- Cracksomachine BK-250D Standard with dual axles, engpanel and hose box assembly Options: Spare Tire mount. Block loading Conveyor Custom Color paint (Black N (240V-1 Phase) Electric heatielement 6" Sq. Return Tube/Folding Clock out Brk Bucket Pour Spout Engine cover Dual wand set-up (Hose box Squeegees High Volume Asphalt pump Axle/ Hydrraulic Brakes and Pintel *price does not include freight	ine gauge Includes o caharge) ing Cover/ only) Hitch 3"	62,172.00	62,172.00	

QUOTE VALID FOR 30 DAYS

PHONE NUMBER	FAX NUMBER		
775-331-0907	775-331-1597		

Sales Tax (7.725%)

\$0.00

Total

Subtotal

\$62,172.00

\$62,172.00

Super Shot Melter/Applicators Crafco Engineered System





Delivering Confidence Through Innovation, Quality and Value Since 1976

SUPER SHOT MELTERS

A PART OF THE CRAFCO PAVEMENT PRESERVATION SYSTEM

Crafco's total **Pavement Preservation Systems** include **Engineered Performance** Applicators and Sealants. Although all our melter / applicators work well with all brands of hot pour sealants, we recommend our **Performance Verified** sealants for your next project. All sealants are not alike; sealant must be engineered for the proper use and climate. To assist in selecting the right system for your specific application, consult the sealant selection guide on the Crafco web site or consult your local authorized Crafco Systems representative. Crafco Pavement Preservation Systems represent products that are 100% recyclable, from the containers that they are shipped in to the products themselves. Preserve and protect with Crafco Preservation systems.

Engineered Performance Design

Crafco Super Shot Melter/Applicators Engineered Performance answer todays challenges of high energy costs and small budgets with innovative features. Available in three sizes to match budgets and job criteria, Super Shot machines get the job done correctly, quick, and economical. No other machine on the market today can match Crafco's Engineered Performance System Machines.

Engineered Efficiency. Crafco's Super Shot engineered pump is mounted inside the melter, eliminating material recirculation, outside plumbing and high-pressure lines. By eliminating the need for re-circulation the pump runs only when material application is needed making this an "on-demand" system, this increases pump life and operator safety.

Additionally, an internally mounted pump requires no packing, eliminating maintenance. Less maintenance in the shop means more production on the job, more profit and less costs.

Engineered Options and Features Standard Engineered Features make the operation of these melters the safest and the easiest machines to operate. Many of the other features reduce labor and operating costs; the most impressive being the Super Shot Melter Engineered Options. Design the machine you want with these options. For example add an optional industrial air compressor and save the cost of running an additional engine and tow vehicle. With over 20 available options you will save time, money, and man power.



Super Shot Melter/Applicators are loaded with standard safety features designed to protect the operator and the public. In addition to standard safety features there are optional engineered features such as the autoloader, which keeps the operator clear of hot sealant and adds efficiency to the process. Rear controls keep the operator away from traffic on both sides of the unit and the bearing hose boom reduces operator fatigue. Anti splash lids with safety shut off's protect the operator from sealant splash. Review the innovative features of Crafco Melters and you will find these machines to be the most safely engineered melters available.

- 1 Angled Loading Lid
- 2 Anti-Splash Lid
- 3 Low Profile Loading Height
- 4 Hot Oil and Sealant Shut Down
- 5 Manual Record Box
- 6 Lid Agitator Shut Off Switch
- 7 Bearing Boom
- 8 Hose Cover
- 9 Low Curb Height
- 10 Hitch Extension
- 11 Quiet Operation
- 12 Curb side Controls
- 13 Heat Transfer Overflow Tank

A jacketed melter with no overflow lank may cause ground contamination.

14 LED Lights Standard

Items not indicated: Safety Chains, Breakaway Switch, Light Board, Fire Extinguisher, Auto Shut Off, Safety Manual, and Autoloader.

CRAFCO ENGINEERED SUPER SHOT MELTERS ARE BUILT TO LAST



Engineered Performance Features



QUICK AND EASY START-UP

With the flip of a toggle switch the Super Shot will be ready to operate in less than an hour. Shut down at the end of the day is just as easy.



HEATED HOSE

The low voltage electric heated hose heats material to application temperature within 45 minutes. The hose has the longest working radius in the industry, a 360° swivel, protective sleeve, and a repairable hose and wand.





Automatic Agitator Shut-Off and Splash Proof Lid

Shut offs are incorporated into the lid, hose, wand, pump, burner, and electrical controls.



Integrated Operator Control System

Controls operate the entire unit and override possible operator error. Integrated control box houses all the gauges, switches, and engine controls.



Optional Compressor

Compressor runs air lance that is used to clean dirt and debris out of cracks, increasing crack sealing efficiency.



Optional Engine Cover

Protects engine from the elements, vandalism, and theft.



Efficient Burner

Burner is positioned safely within the frame providing protection and ample ground clearance. Time saving electric overnight heater option available.



Low Profile

Low center of gravity provides easy loading, yet has ample unobstructed ground clearance for safe towing over the most rugged road conditions.

Engineered Performance Options

Crafco offers many Engineered Performance Options to increase production, save labor and lower operating costs. The versatility of the Super Shot units allows you to specify options in your time frame, from the initial placement of the order all the way through production. Most Super Shot units have been engineered to accept any option, whether it's an autoloader, compressor, light bar or fire extinguisher. These options will enhance production while increasing safety and security.

Engine covers and battery boxes protect the engine from the elements and adds security. The autoloader increases production, adds safety and decreases operator fatigue. The overnight heater is an on the job must if you want to reduce start up time. The light bar is for added safety to direct traffic and increase driver awareness. No other machine comes as complete or as diversified.





- Engine Cover
- Gravity Feed
- Arrow Board Kit
- Surge Brakes
- Engine w/ Gauges
- Autoloader
- 50 or 70 CFM Compressor
- Custom Paint
- Hitch Selection
- · Electric Plug Selection
- Hitch Extension
- Cab Brake Control
- · Break-away Battery w/ charger
- . Locking Battery Box
- Light Bar
- Overnight Heater
- Fire Extinguisher 10 or 20 lb
- Tool Box
- Safety Hooks
- Mud Flaps
- · Spare Tire Kit
- Strobe Light









THE MOST TECHNOLOGICALLY ROVANCED MELTER/APPLICATORS AVAILABLE.

Longer Pump Life . Efficient and Aggressive Agitation

The patented pump technology of the Crafco Super Shot melters is what makes the Super Shot the most productive and lowest maintenance melter in the industry. The Crafco patented pump is mounted inside the sealant tank. Mounting the pump inside eliminates material re-circulation, outside plumbing, and high-pressure lines, while decreasing pump wear. The Super Shot pump will last many times longer than a conventional pump. Internal pumps require no packing which eliminates maintenance and results in more production on the job.



SUPER SHOT 60

Dimensions - 110.25"L / 62.00"W / 72.00"H Shipping Weight - 1,500 lbs / 680.4 kg. - Actual

Gross Weight - 2,000 lbs. / 907.2 kg - Approx.

Material Capacity - 60 Gal. / 227 liter Melt Rate - 400 lbs/hr

Heat Transfer Oil - 21 Gol / 79 liter Tank Construction - Double Boiler

Tank Opening - 12,25" X 15" / 311.15mm X 381mm

Looding Height - 50 in. / 127 cm Heat Input - 180,000 Btu

Diesel Fuel Capacity

Propone Capacity -100 lbs. / 45.3 kg Hydroulic Oil Capacity - 26 Gal. / 98 Liter

Engine Standard - Kohler Mod. Ch205 17HP @ 3600RPM

Engine Option(W/Compressor) NA

Asle Capacity - 2,000 lb. Torsional /907 kg

Tires - ST175/80 D-13

Air Compressor (Optional) NA

Surface Area-Material Tank - 2,538 in 16,347 cm

Surface Area-Oil Tank - 3,335 in 21,516 cm

Ratio of Tank surface Area - 1.31:1

Controls - Standard Super Shot

Control Location - Hydraulic Rear, Control Box Curb Side

Hose Style - Electric

Wand Style - Electric

Hose Comportment - No

Moterial Recirculation - No.

Boom - Dual Pillow Block Bearings

Burner Box - N/A

- 138.25"L / 68"W / 83.25"H (1250C - 152"L / 68"W / 63.25"H)

- 2,800 lbs / 1,270 kg. - Actual (1250C - 4,020 lbs / 1,823 kg. - Actual)

-5,200 lbs: / 2,358 kg - Approx. (1250C - 7,000 lbs. / 3,175 kg + Approx.)

- 132 Gol. / 500 liter

-1,000 lbs/hr

- 34 Gal / 128 liter

Double Boiler

- 14" X 18" / 355,6mm X 457,2mm

58.0 in. / 147.3 cm

- 250,000 Btu

- 26 Gal. / 98 Liter (1250C - 32 Gal. / 121 Liter)

- 26 Gal. / 98 Liter (125DC - 32 Gal / 121 Liter)

- Three Cyl. Isuzu Mod 3CB1 25,4 BHP @ 3,000 RPM

- (53 dm comp.) Three Cyl. Isuzu Mod 3CD1 33 BHP @ 3,000 RPM

- (70 cfm comp.) Three Cyl. Isuzu Mod. 3CD1TK 41.6 BHP @ 3,000 RPM

-5,200 lb. Torsional / 2,359 kg (125DC - 3,500 lb. Torsional / 1587 kg)

- \$7225/75R15 (125DC - \$7205/75 R14)

-53.8 CFM @ 100 PSI / 70CFM @ 100PSI

- 4.267 in 27.529 cm³

-5,244 in1 33,832 cm1

- 1.22-1

- Standard Super Shot

- Hydraulic Rear, Control Box Curb Side

- Electric

- Electric

- No

- No - Dual Pillow Block Bearings

- Front Panel Removable

-174.00°L / 91.25°W / 81.00°H

- 5,800 lbs / 2,658 kg. - Actual

- 9,900 lbs. / 4,490 kg - Approx.

- 250 Gal. / 946 liter

- 1,700 lbs/hr

- 49Gel / 185 liter

- Double Boiler

- 16" X 24" / 406.4 mm X 609.6mm

-58 in. / 147.3 cm

- 290,000 Btu

- 32 Gal. / 121 Liter

- 26 Gal. / 98 Liter (2500C - 32 Gal./121 Liters)

- Three Cyl. Isuzu Mod 3CB1 25.4 BHP @ 3,000 RPM

- (53 dm comp.) Three CyL Isuzu Mod 3CD1 33 BHP @ 3,000 RPM

- (70 clm somp.) Three Cyl. Isuzu Mod. 3CD1TK 41.6 BHP @ 3,000 RPM

- 5,200 lb. Torsional / 2,359 kg

- ST225 / 75R15

- 53.8CFM @ 100PSI / 70CFM @ 100PSI

- 6.632 in 42.787 cm2

-7,655 in 49,387 cm -1.15:1

- Standard Super shot

- Hydraulic Rear, Control Box Curb Side

- Electric

- Electric

- No

- Dual Pillow Block Bearings

- Front Panel Removable

For bid specifications go to www.crafco.com

7-12

Engineered Tools Sealing Tips and Material Handling Tools



Super Shot Drip Stopper Use with Crafco Super Shot sealing tip. Stops sealant drip once wand trigger is released.

- PN# 27114 Tip Adapter
- 2 PN# 50270 Duckbill Valve
- O PN# 27115 Shroud Tip Adapter

Swivel Applicator

3" Swivel Applicator - PN# 27120

4" Swivel Applicator - PN# 27130

Use with Super Shot Melter & E-Z Pour Melters with or w/o Drip Stopper.

Crafco Duckbill PN# 50270

Use with Super Shot Melter wands to prevent dripping of material.

Crafco Sealing Foot / Flush

Used for random asphalt and concrete PN# 27154 - Sealing tip/ft assembly 1/4" flush PN# 27155 - Sealing tip/ft assembly 3/8" flush

Crafco Sealing Foot / Protruded

Use for straight asphalt and concrete joints. PN# 27159 - Sealing tip/ft assembly 1/4" protruding PN# 27160 - Sealing tip/ft assembly 3/8" protruding

Crafco Joint Sealing Tip

Use for straight asphalt and concrete joints. PN# 27146 - Sealing tip assembly 1/4" PN# 27147 - Sealing tip assembly 3/8"

Crafco Round Sealing Tip

Multi-purpose for random cracks and joints. Use with a squeegee for most applications.

PN# 27170 - Sealing tip assembly 3/8"

PN# 27171 - Sealing tip assembly 1/2"

Crafco Applicator Disk

Used for over banding, great labor saver.

PN# 27162 - 3" Disk Assembly

PN# 27163 - 4" Disk Assembly

PN# 27164 - 6" Disk Assembly

Crafco Heavy Duty Squeegee w/Aluminum Handle PN# 27199

Used for leveling crack sealant and where a sealant over band is recommended.
Crafco Replacement Blade PN# 27195

Crafco Heavy Duty Compact Squeegee

PN# 27245 (Aluminum Handle) Crafco Replacement Blade PN# 27241 PN# 27245W (Wooden Handle) Crafco Replacement Blade PN# 27241W

Used for leveling crack sealant and where a sealant over band is recommended.

Crafco Pour Pot with Wheels PN# 40200

Used to apply a uniform band of sealant to a crack or joint. Wheeled for ease of use. Gravity feed with shut off lever.

Crafco Hand Held Pour Pot PN# 40201

For application of thin crack sealant to a joint or crack. Gravity feed with shut off

Crafco Detack is an economical, biodegradable liquid from Crafco that eliminates sealant tack when sprayed onto freshly applied hot pour sealant.





Your local Crafco Representative

PAFCO,

PRESERVATION PRODUCTS PAVEMENT

Delivering Confidence Through Innovation, Quality and Value Since 1976

+1 800 528 8242 / www.crafco.com

420 N. Roosevell Ave., Chandler, Arizona 85226 • Phone +1 602 276 0406 / Fax: +1 480 961 0513

Gardnerville Town Board AGENDA ACTION SHEET



1.	<u>For Possible Action:</u> Discussion to approve, approve with modifications or deny the updated town policy 2.1, Personnel Management updating for the newly recorded interlocal agreement between the town and county; with public comment prior to board action.
2. 3.	Recommended Motion: Motion to approve the updated town policy 2.2 Personnel Management, updating the policy for the newly recorded interlocal agreement between the town and county as written. Or based on boar discussion. Funds Available: Yes N/A
4.	Department: Administration
5.	Prepared by: Tom Dallaire
6.	Meeting Date: January 5, 2016 Time Requested: 5 minutes
7.	Agenda: □Consent □ Administrative
Ва	ackground Information: See attached.
8.	Other Agency Review of Action: Douglas County
9.	Board Action:
	Approved



TOWN OF GARDNERVILLE

TOWN OPERATIONS MANUAL DIRECTIVES AND PROCEDURES

Number 2.1-2.34

SUBJECT: PERSONNEL MANAGEMENT

Issue Date 9/7/04
Updated 1/2016

Directive: The Gardnerville Town Board and the Douglas County Board of Commissioners (BOCC) entered into an interlocal agreementeentract on November 5July 10, 20151997 with approval at the BOCC meeting for a variety of services including hHuman rResources and finance services. In compliance with the interlocal agreementeentract, the Town Board has substantially adopted and complies with the County Personnel Ordinance, Personnel Policies and Procedures, compensation and benefits pay plan updated in 2015plan, and accompanying lawful and reasonable practices of the Douglas County Human Resources Division.

The interlocal contract term is continuous from November 5 July 10, 2015 1997 for an initial five year period urless terminated by either the Town or Douglas County with a 120 days noticedays' notice. A board meeting will be held, within 60 days of receipt of notice, to discuss alternate service options if either party requests termination of the agreement. An additional five year period is in effect until July 10, 2007.

Procedure: Town staff shall comply with the County Personnel Ordinance, Personnel Policies and Procedures, 2014 compensation and benefits plan, and accompanying lawful and reasonable practices of the Douglas County Human Resources Division while the interlocal contract is in effect.

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Comment [LC1]: Deleted per Mike Rowe's

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TOWN OF GARDNERVILLE

TOWN OPERATIONS MANUAL DIRECTIVES AND PROCEDURES

Number 2.1

SUBJECT: PERSONNEL MANAGEMENT

Issue Date 9/7/04 **Updated 1/2016**

<u>Directive:</u> The Gardnerville Town Board and the Douglas County Board of Commissioners (BOCC) entered into an interlocal agreement on November 5, 2015with approval at the BOCC meeting for a variety of services including human resources and finance In compliance with the interlocal agreement, the Town Board has substantially adopted and complies with the County Personnel Ordinance, Personnel Policies and Procedures, compensation and benefits pay plan updated in 2015, and accompanying lawful and reasonable practices of the Douglas County Human Resources Division.

The interlocal contract term is continuous from November 5, 2015 unless terminated by either the Town or Douglas County with 120 days notice. A board meeting will be held, within 60 days of receipt of notice, to discuss alternate service options if either party requests termination of the agreement.

<u>Procedure:</u> Town staff shall comply with the County Personnel Ordinance, Personnel Policies and Procedures, 2014 compensation and benefits plan, and accompanying lawful and reasonable practices of the Douglas County Human Resources Division while the interlocal contract is in effect.

Assessor's Parcel Number: N/A	, TOWN OF GARDNERVILLE
Date: NOVEMBER 10, 2015	00025469201508724520050059
Recording Requested By:	KAREN ELLISON, RECORDER
Name: <u>TOWN OF GARDNERVILLE</u>	
Address:	
City/State/Zip:	
Real Property Transfer Tax: \$_N/A	A
	RLOCAL AGREEMENT #2015.230 (Title of Document)

DOUGLAS COUNTY, NV

This is a no fee document

2015-872452

Pgs=5

11/10/2015 12:02 PM

This page added to provide additional information required by NRS 111.312 Sections 1-2. (Additional recording fee applies)

This cover page must be typed or legibly hand printed.

FILED

INTERLOCAL AGREEMENT

(Cost Allocation for Administrative Services performed by Douglas CHINDY 10 AM 9: 55

This Interlocal Agreement is made by and between Douglas County Douglas County Property Prope

RECITALS

WHEREAS, NRS 277.100(1) defines a public agency eligible to enter into an interlocal agreement to include counties and unincorporated towns; and

WHEREAS, NRS 277.180(1) provides that any one or more public agencies may contract with any one or more other public agencies to perform any governmental service, activity, or undertaking which any of the contracting agencies is authorized by law to perform; and

WHEREAS, each Party is authorized by the laws of Nevada to perform or undertake numerous governmental functions and responsibilities as separate legal entities; and

WHEREAS, the Town was created pursuant to NRS chapter 269, and provides services to its residents, including without limitation, drainage; solid waste disposal; parks; recreation; streets, alleys, sidewalks; street lights; water distribution; acquisition, disposal, annexation or deannexation, 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. Said services are of value to the County and its citizens; and

WHEREAS, but for the provision of the services provided by the Town, the same would otherwise be provided by the County, such that the Town's provision of such services is of inherent value to the County; and

WHEREAS, the County provides administrative support services to the Town, which allows the Town to keep staffing, equipment, and facilities at a manageable level, and is a benefit to both the Town and County; and

WHEREAS, by entering into this Agreement, the County and the Town, intend to formalize the County's provision of administrative support services to the Town;

NOW, THEREFORE, in consideration of the mutual covenants, hereinafter set forth, the Parties agree to the following:

1. Terms of the Agreement: This Interlocal Agreement will be affective when approved by the governing bodies of the Parties and properly executed in accordance with such approval. This

Interlocal Agreement Between Douglas County and the Town of Gardnerville

Interlocal Agreement is designed to be perpetual, and shall remain in full force and effect unless terminated as provided herein or amended or restated by mutual agreement of the Parties.

- 2. Services to be provided: The County shall provide administrative services identified in the County's Cost Allocation Plan to the Town, including the following:
 - a. Treasurer: Banking services, investment management services.
 - b. **Finance:** Accounting and financial reporting, coordination of independent annual financial audit, operating and capital budget development and management, debt management, payroll and accounts payable.
 - c. **Human Resources**: General Human Resources services, recruitments, employee services/benefits administration, and risk management.
 - d. Geographic Information Systems: Creation and maintenance of spatial and tabular data, development of customized applications, and production of custom digital or hard copy maps for internal and public use. GIS Services shall also include support of the Town's use of GIS software, data, and solutions.
 - e. **Technology:** Centralized technology projects; server, desktop PC, and workstation support; software applications; data network infrastructure; and security and maintenance.

Additionally, other departments providing administrative support services to the Town shall be deemed to be added to this non-inclusive listing, as appropriate, based on the study.

- 3. Determination of the costs associated with services being provided: The County shall identify the costs of these services in the annual Cost Allocation Plan (the "Cost Allocation Plan"). An independent Certified Public Accountant, in accordance with the policies and procedures contained in Federal Office of Management and Budget (OMB) Circular A-87, will prepare the County's Cost Allocation Plan. The plan shall be updated annually with actual expenditure information from the County's audited financial statements from the prior fiscal year. The Town shall have the opportunity to review and comment upon the Cost Allocation Study, including the data used to calculate the costs of services, each year prior to its annual update and approval by the County, to evaluate the cost effectiveness of each service provided, evaluate the appropriateness of each service provided, and to make appropriate adjustments thereto.
- 4. Payment of Services: The Town shall only pay for the administrative services provided to the Town's enterprise funds as indicated in the Cost Allocation Plan. Further, in recognition of the value of the services provided by the Town, the County shall not require payment of the Town's General Fund accounts within the Cost Allocation Plan.
- 5. Level of Service: Any concerns the Town has with the level of any service provided by the County shall be addressed directly to the respective department head of each department providing the respective service to the Town, and if said department head does not address such concern(s) to the satisfaction of the Town, the Town may take the concern to the County Manager, and then finally to the Board of County Commissioners if the County Manager is unable to resolve the Town's concern(s). The County will be given at least sixty (60) calendar

Interlocal Agreement Between Douglas County and the Town of Gardnerville

days to address any concern expressed by the Town before bringing the matter to the attention of the Board of County Commissioners.

- 6. Termination of the Agreement: Either Party may, without cause, terminate this Agreement effective July 1 of the immediately following fiscal year, upon providing at least one hundred twenty (120) days' advance written notice to the other Party. The notice of termination may provide for termination of some or all of the services provided to the Town. If only some of the services are to be terminated, the County may elect to provide notice of termination of any or all remaining services. Because both Parties are public agencies, a joint public meeting of the Parties' respective governing Boards to discuss and appropriately plan for service termination shall be held within sixty (60) days of notice of termination.
- 7. Personnel Policies and Procedures: With respect to the provision of Human Resources services, the Parties agree that the provision of such services is dependent upon the Town substantially complying with the County Personnel Ordinance, and Personnel Policies and Procedures, as well as the Town coordinating with the Douglas County Human Resources Department on personnel matters. To the extent reasonably practical, the Town agrees to use the County's existing job positions and, where necessary, to place newly created job titles within the County's existing job classification system. The Town shall be solely able and responsible to compensate its employees and contractors independently, and to implement any compensation and/or classification study adopted by the County as the Town determines is appropriate. The Parties also agree that Town employees are not eligible to participate in the County's collective bargaining units.
- 8. County Authority: The County Manager is expressly delegated the authority, by the Douglas County Board of County Commissioners, to terminate this Agreement. Notwithstanding such delegation, the Town may request the Board of County Commissioners to review and modify any decision made by the County Manager relative to the termination of this Agreement, pursuant to this delegation of authority.
- 9. Notice: Each respective Party agrees to indemnify and hold harmless the other Party, to the extent provided by law, from and against any liability arising out of the performance of the Agreement, proximately caused by any act or omission of its own officers, agents, and employees, if such conduct occurs in the proper execution of their duties as a representative of their employer.
 - a. The laws of the State of Nevada shall be applied in interpreting and construing this Agreement.
 - b. The illegality or invalidity of any provision or portion of this Agreement shall not affect the validity of the remainder of the Agreement.
 - c. This Agreement constitutes the full and final agreement between the Parties and shall not be modified except in writing and signed by both Parties.

Interlocal Agreement Between Douglas County and the Town of Gardnerville

d. All written notices under this Agreement shall be delivered to the following officials at the addresses stated:

County Manager Post Office Box 218 Minden, Nevada 89423

Town Manager 1407 Highway 395 North Gardnerville, Nevada 89410

e. This Agreement may not be assigned except by writing signed by both Parties and shall be binding upon and inure to the benefit of the Parties' respective successors and assigns.

IN WITNESS WHEREOF, the Parties hereto have caused this Interlocal Agreement to be executed.

Dated this 6th day of ____

October

. 2015

DOUGLAS COUNTY

Doug N. Johnson, Chairman

Douglas County Board of Commissioners

ATTEST: __

Douglas County Clerk

TOWN OF GARDNERVILLE

By: Lloyd Higuera, Chairman

Town of Gardnerville Board

ATTEST:

Tom Dallaire, Town Manager

Douglas County

State of Nevada

CERTIFIED COPY

I certify that the document to which this certificate is attached is a full and correct copy of the original record on file in the Clerk-Treasurer's Office on this

Page 4 of 4

Gardnerville Town Board AGENDA ACTION SHEET



2. Recommended Motion: N/A Funds Available: □ Yes □ N/A				
Tulius Available: = Tes = N/A				
Department: Administration				
Prepared by: Tom Dallaire				
Meeting Date: January 5, 2016 Time Requested: 5 minutes				
5. Agenda: □Consent □ Administrative				
Background Information: Presented at meeting.				
Other Agency Review of Action: □ Douglas County □ N/A				
Board Action: Approved Approved with Modifications Denied Continued				

ROWE HALES YTURBIDE

A LIMITED LIABILITY PARTNERSHIP

ATTORNEYS AT LAW

P.O. Box 2080 1638 Esmeralda Avenue Minden, NV 89423

Telephone (775) 782-8141 Facsimile (775) 782-3685 Michael Smiley Rowe James R. Hales Jennifer A. Yturbide

8 December 2015

Piercy Bowler Taylor & Kern 6100 Elton Avenue, Suite 1000 Las Vegas, NV 89107

Re:

Town of Gardnerville Douglas County Audit

Dear Sirs:

I write to you as the result of a 4 December 2015 letter from Christine Vuletich, Assistant County Manager/Chief Financial Officer of Douglas County, Nevada. Ms. Vuletich requested several responses to discreet questions contained in her letter. Prior to the responses, and at her request, I confirm the following:

Our firm, Rowe Hales Yturbide, LLP ("Firm") acts as general counsel to the Town of Gardnerville ("Town"), and we have responsibility for the general supervision of the Town's legal affairs. In such capacity, we would have reviewed any litigation and claims threatened or asserted involving the Town or would have consulted with outside legal counsel with respect to such claims, where in our judgment it would be appropriate to do so.

Ms. Vuletich requested that our response be limited to matters with respect to which we have devoted substantial attention in the form of legal consultation or representation on behalf of the Town. Ms. Vuletich requested that our response be limited to material matters which she defined as involving loss contingencies that exceed \$15,000.00 individually or \$35,000.00 in the aggregate. Ms. Vuletich also requested that our response include matters that existed as of 30 June 2015 and any that arose prior to the effective date of our response. The effective date of our response is as set forth above, however, should a matter arise

Piercy Bowler Taylor & Kern 8 December 2015 Page 2

between the date of this response and 9 December 2015, I would promptly notify the Gardnerville Town Board, its manager and, should the matter require disclosure, you as well.

Ms. Vuletich's letter requests that the Firm set forth any limitations to its response. There are no such limitations.

We are unaware of any pending or threatened litigation, claims or assessments against the Town of Gardnerville. The Town did, however, file an action under Nevada's motor vehicle "Lemon Law" as a result of an underperforming, but brand new, garbage and trash refuse collection truck. At this point, the complaint has been filed to preserve the Town's rights, but has not been served in view of the several manufacturers' efforts at trying to ascertain, and then repair, any deficiencies in the vehicle. We are awaiting further word from the manufacturers' representatives prior to proceeding with a request for full refund of the monies paid for the garbage and refuse collection vehicle or replacement with a new vehicle that performs according to the Town's specifications.

In her letter, Ms. Vuletich advised that she represented to you that there are no unasserted possible claims and assessments to which the Firm has devoted substantial attention and which I have advised the Town and Douglas County should be disclosed in accordance with Statement of Financial Accounting Standards No. 5. The Firm concurs with Ms. Vuletich's representation regarding unasserted possible claims and assessments.

Whenever in the course of performing legal services for the Town with respect to any matter recognized to involve any unasserted claim or assessment that may call for a financial statement disclosure, we will inform the Town Board and its manager, as well as Douglas County, when, in our professional opinion, we believe such disclosure will be required. When the claim or assessment may be such that it requires a financial disclosure, this is immediately brought to the attention of the Town Board and other retained professionals. Usually, the matter is discussed at a public meeting with the Town Board, after which discussion we are advised by the Town Board of how they wish to proceed. Should such a matter require disclosure to Douglas County or to you as the County's auditors, we would promptly make such disclosure pursuant to the applicable requirements of Statement of Financial Accounting and Standard No. 5.

This response includes matters that existed as of 1 July 2015 and from that date to the date of this response. As noted, should any matter arise after the date of this letter requiring disclosure, we will provide notice to Douglas County and to you in accordance with the terms of this letter.

Piercy Bowler Taylor & Kern 8 December 2015 Page 3

Our representation of the Town is pursuant to an attorney/client retainer agreement which is currently in effect. No amounts are due to us for our services for the period ending 30 June 2015, and no amounts are due to us for our services other than those amounts which are billed monthly pursuant to that agreement. Such amounts are approved routinely by the Town Board as the result of a submittal of an invoice, and are paid routinely after review at the general business meetings of the Town Board conducted monthly.

If we can be of any further assistance to you, please do not hesitate to contact us.

Sincerely,

MICHAEL SMILEY ROWE

MSR:dd

pc:

Tom Dallaire, Town Manager, Town Board of Gardnerville Christine Vuletich Douglas County Manager's Office

Gardnerville Town Board AGENDA ACTION SHEET



1.	Not For Possible Acactivities for Decen	ction: Discussion on mber 2015.	the Town Manager's	Monthly Report o		
2.	Recommended Motion: None required.					
	Funds Available:	Yes ☑ N/A				
3.	Department: Administration					
4.	Prepared by:	Tom Dallaire				
5.	Meeting Date:	January 5, 2016	Time Requested:	10 minutes		
6.	Agenda: Consen	t 💆 Admini	strative			
	Background Inform	mation: See attache	d report.			
7.	Other Agency Revi	iew of Action: Dou	glas County	™ N/A		
8.	Board Action:					
	Approved Denied	☐ Approved with Mo☐ Continued	difications			



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

Town Manager Monthly Report January 2015 Board Meeting

- A. Gardnerville Station (former Eagle Gas): There is an update in the packet. County Commissioners ranked the Station 4 out of 6 applicants. Candace prepared a Memo of Understanding and submitted the document to SHPO for review and comment. McGinley has submitted a request to NDEP for coverage in the petroleum fund based on findings from the test samples taken from under the old distribution lines leaking. I am sure with the holidays among us we will have more activity next month.
- B. 395 Crosswalks Lumos has surveyed the intersections. Gathering more data still as of last week. They are working on the project and have provided the following schedule.
 - a. Nov. 24th, 2015 Contract Signed

 - b. December 1st, 2015 Project Commencement
 c. January 29th, 2016 Provide 60% Plans to the Town and NDOT
 d. February 15th, 2016 Comments provided by the Town and NDOT on 60% Plans
 - February 29th, 2016 100% plans submitted to NDOT, Douglas County, and Town for review and
 - March 21st, 2016 comments from NDOT, Town, and County received
 - g. April 8th, 2016 project out to bid
 - h. May 3, 2016 project awarded
 - June 6th, 2016 comment construction phase
 - j. August 12th, 2016 construction completed
- C. Kingslane Sidewalk Project waiting to hear back from NV Energy.
- D. Hellwinkel Channel: We closed out the project with Impact Construction. Did two (2) change orders which removed the Toler concrete work. We will put that portion out to bid with a larger concrete project in the spring after Charter moves their utility and removes the power poles. This contract came in under budget from what the board approved, even with the increase in seeding area on the bid tab. We submitted an application and plan to NV Energy to remove the street light at Toler and have signed a contract and submitted a claim in the amount of \$1000 for the design work and deposit for the NV Energy work. Once the plan comes back, there will be a formal bill and another contract to remove the light. Then we will need to permit and have PAR Electric install a new decorative light at the handicap ramp.
- E. Great Race: Nothing to report. Scott and I will be doing a presentation to Sertoma this next month about what the event is and start getting the word out on that. So June 19th, Father's Day in 2016 will be our lunch stop.

F. Office Items:

- Reviewed and commented on the Jenuane Improvement plans. They seem to be per the design review. The county had a number of concerns.
- Worked with Jeremy at ROA on issues with Mill Street. I want to discuss this with the board in more detail. But the short version is the north side of Mill Street is 3 to 5 inches lower than the south side, and the entire length is too flat to drain which is causing a problem now and why there is always water in the gutter. I suggest we develop a plan to make the north side drain better and perform the work along with the rest of the project when it gets built. This will require new curb gutter and sidewalk along Mill, and possibly the ramp update at 395 to ensure the drainage is fixed correctly. All three projects should be done at one time. Trinity Lutheran should not be charged for fixing a town drainage problem offsite from



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

their project. So when we get plans complete we will have a better idea of costs associated with the work.

- Made progress on submitting all our data to Facility Dude to get the program for work orders up and running. We will be ordering tablets and cases for staff in January so we can start using the system hopefully by month end.
- I did hear the historical society is pursuing the Old Gym Playhouse.
- I have heard nothing further from the two local gentlemen interested in the property around Heritage Park for a large MFR apartment complex project. I did meet with High Sierra Fellowship about their interest in building a Church and admin office on the 5.8 acre parcel. They have the plan for prosperity and that would be an allowed use with a special use permit. Please provide me with some of your thoughts or concerns on the project so I can relay those things to them. I asked that they prepare a preliminary plan and present it to the board to discuss any concerns, if they plan to move forward on that project.
- Christmas Kickoff program: I would like to get some of your feedback on this. With the high winds that
 day, there were internal issues we were dealing with or have dealt with that will fix the problem for next
 year.
- Attended the NDOT workshop and raised the questions on the condition of the storm drain along Highway 395 from Eddy Street to Bell Street. The group discussed the future I-580 location on the east valley and possible exits from that bypass into town or Johnson lane and airport, and other bypass routing options considered in the past. The projects the group thought were important were:
 - Turn lane at TRE
 - o Roundabout on Waterloo and 756
 - o Signal now at Airport Road and possible re-alignment of Genoa Lane to intersect at new signal
 - S-curve improvements including storm drainage
 - o 395 storm drain replacement. See attached email from Lee Bonner on process.
- Rural housing wants to meet with me on site at Crestmore Village to see about doing some changes to the pond there that would allow them to build two more structures onsite for Veteran housing. That meeting will be rescheduled to next month.
- Received title report on the alley between the French and Buckaroo's. Douglas County paid half the cost
 of the report. It has been sent to Mike Rowe and to Doug Ritchie.
- Steve Orlando from Buckaroo's came in and reported there have been private investigators asking questions about the fatal accident that happened on Hwy 395 and Eddy Street the NHP report was sent to major investigations and has not been released as of yet.