



GARDNERVILLE TOWN BOARD

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

Meeting Agenda

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

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, June 7, 2016

4:30 p.m.

Gardnerville Town Hall

MISSION STATEMENT

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

Copies of the finalized agenda were posted on June 2, 2016, on or before the third day prior to the meeting date, by Tracy Clark, Seasonal Office Assistant. Signed: Tracy Clark : in accordance with NRS Chapter 241 at following locations;

Carson Valley Chamber of Commerce, 1477 Hwy 395 N, Gardnerville NV 89410 at 8:30 A.M.

Douglas County Historic Courthouse, 1616 8th Street, Minden NV 89423, at 8:39 A.M.

Gardnerville Post Office, 1267 US HWY 395 #L, Gardnerville NV 89410 at 8:51 A.M.

Gardnerville Town Offices, 1407 HWY 395 N, Gardnerville NV 89410 at 9:08 A.M. and on the Internet at www.gardnerville-nv.gov.

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

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

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

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

INVOCATION – Jim Beilstein, Trinity Lutheran Church

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

PLEDGE OF ALLEGIANCE – Lloyd Higuera

PUBLIC INTEREST COMMENTS (No Action)

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

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

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

FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:

May 3, 2016 Regular Board meeting, with public comment prior to Board action.



GARDNERVILLE TOWN BOARD MEETING AGENDA – CONT'D

CONSENT CALENDAR FOR POSSIBLE ACTION

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

1. **For Possible Action:** Correspondence
2. **For Possible Action:** Health and Sanitation & Public Works Departments Monthly Report of activities
3. **For Possible Action:** Approve May 2016 claims
4. **For Possible Action:** Approve the Town of Gardnerville's insurance renewal proposal from the Nevada Public Agency Insurance Pool (POOL) and payment of \$21,849.29 for fiscal year 2016-2017
5. **For Possible Action:** Approve the request by the Record Courier to become a sponsor for the "Newspapers in Education" program in a budgeted amount of \$150.

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 May 2016. (approx. 10 minutes)
7. **For Possible Action:** Discussion on request by members of Douglas County Search and Rescue naming the future dog park "Annie E. Thomas K-9 Korral Memorial Dog Park", memorializing Annie's service to our community as search dog handler with the Douglas County Sheriff's Office Search and Rescue and the K-9 Units. The current proposed name of the park was K-9 Korral; with public comment prior to board action. Presentation by: Merrilyn Noble & Don Stuke, members of Search and Rescue (approx. 20 minutes)
8. **For Possible Action:** Approve donating the 1996 Ford Super Duty bucket truck to the Douglas County School District, or selling in the amount of \$2,000; with public comment prior to board action. (approx. 10 minutes)
9. **For Possible Action:** Discussion to approve or deny the purchase of a parcel of land containing 3.35 acres along Gilman Avenue/Ezell Street in the amount of \$275,000 over a four year period interest free of four (4) installment payments (1st yr, \$100,000, 2nd yr, \$58,333.34, 3rd and 4th yrs, \$58,333.33), owned by Spence Properties APN 1320-33-412-001; with public comment prior to board action. (approx. 10 minutes)
10. **For Possible Action.** Approval of Resolution No. 2016R-033 augmenting the Town of Gardnerville budget for fiscal year 2015-2016; with public comment prior to Board action. (approx. 10 minutes)
11. **For Possible Action.** Approval of budget transfers for the fiscal year 2015-2016, with public comment prior to Board action. (approx. 10 minutes)
12. **Not For Possible Action:** Discussion on the Town Attorney's Monthly Report of activities for May 2016. (approx. 5 minutes)
13. **Not For Possible Action:** Discussion on the Town Manager's Monthly Report of activities for May 2016. (approx. 15 minutes)

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

Adjourn

Next monthly meeting July 5, 2016



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Tuesday, May 3, 2016

4:30 p.m.

Gardnerville Town Hall

 **INVOCATION – Pastor Leo Kruger**

4:30 P.M.  **Chairwoman Wenner called the meeting to order and made the determination a quorum is present.**

 **PLEDGE OF ALLEGIANCE – Linda Slater**

 **PUBLIC INTEREST COMMENTS (No Action)**

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


No public comment.

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

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

No public comment.

Motion Higuera/Miller to approve the agenda. Motion carried unanimously.

 **FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:
April 5, 2016 Regular Board meeting, with public comment prior to Board action.**

No public comment.

Motion Slater/Higuera to approve the previous minutes of April 5th. Motion carried unanimously.

 **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**
Read and noted.
2. **For Possible Action: Health and Sanitation & Public Works Departments Monthly Report of activities**
Accepted.
3. **For Possible Action: Approve April 2016 claims**
Approved.
4. **For Possible Action: Recommend approval of Douglas County Outdoor Festival Entertainment Event Application for the 106th Annual Carson Valley Days Festival scheduled for June 8 through 13, 2016, sponsored by Carson Valley Active 20-30 Club #85.**
Approved.

No public comment.

Motion Jones/Higuera to approve the consent calendar. Motion carried unanimously.


ADMINISTRATIVE AGENDA

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

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

Mrs. Lochridge shared the Gardnerville Community Enrichment Council received their legal notice. They are officially a 501c3. There are some great things that I see happening with not only Main Street Gardnerville, but also the Town of Gardnerville, on a lot of the project we've been holding off on. In the last week I have had two people reach out to me: Bailey Billington (Elko Downtown Business Association) and Rachel Dahl, who serves in Fallon. Both entities are interested in becoming a Main Street program. This is a really big plus for us when we try to get a state program in place. Main Street's Organization Committee has all of the sponsor packets approved - they are trying to roll this out as a package deal, a once-a-year process to get more sponsors for the program. The Promotions Committee is working on all the events. We have a good addition to the wine walks this year - we're promoting a grab and go option throughout the wine walk: restaurants in the district offer special low cost deals where walkers can go in, get food and go. Tom has been invited to attend the Promotions Committee meeting. We're partnering with the town on getting two entries into the Carson Valley Days Parade. It is a pirate theme and we have a pirate coffin that was entered in the coffin races last year. That entry along with five others from the coffin races are going to be in the parade helping us promote the coffin races. We want to try and get our entry with the town, which would be promoting the Great Race. I am excited about the District Vitality Committee. We have a new chairperson, Meredith Fischer. For those who do not know her she runs the Eddy Street Vintage Market. She has some great people on her committee. They are working on a "design your district" campaign, a revolving loan fund relaunch and a "fall in love with the district" vacancy promotion campaign. The sidewalk gallery is supposed to be up within this week. We are going to be holding a special reception next Thursday evening. We have a grand opening at Heritage Park Gardens on the 21st. The flower pots are still doing well. We have 22 yet to be sponsored. The flower committee is promoting the adopt-a-pots (petal pushers). They are visiting all of the businesses trying to get the pots sponsored.

Mrs. Slater shared today was the Nevada League of Cities teleconference meeting and we had approved a lot of the resolutions. The next meeting is the 23rd in Las Vegas. I asked them to put on the agenda a resolution to support Main Street and they have agreed to do so.

6.  For Possible Action: Discussion on the Town of Gardnerville lease agreement with Main Street program to lease the Heritage Park Garden property, to Main Street Gardnerville (MSG), located at 1461 Ezell Street (APN:1320-33-310-005) at a cost of providing insurance for the property, allowing the control and scheduling of events or other activities to Main Street Gardnerville after review and approval by town office staff of Main Street Gardnerville's proposed event dates in Heritage Park Garden to avoid conflicts with Town approved events in Heritage Park, with further discussion on the MSG Heritage Park Gardens Event Policy, and Special Event Application; with public comment prior to Board action.

Mr. Dallaire shared the lease agreement was drafted by Mike Rowe and the Main Street board has reviewed it. We worked through the insurance issue that was brought up last month. Bruce Hollander was fine with what we have provided here. We have done due diligence to show they are in charge of the property. If a liability or some incident happens it would fall on their insurance first.

Mr. Rowe commented when Tom and I were discussing this, Tom's direction was to keep it simple. The draft lease is to boil it down to the essence. It doesn't require a rental payment. It just requires they keep the insurance in effect, that they don't use the town's restrooms, and if they need electricity they find a way to supply it. That's the consideration for the lease agreement itself.

Mr. Dallaire had the lease drafted for 10 years so it will expire at the same time as the jail.

Mr. Rowe mentioned that at the very least Tom wanted to add a provision on termination without cause. I just wanted to call your attention to the fact that either party may terminate the lease with or without cause upon 60 days' notice.

Vice-Chairman Miller does not foresee that. But who knows. Some day we might do something else with the land. That is a good way to do it.

Mrs. Slater asked on the reservation donation, is that a conflict of words? You have donation followed by required.

Vice-Chairman Miller suggested using the word "requested" instead of "required."

Mrs. Jones felt the issue is if it's required it's a fee, if it's requested it's a donation.

Mr. Rowe's advice would be to charge it to a fee.

Chairwoman Wenner called for public comment.

Mr. Aaron Hampton commented if you say fee, people are only going to pay the \$50. So if you change it to a fee you won't get people donating more.

Motion Higuera/Slater to approve the lease agreement, accompanying exhibits and modifications as discussed, changing from "donation" to "fee" and "required" to "requested," allowing the control and scheduling of events or other activities to Main Street Gardnerville after review and approval by town office staff of Main Street Gardnerville's proposed event dates in Heritage Park Gardens to avoid conflicts with town approved events in Heritage Park.

Mrs. Jones commented the change of the term "donation" to "fee" is actually Main Street's policy. It's not ours.

Mr. Higuera is talking about item #6 within the agreement.

Mr. Rowe pointed out the policy is attached and incorporated into the lease as Exhibit B. If you don't have it, the one I'm looking at was in Tom's email.

Mrs. Jones didn't think we can tell Main Street Gardnerville to change the term from "donation" to "fee." It's their policy, not ours.

Mr. Rowe believes the board is approving the lease. If you want the exhibit to read the way you want it to read then it goes back to their board saying here is what the town approved. I can't envision they would have any issues with it.

Just so Mr. Dallaire is clear, item #6 is reservation "donation" would be changed to "fee" and "required" to "requested."

Upon call for the vote, motion carried unanimously.

7.  **For Possible Action: Discussion to approve, approve with modifications or deny a request by Aaron Hampton, Stodick Estates HOA to install a nonconforming bench in the Stodick Estates detention pond; with public comment prior to Board action.**

Mr. Aaron Hampton gave a power point presentation. I would like to revisit this in May of 2017 for a trash can and maybe a picnic table.

Chairwoman Wenner asked about water in the pond.

Mr. Dallaire answered it does get water in the pond. We will need to let everyone know this is a detention pond and not a park. Vacate the premises when it is filling up with water. We can add steps going up to the concrete.

Mrs. Jones asked what the life span is of the nonconforming bench.

Mr. LaCost thought it had about a 10 year life span.

Vice-Chairman Miller asked what we have in Arbor Gardens. Even though it's a park versus a detention pond, if we do it one place looking forward we may have to do it in another place to match.

Mrs. Slater likes the concept of moving the bench over there. I have an issue with the picnic table. Ken's point, we have Chichester, the Ranch at Gardnerville and Arbor Gardens. How much can we support?


Mr. Hampton is just trying to enhance the area. I understand your apprehension with a picnic table.

Chairwoman Wenner called for public comment.

Mr. Linderman is in support of the idea. We don't have anything like that. It isn't far to walk. The town does own the land. The HOA is encouraging the town to improve it. A bench would be great.

No further public comment.

Motion Jones/Slater to approve staff to install or reuse one of the nonconforming benches from Martin Slough ponds at the base of the walkway as requested by the HOA. Motion carried unanimously.

8.  **For Possible Action: Discussion to approve, approve with modifications or deny a request by Aaron Hampton, Stodick Estates HOA, to install Dog i pots at the entrance to Stodick Estates detention pond; with public comment prior to Board action.**

Mr. Aaron Hampton, representing the HOA, would like the town to install dogipots. One of them would be on town property. This would be subject to service by the Town of Gardnerville. I am also suggesting one on the exit. This is on common interest community property. We would write a check and reimburse you and we could service it.

Mr. Dallaire discussed with Mr. Hampton putting one right behind the tree in the shade. It is inconspicuous. It doesn't stand out. It doesn't invite people to say this is a dog park. Between Elges and Bryan there is a town owned sidewalk. I think we should add one on Elges. We did a little more research on the Dogipots. That is a brand name. There is another brand that is less expensive. I can get the square tel spar poles and they still ship for free.

Mrs. Slater hates to invite more people to walk their dogs.

Mrs. Jones thought for the amount of money, it will save in staff time.

Chairwoman Wenner called for public comment.

Mr. Linderman mentioned the black color. Maybe the bottom of the post could be shaped like a fire hydrant.

No further public comment.


Motion Higuera/Miller to approve a request by the Stodick Estates HOA to install Dogipots in the Stodick Estates detention pond area.

Mr. Rowe asked, by saying Dogipots you are identifying the facility proposed.

Restated motion Higuera to approve a request by the Stodick Estates HOA to install dog waste facilities at the entrance of Stodick Estates detention pond.

Mr. Dallaire clarified the request from the HOA is two. We will buy two. They will reimburse us for one. They'll install the one on their property and staff will install the one in front of the pond.

Restated Motion Jones/Higuera to approve the installation of one poo pot in Stodick detention pond and a second poo pot to be installed on HOA common area and for us to be reimbursed for it but to be maintained by the HOA. Motion carried unanimously.

9.  **For Possible Action: Discussion with the public to engage in the national conversation at the local level about issues of interest or concern to the Town of Gardnerville residents and/or businesses in recognition of National City Council Meeting to be held between May 3rd thru May 17th. The public is invited to submit issues they are concerned about or would like to have addressed by the town. The National City Council meeting is geared towards each community's interests; including but not limited to; sales tax loophole, infrastructure, transportation, community resilience, bicycle and pedestrian safety, community involvement opportunities, education, jobs and the economy. Infrastructure improvements and current projects status will be presented by Tom Dallaire**

Mr. Dallaire put the National City Council Meeting flyer in the board packet. It's starting in Nevada. Our board meeting happened to be on the day it started. I did an extensive list in the packet on our projects. We received a generic resolution from Wes for the online sales tax loophole. In the state of Nevada if a business has a warehouse, store, office or sales representative you will be charged sales tax. If there are other facilities nationwide you do not have to pay sales tax. You can sign the resolution as the town board if you are willing to do that. We can forward that to the League.

Mrs. Slater mentioned Amazon, Wal Mart and Petsmart are three of the businesses they mentioned at the teleconference that are in support. Indian Hills and Gardnerville Ranchos both have these on their agenda. I approached Douglas County. I spoke with Steve Thaler and there wasn't much response from them.

Vice-Chairman Miller asked on page 9-2 you have a list of items under 3. One of them is town ownership of the old gym playhouse. I think we discussed this last meeting that is something we put on the back burner because of the cost and the unknowns. That concerns me if that becomes a priority to the residents of Gardnerville.

Mr. Dallaire shared item 2 on 9-2 the education portion, we have a link on the website to online colleges. JOIN and DETER have a couple of programs but I haven't been able to find links. Item 3 is to obtain community input. One of the ideas I had was get the annual survey started earlier this year so we get more people involved. At the kickoff we draw a resident in Gardnerville and give them free trash service. There would be an additional or revised question on the survey. If there is anything else you want to see or the public wants to see we can gather the information.

Mrs. Slater asked if he was going to put this list on the survey? If so, then you probably want to remove the ownership of the old gym playhouse.

Mrs. Jones would add a central place for greenwaste, or maybe a central location for recycling or a recycling program. More of the recycling bins would be good, as long as they are regularly maintained, might be a good bridge to a full blown program.

Mrs. Slater reviewed as a board we discussed recycling several years ago. One of the things we spoke about was it's a private business. Do we want to get into such an expensive program? The answer at that time was probably not.

Mr. Dallaire noted DDI is working on taking their refuse to Carson City. We have been talking about the rate they charge the town for bringing them bulk garbage. They have discussed about \$76/ton instead of \$102. But \$58 is what we are being charged in Carson. They have looked at single stream (residents sort the recyclables). Douglas County has been collecting 8.4% from DDI for years. There is a large fund that they are supposed to use only on that facility. Today they could build the facility. It's just that DDI's customers won't support it. They need the support of the towns as well. Minden is on board and we're on board with any kind of program. But that's another cost to the town to get more totes.

Mrs. Jones felt we need to know where recycling ranks in these types of projects. If residents consistently put recycling as number one and the dog park number two, and we have to choose, in budgeting issues it's important to know that they care more about recycling than they do about the dog park.

Mr. Linderman asked if there is any way to convince DDI to pick up the GES recycling more often.

Mr. Dallaire will talk to DDI. (The projects from page 9-2, items 4, 5, 6 and 7 were gone over.)

No public comment.

Mr. LaCost asked if they looked at the list. Is there anything you would like to add to the list for the survey?

Mrs. Jones asked to add the Gardnerville Station.

Motion Jones to approve Resolution 2016-01.

Mr. Rowe mentioned there is a typo in the fourth recital after the \$344 billion dollar number it should be "is owed in sales taxes in Nevada." Before you sign it maybe fix it.


Amended motion Jones/Miller to approve Resolution 2016-01 with the correction. Motion carried unanimously.

10.  **For Possible Action:** Approve, approve with modifications or deny the Final Capital Improvement Plan for 2016-2021; with public comment prior to Board action.

Mr. Dallaire had a truck purchase in next year's budget, but we have the money in this year's budget so we can actually order the truck now. I left the office vehicle on here for next year's purchase. That will happen mid-year after July. That's the only correction from what you saw the last time.

No public comment.

Motion Higuera/Miller to approve the final capital improvement plan as presented for 2016 through 2021. Motion carried unanimously.

11.  **For Possible Action:** Approve, approve with modifications or deny using the WAM service to provide an option to Gardnerville Health and Sanitation customers to have internet billing and provide the town customers the ability to be transferred to a 3rd party credit card processing vender with a cost to the Health and Sanitation fund of \$960 for the WAM module, and additional fees by the credit card processor resulting in \$15 per month for credit card processing, and \$99 a year for PCI compliance, all to be covered by the H&S fund; with public comment prior to Board action.

Mr. Dallaire reviewed last month we talked about the credit card processing. WAM is the software we use. Our convenience fees don't cover these costs. The cost associated is just the credit card. This is to approve ordering the software. The WAM web server is the 2015 service pricing. The online account lookup is free with this and online bill pay, web billing and everybody can log in. There is an additional fee \$110 a month for the software to have a tablet with the route on it instead of a printed version. When Marie makes a change it would be instantaneous. This is something I would like to look into.


Chairwoman Wenner called for public comment.

Mr. Hampton wanted to ask if the cost would be deferred to the people paying.

Mr. Dallaire answered right now we pay for WAM support. The module is what is new and it is another \$1,239.

Mr. Hampton stated as someone who expects things to be autopay nowadays, I basically wait until I get that letter from Marie saying my account is late. I wonder how much money is spent on postage for late customers.

Motion Miller/Jones to approve WAM service to provide the option to Gardnerville Health & Sanitation customers to have internet billing and to provide town customers the ability to be transferred to a 3rd party credit card process vendor, with a cost to the health and sanitation fund of \$960 and additional fees from the credit card processor of \$15 per month for credit card processing and \$99 a year for PCI compliance. All fees to be covered by the Health and Sanitation fund. Motion carried unanimously.

12.  **For Possible Action:** Approve, approve with modifications or deny proceeding with staff changing the credit card service provider currently being offered the town to Cayan for the 3rd party electronic transfer of money for the debit/credit card and automatic payment service for the Health and Sanitation (611) fund and begin charging a convenience fee, starting July 1, 2016, to be processed by the 3rd party vender for each transaction of 1.99% up to 3.34% + \$0.19, depending on the type of credit card and a debit card fee of 0.28% + \$.25, charged in addition to the bill for the town service; with public comment prior to Board action.

Mr. Dallaire asked the Board to look at page 12-2. This is an example of the fees that would be charged. The ACH has a minimum fee of \$10 per month. Otherwise the difference to a total \$10 minimum will be charged to our account. I think the use of the ACH will go up when we offer the service. We can try it.

Mr. Higuera asked what kind of a contract we would have.

Mrs. Louthan answered it would be month to month.

Mrs. Jones asked if we could do a review six months after its implemented. It's \$10 a month for the ACH.

Chairwoman Wenner called for public comment.

Mr. Linderman noted the agenda item says .019, which you turned in to 0.19. But that's not what it says on the agenda. It should be corrected in the item. I assume you got the credit card processor to agree that they can charge different amounts. The convenience fee is okay, but was that for credit cards only?

Mr. Rowe advised any electronic payment.

Mr. Hampton asked why would the fee go up?

Mr. Dallaire answered because it's a service we are offering now and it's cheaper than what we've been charging in the past.

Mrs. Jones thought they were saying the overall usage of electronic payments will go up.

Mr. Hampton agreed. There's no month with the exception of January 2016 where you would cover that \$10 cost. And life and happiness is all about managing expectations. Even your six month trial will be a disrupt in people's expectations. I don't see why it's worth trying it if 80 percent of the time you're never going to hit your \$10. It seems as though it is a moot point.

Mr. Linderman wonders about what the legal ramifications are if you can only charge what is actually charged you.


Mr. Rowe advised the statute is specific about that. It says a governmental entity can charge a convenience fee based on what the cost to the governmental entity is in electronic fund transfer.

Mr. Hampton asked what he would suggest they do.

Mr. Dallaire would suggest they do it. If we offer it people will use it. There will be a fee now, so maybe they won't use it as much. We can cancel it at the end of the year if very few people are using the ACH.

No further public comment.

Motion Higuera/Jones to approve staff proceeding with the change of credit card service provider currently being offered to the town to Cayan for the third party electronic transfer of money for the debit/credit card and automatic payment service for health and sanitation 611 fund and begin charging a convenience fee starting July 1, 2016, with a review at 6 months. Motion carried unanimously.

13.  For Possible Action: Public hearing to adopt the Final Budget for Fiscal Year 2016-2017, with public comment prior to Board action.

Mr. Dallaire has only one item that came up yesterday at the county commission. The commission thinks we need to take them into consideration and only provide staff merits up to 1.5 percent. All three towns had put on their budgets the average is 4 percent. That's what we discussed. That's what we budgeted. I don't have an idea on how staff will perform. This past year we have done between 2 and 4 percent. Paula's review could have been five but we had a four percent max. There is the capability of getting six. Mr. Penzel is having an issue with the difference between two percent and four percent, which is about \$6,000 in salaries and \$2,000 in benefits.

Mrs. Jones asked if when you say the 1.5 percent came out of nowhere, was it one commissioner?

Mr. Dallaire agreed.

(Discussion on county commissioner concerns over merit increases for town employees.)

Mr. Dallaire mentioned the highlighted areas are what I changed between the tentative and the final. I did take our maintenance specialist senior and change it from 70-30 split. I took him down to an 80-20 split. The superintendent remains at a 70-30 split.

No public comment.

Motion Jones/Slater to adopt the final budget for the fiscal year 2016/17 as presented. Motion carried unanimously.

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

Mr. Rowe reported it took a lot of time getting the garden lease into shape. Geoff had written an email on dog parks and what was in the NRS. The answer is nothing. That will be a question of county ordinance and zoning. We have developments on the Village parcel. The final appraisal came in. The number of square feet is now firmly established and we got the final appraisal amount. Tom will probably cover that, but you gave him authorization.

Mr. Dallaire shared Dave is anxious to get this completed. The hold up right now is Anderson and my comments to the boundary line adjustment. Once we get the deed, I don't think we need an escrow, but we do need a title report for our Hellwinkel property.

Mr. Rowe will write the deed and get it conveyed to the town as soon as we get the information from Anderson. The legal description isn't done yet.

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

Mr. Dallaire reported a resident on Toiyabe called and said he had a sink hole in his yard. Apparently we have storm drain over there. We dug it up and there is a big hole in the top of the pipe and the pipe was full. We had it pumped and the pipe needs to be replaced.

Vice-Chairman Miller asked how soon they can start working on the Gardnerville station.

Mr. Dallaire is waiting on NDOT. I talked with Tim Egan to see what he thought the owners would take for the property next to the Canderles. They would take \$275,000 for the property. They would even finance it for us with no interest financing for the next three years. So, \$100,000 the first year, \$58,333.34 the second year and \$58,333.33 the last two years.

Vice-Chairman Miller would suggest putting it on the agenda.

Mr. Rowe advised it needs to be appraised.

Mrs. Jones asked if without board approval Tom could order the appraisal. We need the appraisal before we can close escrow but it doesn't mean we can't open escrow before the appraisal. We could make an offer contingent on the appraisal.


Mrs. Jones added if they are carrying the note, Mike's office couldn't do the escrow. We would need a neutral third party.

Mr. Dallaire will bring it back next month or do a special meeting.

Mr. Rowe advised they just need three working days' notice.

Mrs. Slater asked about the town's pulling out of the county for health insurance.

Mr. Dallaire answered the town is not a separate entity. That's what happened with the fire department. They were able to get their own identification number. The town boundary is now on the west side of Highway 395 as of the next commission meeting when it gets approved.


16.  **For Possible Action: Approve, approve with modifications or deny the new public records request policy on multiple media; with public comment prior to Board action.**

Mr. Dallaire pointed out Mike had a few corrections and typos. That's shown in red on the handout. That is the version we want everybody to look at. Carol and I did a lot of research. We found one from the attorney general's office and we meshed it to fit. We set up the fees based on comments we got back from Cassandra. I just wanted to make sure everyone is looking at the same one.

Mrs. Slater felt it was well written, very precise and in-depth. I like it a lot. It takes the burden off the town. It's spelled out for you.

No public comment.

Motion Higuera/Slater to approve the new public records request policy on multiple media. Motion carried unanimously.

17.  **For Possible Action: Discussion on the annual performance evaluation of Town Manager, Thomas Dallaire, with public comment prior to Board action.**

Mrs. Slater noticed there is a new handout that changes the score.

Mrs. Jones explained one of my marks was entered as a three and it should have been a six. So it was corrected and the new sheet was handed out.

Mrs. Slater thought Mr. Dallaire has done well this past year. I think you have met all of the needs of the board members. You have met all my expectations. I am glad to see the improvements that you've made. You are much more self-assured.

Mr. Higuera mentioned last night at the commissioner's meeting you were excellent.

Vice-Chairman Miller stated you work for us. You don't work for the county. You have the Town of Gardnerville in mind. That's very important.

Chairwoman Wenner advised my scores were high because I realized when I worked closer with Tom as the board chairwoman. You probably don't realize all the things he's working on until you go into his office. There are more projects that became priority that he didn't get to his goals. I realized those were important projects. It's good that he finished them and got them completed. I understood why he didn't get all his goals done.

Mrs. Jones must have used a different scale than everyone else. I do think you are meeting expectations. You are doing well. You have improved. I just think I have more conservative scores.

Vice-Chairman Miller pointed out Mrs. Jones is new to the board. When you actually work with Tom closer you get a different picture in your mind.

Chairwoman Wenner's scores were the same as Mrs. Jones the first year.

Mr. Dallaire didn't see anything in the comments that he didn't already know. I did get a certificate from FEMA last month when I did the 72 hour kit handout. Todd Carlini and Dave Bogerson want to use the handout countywide.

Chairwoman Wenner thought he is doing a great job.

Mr. Higuera agreed with Mrs. Slater that he is growing into the job. Don't be tempted by \$172,000/yr and a \$700/mo car allowance. His name is being bandied around a lot as county manager. Don't do it.

Mr. Dallaire enjoys working with the town board. I appreciate you allowing me to do what I need to do.

Chairwoman Wenner pointed out the score was 5.05. The maximum merit is 4%. So it is up to the board if you'd like to make a motion.

Mrs. Jones asked if they could give him in addition to the merit increase three days paid leave. Would you actually take it?

Mr. Dallaire will, absolutely.

No public comment.

Motion Jones/Higuera to approve a 4 percent increase and an additional three days paid leave which must be used by December 31, 2016. Motion carried unanimously.

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

No public comment.

Meeting adjourned 8:00 p.m.

Mary Wenner
Chairwoman

Tom Dallaire
Town Manager

Gardnerville Town Board
AGENDA ACTION SHEET



1. **For Possible Action: Correspondence**
2. **Recommended Motion: Receive and file**
Funds Available: Yes N/A
3. **Department:** Administration

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

Garden Cemetery Association
P.O. Box 1271 Gardnerville, NV 89410
Karen McGee 230- 3783 Doug Sonnemann 782-8598 Renate Daniels 882-0319
Robert Chichester 782-5414 George Wennhold 901-1920 Dennis Bruns 782-2647
Linda Reid 782-8210 Area Code 775 for all



To the Town of Gardnerville
and the great staff;

The board of Garden Cemetery
is very grateful for the pick-up
of trash.

We are proud to be part of the history
of the Town of Gardnerville.

Thanks to all of the men who work
so hard.

Linda Reid, Sexton
GCA

Dallaire, Tom

From: Nevada League of Cities & Municipalities <jwalker@nvleague.org>
Sent: Thursday, May 05, 2016 2:11 PM
To: Dallaire, Tom
Subject: City Courier - May 2016

May 2016 - In This Issue:

Parade marks Henderson's 63rd birthday

Parade marks Henderson's 63rd birthday

Virginia Street Bridge

Sparks embraces pay it forward

Parks around Nevada

What's Happening



City Courier



What's Happening around the League

NLC&M Endorses National City Council Meeting

The League's Board of Directors endorsed the "National City Council Meeting" conceived by City of Henderson Mayor Andy Hafen. The Board adopted NLC&M Resolution 13-01 in support of the "National City

The League Thanks Senator Reid for his Service to Nevada

The Nevada League of Cities and Municipalities presented a plaque to Senator Harry Reid thanking him for his distinguished career of public service. Members of the League attending the National League of Cities' Congressional Cities Conference met with Senator Reid to discuss municipal issues important to Nevada.



From left - Brian McAnallen, Wes Henderson, Senator Reid, Mayor Andy Hafen, Councilwoman Gerri Schroder and David Cherry

Council Meeting' concept. A copy of the resolution was sent to the Executive Director of the National League of Cities as well as the Executive Directors of the other 48 State Municipal Leagues. We would like to thank Mayor Hafen for coming up with the idea of having municipalities across the county focus on major municipal issues and speak loudly with one voice. This program has the potential to be a valuable tool to place a national spotlight on topical municipal issues. We thank all of our members that participate in the inaugural "National City Council Meeting."

NLC&M Board Adopts Resolutions

The League's Board of Directors adopted two additional resolutions during their May 3rd meeting. The first, NLC&M Resolution 13-02, called for eliminating the existing loophole on sales tax collection on remote purchases. This has long been a priority of the League as well as the National League of Cities. This topic was selected by the Board as the focus of this year's "National City Council Meeting." Many of our members will be adopting a similar resolution. Copies of this resolution have been forwarded to members of our Congressional delegation.

The Board also adopted NLC&M Resolution 13-03 in support of Nevada Wildfire Awareness Month - May 2016. Nevada Wildfire Awareness Month focuses attention on the need for the residents of Nevada's cities and municipalities to be prepared for wildfire. This year's theme "Create Unity - Fire Adapt Your Community" serves as a call to action for residents to take action to educate themselves, reduce the wildfire threat to their homes and help their community move toward becoming a Fire Adapted Community. The University of Nevada, Reno Cooperative Extension

Presenting the plaque to Senator Reid were Mayor Andy Hafen (Henderson), Councilwoman Gerri Schroder (Henderson) David Cherry (Intergovernmental Relations Specialist - Henderson), Brian McAnallen (Government Affairs Manager - Las Vegas) and NLC&M Executive Director Wes Henderson. We want to thank everyone from Nevada that attended the NLC Conference and shared in presenting Senator Reid with this well deserved token in recognition of his service to Nevada.

Parade Marks Henderson's 63rd Birthday

Las Vegas Review-Journal

Last Saturday, Henderson celebrated its 63rd anniversary with a parade and a party, bringing crowds out to Water Street. Organizers expected more than 60 parade entries with the theme "My Henderson," celebrating what residents love about living, working, learning and playing in Henderson. The Henderson Heritage Parade & Festival included a community breakfast with members of the Henderson City Council and live entertainment.

Public Welcomed to Virginia Street Bridge Opening

KOLO TV

RENO, Nev. (KOLO) -- Ten months after the 110 year old Virginia Street Bridge was torn down, the public was invited to the ribbon cutting of the new bridge. On April 12, 2016 the City of Reno will welcomed the public to take a walk on the bridge and see the finished product.



The event was held at the corner of First and Virginia streets. The event featured speeches from Reno Mayor Hillary Schieve, project managers, contractors and bridge designers. The \$18.3 million bridge has changed the landscape of Downtown Reno and project managers believe the public will fall in love with it.

"We are pretty excited. It is beautiful. It is vibrant. The people in the community are going to love it," said Chris Barrett with Q&D Construction. "What we hope it offers to the public is some place to

1
2-4

office oversees the Nevada Wildfire Awareness Month and the Fire Adapted Communities programs.

More information on these programs can be found on their website at www.livingwithfire.org.

Conference Registration is Open - [Register Here](#)

Registration for the 2016 NLC&M Annual Conference is now open. The conference will be held October 13 - 15 at the Sparks Nugget. The theme for this year's conference is "Sparking Ideas to Inspire the Future". We are busy planning for this year's conference and are putting together an exciting agenda. Please make plans to join us in Sparks and take advantage of this unique opportunity to network with your municipal colleagues from across the state.

League Caucuses Hard at Work

The new League Caucuses have all held meetings and adopted operational guidelines. The caucuses provide an opportunity for our members to interact with similar entities and discuss common challenges and successes. We would like to thank everyone who has participated in these meetings and especially the at-large members of our Executive Committee, Councilwoman Gerri Schroder (Henderson) Large Cities, Mayor Emily Carter (West Wendover) Small Cities - large Towns and Board Member Linda Slater (Gardnerville) Small Towns and GIDs, that serve as chair for their respective caucuses. We look forward to working with the caucuses as we prepare for the 2017 Legislative Session.

2016 Upcoming Events

come and enjoy. There was so much pride and ownership that was taken when we built the bridge. The construction workers took a lot of pride and ownership and they hope that the community can enjoy it and take care of it," said Kerrie Koski, Project Manager for the construction of the Virginia Street Bridge.

Sparks Embraces Pay it Forward Day

It's Happening Here, City of Sparks

Last month at Sparks City Council meeting, Mayor Geno Martini presented a proclamation declaring Pay it Forward Day Thursday, April 28 and dedicated the day to Tristin Hurley, the beloved teen who recently passed, and profoundly affected so many with his contagious laughter, positive attitude and loyal spirit.



Sparks Councilwoman Charlene Bybee said, "There is an incredible power and positive energy in the act of giving. It is so appropriate to dedicate this day of kindness to Tristin."

Pay it Forward Day is celebrated annually on the fourth Thursday of April. The day of kindness is recognized in more than 75 countries and in cities and states across America.

It's easy to share an act of kindness and pay it forward. You can hold open the door for someone, donate blood, stop and buy a drink from a kid's lemonade stand, give a bag of food to a homeless person, be a courteous driver and let people merge in front of you, or even buy the beverage for the person behind you at your favorite coffee house. Paying it forward is guaranteed to make you smile inside.

Parks around Nevada to receive federal grant money for upgrades

CarsonNow.org

North Sunridge Park in the Indian Hills area of Carson City, Miner's Park in Virginia City, Fallon Paiute Shosone Tribe Park and Nevada State Parks are among a handful of publicly maintained sites to receive federal grant money to make improvements, Sen. Harry Reid announced Thursday.



Nevada has received nearly \$400,000 in

May 23rd
Board of Directors Meeting
9:00 - 3:00 p.m.
Las Vegas City Hall

May 23rd
"Friends of the League"
Appreciation Reception
5:00 - 7:00 p.m.
Pizza Rock, Las Vegas

August 15th
Board of Directors Meeting
TBD

October 12-14th
NLC&M Annual Conference
"Sparkling Idea's to Inspire the Future"
Nugget Hotel, City of Sparks

"Friends of the League"

PLATINUM

POOL/PACT
Wells Fargo

GOLD

CenturyLink
Nevada Rural Housing Authority
Republic Services

SILVER

Charles Abbott & Associates
NV Energy
Voya Financial

COPPER

L/P Insurance Services
Las Vegas Metro Chamber
of Commerce
MassMutual Financial Group
Nevada State Bank
Sherman Howard L.L.C.
Stradling Yocca Carlson & Rauth
Western Insurance Specialties

grants from the Land and Water Conservation Fund to improve park and recreation areas throughout the Silver State. It is the first round of funding from the LWCF since Reid led a bipartisan effort to reinstate the program late last year.

The Indian Hills General Improvement District, which maintains North Sunridge Park, won a \$25,000 grant so it could install a restroom on the property. Storey County will receive \$30,000 for improvements at Miner's Park in Virginia City. The money will be used to replace the obsolete playground and install accessible surfacing and sidewalks.

The Paiute-Shoshone Tribe of the Fallon Reservation and Colony received a grant in the amount of \$164,796 to develop a new park, including construction of park utilities, roads and parking, security lighting, picnic facilities, walkways, a playground, a water spray playground, restroom, lawn, stage, baseball field and fencing.

Nevada Division of State Parks will receive \$85,800 in grant money to replace obsolete picnic facilities at 13 state parks across Nevada. They are: Cathedral Gorge, Echo Canyon, Lake Tahoe Nevada, Fort Churchill, Lahontan, Valley of Fire, Cave Lake, Ward Charcoal Ovens, Washoe Lake, South Fork, Dayton, Berlin-Ichthyosaur and Kershaw-Ryan.

Washoe County will also receive grant money, in the amount of \$91,207.50 for playground rehabilitation at South Valleys Park in Reno. The project will replace loose fill playground surfacing at South Valleys Park in Reno with accessible, rubberized playground surface.

Created in 1965, the Land and Water Conservation Fund (LWCF) is a bipartisan commitment to protect natural areas, water resources and cultural heritage, while also providing recreation and economic opportunities to Americans. It costs the taxpayers nothing and is partially funded with a portion of fees collected from offshore oil and gas drilling.

Last October, Congressional Republicans allowed LWCF to expire for the first time in more than 50 years. Following its expiration, Senator Reid fought to bring the LWCF back, securing a three-year extension of the program in the Omnibus appropriations bill that was signed into law in December.

"I am happy to announce the Land and Water Conservation Fund is back in business," said Senator Reid. "This is one of the most important conservation programs in the country. For decades, the Land and Water Conservation fund has played an important role in protecting and restoring Nevada's scenic wonders and expanding opportunity. This round of funding will have a tremendous impact on rural areas in the Silver State by supporting projects that improve quality of life and give communities additional tools to build and grow their economies."

NEW Technology Solutions Contract

We appreciate your support!

For information on becoming a "Friend of the League" please [click here](#).

Wells Fargo



"Friends of the League"
Platinum Level



We are excited to announce the launch of the new national U.S. Communities cooperative contract for Technology Products, Services, Solutions and Related Products and Services with the following supplier partners:

- Carahsoft awarded for Google for Work products, services and solutions
- DLT Solutions awarded for Amazon Web Services products, services and solutions
- Insight Public Sector awarded for technology products, services and solutions along with the following named partners: Cisco; HP Inc.; Hewlett Packard Enterprise; Dell; Panasonic; EMC; Commvault; Symantec; Veritas; VMware; Apple; Microsoft; Citrix; and NetApp
- UNICOM Government awarded for technology services and solutions and related products

To learn more about this new contract, register for one of our complimentary [webinars](#).

Date: Tuesday, May 17, 2016
Time: 8:00 a.m. PDT/11:00 a.m. EDT

Date: Thursday, May 19, 2016
Time: 10:00 a.m. PDT/1:00 p.m. EDT

STAY CONNECTED



Nevada League of Cities & Municipalities, 310 S. Curry Street, Carson City, NV 89703

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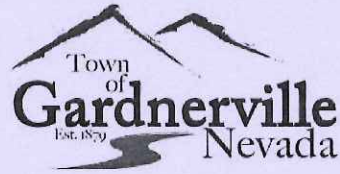
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Gardnerville Town Board

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:** June 7, 2016
5. **Time Requested:** N/A
6. **Agenda:** Consent Administrative
7. **Background Information:**

Trash

Credit Cards (April figures)

Residential Accounts	1789
Commercial Accounts	222
Green Waste Accounts	1308
Cleanup Dumpsters	13
X-cans	398
# of new residential accounts	11 accts transferred to new owners
# of new commercial accounts	0
Minimum User Accounts	33
Total tons of trash	335.22 - April
Total tons of Greenwaste	52.71 - April

Total Amount	\$22,572.17	
Total Transactions	280	
Visa Debit	\$9,578.68	130
Visa	\$8,456.37	90
Mastercard Debit	\$ 58.00	1
Mastercard	\$2,787.53	28
ACH/E Check	\$1,691.59	28

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

Superintendent Town Public Works Monthly Report

Public Works & Parks – 05/2016

- Flower baskets were picked up and installed 6/1/2016. This was truly a team effort installing them again this year with 8 staff, the flower committee, and many volunteers making this a reality. Thank you for your help.
- Conduct interviews for the Seasonal position. Interviewed 6 individuals and coordinated with Douglas County Parks department as they also needed to hire for their department from the same pool of candidates.
- Seasonal job was filled by Aaron Talhelm. First day was 6/2/2016. He will be watering the flower baskets for the season with Public Works staff filling in on his days off.
- Street sweeping was performed May 9th, 10th and 27th.
- Locating equipment has arrived allowing us to locate large diameter storm drain pipes.
- The new work order system has been implemented. Training was conducted on May 6th and 11th. Staff is acclimating to the process.
- Arbor Day celebrations planted two Honey Locust and one Frontier Elm in the Carrick Pond area with 3 scout troops on April 29, 2016.
- “Sweep the Town” event was completed May 14th with over 25 volunteers. The sidewalks along 395 were swept and gutters cleaned from Douglas to Church on 395. The curbs were painted red around Heritage park and benches cleaned along 395 and in the park areas.
- The department was one member short for the month due to a Civic Responsibility.
- Annual flowers were planted on the Waterloo Islands. The plants are not in bloom yet but they should put on a good show when driving down Waterloo this summer.

Health and Sanitation – 05/2016

- Green waste totes are being changed out with new ones.
- Refuse totes are being changed out along with repairing lids.
- A semi load of new totes will be delivered at the end of July. This order has been pushed back several times due to distributor issues. We are considering changing distributors.

Engineering – 05/2016

- Carrick Park off the leash dog park was approached by the Douglas County Search and Rescue for donation of a water fountain and a name change to the proposed park. A meeting was held with staff and the item was placed on the June agenda.
- Precision Concrete Inc. repaired over 300 trip hazards in the areas of Hussman, Village, and Virginia Ranch Road. The contract was to make them ADA compliant without the need to have a complete replacement of the sidewalks.
- Nichols Consulting Engineering completed the Pavement Condition Index (PCI) for the town. We are waiting on the report.
- Two meeting were completed with regards to the Great Race. Traffic Control plans were drafted and permits were submitted to NDOT as we will be closing Gilman on June 19th.

Superintendent Report



Arbor Day at Carrick Detention Pond
April 29, 2016



New Cottonwood Bench in
Heritage Park Garden
May 20, 2016



Install Flower Baskets Along US Highway 395
June 1, 2016



2016 Sweep the Town Event
May 14, 2016

Superintendent Report

Thursday, May 12, 2016

10:46 AM

Precision Concrete Cutting removed over 300 trip hazards from the areas of Hussman, Village, and Virginia Ranch Road. This process is less expensive than replacing the entire sidewalk.

The town is initially focusing on trip hazards greater than 1/2 inch in height. The next survey will focus on 1/4 inch trip hazards for repair.



Repair in progress



Before Repair



Before Repair



After Repair

Gardnerville Town Board
AGENDA ACTION SHEET



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

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



Accounts Payable by G/L Distribution Report

G/L Date Range 05/01/16 - 05/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardinerville Town										
Department 921 - Gardinerville Admin										
Account 510.150 - Board Compensation										
4288 - Higuera Lloyd W	5/16 BOARD	G'VILLE	Paid by Check # 648579		04/28/2016	05/06/2016	05/06/2016		05/06/2016	250.00
24008 - Jones Cassandra Esq	5/16 BOARD	G'VILLE	Paid by Check # 648587		04/28/2016	05/06/2016	05/06/2016		05/06/2016	250.00
28960 - Miller Kenneth	5/16 BOARD	G'VILLE	Paid by Check # 648614		04/28/2016	05/06/2016	05/06/2016		05/06/2016	250.00
2969 - Slater Linda	5-16 BOARD	G'VILLE	Paid by Check # 648678		04/28/2016	05/06/2016	05/06/2016		05/06/2016	250.00
				Account 510.150 - Board Compensation Totals				Invoice Transactions 4		\$1,000.00
20219 - NV ST Public Employees	5-16 PREMIUMS	731	Paid by Check # 649220		05/04/2016	05/20/2016	05/20/2016		05/20/2016	8.88
				Account 511.201 - PEBS-Ret.Medical Totals				Invoice Transactions 1		\$8.88
29103 - Frontier	782-7134 4/16	77578271340502795	Paid by Check # 648562		04/16/2016	05/06/2016	05/06/2016		05/06/2016	102.02
29103 - Frontier	782-3856 4/16	77578238560808025	Paid by Check # 648562		04/16/2016	05/06/2016	05/06/2016		05/06/2016	51.88
13097 - Verizon Wireless	9764689319	842011146-00001	Paid by Check # 649303		05/01/2016	05/20/2016	05/20/2016		05/20/2016	256.99
				Account 520.055 - Telephone Expense Totals				Invoice Transactions 3		\$410.89
12997 - Do Co Procurement Program	4-16 DALLAIRE	G'VILLE	Paid by Check # 649107		04/27/2016	05/20/2016	05/20/2016		05/20/2016	973.36
12997 - Do Co Procurement Program	4-16 LOUTHAN	G'VILLE	Paid by Check # 649107		04/27/2016	05/20/2016	05/20/2016		05/20/2016	308.96
2969 - Slater Linda	4-16 TSA	REIMBURSEMENT/GVI LLE	Paid by Check # 649263		04/11/2016	05/20/2016	05/20/2016		05/20/2016	85.00
				Account 520.064 - Travel Totals				Invoice Transactions 3		\$1,367.32
656 - Carson Valley Chamber Of Commerce	8845	G'VILLE	Paid by Check # 649385		04/27/2016	05/27/2016	05/27/2016		05/27/2016	32.50
26465 - Diamond Printing Inc	9936	G'VILLE	Paid by Check # 649418		05/08/2016	05/27/2016	05/27/2016		05/27/2016	19.10
				Account 520.072 - Advertising Totals				Invoice Transactions 2		\$51.60
2924 - NV Energy	791804 4-16	791804	Paid by Check # 648914		04/26/2016	05/13/2016	05/13/2016		05/13/2016	182.40
				Account 520.089 - Power Totals				Invoice Transactions 1		\$182.40

3-2



Accounts Payable by G/L Distribution Report

G/L Date Range 05/01/16 - 05/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town										
Department 921 - Gardnerville Admin										
Account 520.090 - Water										
1429 - Gardnerville Water Company	640.01 4/16	640.01	Paid by Check # 648844		05/02/2016	05/13/2016	05/13/2016		05/13/2016	30.74
1429 - Gardnerville Water Company	690.01 4/16	690.01	Paid by Check # 648844		05/02/2016	05/13/2016	05/13/2016		05/13/2016	38.81
				Account 520.090 - Water Totals				Invoice Transactions 2		\$69.55
Account 520.092 - Heating										
3021 - Southwest Gas-Las Vegas	0015779022 5-16	2410015779022	Paid by Check # 649568		05/16/2016	05/27/2016	05/27/2016		05/27/2016	23.98
3021 - Southwest Gas-Las Vegas	1072224004 5-16	2411072224004	Paid by Check # 649568		05/16/2016	05/27/2016	05/27/2016		05/27/2016	31.76
3021 - Southwest Gas-Las Vegas	1188600002 5-16	2411188600002	Paid by Check # 649568		05/16/2016	05/27/2016	05/27/2016		05/27/2016	25.66
				Account 520.092 - Heating Totals				Invoice Transactions 3		\$81.40
Account 520.097 - Maint B&G										
11985 - Ace Hardware	107371/1	1236	Paid by Check # 648750		04/27/2016	05/13/2016	05/13/2016		05/13/2016	13.13
3457 - Western Nevada Supply Company	46599689	71273	Paid by Check # 649032		04/26/2016	05/13/2016	05/13/2016		05/13/2016	467.24
3457 - Western Nevada Supply Company	46599732	71273	Paid by Check # 649032		04/27/2016	05/13/2016	05/13/2016		05/13/2016	254.05
3457 - Western Nevada Supply Company	46599748	71273	Paid by Check # 649032		04/27/2016	05/13/2016	05/13/2016		05/13/2016	170.64
13485 - Ahern Rentals Inc	16022380-1	205304	Paid by Check # 649047		04/27/2016	05/20/2016	05/20/2016		05/20/2016	13.45
397 - Bing Materials	157545	GARDN	Paid by Check # 649366		04/30/2016	05/27/2016	05/27/2016		05/27/2016	14.57
				Account 520.097 - Maint B&G Totals				Invoice Transactions 6		\$933.08
Account 520.136 - Rents & Leases Equipment										
4753 - Ricoh USA Inc	5041828437	16769392	Paid by Check # 649242		05/01/2016	05/20/2016	05/20/2016		05/20/2016	177.54
				Account 520.136 - Rents & Leases Equipment Totals				Invoice Transactions 1		\$177.54
Account 520.187 - Internet Expense										
15887 - Charter Communications	0012509 5/16	8354110060012509	Paid by Check # 649089		05/02/2016	05/20/2016	05/20/2016		05/20/2016	64.99
				Account 520.187 - Internet Expense Totals				Invoice Transactions 1		\$64.99
Account 520.200 - Training & Education										
6961 - Logman	DALLAIRE 4-16	REGISTRATION	Paid by Check # 648604		04/25/2016	05/06/2016	05/06/2016		05/06/2016	275.00
				Account 520.200 - Training & Education Totals				Invoice Transactions 1		\$275.00

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Accounts Payable by G/L Distribution Report

G/L Date Range 05/01/16 - 05/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town										
Department 921 - Gardnerville Admin										
Account 521.130 - Legal Services	25740									
10816 - Rowe Hales & Yurbide LLP		G'VILLE	Paid by Check # 648658		03/18/2016	05/06/2016	05/06/2016		05/06/2016	1,580.00
Account 521.130 - Legal Services Totals								Invoice Transactions 1		\$1,580.00
8079 - ArchivesSocial Inc	2020	G'VILLE	Paid by Check # 648454		04/20/2016	05/06/2016	05/06/2016		05/06/2016	132.67
Account 532.056 - Subscriptions										
Account 532.056 - Subscriptions Totals								Invoice Transactions 1		\$132.67
11985 - Ace Hardware	107075/1	1236	Paid by Check # 648750		04/15/2016	05/13/2016	05/13/2016		05/13/2016	8.50
11558 - Costco-Comptroller	7237 4/16	7003731100017237	Paid by Check # 648805		04/26/2016	05/13/2016	05/13/2016		05/13/2016	6.99
8479 - Tahoe Supply Co	614967	TOWNGV	Paid by Check # 649005		04/28/2016	05/13/2016	05/13/2016		05/13/2016	77.65
2549 - Dallaire Tom-Petty Cash	5-16 G'VILLE	PETTY CASH	Paid by Check # 649101		05/06/2016	05/20/2016	05/20/2016		05/20/2016	6.99
12997 - Do Co Procurement Program	4-16 LOUTHAN	G'VILLE	Paid by Check # 649107		04/27/2016	05/20/2016	05/20/2016		05/20/2016	242.23
Account 533.800 - Office Supplies										
Account 533.800 - Office Supplies Totals								Invoice Transactions 5		\$342.36
16648 - E Squared C Inc	43709	G'VILLE	Paid by Check # 648828		05/02/2016	05/13/2016	05/13/2016		05/13/2016	37.50
Account 533.806 - Software										
Account 533.806 - Software Totals								Invoice Transactions 1		\$37.50
6439 - Carson Valley Visitors Authority	3034	G'VILLE	Paid by Check # 648495		04/25/2016	05/06/2016	05/06/2016		05/06/2016	962.30
22528 - Grafx 8 Media Group	7364	G'VILLE	Paid by Check # 648846		05/04/2016	05/13/2016	05/13/2016		05/13/2016	200.00
12997 - Do Co Procurement Program	4-16 LOCHRIDGE	G'VILLE	Paid by Check # 649107		04/27/2016	05/20/2016	05/20/2016		05/20/2016	500.00
27757 - Lochridge Paula	TARGET 5/16	REIMBURSE	Paid by Check # 649478		05/10/2016	05/27/2016	05/27/2016		05/27/2016	22.55
Account 533.817 - Small Projects										
Account 533.817 - Small Projects Totals								Invoice Transactions 4		\$1,684.85
4337 - NV ST Dept of Public Safety	39747 G'VILLE	880005	Paid by Check # 649206		05/02/2016	05/20/2016	05/20/2016		05/20/2016	38.25
Account 550.001 - Miscellaneous Expenses										
Account 550.001 - Miscellaneous Expenses Totals								Invoice Transactions 1		\$38.25
Department 921 - Gardnerville Admin										
Department 921 - Gardnerville Admin Totals								Invoice Transactions 41		\$8,438.28

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Accounts Payable by G/L Distribution Report

G/L Date Range 05/01/16 - 05/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardiner County										
Department 923 - Parks & Recreation										
Account 520.037 - Weed Spraying										
12198 - O'Reilly Auto Parts	3530-445876	1075650	Paid by Check # 649526		04/05/2016	05/27/2016	05/27/2016		05/27/2016	16.99
Account 520.037 - Weed Spraying Totals Invoice Transactions 1										
14747 - Home Depot (Gville)	5250595	6035322502697513	Paid by Check # 648582		04/13/2016	05/06/2016	05/06/2016		05/06/2016	29.97
11985 - Ace Hardware	106974/1	1236	Paid by Check # 648750		04/11/2016	05/13/2016	05/13/2016		05/13/2016	12.90
11985 - Ace Hardware	106985/1	1236	Paid by Check # 648750		04/12/2016	05/13/2016	05/13/2016		05/13/2016	9.95
2510 - Parts House	668944	4170	Paid by Check # 648947		03/30/2016	05/13/2016	05/13/2016		05/13/2016	14.69
3457 - Western Nevada Supply Company	16586071	71273	Paid by Check # 649032		04/15/2016	05/13/2016	05/13/2016		05/13/2016	2,870.04
13485 - Ahern Rentals Inc	15920177-1	205304	Paid by Check # 649047		04/01/2016	05/20/2016	05/20/2016		05/20/2016	49.07
13485 - Ahern Rentals Inc	15955318-1	205304	Paid by Check # 649047		04/11/2016	05/20/2016	05/20/2016		05/20/2016	15.73
13485 - Ahern Rentals Inc	15966320-1	205304	Paid by Check # 649047		04/13/2016	05/20/2016	05/20/2016		05/20/2016	4.99
13485 - Ahern Rentals Inc	15977761-1	205304	Paid by Check # 649047		04/15/2016	05/20/2016	05/20/2016		05/20/2016	34.73
13485 - Ahern Rentals Inc	16000258-1	205304	Paid by Check # 649047		04/21/2016	05/20/2016	05/20/2016		05/20/2016	3.38
12997 - Do Co Procurement Program	4-16 LOUTHAN	GVILLE	Paid by Check # 649107		04/27/2016	05/20/2016	05/20/2016		05/20/2016	365.62
6113 - A-L Sierra Welding Products Inc	624631	07134 0	Paid by Check # 649333		05/10/2016	05/27/2016	05/27/2016		05/27/2016	24.37
18821 - Fastenal Industrial/Cons Suppl	NVMIN54908	NVMIN0011	Paid by Check # 649430		04/29/2016	05/27/2016	05/27/2016		05/27/2016	20.83
2121 - Meeks Lumber	942412	06G1570	Paid by Check # 649492		04/04/2016	05/27/2016	05/27/2016		05/27/2016	7.47
2121 - Meeks Lumber	947898	06G1570	Paid by Check # 649492		04/28/2016	05/27/2016	05/27/2016		05/27/2016	15.99
12198 - O'Reilly Auto Parts	3530-444631	1075650	Paid by Check # 649526		03/29/2016	05/27/2016	05/27/2016		05/27/2016	4.99
12198 - O'Reilly Auto Parts	3530-447202	1075650	Paid by Check # 649526		04/12/2016	05/27/2016	05/27/2016		05/27/2016	5.51
Account 520.084 - Replacement & Repair Totals Invoice Transactions 17										
\$3,490.23										
Account 520.089 - Power										
2924 - NV Energy	791804 4-16	791804	Paid by Check # 648914		04/26/2016	05/13/2016	05/13/2016		05/13/2016	492.33
Account 520.089 - Power Totals Invoice Transactions 1										
\$492.33										

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Accounts Payable by G/L Distribution Report

G/L Date Range 05/01/16 - 05/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town										
Department 923 - Parks & Recreation										
Account 520.090 - Water										
1429 - Gardnerville Water Company	1302.01 4/16	1302.01	Paid by Check # 648844		05/02/2016	05/13/2016	05/13/2016		05/13/2016	474.74
1429 - Gardnerville Water Company	1321.01 4/16	1321.01	Paid by Check # 648844		05/02/2016	05/13/2016	05/13/2016		05/13/2016	82.82
1429 - Gardnerville Water Company	1340.01 4/16	1340.01	Paid by Check # 648844		05/02/2016	05/13/2016	05/13/2016		05/13/2016	53.04
1429 - Gardnerville Water Company	1348.01 4/16	1348.01	Paid by Check # 648844		05/02/2016	05/13/2016	05/13/2016		05/13/2016	302.15
1429 - Gardnerville Water Company	1373.01 4/16	1373.01	Paid by Check # 648844		05/02/2016	05/13/2016	05/13/2016		05/13/2016	117.90
1429 - Gardnerville Water Company	1745.01 4/16	1745.01	Paid by Check # 648844		05/02/2016	05/13/2016	05/13/2016		05/13/2016	104.75
1429 - Gardnerville Water Company	2139.01 4/16	2139.01	Paid by Check # 648844		05/02/2016	05/13/2016	05/13/2016		05/13/2016	55.48
1429 - Gardnerville Water Company	2140.01 4/16	2140.01	Paid by Check # 648844		05/02/2016	05/13/2016	05/13/2016		05/13/2016	62.57
1429 - Gardnerville Water Company	2226.01 4/16	2226.01	Paid by Check # 648844		05/02/2016	05/13/2016	05/13/2016		05/13/2016	113.68
1429 - Gardnerville Water Company	2297.01 4/16	2297.01	Paid by Check # 648844		05/02/2016	05/13/2016	05/13/2016		05/13/2016	212.67
1429 - Gardnerville Water Company	2431.01 4/16	2431.01	Paid by Check # 648844		05/02/2016	05/13/2016	05/13/2016		05/13/2016	91.43
1429 - Gardnerville Water Company	2593.01 4/16	2593.01	Paid by Check # 648844		05/02/2016	05/13/2016	05/13/2016		05/13/2016	78.00
1429 - Gardnerville Water Company	2624.01 4/16	2624.01	Paid by Check # 648844		05/02/2016	05/13/2016	05/13/2016		05/13/2016	78.41
1429 - Gardnerville Water Company	2641.02 4/16	2641.02	Paid by Check # 648844		05/02/2016	05/13/2016	05/13/2016		05/13/2016	211.49
2153 - Minden Town of	1862.01 4/16	1862.01	Paid by Check # 648896		04/26/2016	05/13/2016	05/13/2016		05/13/2016	31.55
Account 520.090 - Water Totals										\$2,070.68
Account 532.001 - Op.Supplies										
12997 - Do Co Procurement Program	4-16 LOUTHAN	GVILLE	Paid by Check # 649107		04/27/2016	05/20/2016	05/20/2016		05/20/2016	412.90
Account 532.001 - Op.Supplies Totals										\$412.90
Account 532.003 - Gas & Oil										
3814 - Flyers Energy LLC	CFS1206483	8308	Paid by Check # 648554		04/15/2016	05/06/2016	05/06/2016		05/06/2016	55.14
13485 - Ahern Rentals Inc	15983123-1	205304	Paid by Check # 649047		04/18/2016	05/20/2016	05/20/2016		05/20/2016	55.43
Account 532.003 - Gas & Oil Totals										\$110.57

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Accounts Payable by G/L Distribution Report

G/L Date Range 05/01/16 - 05/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town										
Department 923 - Parks & Recreation										
Account 533.802 - Small Equipment										
13485 - Atern Rentals Inc	15983100-1	205304	Paid by Check # 649047		04/18/2016	05/20/2016	05/20/2016		05/20/2016	584.95
31809 - Dog Waste Depot	106096	GVILLE	Paid by Check # 649423		05/05/2016	05/27/2016	05/27/2016		05/27/2016	1,219.00
14747 - Home Depot (Gville)	9026358	6035322502697513	Paid by Check # 649454		04/29/2016	05/27/2016	05/27/2016		05/27/2016	1,088.43
				Account 533.802 - Small Equipment Totals				Invoice Transactions 3		\$2,892.38
Account 533.817 - Small Projects										
12997 - Do Co Procurement Program	4-16 LOUTHAN	GVILLE	Paid by Check # 649107		04/27/2016	05/20/2016	05/20/2016		05/20/2016	488.35
9081 - Genoa Trees & Landscape Inc	5202	GVILLE	Paid by Check # 649137		04/14/2016	05/20/2016	05/20/2016		05/20/2016	693.75
				Account 533.817 - Small Projects Totals				Invoice Transactions 2		\$1,182.10
Account 562.000 - Capital Projects										
31766 - SiteScapes Inc	41175*	GVILLE	Paid by Check # 648742		04/27/2016	05/06/2016	05/06/2016		05/06/2016	26,436.00
				Account 562.000 - Capital Projects Totals				Invoice Transactions 1		\$26,436.00
				Department 923 - Parks & Recreation Totals				Invoice Transactions 43		\$37,104.18

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Accounts Payable by G/L Distribution Report

G/L Date Range 05/01/16 - 05/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardinerville Town										
Department 926 - Other Public Works										
Account 520.084 - Replacement & Repair										
11985 - Ace Hardware	106832/1	1236	Paid by Check # 648750		04/06/2016	05/13/2016	05/13/2016		05/13/2016	18.99
2510 - Parts House	668677	4170	Paid by Check # 648947		03/29/2016	05/13/2016	05/13/2016		05/13/2016	346.17
2510 - Parts House	668877	4170	Paid by Check # 648947		03/30/2016	05/13/2016	05/13/2016		05/13/2016	120.52
2510 - Parts House	668878	4170	Paid by Check # 648947		03/30/2016	05/13/2016	05/13/2016		05/13/2016	10.09
2510 - Parts House	672411	4170	Paid by Check # 648947		04/19/2016	05/13/2016	05/13/2016		05/13/2016	59.67
12997 - Do Co Procurement Program	4-16 LOUTHAN	G'VILLE	Paid by Check # 648947		04/27/2016	05/20/2016	05/20/2016		05/20/2016	559.58
6113 - A-L Sierra Welding Products Inc	624631	07134 0	Paid by Check # 649107		05/10/2016	05/27/2016	05/27/2016		05/27/2016	36.55
			Paid by Check # 649333					Invoice Transactions 7		\$1,151.57
Account 520.095 - Street Lights										
2924 - NV Energy	791804 4-16	791804	Paid by Check # 648914		04/26/2016	05/13/2016	05/13/2016		05/13/2016	6,206.60
								Invoice Transactions 1		\$6,206.60
Account 520.103 - Maint Road										
27147 - Impact Construction	756	G'VILLE	Paid by Check # 648583		04/14/2016	05/06/2016	05/06/2016		05/06/2016	10,000.00
27147 - Impact Construction	757	G'VILLE	Paid by Check # 648583		04/14/2016	05/06/2016	05/06/2016		05/06/2016	4,950.00
2358 - Newman Traffic Signs Inc	TI-0296583	GAR025	Paid by Check # 648626		04/11/2016	05/06/2016	05/06/2016		05/06/2016	1,760.73
2358 - Newman Traffic Signs Inc	TI-0296675	GAR025	Paid by Check # 648626		04/13/2016	05/06/2016	05/06/2016		05/06/2016	2,003.15
1268 - Ewing Irrigation Products	1257736	30447	Paid by Check # 649119		04/14/2016	05/20/2016	05/20/2016		05/20/2016	48.26
18821 - Fastenal Industrial/Cons Suppl	NVMIN54908	NVMIN0011	Paid by Check # 649430		04/29/2016	05/27/2016	05/27/2016		05/27/2016	8.73
								Invoice Transactions 6		\$18,770.87
Account 532.003 - Gas & Oil										
3814 - Flyers Energy LLC	CFS1206483	8308	Paid by Check # 648554		04/15/2016	05/06/2016	05/06/2016		05/06/2016	285.22
3814 - Flyers Energy LLC	CFS1215500	8308	Paid by Check # 649129		04/30/2016	05/20/2016	05/20/2016		05/20/2016	198.24
12198 - O'Reilly Auto Parts	3530-448413	1075650	Paid by Check # 649526		04/19/2016	05/27/2016	05/27/2016		05/27/2016	(5.00)
								Invoice Transactions 3		\$478.46

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Accounts Payable by G/L Distribution Report

G/L Date Range 05/01/16 - 05/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town Department 926 - Other Public Works Account 532.019 - Storm Drain Maintenance	15836 - Summit Plumbing LLC 56478	G'VILLE	Paid by Check # 649570		04/25/2016	05/27/2016	05/27/2016		05/27/2016	1,100.00
			Account 532.019 - Storm Drain Maintenance Totals					Invoice Transactions 1		\$1,100.00
	Account 532.028 - Uniforms									
5785 - AlSCO Inc	LREN1134612	000330	Paid by Check # 648446		04/05/2016	05/06/2016	05/06/2016		05/06/2016	4.39
5785 - AlSCO Inc	LREN1136748	000330	Paid by Check # 648446		04/12/2016	05/06/2016	05/06/2016		05/06/2016	4.39
5785 - AlSCO Inc	LREN1138810	000330	Paid by Check # 648446		04/19/2016	05/06/2016	05/06/2016		05/06/2016	4.39
5785 - AlSCO Inc	LREN1140866	000330	Paid by Check # 648446		04/26/2016	05/06/2016	05/06/2016		05/06/2016	4.39
	Account 532.116 - Crack Seal Maintenance							Invoice Transactions 4		\$17.56
5352 - Construction Sealants & Supply	R104457	GARDNT	Paid by Check # 649403		05/04/2016	05/27/2016	05/27/2016		05/27/2016	146.07
	Account 562.000 - Capital Projects							Invoice Transactions 1		\$146.07
27147 - Impact Construction	755	G'VILLE	Paid by Check # 648583		04/22/2016	05/06/2016	05/06/2016		05/06/2016	7,062.50
8603 - Applied Engineering Consultant	2922	G'VILLE	Paid by Check # 649351		04/26/2016	05/27/2016	05/27/2016		05/27/2016	965.00
31525 - Bramco Construction Corp	7202	G'VILLE	Paid by Check # 649372		05/12/2016	05/27/2016	05/27/2016		05/27/2016	832.17
20313 - Tigor Title Co	1320334020585 -16	PRELIMINARY TITLE REPORT/G'VILLE	Paid by Check # 649579		05/09/2016	05/27/2016	05/27/2016		05/27/2016	400.00
3363 - Village Motel Inc	5-16 G'VILLE	4094 SQ FT PORTION OF APN 132033402057	Paid by Check # 649595		05/19/2016	05/27/2016	05/27/2016		05/27/2016	21,000.00
	Account 562.000 - Capital Projects Totals							Invoice Transactions 5		\$30,259.67
	Department 926 - Other Public Works Totals							Invoice Transactions 28		\$58,130.80
	Fund 610 - Gardnerville Town Totals							Invoice Transactions 112		\$103,673.26

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Accounts Payable by G/L Distribution Report

G/L Date Range 05/01/16 - 05/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardinerville Health & Sanitation										
Department 925 - Health & Sanitation										
Account 510.150 - Board Compensation										
4288 - Higuera Lloyd W	5/16 BOARD	GVILLE	Paid by Check # 648579		04/28/2016	05/06/2016	05/06/2016		05/06/2016	250.00
24008 - Jones Cassandra Esq	5/16 BOARD	GVILLE	Paid by Check # 648587		04/28/2016	05/06/2016	05/06/2016		05/06/2016	250.00
28960 - Miller Kenneth	5/16 BOARD	GVILLE	Paid by Check # 648614		04/28/2016	05/06/2016	05/06/2016		05/06/2016	250.00
2969 - Slater Linda	5-16 BOARD	GVILLE	Paid by Check # 648678		04/28/2016	05/06/2016	05/06/2016		05/06/2016	250.00
Account 510.150 - Board Compensation Totals										\$1,000.00
Account 520.055 - Telephone Expense										
29103 - Frontier	782-7134 4/16	77578271340502795	Paid by Check # 648562		04/16/2016	05/06/2016	05/06/2016		05/06/2016	102.02
29103 - Frontier	782-3856 4/16	77578238560808025	Paid by Check # 648562		04/16/2016	05/06/2016	05/06/2016		05/06/2016	51.89
13097 - Verizon Wireless	9764689319	842011146-00001	Paid by Check # 649303		05/01/2016	05/20/2016	05/20/2016		05/20/2016	256.98
Account 520.055 - Telephone Expense Totals										\$410.89
Account 520.064 - Travel										
30022 - Briggs Jaired Owen	4/18-21/16	MEALS	Paid by Check # 648782		04/21/2016	05/13/2016	05/13/2016		05/13/2016	97.00
23114 - Tuthill Craig	4-18/4/21/16	TRAVEL-MEALS	Paid by Check # 649009		05/06/2016	05/13/2016	05/13/2016		05/13/2016	145.60
12997 - Do Co Procurement Program	4-16 LOCHRIDGE	GVILLE	Paid by Check # 649107		04/27/2016	05/20/2016	05/20/2016		05/20/2016	1,014.92
12997 - Do Co Procurement Program	4-16 LOUTHAN	GVILLE	Paid by Check # 649107		04/27/2016	05/20/2016	05/20/2016		05/20/2016	109.49
12997 - Do Co Procurement Program	4-16 TUTHILL	GVILLE	Paid by Check # 649107		04/27/2016	05/20/2016	05/20/2016		05/20/2016	748.47
Account 520.064 - Travel Totals										\$2,115.48
Account 520.072 - Advertising										
26465 - Diamond Printing Inc	9936	GVILLE	Paid by Check # 649418		05/08/2016	05/27/2016	05/27/2016		05/27/2016	19.10
Account 520.072 - Advertising Totals										\$19.10
Account 520.084 - Replacement & Repair										
15174 - Purcell Tire Co Inc	26476665	264475	Paid by Check # 648650		03/17/2016	05/06/2016	05/06/2016		05/06/2016	112.35
15174 - Purcell Tire Co Inc	26477124	264475	Paid by Check # 648650		04/07/2016	05/06/2016	05/06/2016		05/06/2016	471.00
15174 - Purcell Tire Co Inc	26477523	264475	Paid by Check # 648650		04/22/2016	05/06/2016	05/06/2016		05/06/2016	(12.00)
15174 - Purcell Tire Co Inc	26477637	264475	Paid by Check # 648650		04/27/2016	05/06/2016	05/06/2016		05/06/2016	728.00

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Accounts Payable by G/L Distribution Report

G/L Date Range 05/01/16 - 05/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & Sanitation Department 925 - Health & Sanitation Account 520.084 - Replacement & Repair 25251 - TEC Equipment Inc	716667R	62348	Paid by Check # 648704		03/02/2016	05/06/2016	05/06/2016	05/06/2016	05/06/2016	6.51
25251 - TEC Equipment Inc	718210R	62348	Paid by Check # 648704		04/07/2016	05/06/2016	05/06/2016	05/06/2016	05/06/2016	221.15
11985 - Ace Hardware	107371/1	1236	Paid by Check # 648750		04/27/2016	05/13/2016	05/13/2016	05/13/2016	05/13/2016	13.14
11985 - Ace Hardware	107451/1	1236	Paid by Check # 648750		04/29/2016	05/13/2016	05/13/2016	05/13/2016	05/13/2016	56.87
2510 - Parts House	669781	4170	Paid by Check # 648947		04/04/2016	05/13/2016	05/13/2016	05/13/2016	05/13/2016	33.99
2510 - Parts House	671829	4170	Paid by Check # 648947		04/15/2016	05/13/2016	05/13/2016	05/13/2016	05/13/2016	26.93
26482 - Peterbilt Truck Parts & Eq LLC	7049739	365290	Paid by Check # 648954		03/29/2016	05/13/2016	05/13/2016	05/13/2016	05/13/2016	33.54
26482 - Peterbilt Truck Parts & Eq LLC	7050332	365290	Paid by Check # 648954		04/04/2016	05/13/2016	05/13/2016	05/13/2016	05/13/2016	117.99
12997 - Do Co Procurement Program	4-16 TUTHILL	G'VILLE	Paid by Check # 649107		04/27/2016	05/20/2016	05/20/2016	05/20/2016	05/20/2016	10.80
6113 - A-L Sierra Welding Products Inc	624631	07134 0	Paid by Check # 649333		05/10/2016	05/27/2016	05/27/2016	05/27/2016	05/27/2016	36.55
7198 - Consolidated Fabricators	178826	TOWN01	Paid by Check # 649402		05/09/2016	05/27/2016	05/27/2016	05/27/2016	05/27/2016	1,269.00
18821 - Fastenal Industrial/Cons Suppl	NVMIN54553	NVMIN001	Paid by Check # 649430		03/31/2016	05/27/2016	05/27/2016	05/27/2016	05/27/2016	7.83
12198 - O'Reilly Auto Parts	3530-444588	1075650	Paid by Check # 649526		03/29/2016	05/27/2016	05/27/2016	05/27/2016	05/27/2016	7.99
12198 - O'Reilly Auto Parts	3530-44463	1075650	Paid by Check # 649526		03/29/2016	05/27/2016	05/27/2016	05/27/2016	05/27/2016	492.98
12198 - O'Reilly Auto Parts	3530-445147	1075650	Paid by Check # 649526		04/01/2016	05/27/2016	05/27/2016	05/27/2016	05/27/2016	141.94
12198 - O'Reilly Auto Parts	3530-445169	1075650	Paid by Check # 649526		04/01/2016	05/27/2016	05/27/2016	05/27/2016	05/27/2016	125.55
12198 - O'Reilly Auto Parts	3530-445591	1075650	Paid by Check # 649526		04/04/2016	05/27/2016	05/27/2016	05/27/2016	05/27/2016	28.98
12198 - O'Reilly Auto Parts	3530-445647	1075650	Paid by Check # 649526		04/04/2016	05/27/2016	05/27/2016	05/27/2016	05/27/2016	3.59
12198 - O'Reilly Auto Parts	3530-445823	1075650	Paid by Check # 649526		04/05/2016	05/27/2016	05/27/2016	05/27/2016	05/27/2016	47.96
12198 - O'Reilly Auto Parts	3530-446453	1075650	Paid by Check # 649526		04/08/2016	05/27/2016	05/27/2016	05/27/2016	05/27/2016	23.98
12198 - O'Reilly Auto Parts	3530-447719	1075650	Paid by Check # 649526		04/15/2016	05/27/2016	05/27/2016	05/27/2016	05/27/2016	4.89
12198 - O'Reilly Auto Parts	3530-448210	1075650	Paid by Check # 649526		04/18/2016	05/27/2016	05/27/2016	05/27/2016	05/27/2016	6.99

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Accounts Payable by G/L Distribution Report

G/L Date Range 05/01/16 - 05/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San										
Department 925 - Health & Sanitation										
Account 520.084 - Replacement & Repair										
12198 - O'Reilly Auto Parts	3530-449005	1075650	Paid by Check # 649526		04/22/2016	05/27/2016	05/27/2016		05/27/2016	3.64
12198 - O'Reilly Auto Parts	3530-449464	1075650	Paid by Check # 649526		04/25/2016	05/27/2016	05/27/2016		05/27/2016	14.92
12198 - O'Reilly Auto Parts	3530-449568	1075650	Paid by Check # 649526		04/26/2016	05/27/2016	05/27/2016		05/27/2016	24.39
12198 - O'Reilly Auto Parts	3530-449613	1075650	Paid by Check # 649526		04/26/2016	05/27/2016	05/27/2016		05/27/2016	73.43
				Account 520.084 - Replacement & Repair Totals				Invoice Transactions 30		\$4,134.88
2924 - NV Energy	791804 4-16	791804	Paid by Check # 648914		04/26/2016	05/13/2016	05/13/2016		05/13/2016	203.21
				Account 520.089 - Power Totals				Invoice Transactions 1		\$203.21
1429 - Gardnerville Water Company	640.01 4/16	640.01	Paid by Check # 648844		05/02/2016	05/13/2016	05/13/2016		05/13/2016	30.74
1429 - Gardnerville Water Company	690.01 4/16	690.01	Paid by Check # 648844		05/02/2016	05/13/2016	05/13/2016		05/13/2016	38.80
1429 - Gardnerville Water Company	1662	2	Paid by Check # 648844		03/31/2016	05/13/2016	05/13/2016		05/13/2016	10.32
				Account 520.090 - Water Totals				Invoice Transactions 3		\$79.86
3021 - Southwest Gas-Las Vegas	0015779022 5-16	2410015779022	Paid by Check # 649568		05/16/2016	05/27/2016	05/27/2016		05/27/2016	23.97
3021 - Southwest Gas-Las Vegas	1072224004 5-16	2411072224004	Paid by Check # 649568		05/16/2016	05/27/2016	05/27/2016		05/27/2016	31.76
3021 - Southwest Gas-Las Vegas	1188600002 5-16	2411188600002	Paid by Check # 649568		05/16/2016	05/27/2016	05/27/2016		05/27/2016	76.97
				Account 520.092 - Heating Totals				Invoice Transactions 3		\$132.70

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Accounts Payable by G/L Distribution Report

G/L Date Range 05/01/16 - 05/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardinerville Health & Sanitation										
Department 925 - Health & Sanitation										
Account 520.097 - Maint B&G										
3457 - Western Nevada Supply Company	46599689	71273	Paid by Check # 649032		04/26/2016	05/13/2016	05/13/2016		05/13/2016	467.23
3457 - Western Nevada Supply Company	46599732	71273	Paid by Check # 649032		04/27/2016	05/13/2016	05/13/2016		05/13/2016	254.05
3457 - Western Nevada Supply Company	46599748	71273	Paid by Check # 649032		04/27/2016	05/13/2016	05/13/2016		05/13/2016	170.63
13485 - Ahern Rentals Inc	16022380-1	205304	Paid by Check # 649047		04/27/2016	05/20/2016	05/20/2016		05/20/2016	13.45
13485 - Ahern Rentals Inc	16025946-1	205304	Paid by Check # 649047		04/28/2016	05/20/2016	05/20/2016		05/20/2016	5.96
397 - Bing Materials	157545	GARDN	Paid by Check # 649366		04/30/2016	05/27/2016	05/27/2016		05/27/2016	14.57
Account 520.097 - Maint B&G Totals										
										\$925.89
Account 520.136 - Rents & Leases Equipment										
4753 - Ricoh USA Inc	5041828437	16769392	Paid by Check # 649242		05/01/2016	05/20/2016	05/20/2016		05/20/2016	177.54
										\$177.54
Account 520.136 - Rents & Leases Equipment Totals										
										7.00
Account 520.155 - Licensing										
2549 - Dallaire Tom-Petty Cash	5-16 G'VILLE	PETTY CASH	Paid by Check # 649101		05/06/2016	05/20/2016	05/20/2016		05/20/2016	7.00
										\$7.00
Account 520.187 - Internet Expense										
15887 - Charter Communications	0012509 5/16	8354110060012509	Paid by Check # 649089		05/02/2016	05/20/2016	05/20/2016		05/20/2016	64.99
										\$64.99
Account 520.187 - Internet Expense Totals										
										\$64.99
Account 520.197 - Landfill Expense										
15853 - Carson City Landfill	228079 4-16	228079	Paid by Check # 649383		05/03/2016	05/27/2016	05/27/2016		05/27/2016	16,887.86
9016 - Douglas Disposal Inc	40990612 4/16	40990612	Paid by Check # 649425		05/01/2016	05/27/2016	05/27/2016		05/27/2016	5,522.43
										\$22,410.29
Account 520.197 - Landfill Expense Totals										
										14.00
Account 521.135 - Legal-Collection Cost										
2549 - Dallaire Tom-Petty Cash	5-16 G'VILLE	PETTY CASH	Paid by Check # 649101		05/06/2016	05/20/2016	05/20/2016		05/20/2016	14.00
12997 - Do Co Procurement Program	4-16 NICHOLSON	G'VILLE	Paid by Check # 649107		04/27/2016	05/20/2016	05/20/2016		05/20/2016	92.25
2549 - Dallaire Tom-Petty Cash	5-16 G'VILLE2	PETTY CASH	Paid by Check # 649409		05/17/2016	05/27/2016	05/27/2016		05/27/2016	14.00
										\$120.25
Account 521.135 - Legal-Collection Cost Totals										
										\$120.25

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Accounts Payable by G/L Distribution Report

G/L Date Range 05/01/16 - 05/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 611 - Gardnerville Health & Sanitation											
Department 925 - Health & Sanitation											
Account 532.003 - Gas & Oil											
3814 - Flyers Energy LLC	CFS1206483	8308	Paid by Check # 648554		04/15/2016	05/06/2016	05/06/2016		05/06/2016	801.86	
3814 - Flyers Energy LLC	CFS1215500	8308	Paid by Check # 649129		04/30/2016	05/20/2016	05/20/2016		05/20/2016	855.44	
12198 - O'Reilly Auto Parts	3530-449613	1075650	Paid by Check # 649526		04/26/2016	05/27/2016	05/27/2016		05/27/2016	137.97	
12198 - O'Reilly Auto Parts	3530-449645	1075650	Paid by Check # 649526		04/26/2016	05/27/2016	05/27/2016		05/27/2016	19.65	
12198 - O'Reilly Auto Parts	3530-449832	1075650	Paid by Check # 649526		04/27/2016	05/27/2016	05/27/2016		05/27/2016	189.00	
Account 532.028 - Gas & Oil Totals										Invoice Transactions 5	\$2,003.92
Account 532.028 - Uniforms											
5785 - AlSCO Inc	LEN1134612	000330	Paid by Check # 648446		04/05/2016	05/06/2016	05/06/2016		05/06/2016	4.39	
5785 - AlSCO Inc	LEN1136748	000330	Paid by Check # 648446		04/12/2016	05/06/2016	05/06/2016		05/06/2016	4.39	
5785 - AlSCO Inc	LEN1138810	000330	Paid by Check # 648446		04/19/2016	05/06/2016	05/06/2016		05/06/2016	4.39	
5785 - AlSCO Inc	LEN1140866	000330	Paid by Check # 648446		04/26/2016	05/06/2016	05/06/2016		05/06/2016	4.39	
Account 532.028 - Uniforms Totals										Invoice Transactions 4	\$17.56
Account 532.056 - Subscriptions											
8079 - ArchivesSocial Inc	2020	G'VILLE	Paid by Check # 648454		04/20/2016	05/06/2016	05/06/2016		05/06/2016	132.67	
Account 532.056 - Subscriptions Totals										Invoice Transactions 1	\$132.67
Account 533.800 - Office Supplies											
11985 - Ace Hardware	107075/1	1236	Paid by Check # 648750		04/15/2016	05/13/2016	05/13/2016		05/13/2016	8.49	
11558 - Costco-Comptroller	7237 4/16	7003731100017237	Paid by Check # 648805		04/26/2016	05/13/2016	05/13/2016		05/13/2016	6.99	
8479 - Tahoe Supply Co	614967	TOWNGV	Paid by Check # 649005		04/28/2016	05/13/2016	05/13/2016		05/13/2016	77.65	
12997 - Do Co Procurement Program	4-16 LOUTHAN	G'VILLE	Paid by Check # 649107		04/27/2016	05/20/2016	05/20/2016		05/20/2016	242.71	
Account 533.800 - Office Supplies Totals										Invoice Transactions 4	\$335.84
Account 533.806 - Software											
16648 - E Squared C Inc	43709	G'VILLE	Paid by Check # 648828		05/02/2016	05/13/2016	05/13/2016		05/13/2016	37.50	
Account 533.806 - Software Totals										Invoice Transactions 1	\$37.50
Department 925 - Health & Sanitation Totals										Invoice Transactions 79	\$34,329.57
Fund 611 - Gardnerville Health & San Totals										Invoice Transactions 79	\$34,329.57
Grand Totals										Invoice Transactions 191	\$138,002.83

* = Prior Fiscal Year Activity

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Gardnerville Town Board
AGENDA ACTION SHEET



1. **For Possible Action:** Approve the Town of Gardnerville's insurance renewal proposal from the Nevada Public Agency Insurance Pool (POOL) and payment of \$21,849.29 for fiscal year 2016-2017

2. **Recommended Motion:** Approve

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

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** June 7, 2016 **Time Requested:** N/A

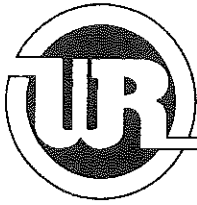
6. **Agenda:** Consent Administrative

Background Information: See attached.

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

8. **Board Action:**

- Approved Approved with Modifications
 Denied Continued



Warren Reed INSURANCE

1521 Highway 395 North
Gardnerville, NV 89410
Phones: (775) 782-2277 / (775) 882-3624
Fax: (775) 782-7387

May 31, 2016

Town of Gardnerville
1407 Hwy 395
Gardnerville, NV 89410

Re: NPAIP Renewal Proposal

Dear Board Members,

Attached is the renewal proposal from the Nevada Public Agency Insurance Pool along with schedules of Buildings and Contents, Vehicles and Equipment. The renewal includes additions to the Buildings and Contents and 2 vehicles as indicated on the schedules in bold print.

Environmental Liability has been added to the coverage as indicated in the Proposal.

Below is a comparison of premiums with last year:

	15/16	15/16
Total NPAIP Program Cost	\$20,976.74	\$21,849.29

For your information, I have also included is an informational brochure from POOL/PACT that outlines the additional services that are available to the Town of Gardnerville, at no additional cost.

Also, as you requested, the premium for the Jail building is \$230..00 for \$94,400 coverage on the building.

I have also included the invoice for the renewal.

We appreciate the opportunity to continue handling the insurance needs for the Town of Gardnerville.

Thank you.

Sincerely,

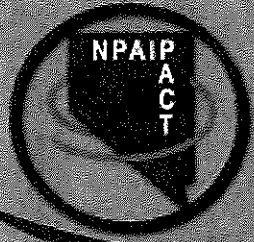
Bruce E. Hollander
Warren Reed Insurance

Enclosure

TOWN OF GARDNERVILLE

Site Number	Building Number	Site Name	Building Name	Address 1	City	State	Zip	Const Year	ISO Construction Class	Total Sq Ft	Flood Zone	Num Of Stories	Replacement Cost New	Modeled Contents Value
01	01	TOWN OF GARDNERVILLE OFFICE & GARAGE	1369 HWY 395 GARD NV	89410	1942	2 - JOIST	2640	X	1	\$344,700	\$94,400			
01	02	TOWN OF GARDNERVILLE STORAGE BLDG	1369 HWY 385 GARD NV	89410	1950	1 - FRAM	750	-	1	\$33,500	\$11,600			
01	03	TOWN OF GARDNERVILLE VEHICLE MAINT. BLDG	1369 HWY 395 GARD NV	89410	2002	3 - NON	4680	X	1	\$333,100	\$167,100			
01	04	TOWN OF GARDNERVILLE BARN	1381 HWY 395 GARD NV	89410	1930	1 - FRAM	2756	-	2	\$124,800	\$5,700			
01	05	TOWN OF GARDNERVILLE STORAGE SHED	1381 HWY 395 GARD NV	89410	1930	1 - FRAM	352	-	1	\$16,000	\$1,300			
01	06	TOWN OF GARDNERVILLE WOOD SHOP / STORAGE	1381 HWY 395 GARD NV	89410	1930	1 - FRAM	1920	-	1	\$87,000	\$5,700			
01		GARDNERVILLE TOWN OF GARDNERVILLE BENCHES	-	-	2004					\$15,800	\$0			
01		GARDNERVILLE TOWN OF GARDNERVILLE SIGN	-	-	2004					\$7,900	\$0			
02	01	TOWN OF GARDNERVILLE CLUB MEETING RM/OLD	1440 COURTHC GARD NV	89410	1910	2 - JOIST	1320	-	2	\$94,400	\$0			
04	01	TOWN HALL OFFICE	1407 HWY 395 GARD NV	89410	2002	1 - FRAM	2340	AE	1	\$354,400	\$83,700			
05	01	HERITAGE PARK HERITAGE PARK PAVILIO	1447 COURTHC GARD NV	89410	2003	2 - JOIST	1960	-	1	\$80,900	\$0			
05	02	HERITAGE PARK HERITAGE PARK RESTRO	1447 COURTHC GARD NV	89410	2005	2 - JOIST	360	-	0	\$75,100	\$0			
06	01	INFORMATION CENTER GARDNERVILLE STAT.	1395 HIGHWA\ GARD NV	89410	2013	3 - NON	1200	-	1	\$146,000	\$5,200			
07		GARDNERVILLE SUNSET PARK SIGN	-	-	2040					\$2,800	\$0			
		STREET LIGHTS	DECORATIVE LIGHTS	89410	2006					\$208,000				
		TRASH RECTICALS	DECORATIVE TRASH	89410	2004					\$36,000				
		PICNIC TABLES	CONCRETE TABLES	89410	2001					\$84,000				
													\$2,044,400	
													\$369,500	

Town of Gardnerville				
Year	Make	Model	Serial #	Value
1996	John Deere	Tractor MDI 265	M00265A160441	\$ 4,965
1996	John Deere	25 Gal Sprayer w/ Trailer	M025GAA015630	\$ 500
1996	Howard	SPT Spin Spreader	5123002534	\$ 450
2000	Bobcat	Loader	514444308	\$ 14,858
2000	Bobcat	Pallet Fork Attach	6561383	\$ 170
2000	Bobcat	Auger Attach	187407597	\$ 910
2015	Bobcat	Brush Attach	TO FOLLOW	\$ 2,576
2000	Robin	Port Generator	1089143	\$ 1,276
2000	Campbell	Air Compressor	L9/25/2000/00013	\$ 1,140
2000	Bosch	Pavement Breaker	9700219	\$ 975
2001	Great Dane	Riding Lawn Mower	349300	\$ 8,200
	Coxreels	Sprayer	20010307	\$ 1,040
		Vibratory Plate Compactor	5220422	\$ 2,000
2000	Bobcat	Combo Bucket Attach	375900926	\$ 1,344
2003	Hotsy	Pressure Washer	1003-52024	\$ 3,300
2003	Archer	Explorer Port. Sound Equip.	J3000470 - I300	\$ 1,300
2004	Grasshopper	Mower & Attachments	5421917	\$ 22,000
2005	Trailblazer	Welder/Generator	LE383136	\$ 3,936
2005	Miller	Spectrum Plasma Cutter	LF200250P	\$ 1,773
2004	Swenson	Sander	1103-1088	\$ 5,829
	Swenson	Sander	6V0438FN6	\$ 4,000
2005	Boss	Snowplow	C2878	\$ 4,626
	Western	Snowplow	B1122567	\$ 4,000
	Misc.	Small Tools		\$ 10,000
2006	Kings	Spray Applicator	PC00100SWSL	\$ 1,900
2005	Boss	Snowplow	D8371	\$ 4,600
2006	Imer	Cement Mixer	0000616064	\$ 1,700
2006	Ariens	Snow Thrower	022183	\$ 1,200
2006	Various	Event Sound System		\$ 3,700
2007	Sanyo	Projector	G6X05320	\$ 6,500
2007	John Deere	Gator 4 x 4	MOHP4GX051875	\$ 9,500
2007	Tank Eq. Co.	PBM 525 Spray Rig	4PTC191775250108	\$ 4,560
2011	John Deere	JD7400 Mower	1TC7400XCCT05005	\$ 29,495
2011		Air Compressor	5	\$ 16,028
2006	Vermeer	BC1000XL	1VRY1119X61007155	\$ 14,004
2013	Boss	Snow Plow		\$ 8,400
2011		RETROREFLECTOMETER	GA0955	\$ 7,790
				\$ 210,545



The Power Of The Pool.™
poolpact.com

NEVADA PUBLIC AGENCY INSURANCE POOL MEMBER COVERAGE SUMMARY

Prepared For:

Gardnerville, Town of

Prepared By:

Warren Reed Insurance

This summary is intended for reference only. For specific terms, conditions, limitations and exclusions, please refer to the POOL Coverage Form edition July 1, 2016.

Dear POOL Member:

Thank you for your renewed commitment to the Nevada Public Agency Insurance Pool (POOL). In 1987, four Nevada counties formed their own municipal risk sharing pool and now over a quarter of a century later, the vast majority of Nevada's rural public entities remain committed to each other and the mission of this organization.

We are pleased to provide this Member Coverage Summary for your review. We continue to excel and provide an unparalleled level of service to our members. Our mission seeks to help members manage their risks so they can serve the public effectively.

The POOL Board is comprised of an impressive group of dedicated, hardworking, and ethical Member leaders focused on risk management. They continue to do a superb job of representing the interests of the Member-owners of POOL.

Our members continue to see great value in being part of the POOL because of the extensive services, thus membership retention remains strong. We encourage you to discuss the services we offer with your insurance agent, a valued partner in the POOL program. Details on the financial performance and the services we offer are available on our website at www.poolpact.com.

If you have any questions, please call us toll free: (877) 883-7665 or (775) 885-7475.

Sincerely,



Wayne Carlson
Executive Director
Nevada Public Agency Insurance Pool

NEVADA PUBLIC AGENCY INSURANCE POOL (POOL) COVERAGE SUMMARY

RENEWAL PROPOSAL	COVERAGE PERIOD	NAMED ASSURED	MAINTENANCE DEDUCTIBLE
	07/01/2016 – 07/01/2017 Standard Time	Gardnerville, Town of	\$ 500 all perils each and every loss

PROPERTY LIMITS

Blanket Limit per schedule of locations on file with POOL subject to a maximum limit of \$300,000,000 per loss.

The following sub-limits apply to Section V. C. Extensions of Property Coverage:

Accounts Receivable	\$5,000,000 per loss
Arson Reward	10% up to \$25,000 per loss
Earthquake	\$150,000,000 aggregate
Flood	\$150,000,000 aggregate \$25,000,000 aggregate - Flood Zone A
Equipment Breakdown	\$100,000,000 per loss
Loss of Income & Extra Expense	included
Hazardous Substance Coverage	\$250,000 per loss
Spoilage Coverage	\$250,000 per loss
Data Restoration	\$100,000 per loss
Expediting Expenses	\$25,000 per loss
Unintentional Errors and Omissions	\$5,000,000 per loss
Money and Securities	\$500,000 per loss
Transmission Facilities	\$100,000 per loss
Vehicle Replacement	Per Attachment E, if applicable

LIABILITY LIMITS

The Limits of Liability are as follows:

Combined Single Limit	\$10,000,000	Each Event/Each Member
Member Annual Aggregate Limit: \$10,000,000		
Liability Limits are subject to sub-limits		
Includes Auto Liability, General Liability, Personal Injury Liability, Employment Practices Liability, Law Enforcement Liability and Wrongful Acts Liability		

CYBER SECURITY EVENT AND PRIVACY RESPONSE EXPENSE COVERAGE LIMITS

The Limits of Liability are as follows:

Per Cyber Security Event	\$2,000,000	Each Member/Annual Aggregate
Privacy Response Expense Coverage	\$500,000	

***ENVIRONMENTAL LIABILITY COVERAGE**

The Limits of Liability are as follows:

Coverage A	Third Party Claims for Bodily Injury, Property Damage or Remediation Expense
Coverage B	First Party Remediation Expense
Coverage C	Emergency Response Expense
Coverage D	Business Interruption

COVERAGE	DEDUCTIBLE	EACH INCIDENT LIMIT	AGGREGATE LIMIT
A,B,C	\$25,000	\$2,000,000	\$10,000,000

COVERAGE	DEDUCTIBLE	BUSINESS INTERRUPTION LIMIT (Days)	BUSINESS INTERRUPTION LIMIT (\$)
D	3 Days	365	\$2,000,000

*Coverage expansion provided by the Pool, at no charge to members.

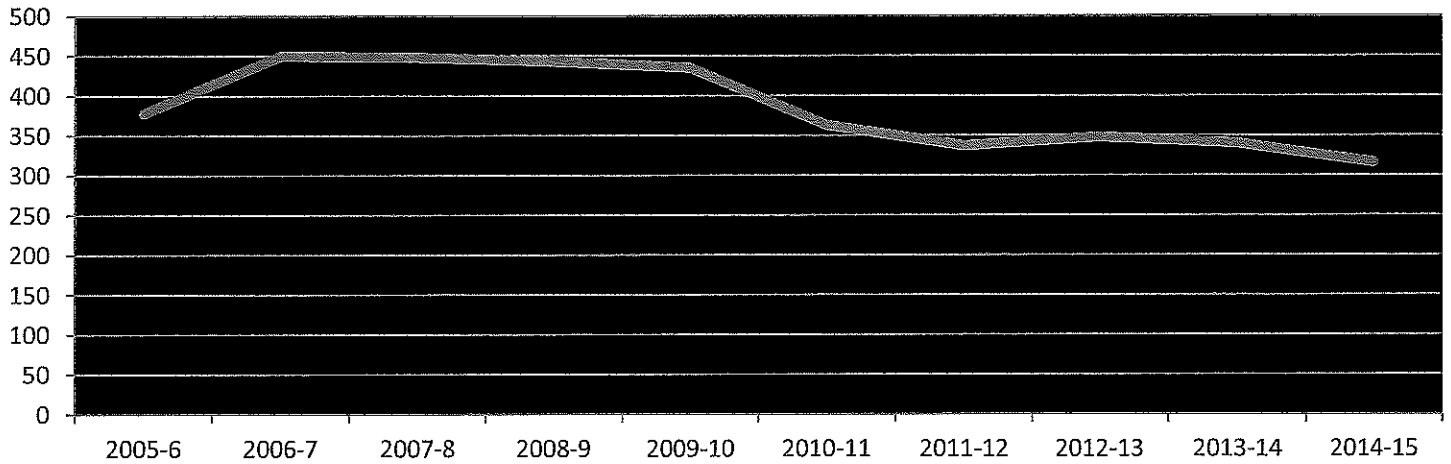
MEMBER CONTRIBUTION:

TOTAL COST:	\$20,419.9
AGENT COMPENSATION:	\$1,429.39
TOTAL PROGRAM COST INCLUDING ALL SERVICES:	\$21,849.29

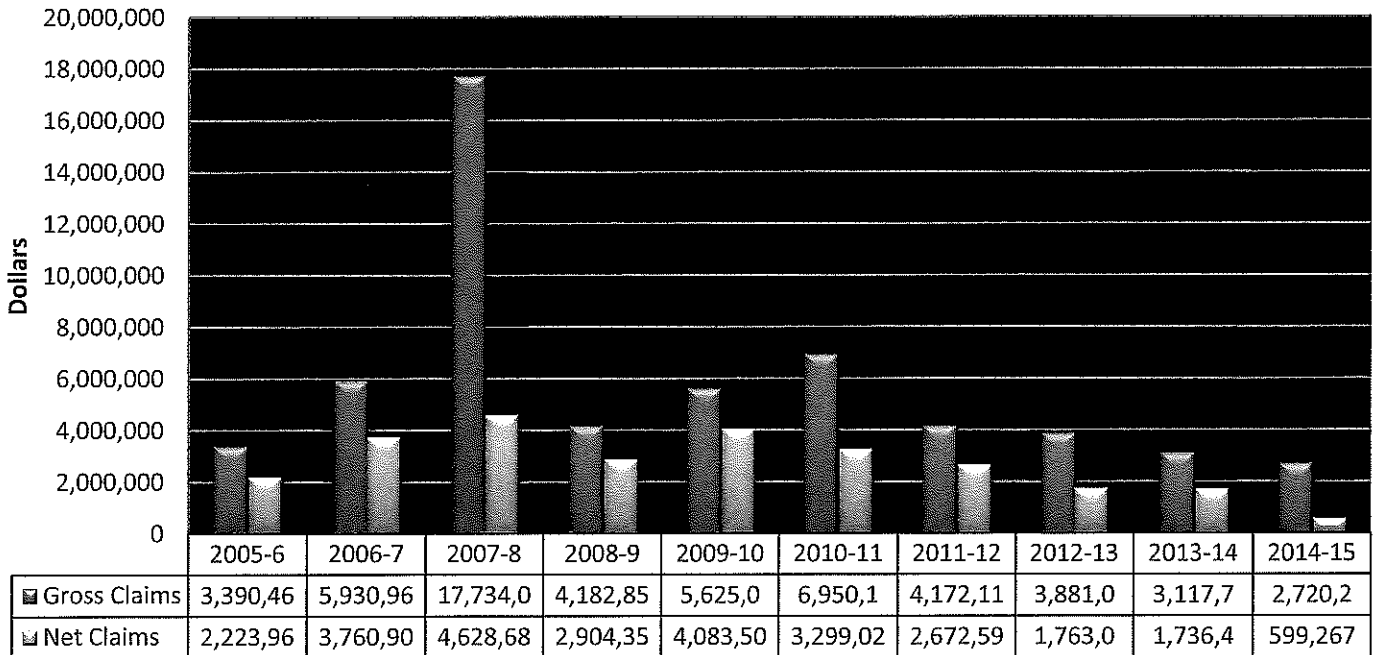
This summary is intended for reference only. For specific terms, conditions, limitations and exclusions, please refer to the POOL Coverage Form edition July 1, 2016.

10 YEARS OF POOL CLAIMS EXPERIENCE

Total Frequency by Year



Severity Total by Year



NPAIP Membership

Counties:

Churchill County
Douglas County
Elko County
Esmeralda County
Eureka County
Humboldt County
Lander County
Lincoln County
Lyon County
Mineral County
Nye County
Pershing County
Storey County
White Pine County

Towns:

Town of Gardnerville
Town of Genoa
Town of Minden
Town of Pahump
Town of Round Mountain
Town of Tonopah

School Districts:

Carson City School District
Churchill County School District
Douglas County School District
Elko County School District
Esmeralda County School District
Eureka County School District
Humboldt County School District
Lander County School District
Lincoln County School District
Lyon County School District
Mineral County School District
Nye County School District
Pershing County School District
Storey County School District
White Pine County School District

Cities:

Boulder City
City of Caliente
City of Carlin
City of Elko
City of Ely
City of Fernley
City of Lovelock
City of Mesquite
City of Wells
City of West Wendover
City of Winnemucca
City of Yerington

Fire Districts:

Mt. Charleston Fire Protection District
North Lake Tahoe Fire Protection District
Pahranagat Valley Fire District
Tahoe Douglas Fire Protection District
Truckee Meadows Fire Protection District
Washoe County Fire Suppression
White Pine Fire District

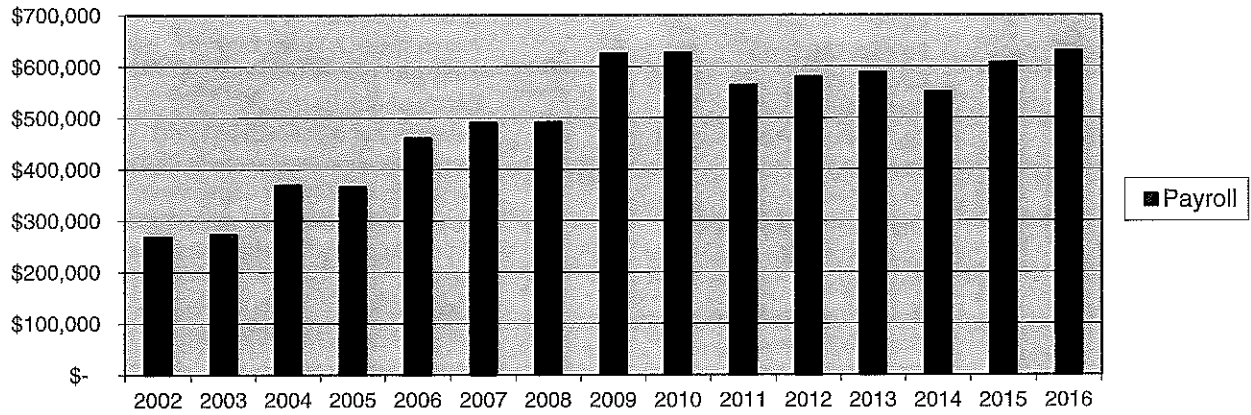
Others:

Central Nevada Regional Water Authority
County Fiscal Officers Association of Nevada
Douglas County Redevelopment Agency
Elko Central Dispatch
Elko Convention & Visitors Authority
Humboldt River Basin Water Authority
Nevada Association of Counties
Nevada Commission for the Reconstruction of the V & T Railway
Nevada League of Cities
Nevada Rural Housing Authority
Truckee Meadows Regional Planning Agency
U.S. Board of Water Commissioners
Virginia City Tourism Convention
Western Nevada Regional Youth Center
White Pine County Tourism

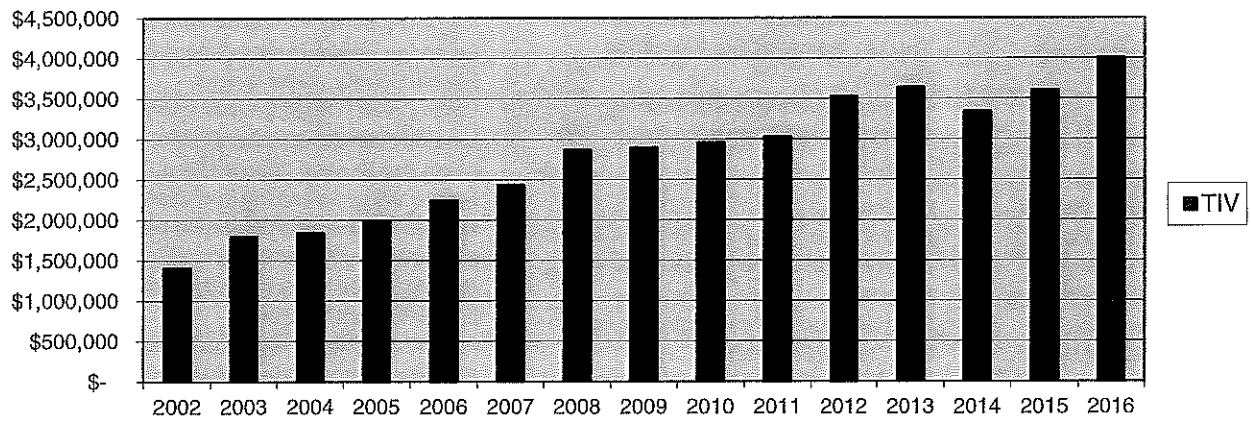
Special Districts:

Alamo Water & Sewer District
Amargosa Library District
Beatty Library District
Beatty Water & Sanitation District
Canyon General Improvement District
Carson-Truckee Water Conservancy District
Carson Water Subconservancy District
Churchill County Mosquito, Vector and Weed Control District
Coyote Springs General Improvement District
Douglas County Mosquito District
Douglas County Sewer
East Fork Swimming Pool District
Elko County Agricultural Association
Fernley Swimming Pool District
Gardnerville Ranchos General Improvement District
Gerlach General Improvement District
Incline Village General Improvement District
Indian Hills General Improvement District
Kingsbury General Improvement District
Lakeridge General Improvement District
Lincoln County Water District
Logan Creek Estates General Improvement District
Lovelock Meadows Water District
Maria Bay General Improvement District
Mason Valley Swimming Pool District
Minden Gardnerville Sanitation District
Moapa Valley Water District
Nevada Tahoe Conservation District
Pahump Library District
Palomino Valley General Improvement District
Pershing County Water Conservation District
Sierra Estates General Improvement District
Silver Springs General Improvement District
Silver Springs Stagecoach Hospital
Skyland General Improvement District
Smoky Valley Library District
Southern Nevada Area Communication Council
Stagecoach General Improvement District
Sun Valley General Improvement District
Tahoe Douglas District
TRI GID
Tonopah Library District
Virgin Valley Water District
Walker River Irrigation District
Washoe County Water Conservation District
West Wendover Recreation District
Western Nevada Development District

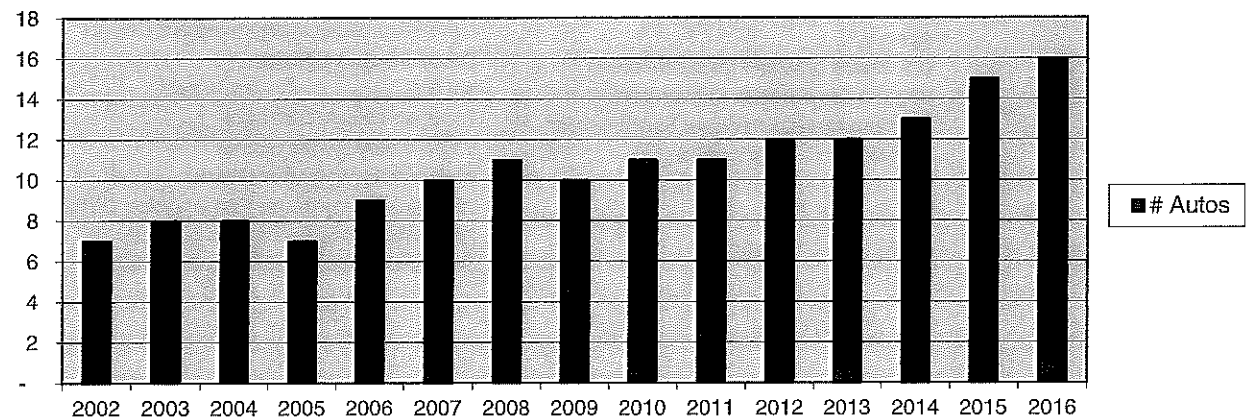
Town of Gardnerville Payroll



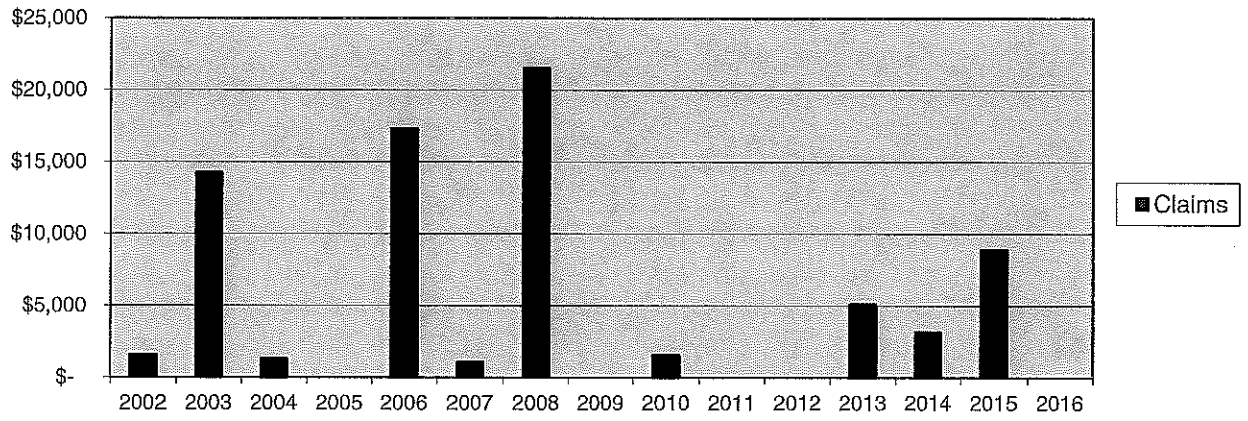
Town of Gardnerville Total Insured Value



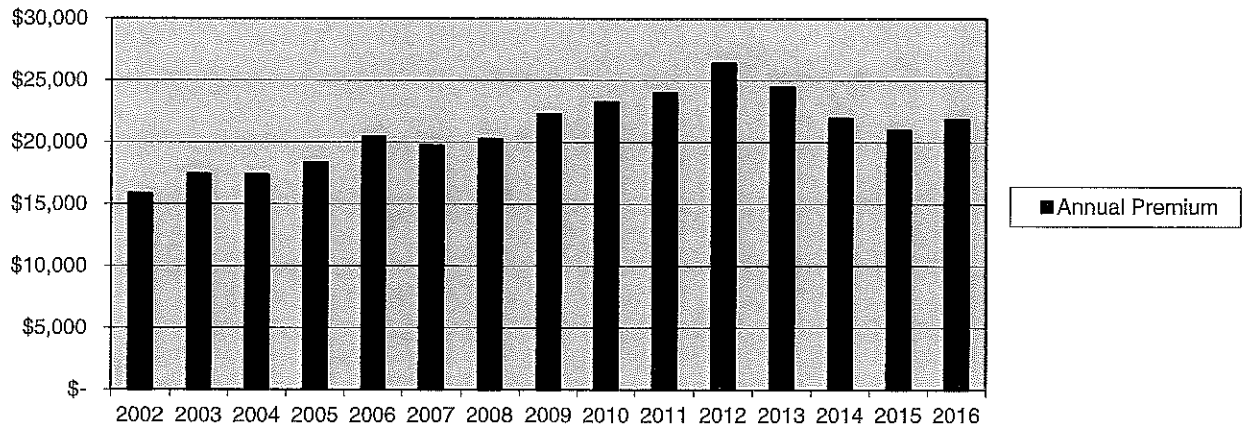
Town of Gardnerville Autos



Town of Gardnerville Claims



Town of Gardnerville Annual Premium



Gardnerville Town Board
AGENDA ACTION SHEET



1. **For Possible Action:** Approve the request by the Record Courier to become a sponsor for the "Newspapers in Education" program in a budgeted amount of \$150.

2. **Recommended Motion:** Approve

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

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** June 7, 2016 **Time Requested:** N/A

6. **Agenda:** Consent Administrative

Background Information: See attached. This is a budgeted item for 2016/2017

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

8. **Board Action:**

Approved Approved with Modifications
 Denied Continued

GARDNERVILLE - FINAL 16/17

Budget Year 2017



Account	Account Description	2017 Department Head	2016 Amended Budget	2016 Actual Amount	2014 Actual Amount	2013 Actual Amount	2012 Actual Amount
Fund 610	Gardnerville Town						
EXPENSE							
Department 921	Gardnerville Admin						
Services & Supplies							
532.056	Subscriptions	3,115.00	11,360.00	9,672.47	3,783.84	3,480.84	26.00
	Budget Transactions						
	Level						
	Department Head						
	Transaction						
	1/2 admin 1/2 H&S - JCG Technologies (recording software)				1.00	225.00	225.00
	Archive Social 1/3 admin, 1/3 MSG, 1/3 H&S				12.00	70.00	840.00
	Newspapers in Education				1.00	150.00	150.00
	Record Courier - newspaper 1/2 admin 1/2 h&s				1.00	50.00	50.00
	Seamless Docs - annual for web fillable forms				1.00	1,850.00	1,850.00
	Department Head Totals						\$3,115.00
533.800	Office Supplies	6,000.00	5,000.00	5,298.92	3,784.58	4,695.09	3,890.25
	Budget Transactions						
	Level						
	Department Head						
	Transaction						
	1/2 office supplies				1.00	5,000.00	5,000.00
	Department Head Totals						\$5,000.00
533.802	Small Equipment	2,500.00	1,250.00	.00	1,253.78	1,651.66	6,111.62
	Budget Transactions						
	Level						
	Department Head						
	Transaction						
	equipment for office - Chairs				1.00	2,500.00	2,500.00
	Department Head Totals						\$2,500.00
533.806	Software	1,300.00	1,700.00	750.00	1,157.50	1,004.92	938.77
	Budget Transactions						
	Level						
	Department Head						
	Transaction						
	Light o rama programmers				2.00	450.00	900.00
	light o rama update				2.00	200.00	400.00
	Department Head Totals						\$1,300.00
533.817	Small Projects	22,500.00	3,000.00	1,750.00	.00	.00	.00
	Budget Transactions						
	Level						
	Department Head						
	Transaction						
	Digital Scan - Large format plans for records				1.00	20,000.00	20,000.00
	Re finish restroom - 1/2 admin 1/2 H&S				1.00	2,500.00	2,500.00
	Department Head Totals						\$22,500.00
540.000	Grants & Contributions	.00	.00	.00	25,000.00	.00	.00

5-2

Nicholson, Marie

From: Bill Shaffer <bill@newsineducation.org>
Sent: Thursday, May 26, 2016 11:43 AM
To: Nicholson, Marie
Subject: Newspapers in Education Program
Attachments: Gardnerville NIE Sponsorship Information.pdf; Gardnerville_May 2016 ad.pdf

Hi , Marie. I have attached the information you requested regarding our Newspapers in Education Program that you have sponsored for the past 2 years. I have also attached a copy of the monthly thank you ad as you appear under the Co-Sponsors listing. You have been pledging \$150.00 each time which will include you in the thank you ad for the next 6 months. There are other levels if you are interested. Whatever you do, we will send an invoice for payment.

Sincerely,

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

The Record-Courier

NEWSPAPERS IN EDUCATION DEPARTMENT

Dear Partner in Education,

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

Your contribution will provide the following benefits:

For the schools:

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

For the sponsors:

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

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

Sincerely,

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

The Record-Courier

NEWSPAPERS IN EDUCATION DEPARTMENT

WHAT IS NEWSPAPERS IN EDUCATION?

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

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

WHAT'S IN THE NEWSPAPER FOR STUDENTS?

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

WHY BECOME INVOLVED?

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

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

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

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

Gold
Sponsor

BENTLY

ENTERTAINMENT

Bing Materials • Douglas County Republican Women
Norris Auto Body Inc. • Nu-systems, Inc.
Cindy Olivas Trigg

5-6

Silver
Sponsor

Co-
Sponsor



The Record-Courier
DOUGLAS COUNTY'S Hometown Newspaper Since 1880

Gardnerville Town Board
AGENDA ACTION SHEET



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

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

3. **Department:** Administration

4. **Prepared by:** Paula Lochridge

5. **Meeting Date:** June 7, 2016 **Time Requested:** 10 minutes

6. **Agenda:** Consent Administrative

7. **Background Information** N/A

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

9. **Board Action:**

Approved Approved with Modifications
 Denied Continued



Main Street Gardnerville's Program Manager Report June 7, 2016

- Attended the National Main Street America Conference the week of May 22nd.
 - Peter Wallish from GOED attended again this year.
 - The contact I had made earlier with Rachel Dahl from the Churchill Economic Development Authority led to them sending Nate Strong to the conference.
 - Many great sessions. I'll have notes and information to share within the next month or so, should you be interested. I hope to have highlights for you for the July 5th meeting.

- New Business Members include:
 1. TK Design
 2. Distinct Interiors
 3. Canyon Embroidery
 4. John Scott Insurance
 5. 100 Proof Mobile Bar Service
 6. Carson Valley Radio Shack & Locksmith
 7. JJ's Mexican Food
 8. Douglas Center for Hope & Healing
 9. El Aguila Real
 10. One Studio 395
 11. LL Realty-Gardnerville

- Large focus on upcoming events, including:
 - Great Race Update:
 - 45 cars, so far, signed up for the Heritage Park Classic Car Show
 - Vendors for the event include CV Sertoma Club (beverages: beer, water, soda and coffee along with pulled pork sandwiches, polish sausages & hot dogs; Killer Salsa (snacks) and Treat Yourself (snacks).
 - Thirsty Third Thursday Update:
 - 44 businesses participated in the May wine walk with 9 of those businesses being new to the event.
 - Close to 250 people registered for the wine walk.
 - The Grab-n-Go food option with our district restaurants is proving to be a popular idea.
 - Carson Valley Days Parade Entry, in partnership with the Town:
 - Coffins and Vintage Cars will be our entry with walkers passing out calendar of event information.

- I've included the latest Economic Vitality Program Champion Report for first quarter of 2016.

Quarterly Update
Economic Vitality Program Champion Reports
March 2016

For the Time Period of January – February 2016



"Vision without execution is hallucination."

- Thomas Edison

Report distribution

- BOC
- County Manager
- Assistant County Mgr./CFO
- Via e-mail
 - EV Champions
 - Community Dev. Director
 - Planning Manager
 - Community Services Director
 - DCSD Superintendent

**Quarterly Update
Economic Vitality Program
March 2015
(for the period Dec. 2015 – Feb. 2016)**

Advanced Manufacturing



Champion & Team:

Renea Louie, Kathy Huber-Halbardier,
Karen Craig, Denise Castle,
Bobbi Thompson & Lisa Granahan

Top three things accomplished:

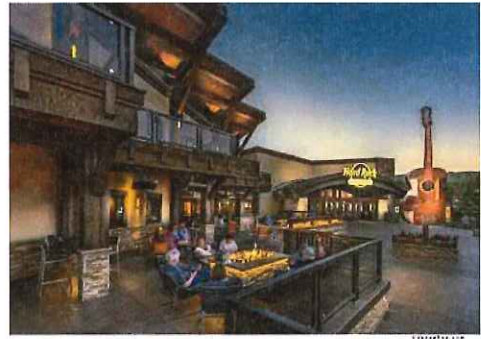
- Convened a second meeting of the Aerospace and Aviation top leaders on December 8, 2016, to discuss topics of common interest
- Business Outreach team site visit with Bio Films in February
- Kathy Huber-Halbardier presented at one the of Tiger Talk Thursdays at the High School to talk about Advanced Manufacturing businesses and potential career opportunities

Three things your team is tackling (or what's up next).

- Convening the next meeting of the Aviation and Aerospace leaders in April
- Preparing a survey of top Aviation and Aerospace Sector needs
- Working on an internship opportunity for one of the aviation sector companies

**Quarterly Update
Economic Vitality Program
March 2016
(for the period Dec 2015 - Feb 2016)**

Tahoe Revitalization-Stateline Hwy 50 Corridor



Team: Mike Bradford, Scott Morgan, and Mitchell Mize

Top accomplishments:

- Huge goal achieved for the Revitalization of Lake Tahoe! The Board of Commissioners approval action establishes a Redevelopment Area (RDA) to provide funding for an entertainment venue and additional infrastructural projects at Tahoe. STAR contributed \$50,000 to support the RDA planning moving forward in partnership with Douglas County.
- STAR commissioned additional studies to evaluate entertainment venue size and locations. The funding for these studies is approximately \$12,000.
- STAR is coordinating with the Tahoe Chamber and Tahoe Transportation District to move forward with polling and messaging to support the Highway 50 Corridor Project (Loop Road). This will likely include the engagement of a communication firm to assist in public outreach.

Top things your team is tackling (or what's up next).

- Investigating the scope of project cost and funding sources for the entertainment venue while evaluating potential locations. This is where a lot of work will need to be done by the proponents.
- The project list of RDA infrastructure projects needs to be revisited and prioritized to ensure it includes Kahle Drive.
- The potential transition of the Oliver Park and Kahle Drive area from OPGID to KGID will become an issue moving forward.
- Ensuring the allocating of funding sources for the Loop Road project based on action by the Board of County Commissioners resulting from the County Connectivity plans.

Any obstacles?

The RDA is moving forward well at this time. The Project Team will need help from the County Manager to refine the list and evaluate funding sources.

The City of South Lake Tahoe has a ballot initiative being lobbied by some citizens. This is a complication intended by the proponents to block the Loop Road. There should probably be a joint BOCC and South Lake Tahoe City Council meeting scheduled to help consolidate support for the project at some appropriate time in the future.

**Quarterly Update
Economic Vitality Program
March 2016
(for the period Dec 2015 - Feb 2016)**



Perlan

Sports Aviation Destination

Champions: Linda Mae Hivert, Al Browne, Mike Bradford

Top 3 Accomplishments:

- The Build A Plane program continues with building sessions on Saturday mornings. Field trips to Roy Reims' historic aircraft factor and Reno Tower.
- The Perlan glider program progresses at home in Minden with record flight attempts. Perlan sponsor Airbus' CEO visits Minden and given tour of project.
- SAF continues monthly meetings. Voted to sponsor Perlan's Online Educational Resource program.
- Minden Soaring Club to award 4 soaring scholarships on April 17, 2016.

Projects in Progress:

- Planning underway for the Annual Sports Aviation Foundation membership dinner and SoaringNV Wave Camp Banquet, April 9, 2016, at the Carson Valley Inn. Program features Special Speaker Sean Tucker, Aerobatic Air Show performer.
- East side engineering and survey work is complete with additional work required on the survey drawings and a bid is being prepared for the utilities installation. The \$1.5 million utility construction is due to be under construction soon.
- SAF sponsoring Aviation Education Days for May 4 & 5 and 11 & 12, 2016. Sixth grade classes from all Douglas County Schools have opportunity to visit the Airport.
- The airport has received a grant of \$520,000 Grant for a new Master Plan. This project commenced in October, 2015 and is likely to require 24 months to complete.
- Wings of Freedom featuring several WWII aircraft at the Airport June 16-20, 2016
- MTA's Aviation Round Up will feature the Thunderbirds, October 7 & 8, 2017



Educational Resources for Students and Teachers

Quarterly Update
Economic Vitality Program
March 2016
(for the period Dec 2015 – Feb 2016)

Countywide Connectivity

Champions: Jacques Etchegoyhen and Dominique Etchegoyhen



Top three accomplishments:

- Douglas County Ordinance 2015-1446, amending Douglas County Code Chapter 3.08, Motor Vehicle Fuel Tax, to increase the excise tax on motor vehicle fuel sold, distributed, or used within Douglas County by five (5) cents, became effective Monday, February 1, 2016.
- Based on Nevada Department of Motor Vehicles estimated gasoline sales in Douglas County for Fiscal Year 2016/17, the five (5) cent Motor Vehicle Fuel Tax has the potential to generate approximately \$150,000 more per year than originally anticipated.
- On March 3, 2016, and March 17, 2016, respectively, the Regional Transportation Committee and Douglas County Board of Commissioners approved and adopted the Douglas County Transportation 5-Year Plan Update, which includes \$300,000 in annual contributions for the U.S. 50 Revitalization at State Line, Regional Road Maintenance, and bonding for the Capital Improvement Plan, all of which was enabled through implementation of the 5-cent Motor Vehicle Fuel Tax.

Up and coming projects:

- The Countywide Connectivity Team is currently evaluating achievable transportation projects that should be our next area of focus within our community.

**Quarterly Update
Economic Vitality Program
March 2016
(for the period Dec 2015 – Feb 2016)**

Main Street Minden

Team: Connie Billington, Board of Directors, and
Volunteers



Top things accomplished:

- 501c6 Status completed and received.
- A \$10K Grant from Douglas County was received.
- Board addressed Sheila Kendrick's departure from the program, hired a new interim Executive Director, Connie Billington with a start date of March 1, 2016.
- Spring Break for Business Open House – March 23, 2016 – introduce Board/New Executive Director and begin soliciting memberships and volunteers for MSM. Application and Membership documents have been completed and are ready for the March 23rd event.
- Planning and implementation of upcoming event scheduled for May 4th in Minden Park. "May the Fourth Be With You"

Any obstacles?

- Volunteer Recruitment (Attending NV Volunteers Community Forums Invitation April 6th in Reno)
- Funding presentation to Town of Minden Board at April 6, 2016.

Quarterly Update
Economic Vitality
March 2016
(for the period Dec 2015 – Feb 2016)

Tremendous Trails

Co-Champions: Debra Lang & Carlo Luri



Top three things accomplished:

- Applied for a Nevada Commission on Tourism grant for highway way-finding signs. These signs will make it easier for visitors and residents to find recreational trails in the valley.
- Met with county transportation engineer Jon Erb and Mimi Moss to discuss the inclusion of bike lanes on all county road maintenance projects. Several upcoming county road projects include bike lanes. Planning to meet with NDOT's bicycle and pedestrian advisor to do the same.
- Attending regular meetings to discuss the development of the Pony Express trail. Engaged with multiple stakeholders to discuss the possibility of establishing Phase I (middle to upper Kingsbury) as a recreational trail.

Three things your team is tackling (challenges):

- The Board of County Commissioners rejected the County Connectivity proposal that would have funded trails development through an additional 0.25% sales tax. If the county wishes to develop trails as a component of the Economic Vitality program, we need to identify alternate funding sources that can be applied to the local match component for trail grants.
- Need to revisit with Tremendous Trails Project to ensure broad Commission support based on recent public comments. This could be done an overall program update.
- Clear Creek trailhead at US50 is still stalled with Nevada Division of State Lands. As a condition of granting an easement they are asking Carson City for a change in the master plan and up-zoning from open space which is unlikely to happen.

Quarterly Update
Economic Vitality Program
March 2016



Team: Paula Lochridge and Main Street Gardnerville Volunteers

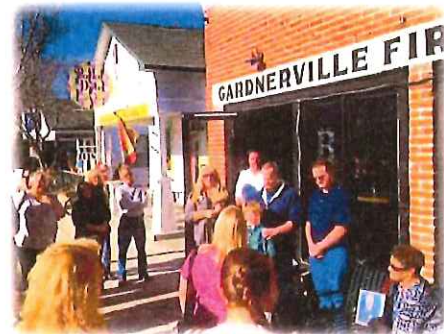
Top things accomplished:

- The Basque-themed Mural has found its home. Acknowledgements were painted onto the bottom left side of the painting. Since it's difficult to see at its current location, we will use a framed photo of the acknowledgements and place it closer to street level. *(See photo sheet attached of the installation.)*
 - Nevada Magazine included our mural in its on-line story titled **"Murals Make Nevada's Buildings Come Alive."**



- Heritage Park Gardens:
 - Work continues this year for the Nevada Department of Agriculture "Growing to Share Grant" in partnership with the Carson Valley Community Food closet and Douglas County Social Services.
 - Created a "Growing to Share Cookbook" as part of the grant. *(See attached.)*

- A decorative bench has been installed at the Overland Restaurant & Pub and dedicated to Sgt. Ronald E. Bushey, DCSO on February 13th. The Overland even installed a blue light near the bench and it remains lit in honor of law enforcement.



- Volunteer hours logged since 2008:

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



Things your team is tackling (or what's up next).

- The Great Race event is coming to Heritage Park, June 19, 2016 for a lunch stop. We've partnered with the Town of Gardnerville on this event.

The *Great Race* is coming to Heritage Park in Gardnerville for their Lunch Stop on June 19, 2016!

Join us starting at 9 am for the *Heritage Park Classic Car Show* and help welcome the *Great Race Drivers* to town starting in the noon hour!



2016
HERITAGE PARK
GREAT RACE
SAN RAFAEL, CA to MOHAVE, AZ
MAY 20 - JUNE 19, 2016

More Information: 775-782-8027 or
Info@MainStreetGardnerville.org
Heritage Park: 1447 Courthouse Alley

MAIN STREET
Gardnerville
NEVADA
MainStreetGardnerville.org

Town of
Gardnerville
Nevada
Gardnerville-NV.gov

HERITAGE PARK
CARSON VALLEY
NEVADA
VisitCarsonValley.org

- Volunteers have repainted the boards over the windows on the Building at the corner of Eddy and Hwy 395 where we display our "Sidewalk Gallery". We are purchasing new frames for this project and are developing a sponsorship plan to support this project.
- Lowe's of Carson City completed the majority of a beautification project at Heritage Park Gardens through their Community Outreach Program last fall... they will be coming back to the gardens to plant some trees in the gazebo area this spring. All materials and labor were provided and donated by Lowe's.
- Working in partnership with the Town of Gardnerville on finding champions to help us move forward with developing a Basque District in our downtown.
- Trying to get a "State-wide Main Street Program" in place. Researching the steps needed to make this happen. We're reaching out to some of our elected officials for guidance.



Any obstacles?

- For the program itself, looking for more funding opportunities to keep our program operating.
- Funding sources for creating a "State-wide Main Street Program".

BASQUE-THEMED MURAL INSTALLATION, MARCH 1, 2016



Photos by Tommy Walter & Paula Lochridge

COMMUNITY DOINORS

- WELLS FARGO BANK
- MIKE & ARIANE WALTER
- MENDIKO EUSKALDUN CLUBA
- AHERN RENTAL
- MIKE & TAMI KOBOLD
- DAUGHTERS OF THE AMERICAN REVOLUTION
- MINDEN FORTNIGHTLY
- CARSON VALLEY LODGE NO. 33, F & A. M.
- TOWN OF GARDNERVILLE
- MAIN STREET GARDNERVILLE
- MEMBERS OF THE COMMUNITY

Beverly A Caputo 2014

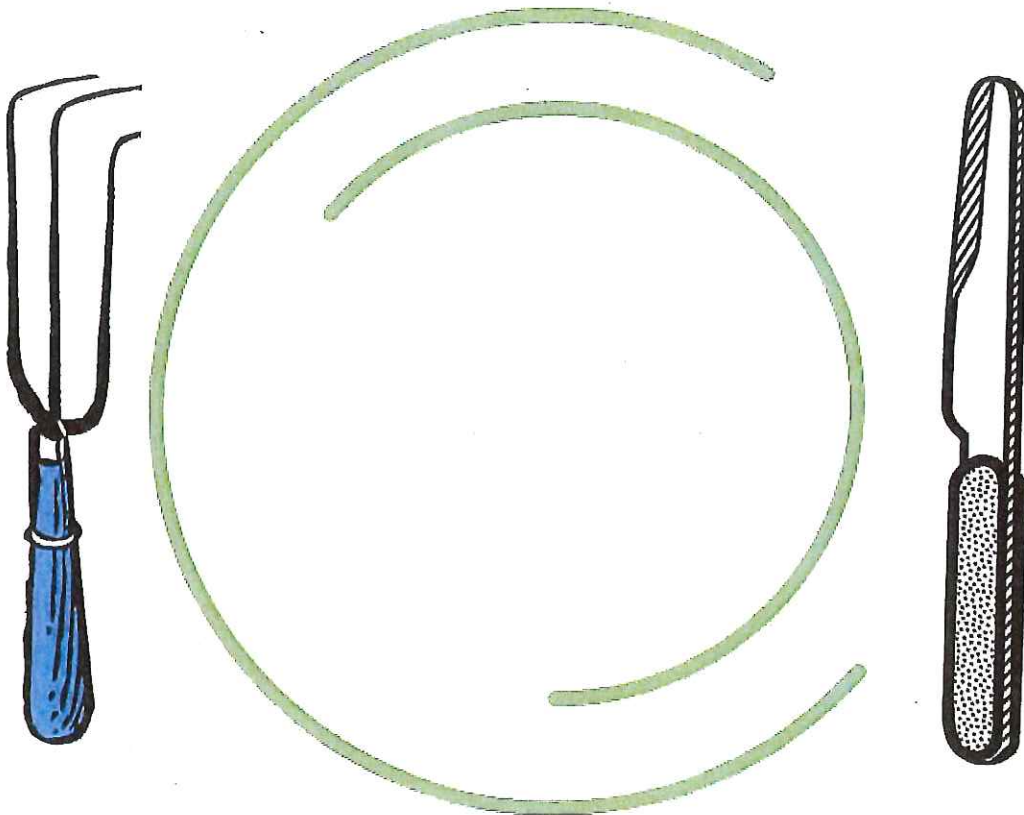


More Information: 775-782-8027 or
MainStreetGardnerville.org

** you received this full
cookbook in your March Board Packet*

Heritage Park Gardens Presents

The Growing to Share Cookbook



A Partnership with Main Street Gardnerville, Carson Valley
Community Food Closet, and Douglas County Social Services

1st Edition: 2015
Gardnerville, Nevada

Economic Vitality
Schedule for Project Updates to Board of Commissioners

Board Meeting Date	Agenda Deadline Date (for PowerPoint and/ or agenda backup)	Project	Champion(s)
April 21, 2016			
May 5, 2016		Agenda too full for presentation	
May 19, 2016	May 5, 2016	Sports Aviation Destination	Mike Bradford/Linda Mae Hivert
June 2, 2016	May 19, 2016	Tremendous Trails	Debra Lang/Carlo Luri
June 16, 2016			
July 7, 2016	June 23, 2016	Accelerating Advanced Manufacturing	Renea Louie
July 21, 2016			
Aug. 4, 2016	July 21, 2016	Sports Aviation Foundation	
Aug. 18, 2016			
Sept. 1, 2016	Aug. 18, 2016	Main Street Gardnerville	Paula Lochridge
Sept. 15, 2016	Sept. 1, 2016	Tahoe Revitalization	Mike Bradford
Oct. 6, 2016	Sept. 15, 2016	Countywide Connectivity	Jacques & Dominique Etchegeyhen
Oct. 20, 2016			
Nov. 3, 2016	Oct. 20, 2016	Main Street Minden	Connie Billington

Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action: Discussion on request by members of Douglas County Search and Rescue naming the future dog park "Annie E. Thomas K-9 Korral Memorial Dog Park", memorializing Annie's service to our community as search dog handler with the Douglas County Sheriff's Office Search and Rescue and the K-9 Units. The current proposed name of the park was K-9 Korral; with public comment prior to board action. Presentation by: Merrilyn Noble & Don Stukey, members of Search and Rescue**
2. **Recommended Motion: Approve request by members of the Douglas County search and rescue to name the future dog park as Annie E. Thomas K-9 Korral memorial Dog Park.**

Funds Available: Yes N/A

3. **Department: Administration**

4. **Prepared by: Tom Dallaire**

5. **Meeting Date: June 7, 2016 Time Requested: 20 minutes**

6. **Agenda: Consent Administrative**

7. **Background Information:** November 2015 board meeting Item 13, the board authorized Town Staff to pursue creating a dog facility at the Virginia Ranch Detention pond (Carrick Pond). Funding has been the topic lately on how we pay for the amenities. State lands within their new application due in September of this year could potentially fund a project with a 50/50 grant. Members of the Douglas County Search and Rescue came to us looking to fund a drinking fountain for memorializing Annie's service to her community. We provided them with information on cost of the dog friendly drinking fountain. They came back asking about the actual park name and offering to help find funding. This would be a great way to increase community support. So the town would team up with Search and Rescue to come up with a design, cost of the park, list of amenities and a plan so we can prepare a grant application to State Lands in the next round of funding.

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

9. **Board Action:**

- Approved Approved with Modifications
 Denied Continued

FROM MEMBERS OF DOUGLAS COUNTY SHERIFF'S SEARCH AND RESCUE

PROPOSAL

Members of Douglas County Sheriff's Search and Rescue create and establish a lasting **memorial for member Annie Thomas.**

WHAT

Assist with and name the future Dog Park after member Annie Thomas.

Assist with funding a water fountain at a dog park within Douglas County for dogs and their owners.

WHERE

At the water shed north of the Walmart in South Gardnerville. The area has been used unofficially for dogs to recreate, presently known as the Carrick Detention Pond.

HOW

The County Managers are presently working on making the area a fenced dog play area where dogs can play, off leash. An official name for the park has not been determined. Also, funds for a water fountain had been discussed but not found as yet. A water fountain for this area could be funded by the members of the community and DCSSAR in memory and honor of Annie Thomas, SAR K9 Handler.

DISCUSSION

Meet with County Board members to discuss making the name of the park in honor of Annie Thomas, DCSSAR member and K9 handler.

Also, DCSSAR members would like to work with County supervisor of public works to help the community raise funds for the purchase and install the fountain. Once the materials are funded by the community with the help of DCSSAR, the county will be responsible for the installation and maintenance of this fountain.

ANNIE E. THOMAS

The following bullet points are provided for your review in regards to our request to have Annie Thomas's name be used for the proposed dog park. Her dedication to the Douglas County Sheriff Department and specifically the Douglas County Search and Rescue K9 unit has been un-matched. Annie's knowledge and K9 search skills have been critical to saving numerous lives throughout the years, not only in Douglas County, but also within counties that have routinely requested our mutual aid assistance.

- Married for 43 years to Shaun Thomas (Lead Operations Leader DCSAR).
- Associated with DCSAR for more than 30 years.
- Lead Search Dog handler for 12 years.
- Annie has received numerous awards and is internationally known for her work in the K9 search world. She was recently invited to Ireland as a quest speaker to present and discuss her search techniques. She was unable to attend due to her failing health.
- She received the Mountain Rescue Associations "Lifetime Achievement Award" in 2016 for her work in the K9 Search world.
- She received the Lifetime Member Award as a "K9 Handler Extraordinaire" by the Douglas County Sheriff Department.
- Held numerous DCSAR board positions (Logistics Officer, Treasurer, etc).
- Coordinator for numerous SAR conferences (3 state, 1 national, and 1 international conference).
- Mountain Rescue Association conference coordinator.
- Assisted with numerous Douglas County events requiring DCSAR's assistance (Carson Valley Days, Lake Tahoe 4th of July, Lake Tahoe New Year's Eve Medical Stations, etc.)

Annie E. Thomas

Thursday, June 02, 2016
6:00 PM

"K9 handler extraordinaire"



7-4



TOWN OF GARDNERVILLE MEMORIAL LANDSCAPE AND SITE FURNISHING POLICY

The Gardnerville Town Board, recognizing the importance to add to the aesthetic beauty of the community, and desiring that the community have the opportunity to honor a past or current family member or to honor a special occasion, adopts the following policy.

1. Requests to donate trees, shrubs, picnic tables, sitting benches, litter receptacles, or other site elements should be submitted to the Town office. The Board authorizes the Town Manager to act on its behalf to confer with prospective donors concerning the placement, timing, species, size, and location of trees, plant materials, or site furnishings.
2. The Town shall not guarantee trees and shrubs planted beyond the guarantee given by the nursery where the tree(s) or shrubs were purchased. The Town shall have no duty to replace plant material that die to vandalism, weather, disease, or removal due to construction, paving, or change in park design.
3. The Town shall have no duty to replace site furnishings that are stolen, damaged, vandalized, or removed due to age or wear and tear.
4. Donors may request an identifying insignia such as a service club seal, name, plaque or other means of recognizing the donation. The Town shall not have the duty to replace such identifying means that are lost, missing, stolen, or vandalized.
5. Donations of trees and shrubs may be "banked" in order to maximize staff time (i.e. several donations of trees and shrubs may be planted on a single day or days).
6. The Town shall normally supply the labor to install plant material and irrigation to the plantings. Irrigation may not be required at some locations (i.e. donations that will be placed in a wetlands area).
7. Plant materials shall be selected with the overall scheme of the site or particular site requirements in mind. Minimum tree size shall normally be 15-gallon in size and minimum shrub size shall normally be 5-gallon (shrub size exceptions may be allowed for perennial or annual flowers or bulbs).
8. Plant materials for wetlands areas may be smaller and shall be chosen from the suggested wetland species list.
9. Donors of plant materials shall arrange for their purchase and payment at any nursery within Carson Valley. Town staff shall pickup and plant the donations. The donor shall be notified of when the planting is to occur. Plants should be chosen from the standard Town landscape materials list.
10. Site furnishings shall be selected from the Town site furnishing standard list. Site furnishings may be requested to be placed at Town park sites, or other public facilities within the Town (i.e. in the historic downtown core along Main Street).



Main Street Gardnerville Program Corporation
Policies and Procedures

SUBJECT: GUIDELINES FOR MAIN STREET GARDNERVILLE BENCH SPONSORSHIPS

Decorative bench sponsorships encourage a pedestrian-friendly environment to Main Street Gardnerville.

- These benches can be sponsored by a service group, business or by an individual/family.
- Each bench will have a plaque affixed to it, honoring your service club, business or individual/family.
- One time cost of \$1,995 is to be paid by sponsor which will include bench, plaque, shipping and installation.
- Location to be determined with the aid of the Main Street Gardnerville Design Committee and the Town of Gardnerville.
- The Design Review Committee reserves the right to accept or reject proposed wording for plaques based on the following criteria:
 - Proposed wording may not include language that is violent, obscene, or libelous
 - Space Availability
 - Commercial Nature of the Material
- Main Street Gardnerville Business Members or Sponsors shall be given precedence of bench placement within the district.
- Once placed, the bench and plaque become the property of Main Street Gardnerville.
- Main Street Gardnerville is not responsible for any damage to the bench or plaque.
- Acceptance of plaque wording does not imply Main Street Gardnerville's endorsement of a group, organization, event, or any of the policies or beliefs expressed or held by the person or entity providing the bench plaque.
- The provider of any plaque wording represents that the material contained therein does not infringe upon the property rights of any other person or entity, whether they be intellectual, intangible, tangible, or otherwise, and therefore agrees to indemnify and hold harmless the Town of Gardnerville and the Main Street Gardnerville and the respective officers, members, and agents.

By my signature immediately below, I agree to follow, honor, and obey the guidelines and rules set forth above, and agree that Main Street Gardnerville may terminate this agreement should I violate the guidelines and rules set forth above.

Signature _____ Date _____



Main Street Gardnerville Program Corporation
Policies and Procedures

INDEMNIFICATION/RELEASE OF LIABILITY

The UNDERSIGNED does hereby agree to protect, indemnify, save and keep harmless, the Main Street Gardnerville Program Corporation and the Town of Gardnerville, including the Board of Directors, Town Board, officers, legal counsel, assigns, employees and volunteers and others working on behalf of the Main Street Gardnerville Program Corporation and the Town of Gardnerville, from any and all claims, demands, suits or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the Main Street Gardnerville Program Corporation or the Town of Gardnerville, including the Board of Directors, Town Board, officers, legal counsel, assigns, employees, volunteers or others working on behalf of the Main Street Gardnerville Program Corporation or the Town of Gardnerville, by reason of personal injury, including bodily injury or death, and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with the sponsorship by the Undersigned of the decorative bench or benches.

Signature _____ Date _____


Printed Name _____

Plaque Wording:

In support of Main Street Gardnerville

*All plaques have "In support of Main Street Gardnerville" as the last line.
The number of words/lines will determine the size of the font.*

Motion Wenner/Jones to select the Lumos & Associates firm to provide the design and survey services to the town for the 395 crosswalk upgrade project, authorizing the town manager to negotiate and sign the contractual agreement. Motion carried unanimously.

13.  **For Possible Action:** Discussion and provide direction to town staff to pursue creating a Dog Park at the Virginia Ranch detention pond, approving the staff to proceed with purchasing (max \$6000) and installing the proposed dog park sign; with public comment prior to board action.

Mr. Dallaire has a memo from Mr. Jones who has a concern about the park. If it is actually a park it could limit his property development plans for the future. Some other issues Mr. Jones brought up were people are using the area for walking their dogs and they are letting them loose. The dogs are wandering over to his shop when he is outside and jumping on his forklift. He is wondering about a fence between the two or making a leash rule. I'm not sure we can enforce the leash rule, but we can put it on the sign. The access street is having a lot of issues with people driving through Mr. Jones lot to Service Drive. He has blocked off the access with his trucks. He would like the curbs painted, put signage up or both. We did order a private drive/not a through street sign. I am looking for direction.

Mr. Miller asked if we need to call it a park.

Mr. Dallaire does not know that we need to have dog park on the sign. I think canine corral is sufficient. That area is a storm drain. I want to make sure that is first and foremost. This is basically a five year plan. Is this still something you want to do? This is an idea Mrs. Slater brought forth two years ago. The other thing is picking up dog feces for those that don't. We can contract with a company in town to pick up the feces. I don't know if that is something our staff needs to add to their list. If we pick it up there, we will have to pick it up everywhere else. Maybe if residents realize we are spending taxpayer money on dog feces removal they will pick it up. When we order benches we would order enough to replace the blue Wal Mart benches at either end. We also want to do a future dogipot on the bottom by the grass, a bench and a tree.

Vice-Chairwoman Wenner asked if the plan was to have a fence around it.

Mr. Dallaire had thought eventually there would be. Google maps shows the road going through the access road. It will eventually be a drive aisle to Mr. Jones' property.

Chairman Higuera asked if what Mr. Dallaire needs direction on is do we want to make that a secondary dog park. We obviously have a lot of the issues to work through with staff.

Mr. Dallaire felt we can get through a lot of the issues with the planning department. Making sure the park part doesn't affect Barry's property. Get Hope involved in this. We can submit for a special use permit to do this officially.

Mrs. Slater suggested a sign that says "not a through street." As for the personal property, that would be up to the owners to post no trespassing signs.

Mrs. Jones suggested if we're trying to move traffic away from his access road maybe the regulations and signage should be somewhere else. Maybe we should move the signs to the corner where someone could park.

Mr. Miller would put an entrance over by the bench and pergola on the other side.

Mr. Dallaire shared there is already a bench and pergola there.

Mrs. Slater believed if you don't fence this you are not truly advertising that it is a dog park. But you're putting a sign up that allows them to go over there. I don't know you would want to put up all your fences.

Mr. Dallaire thought a four foot fence in the dg area.

Vice-Chairwoman Wenner pointed out the animals are going to destroy any shrubbery or grass.

Mrs. Slater agrees with Ken. If you removed this area (pointing) put a sign here on the short street "not a through street"; leave this one here and put the sign up on Grant. Leave this open as it is.

Mr. Miller added it is close to the crosswalk too.

Mrs. Slater had a conversation with some ladies that bring their dogs to Gardner Park. I told them we were discussing the area south of town and she asked if it does go forward she would like to see an ad in the paper so she can start working toward getting donations for the park.

Public comment.

Mr. Jones was 100 percent behind this when it was first mentioned. My vision at that time was possibly having the Carson Valley Lions Canine Park or something like that. For my property to have restrictions after a park was there raised red flags. I can't do things with the property. For instance, a Dottie's Casino couldn't go in there. You can't do any of that if that was coming my way. In Carson City there is a Dottie's in front of Wal Mart. I wouldn't want to have it be less value for what we have today. I know it's a tough decision about parks. My relatives bought Sheridan Acres and subdivided it. At that time my uncle donated some land and it was earmarked park. Still to this day nothing has ever been done with this park. It just raises red flags when we talk about parks. Now that I've owned this property I have grown into it and some of it is sentimental value. As far as the issues and problems, I contacted the front counter at the planning department. If it is a gathering of people like a park, it is a park. So I don't know how much of a battle it will be, but I am not saying no. The negative side is Wal Mart and Golden Gate have the trash that comes along with it. There are a few people that camped on my property and left their garbage. I'm willing to work with you to do whatever I can to make it work. But we need some due diligence with Douglas County, the Joneses and Town of Gardnerville.

Vice-Chairwoman Wenner understands about the fence. You don't want to run over somebody's dog either. If the dog is over there and you don't see it you don't want to be sued for running over somebody's dog.

Mr. Miller appreciates the comments.

Mr. Jones thanked the board for their service.

No further public comment.

Chairman Higuera thought Mr. Dallaire did a good job of putting down Mr. Jones' concerns. We would stay in touch with him as we progress, if we decide to progress.

Mr. Dallaire noted this is just about signage. We don't have an overall plan on what this would look like.

Mr. Miller asked if we need a sign at this time.

Mr. Dallaire doesn't have to put a sign in now.

Mrs. Slater asked if we need to talk to the county first.

Chairman Higuera thought the action would be to direct town staff to pursue creating this and bring it back.

Mrs. Jones agreed. The board has a lot of ideas but hasn't coordinated with the county to see what the consequences are. We don't have an overall plan. My concern would be spending roughly \$6,000 on a sign when we don't know if we need a fence. I would like to keep the end in mind. It sounds like we need to address Barry's access road and protect his access and private drive aisle before we start trying to draw in people.

Mr. Dallaire clarified the access road is actually on town property. He has an easement. This isn't something we have talked about in a planning meeting. We've talked about the idea.

Mrs. Jones read the materials and I thought a five year development plan to fully develop makes sense. But we should still know at the end of five years what it is supposed to look like. The idea of, maybe not an enclosed fence or solid fence, but maybe something open like a wrought iron fence. Something between the detention pond and Barry's land big enough to be very clear as a border and yet still small enough that the 40 pound dogs aren't going to squeeze in there. The average family dog is not going to worm its way in there. Another option may be a second path down into the green space. When we're done five years from now these are the things we want in the park. Then start working with Hope to see if this is do-able within the special permit process.

Mr. Jones commented the planning department said this area is general commercial. The verbiage I heard was general commercial. But Carla looked it up online and it just had retention pond.

Mr. Dallaire replied the master plan might be general, but it's zoned public facility.

Motion Miller/Slater that we have town staff pursue creating a dog facility at the Virginia Ranch detention pond. Motion carried unanimously.

14.  For Possible Action: Discussion to approve, approve with modifications or revise the town development standards as discussed in last month's meeting; with public comment prior to board action.

Mr. Dallaire went back and incorporated the comments. I reformatted a lot of things. This is the clean version. Unless you have any other comments this is what I am proposing.

Chairman Higuera thought Mr. Dallaire did a good job of capturing everything.

No public comment.

Motion Wenner/Jones to approve the revised town standards as previously discussed and presented at last month's meeting. Motion carried unanimously.

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

Mr. Rowe reported we had another crash in the alley between Buckaroo's and the French. The discussion we had the last time happened this time as well. That is, who owns the alley? Who has to maintain the alley? Tom and I agree it is finally time to find out exactly how the alley was created and to whom it was dedicated. In May of 1948 it appears to be created by the map of Mrs. Augustine Borda. But there is no description of the alley. There is no dedication of the alley in maps that we have been able to uncover. If it's our problem we will turn it in to the pool. We don't have a claim from this person that fell. Tom and I had an email conversation over the week with Doug Ritchie and he agrees it is time to figure out who owns it. We have agreed to split the cost of a title search going all the way back. The county manager approved the county paying for half and we will line up a title company. The estimate is about \$500. The county wants to find out if it is their maintenance responsibility and the town wants to find out the same thing. One of the things we discussed was removal of the hump or bump that both women have fallen on. That's an ongoing process. I think we need to find out who owns it once and for all. I took a look at this in 2011. I examined all the maps of record. The Buckaroo's parcel and the French parcel do not include a description of the alley.

Mr. Miller asked if the town owns it can they close the alley.

Mr. Rowe advised that is one of the topics we have been contemplating. In one of our conversations I asked Tom where the patrons of the two bars park and they park in the rear. I think they would object strenuously if we cut off all access. But if we had pedestrian only access and it was maintained in that fashion it might eliminate the problem.

Mrs. Jones pointed out Mr. Rowe mentioned these women tripped on the bumps.

Mr. Rowe added in 2011 and recently it was a pedestrian trip and fall. I don't know if this particular accident or the one in 2011 was exacerbated by the fact that the person that fell was a patron of one or both of those bars. We will get a title search done all the way back. When they do those they produce copies of whatever instruments they find and it would be helpful to know. The ones I have looked at go back to '48. The county has assumed without knowing that it was the town's maintenance responsibility simply because it's in the town.

Mr. Dallaire added the county had a blanket list that all roads in Gardnerville were going to be maintained by the town with the exception of a couple. The alley was not identified as town or county.

Mr. Rowe reported the only other thing out of the routine course of events was we had all the representatives from all the manufacturers of the trash truck in town on the 15th and watched the new trash truck in operation. We're expecting them to get back with us. I haven't heard anything from their counsel yet. No other attorneys were present. It was just the factory representatives that came on the 15th. We were to hear from Amrep what the results of all their computer studies were.

Previously Proposed.

#1 IDEA?



LETTER FONTS:

RAILROAD
RED GRAND
WESTERN
ETC. ?

FABRICATE: 1. 3'x6' SINGLE SIDED

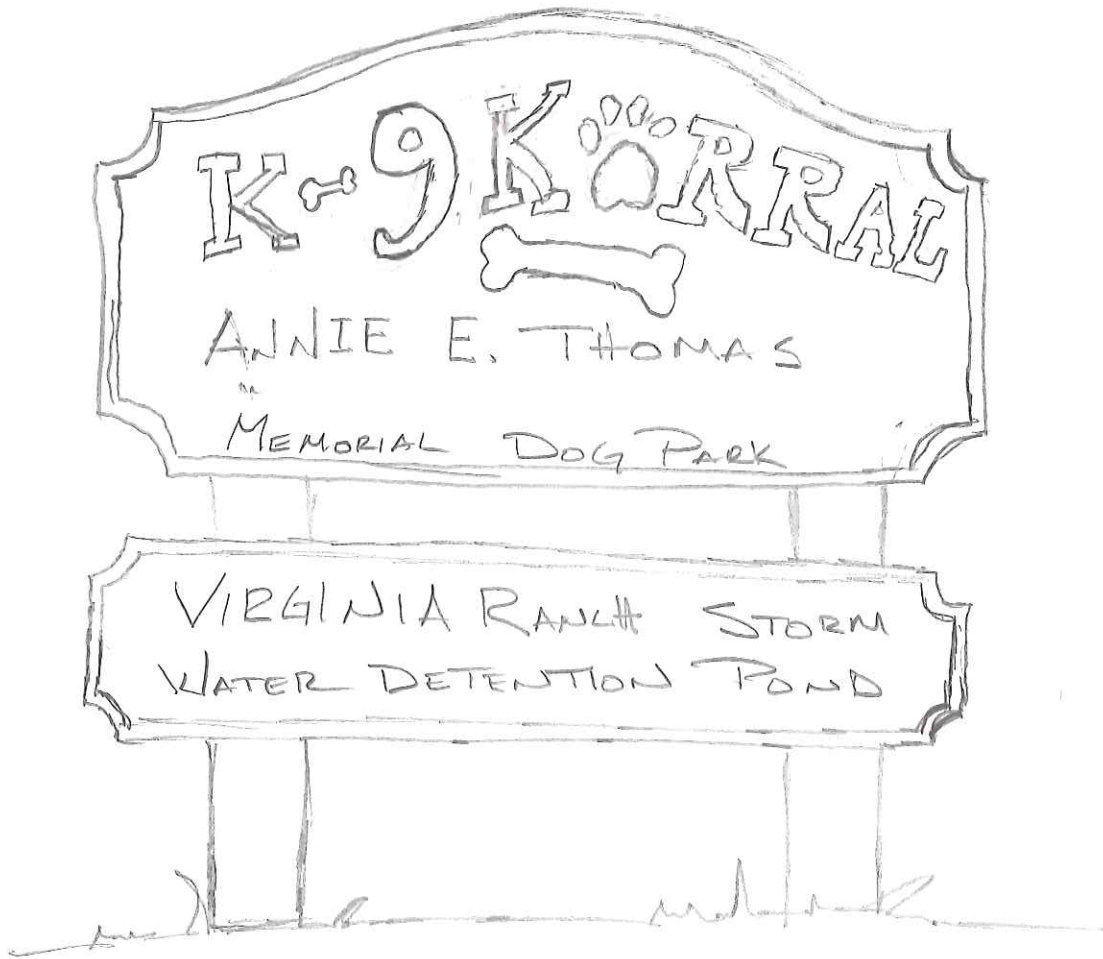
2" - 15LB SIGN FOAM, SPOON CARVED
BACKGROUND, RAISED COPY, PAINTED
IVORY COLOR... / 5/8" MDO BACKER
BOARD, GLUED TO HDU. (HIGH DENSITY URETHANE)

11

Carson Valley Signs
GARDNERVILLE, NV.
OCTOBER - 2015

13-2

7-12



ANNIE E. THOMAS

K-9 KÖRRAL

MEMORIAL DOG PARK

Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Approve donating the 1996 Ford Super Duty bucket truck to the Douglas County School District, or selling in the amount of \$2,000; with public comment prior to board action.
2. **Recommended Motion:** Approve the donation (or other option per the discussion of the board) of the 1996 Ford Super Duty bucket truck to Douglas County School District.

Funds Available: Yes N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** June 7, 2016 **Time Requested:** 10 minutes

6. **Agenda:** Consent Administrative

Background Information: The town purchased a used bucket truck allowing for more reach during the banner installations, and fewer movements in the highway decreasing the time to 30 minutes to install/remove a banner. The old bucket truck was having issues and costing a lot of money to maintain its operation for something we needed to have every Monday morning. Town staff was a day late in delivering the vehicle to the county yard for public auction, missing the auction back in April. The truck is sitting in the county yard at this time. The school district approached me to see if we were interested in donating it to the District. They could use a bucket truck for exterior building maintenance and parking light maintenance. They did say they could afford to pay \$2,000 for the truck but that would be all they could come up with. TNT Auction had a similar truck that sold for \$3,500 in April. Gary Cullen with the school district has assured me that we would be able to use the truck if we needed a bucket truck temporarily in case our current truck breaks down allowing for the banner to be installed on time. Of course we would write that in the sales agreement should the board pursue the donation option.

Staff has determined three options for your consideration;

1. We can charge the school district the \$2,000 donating the remaining value.
2. We can donate the truck to the school district signing over the title to the district.
3. We can wait for the next auction to dispose of the vehicle, October, and get whatever out of it. I do not believe there is limit on the auction.

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

8. **Board Action:**

- Approved Approved with Modifications
 Denied Continued

Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Discussion to approve or deny the purchase of a parcel of land containing 3.35 acres along Gilman Avenue/Ezell Street in the amount of \$275,000 over a four year period interest free of four (4) installment payments (1st yr, \$100,000, 2nd yr, \$58,333.34, 3rd and 4th yrs, \$58,333.33), owned by Spence Properties APN 1320-33-412-001; with public comment prior to board action.
2. **Recommended Motion:** Motion to approve the purchase of the property and authorizing someone to sign the documentation associated with the land acquisition.

Funds Available: Yes N/A (see the attached breakdown and projects)

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** June 7, 2016 **Time Requested:** 10 minutes

6. **Agenda:** Consent Administrative

Background Information: At last month's board meeting under the manager report, I provided information on the possibility to acquire the land on the south side of Gilman. The board asked that we bring this back under a discussion item. The draft appraisal summary is attached and came back with an appraised price of \$275,000. The full report is available for your review if you would like a copy. The parcel selling across the street was less per square foot, but does include a large portion of the site in the flood plain. The majority of this site is out of the flood plain and all studies to date include the fill pile in the study.

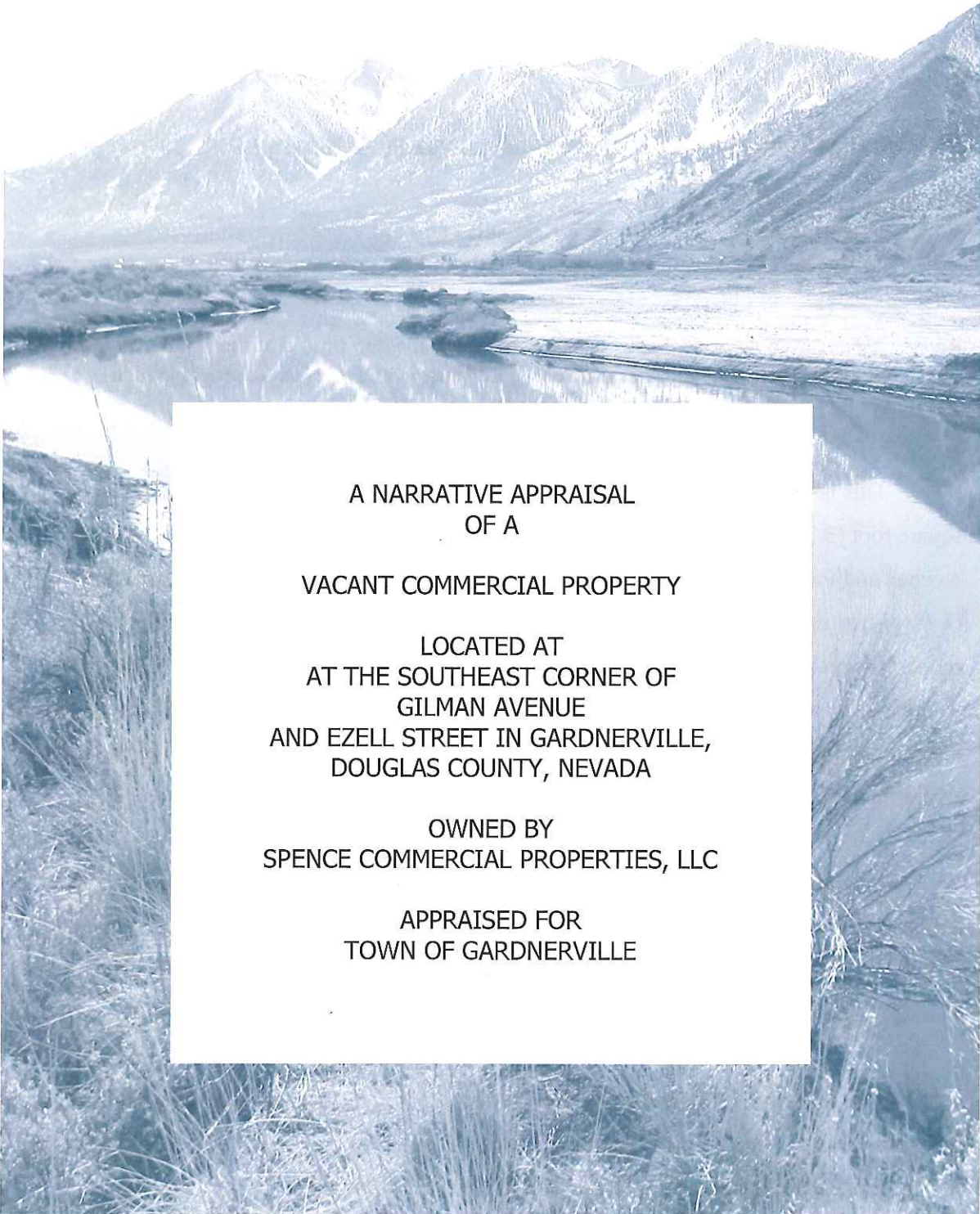
7. **Other Agency Review of Action:** Douglas County N/A

8. **Board Action:**

- Approved Approved with Modifications
 Denied Continued



Johnson Valuation Group, Ltd.



A NARRATIVE APPRAISAL
OF A

VACANT COMMERCIAL PROPERTY

LOCATED AT
AT THE SOUTHEAST CORNER OF
GILMAN AVENUE
AND EZELL STREET IN GARDNERVILLE,
DOUGLAS COUNTY, NEVADA

OWNED BY
SPENCE COMMERCIAL PROPERTIES, LLC

APPRAISED FOR
TOWN OF GARDNERVILLE

9-2



Johnson Valuation Group, Ltd.

124 McFaul Way, Suite 201, P.O. Box 11430
Zephyr Cove, NV 89448
(775) 588-4787

295 Holcomb Avenue, Suite 3, Reno, NV 89502
(775) 580-7164
(775) 588-8295 (fax)

May 31, 2016

Via Electronic Mail: Tdallaire@douglasnv.us; CLouthan@douglasnv.us

Mr. Thomas A. Dallaire, P.E.
Town of Gardnerville
1407 Highway 395 N
Gardnerville, NV 89410

Re: A Narrative Appraisal of a Vacant Commercial Site, located at the Southeast Corner of Gilman Avenue and Ezell Street in Gardnerville, Douglas County, Nevada

Dear Mr. Dallaire:

This is in response to your request for a Narrative Appraisal of a vacant 145,926± square foot (3.35± acre) commercial property located at the southeast corner of Gilman Avenue and Ezell Street in Gardnerville, Douglas County, Nevada. The subject property may be identified as Douglas County Assessor's Parcel Number 1320-33-412-001. The subject property is presently vacant with streetscape installed along the property's frontage on Gilman Avenue. The western portion of the subject property has significant fill material that has been imported to the site. The property is currently under the ownership of Spence Commercial Properties, LLC.

The intended use of this appraisal is to assist in decision making relative to a potential acquisition of the subject property. The intended user of this appraisal report is the Town of Gardnerville. The purpose of this appraisal is to estimate the unencumbered fee simple Market Value of the subject property as of a current date of valuation.

This report sets forth pertinent data, statistics, and other information considered necessary to establish the unencumbered fee simple Market Value of the subject property as of May 26, 2016, the date of my inspection of the subject property.

www.johnsonvaluationgroup.com



The Market Value estimate was derived through an analysis and correlation of the data set forth in the following report. The subject property and the comparable properties analyzed were personally inspected by this appraiser.

This appraisal report has been prepared in conformance with and subject to the requirements of the *Code of Ethics and Standards of Professional Practice* of the Appraisal Institute, and the Guidelines and Recommendations set forth in the *Uniform Standards of Professional Appraisal Practice (USPAP)* of the Appraisal Foundation.

After careful consideration of all data available, and upon thorough personal inspection of the subject property and comparable properties analyzed, I have estimated the Market Value of the subject property, as of May 26, 2016, to be:

TWO HUNDRED AND SEVENTY FIVE THOUSAND DOLLARS
(\$275,000)

Respectfully Submitted,

Benjamin Q. Johnson, MAI
Nevada Certified General Appraiser
License Number A.0205542-CG



SUMMARY OF SALIENT FACTS AND IMPORTANT CONCLUSIONS

Assessor's Parcel Number	1320-33-412-001
Location	Southeast Corner of Gilman Avenue and Ezell Street, Gardnerville, Douglas County, Nevada
Owner of Record	Spence Commercial Properties, LLC
Zoning	GC (General Commercial)
Land Area	145,926± square feet (3.35± acres)
Improvements	Streetscape along Gilman Avenue, imported fill material in western portion of subject
Highest and Best Use	Hold for Speculative Future Development
Property Rights Appraised	Fee Simple
Type of Report	Narrative
Effective Date of Valuation	May 26, 2016
Completion Date of Report	May 31, 2016

FINAL MARKET VALUE CONCLUSION
("As-Is" Fee Simple Interest)

\$275,000



PURPOSE OF APPRAISAL

This appraisal was prepared for the purpose of estimating the Market Value of the fee simple interest in subject property as of the date of May 26, 2016.

INTENDED USE OF APPRAISAL

The intended use of this appraisal is to assist the client in decision making related to a potential purchase of the subject property. Any other use of this appraisal requires the prior written authorization by this appraisal firm.

INTENDED USERS OF APPRAISAL

The intended user of this appraisal report is the Town of Gardnerville.

MARKET VALUE DEFINED¹

‘Market Value’ means the most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

- (1) buyer and seller are typically motivated;
- (2) both parties are well informed or well advised, and acting in what they consider their own best interests;
- (3) a reasonable time is allowed for exposure in the open market;
- (4) payment is made in terms of cash in U. S. dollars or in terms of financial arrangements comparable thereto; and
- (5) the price represents the normal consideration for the property sold, unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.”

¹ Source: Office of the Comptroller of the Currency under 12 CFR, Part 34, Subpart C-Appraisals, 34.42 Definitions [f].



SCOPE OF APPRAISAL

The preparation of this appraisal included:

- Identification, inspection and analysis of the subject property;
- Identification and analysis of the subject neighborhood;
- Completion of a Highest and Best Use Analysis for the subject property;
- Research, inspection and analysis of comparable land sales;
- Verification of sales data;
- Completion of a Sales Comparison Approach analysis;
- Reconciliation and final property value conclusion; and
- Preparation of a Narrative Appraisal report.

EFFECTIVE DATE OF VALUATION

The effective date of valuation of this report is May 26, 2016, the date of my inspection of the subject property.

COMPLETION DATE OF REPORT

This report was completed on May 31, 2016.

PROPERTY RIGHTS APPRAISED

The subject property is appraised as held in fee simple ownership. Fee simple ownership is defined as absolute ownership, unencumbered by any other estate or interest subject only to the limitations of eminent domain, police power, taxation and such typical encumbrances as mortgages and easements.



SUBJECT PROPERTY PHOTOGRAPHS



**STREET SCENE, LOOKING EASTERLY ALONG GILMAN AVENUE,
SUBJECT AT RIGHT OF PHOTO**



**STREET SCENE, LOOKING WESTERLY ALONG GILMAN AVENUE,
SUBJECT AT LEFT OF PHOTO**



SUBJECT PROPERTY PHOTOGRAPHS



**STREET SCENE, LOOKING SOUTHERLY ALONG EZELL STREET,
SUBJECT AT LEFT OF PHOTO**



**STREET SCENE, LOOKING NORTHERLY ALONG EZELL STREET,
SUBJECT AT RIGHT OF PHOTO**



SUBJECT PROPERTY PHOTOGRAPHS



VIEW LOOKING EASTERLY ACROSS NORTHERN PORTION OF SUBJECT PARCEL



VIEW LOOKING WESTERLY ACROSS SUBJECT PARCEL

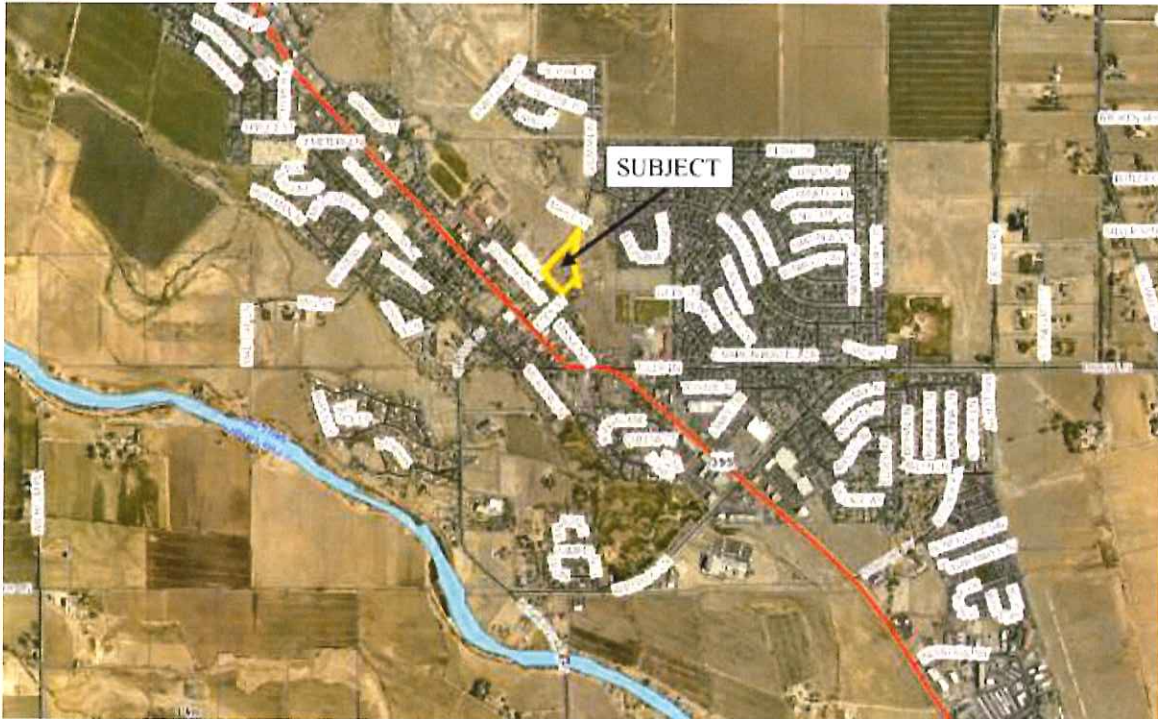


ASSESSOR'S PARCEL MAP Douglas County - 1320-33-412-001

<p>DOUGLAS COUNTY, NEVADA</p>	<p>Map Legend</p> <ul style="list-style-type: none"> Parcel Boundary Subdivision Boundary Town Boundary Township/Range Center Open Space/Conservation Element 	<p>Parcel Number</p> <p>110</p>	<p>Parcel Sub-Grid Number</p> <p>110</p>	<p>Parcel Address</p> <p>110</p>	<p>Parcel Block Number</p> <p>110</p>	<p>Parcel Lot Number</p> <p>110</p>	<p>Parcel Address</p> <p>110</p>																																								
		<p>T 13 N R 20 E</p>	<p>SEC 35</p> <table border="1"> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td>31</td><td>32</td><td>33</td></tr> <tr><td>34</td><td>35</td><td>36</td><td>37</td><td>38</td><td>39</td></tr> </table>	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	<p>S 1/2 SW 1/4</p> <table border="1"> <tr><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td></tr> </table>	1	2	3	4	5	6	7
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**SUBJECT PROPERTY
AERIAL MAP²**



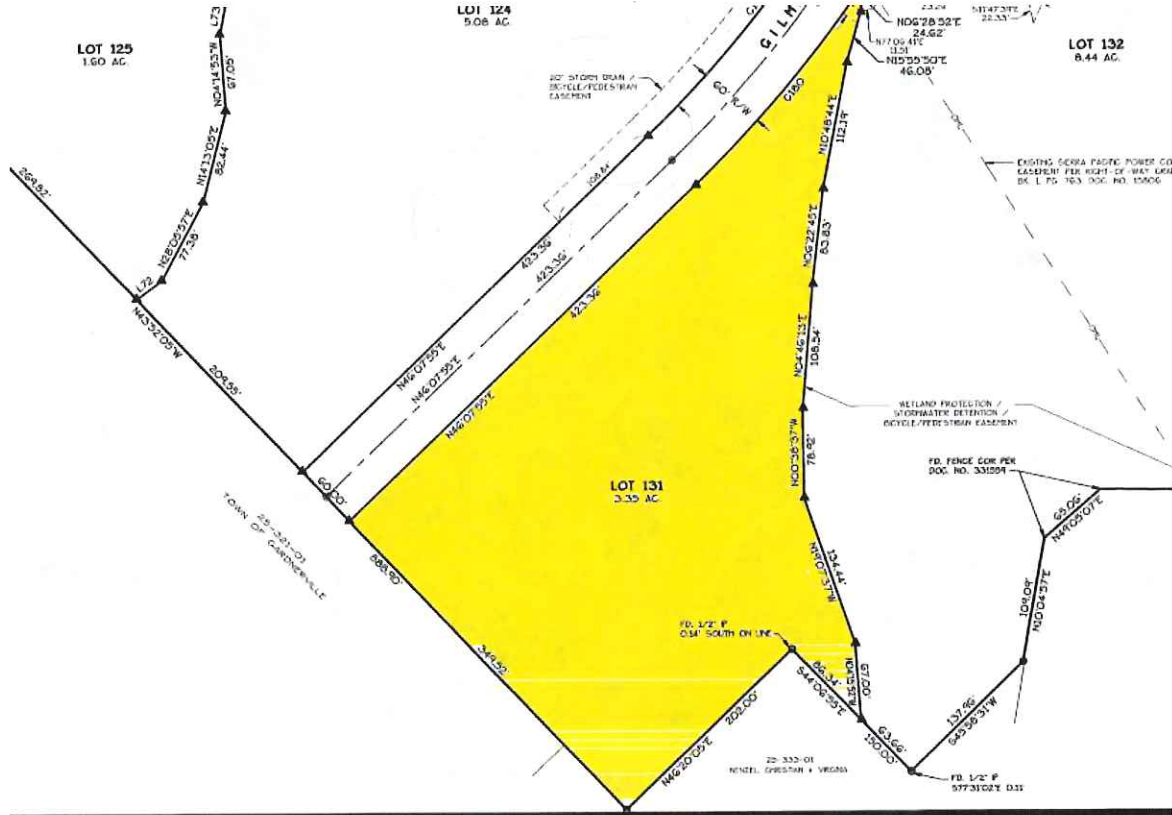
MAGNIFIED AERIAL MAP



² Boundary lines are approximate and for illustrative purposes only



SUBJECT PROPERTY SUBDIVISION MAP



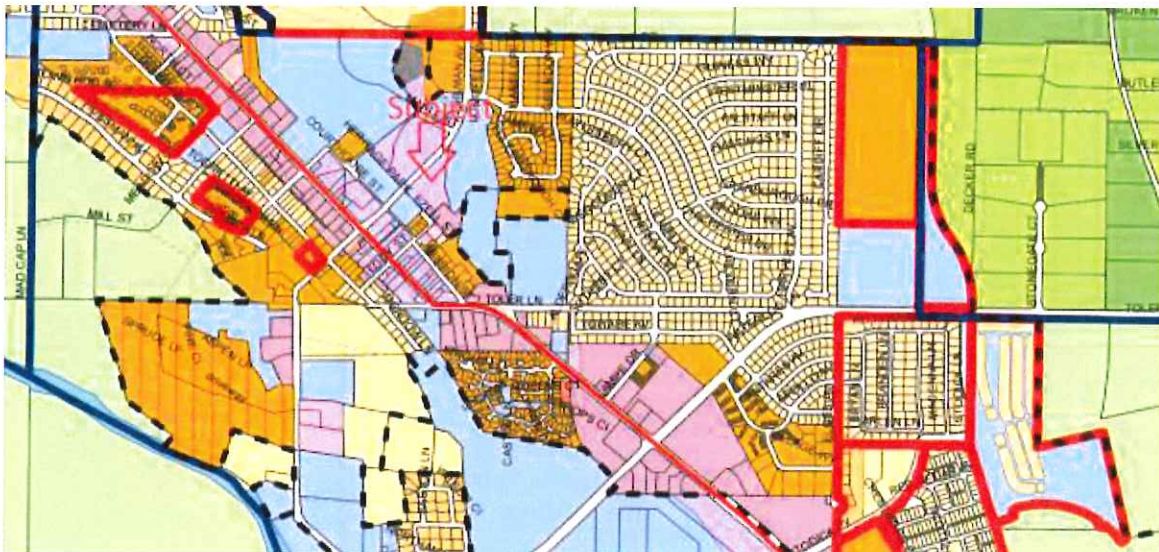
Total Land Area: 145,926± square feet



SUBJECT PROPERTY IDENTIFICATION AND DESCRIPTION

Assessor's Parcel Number	1320-33-412-001
Location	Gilman Avenue and Ezell Street, Gardnerville, Douglas County, Nevada
Legal Description	Lot 131, as set fourth in Final Subdivision Map FSM-1006 for Chichester Estates, Phase I
Owner of Record	Spence Commercial Properties, LLC
Total Land Area	145,926± square feet (3.35± acres) ³
Zoning	GC (General Commercial)

According to the Douglas County Planning office, the subject property is located in a General Commercial District. The Master Plan for the subject is Commercial. The subject's zoning map is presented as follows:



According to the Douglas County Community Development Department, the subject property is zoned General Commercial. The purpose of this district is to provide areas of

³ Land area was provided by client and is assumed to be correct.



development for a broad range of commercial, business, wholesale, retail and service uses of a local and regional nature. The chart below summarizes the allowed uses within the General Commercial zoning district.

Allowed Uses – General Commercial

GC Allowed Uses
<u>Agricultural Uses</u>
Animal Keeping
Limited/Open Agricultural Uses
Commercial Nursery (D)
<u>Commercial & Business Uses</u>
Building Contracting Shop (D)
Pawn Shop/Thrift Store (D)
<u>Forestry Uses</u>
None
<u>Industrial Uses</u>
None
<u>Institutional Uses</u>
Cemetery (SUP)
Church (D)
Day Care Center (D)
Emergency Care (D)
Educational Facility (D)
Hospital (D)
Senior Living (SUP)
<u>Lodging Uses</u>
Resort Lodge (D)
Bed & Breakfast (D)
<u>Office Uses</u>
Professional Offices (D)
<u>Recreational Uses</u>
Health Club/Indoor Recreation (D)
Outdoor Recreation (SUP)
Public Recreation Center (D)
<u>Residential Uses</u>
Boarding Houses (D)
<u>Retail & Personal Uses</u>
Banks (D)
Bars/Convenience Stores (D)
Restaurant/Retail (D)
Vehicle Rental/Sales/Service (D)
<u>Utility & Public Service Uses</u>
Central Office Telecommunications (D)
Utility Service Facility
Water Tank/Treatment Facility (D)
<u>Accessory Uses</u>
Non Comm. Telec. Site (D)
Home Occupation

*SUP: Special Use Permit D:Design Review

Topography

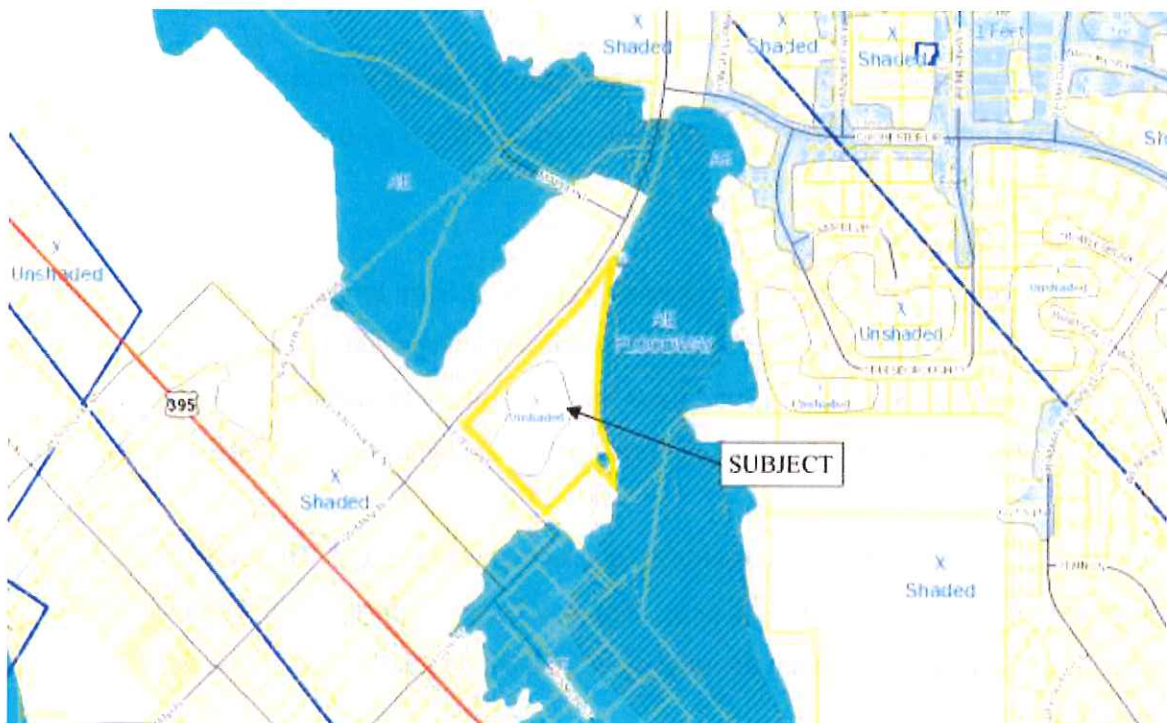
The subject has varied topography. The western portion of the subject site has large quantities of fill material imported to the site that has not been rough graded and forms



undulating terrain on the western portion of the site. The eastern portion of the site is primarily relatively level and at street grade. A portion of the area adjacent to the southern boundary of the site is improved with a flood channel, that is part of the Martin Slough and the historic Ezell McFanning Ditch. The property enjoys good views of the Sierra Nevada Mountains.

Flood Zone

According to Douglas County Community Development, the subject property is located primarily in Flood Zone X, with portions of the subject in the shaded zone and portions in the un-shaded zone. A very small portion of the subject, at the eastern edge, is in Flood Zone AE and is located in a FloodWay. Flood Zone AE designates areas subject to inundation by the 1-percent-annual-chance flood event determined by detailed methods. Mandatory flood insurance requirements and floodplain management standards apply within the small portion of the subject property that is located in Flood Zone AE. The subject's flood map is presented as follows:





Hazardous Substances

Our standard on-site inspection of the subject property did not reveal any readily apparent evidence which would suggest the presence of contaminants or hazardous wastes on the subject property. However, it should be noted that the undersigned is not qualified to determine the presence of contamination. For the purposes of this appraisal, it is assumed that the value of the subject property is not negatively impacted by the existence of toxic materials or hazardous waste.

Earthquake Zone

According to the most recent Uniform Building Code, the Carson Valley is located in Seismic Risk Zone 3. This zone encompasses areas which have a number of local faults and where there is a relatively strong probability of moderate to strong seismic activity. Seismic Risk Zone 3 is characteristic of the entire area. The Uniform Building Code requires special construction techniques as a result of earthquake hazards. Additionally, a structural engineer typically reviews plans for residential and commercial building in order to assess earthquake hazards.

For the purposes of this appraisal, it is assumed that the subject property is not affected by earthquake hazards to a greater degree than is typical for the Carson Valley.

Access and Exposure

The property is located at the southeast corner of Ezell Street and Gilman Avenue. Gilman Avenue is a two way asphalt paved arterial which connects the Chichester Estates Subdivision with U.S. Highway 395. Ezell Street is a one-way asphalt paved surface roadway. The subject property does not presently have physical access installed to the site.

The subject property is located two blocks to the east of U.S. Highway 395, and does not have any visibility from the highway. Gilman Avenue intersects U.S. Highway 50 at a signalized intersection. Overall the subject is considered to have good access and average exposure.



Encumbrances and Restrictions

I was provided with a *Preliminary Title Report* referencing the subject property that was prepared by Ticor Title of Nevada, Inc as Order Number 01602407-RLP with a date of May 9, 2016. There is a seven and one-half foot public utility easement along road frontages pursuant to the subject's final subdivision map. There is also a five foot public utility easement along the side and rear property lines. The subject is adjacent to the Ezell McFanning Ditch, however the ditch does not appear to be located on the subject property.

This appraisal report has been prepared based upon the assumption that there are no easements, encumbrances, or restrictions that would preclude utilization of the subject property in accord with its highest and best use. It is also assumed that title to the subject property is free, clear, and marketable.

Encroachments

I observed no encroachments during our inspection of the subject property.

Improvements

The subject has fill material located on the western portion of the site. An asphalt paved public path, which is part of the Martin Slough Natural Trial, appears to bisect the most eastern portion of the subject property.

Utilities

All utilities are immediately available to the subject property.

Surrounding Development

The immediately surrounding development involves varied commercial and public utilization. The subject property is located across Ezell Street and Gilman Avenue from Heritage Park. Heritage Park includes larger areas of grass and spaces for community events. The park hosts numerous special events throughout the year included Movies in the Park, Burgers and Brews, Oktoberfest, and Carson Valley Christmas Kickoff. Adjacent to the north



across Gilman Avenue is a 5.08± acre parcel that recently sold to a religious group and is proposed to be developed with a church.

Gilman Avenue is one of the primary ingress and egress routes to Chichester Estates, which is a 987 unit planned development residential subdivision constructed ten to 15 years ago. This subdivision is improved with average to good quality homes and has been well received in the marketplace.

A public pavement path was recently constructed adjacent to the east of the subject property. This is part of a proposed trail system that will connect Lampe Park to Jake’s Wetland.

Overall, the subject’s surrounding development is considered to be consistent and compatible with a wide variety of potential commercial uses.

Subject Sales History

The subject property last transferred ownership in October of 2005. This was a related party transaction with no transfer tax paid. This subject property is presently listed for sale for \$325,000. The property was originally listed on July of 2010 for \$425,000. The property was taken off the market at the end of December 2012 and then relisted in October of 2014 for \$325,000, since which time the property has continuously been on the market at the same asking price. The subject property recently went into contract for a reported price of \$275,000. The current agreed upon sale price will be further discussed in the valuation section of this report.

Tax Data (2015/16)

Assessor's Parcel Number	1320-33-412-001
Taxable Value	
Land	\$292,000
Improvements	\$0
Total Taxable Value	\$292,000
2015/2016 Real Property Taxes	\$3,740.52

DOUGLAS COUNTY REAL PROPERTY AND SPECIAL TAXES FOR FISCAL YEAR

CORTAX

1320-33-412-001 PARCEL NUMBER: 521.0 TAX AREA: 020356 BILL NUMBER:

2015 - 2016

PROPERTY DESCRIPTION	
SEE REVERSE SIDE FOR IMPORTANT TAX INFORMATION	

MAKE REMITTANCE PAYABLE TO:
DOUGLAS COUNTY TREASURER
PO BOX 3000
MINDEN, NV 89423

SPENCE COMMERCIAL PROPERTIES
 ATTN: BOB SPENCE
 1508 EUREKA RD STE 200
 ROSEVILLE, CA 95661

STATE, COUNTY AND SPECIAL TAXES FOR FISCAL YEAR JULY 1
 TAXES BECOME DELINQUENT 10 DAYS AFTER DATE DUE.
 FOR QUESTIONS REGARDING THIS BILL, CALL (775) 782-9017.
 PAYMENTS ONLINE AND/OR E-MAIL REMINDERS - <http://cltr.douglascountynv.net>

ALL PAYMENTS MUST BE IN U.S. DOLLARS
 THROUGH A U.S. BANK

Information concerning taxing authorization, rates and uses of taxes collected can be found at <http://cltr.douglascountynv.net> or by calling (775) 782-9017

DESCRIPTION	VALUE	TAXING ENTITY	RATE	GROSS AD VALOREM TAX	ABATEMENT	NET TAX DUE
Real Estate	102,200	D.C. SCHOOL	0.7500	766.51		766.51
		COUNTY GENRAL	0.8716	890.78		890.78
		AG EXTENSION	0.0100	10.22		10.22
		SOCIAL SERVCS	0.0337	34.44		34.44
		ST MV ACCIDET	0.0150	15.33		15.33
		SELF INS/RISK	0.0075	7.66		7.66
		STATE	0.1700	173.74		173.74
		ST MED ASSIST	0.0525	53.65		53.65
		CHINA SPRINGS	0.0039	3.99		3.99
		E911	0.0475	48.54		48.54
		CAPTL IMPRVMT	0.0500	51.10		51.10
		MOSQUITO ABAT	0.0345	35.26		35.26
		MIN/GVIL SANI	0.1224	125.09		125.09
		TOWN OF G'VIL	0.6677	682.39		682.39
		EF SWIM POOL	0.1300	132.86		132.86
		PARAMED-AMBUL	0.0000			
		EF FIRE DIST	0.4874	498.12		498.12
		W NEV REG YTH	0.0200	20.44		20.44
		CRSN WATR SUB	0.0300	30.66		30.66
		SCHOOL DEBT	0.1000	102.20		102.20
		Prev Road Mnt	0.0563	57.54		57.54
		Ad Valorem Totl	3.6600			3,740.52
		Penalties				130.92
		Payments to Date				3,871.44
NET ASSESSED	102,200	PAID IN FULL				
FOR ADDRESS CHANGE SEE REVERSE SIDE OF STUB			TOTAL	3,740.52	.00	.00

SPECIAL TAXES ARE IN ADDITION TO YOUR TAX RATE

4

3

Parcel #

\$

Mail to: Douglas Co. Treasurer
 P.O. Box 3000, Minden, NV 89423

Parcel #

\$

Mail to: Douglas Co. Treasurer
 P.O. Box 3000, Minden, NV 89423

2

1

Parcel #

\$

Mail to: Douglas Co. Treasurer

Parcel #

9-20

\$

Mail to: Douglas Co. Treasurer

Gardnerville Town Board
AGENDA ACTION SHEET



1. **For Possible Action:** Approve Resolution No. 2016R-033 augmenting the Town of Gardnerville budget for fiscal year 2015-2016; with public comment prior to Board action.
2. **Recommended Motion:** Approve Resolution No. 2016R-033 augmenting the Town of Gardnerville budget for fiscal year 2015-2016.
Funds Available: Yes N/A
3. **Department:** Administration
4. **Prepared by:** Tom Dallaire
5. **Meeting Date:** June 7, 2016 **Time Requested:** 5 minutes
6. **Agenda:** Consent Administrative
7. **Background Information:** Recognize revenue from Petroleum Fund reimbursements for the Gardnerville Station received since February 2016. See the budget augmentation and budget transfers (next item) to review where the funds are being distributed.
8. **Other Agency Review of Action:** Douglas County N/A
9. **Board Action:**
 Approved Approved with Modifications
 Denied Continued

RESOLUTION NO. 2016R-033

RESOLUTION AUGMENTING THE TOWN OF GARDNERVILLE
2015-2016 FISCAL YEAR BUDGET

WHEREAS, there is a need to revise the 2015-2016 Budget as follows:

GENERAL FUND

Revenue

Grant (Petroleum Fund)	\$ 23,288
Merchandise Sales	<u>\$ 161</u>
	\$ 23,449

Expenditures

Capital Projects	\$ 23,288
Small Projects	<u>161</u>
	\$ 23,449

ADOPTED THIS 7th day of June 2016.

AYES

NAYE

GARDNERVILLE TOWN BOARD
DOUGLAS COUNTY, NEVADA

By: _____
Mary Wenner, Chairwoman

ATTEST: _____
Tom Dallaire, Clerk to the Board

10-2

NOW THEREFORE BE IT RESOLVED that the 2015-2016 Fiscal Year Budget Augmentation is herein approved.

ADOPTED THIS ____ day of _____, 2016 by the following vote:

AYES

COMMISSIONERS _____

NAYS

ABSENT

By: _____

Chairman
Douglas County Board of Commissioners

ATTEST:

Clerk to the Board

Douglas County Comptroller's Office

Budget Augmentation

Date of Request: 5/31/2016
 For Fiscal Year: 15/16

Requested By: Tom Dallaire
 Fund/Department: 610

Account Name	Fund	Dept	Account		DR	CR	CR	DR
					Revenue Increase	Revenue Decrease	Expend Increase	Expend Decrease
1 State Reimbursement	610	000	337	100	23,288			
2 Merchandise Sales	610	000	360	210	161			
3 Capital Projects	610	926	562	000			23,288	
4 Small Projects	610	921	533	817			161	
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
Totals					23,449	-	23,449	-
Net Change					23,449		23,449	

Purpose:

Reimbursement from Petroleum Fund for Gardnerville Station
Brick and ornament sales (CV Cruisers brick)

Department Head or Comptroller Signature: _____

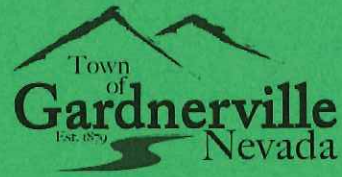
Comptroller's Office Use Only

Approved By: _____
 Date: _____

Journal # _____

10-4

Gardnerville Town Board
AGENDA ACTION SHEET



1. **For Possible Action:** Approval of budget transfers for the fiscal year 2015-2016, with public comment prior to Board action.

2. **Recommended Motion:**

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

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** June 7, 2016 **Time Requested:** 10 minutes

6. **Agenda:** Consent Administrative

Background Information: See attached

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

8. **Board Action:**

Approved Approved with Modifications
 Denied Continued

Douglas County Finance Division

Budget Transfer

Date of Request: 6/7/2016
 For Fiscal Year: 15/16

Requested By: Tom Dallaire
 Fund/Department: 610-921

Account Name		Fund	Dept	Account		Revenue Increase	Revenue Decrease	Expend Increase	Expend Decrease
1	Telephone Expense	610	921	520	055			1,540	
2	Water	610	921	520	090			200	
3	Heating	610	921	520	092			240	
4	Rents & Leases Equip	610	921	520	136			390	
5	EMRB	610	921	520	169			81	
6	Miscellaneous Exp	610	921	550	001			492	
7	Legal	610	921	521	135				4,938
8	Small Projects	610	921	533	817			9,783	
9	Downtown Vision	610	921	550	048				9,783
10	Internet Expense	610	921	520	187			95	
11	Professional Services	610	921	521	100			1,900	
12									
Totals						-	-	14,721	14,721
Net Change						-		-	

Purpose: To make accounts whole
(Great Race, Appraisal on Gilman property, tablets for work order system)

Department Head or Finance Director Signature: _____

Finance Division Use Only

Approved By: _____

Date: _____

Journal # _____

Douglas County Finance Division

Budget Transfer

Date of Request: 5/13/2016
 For Fiscal Year: 15/16

Requested By: Tom Dallaire
 Fund/Department: 610-923 & 926

Account Name		Fund	Dept	Account		Revenue Increase	Revenue Decrease	Expend Increase	Expend Decrease
1	Weed Spraying	610	926	520	037			2,000	
2	Maint B & G	610	923	520	097				2,000
3	Replacement & Repair	610	926	520	084			5,000	
4	Licensing	610	926	520	155			36	
5	Professional Services	610	926	521	100			886	
6	Storm Drain Maint	610	926	532	019			2,010	
7	Uniforms	610	926	532	028			100	
8	Subscriptions	610	926	532	056			2,573	
9	Small Projects	610	926	533	817			450	
10	Crack Seal Maint	610	926	532	116				11,185
11	Weed Spraying	610	923	520	037			130	
12									
Totals						-	-	13,185	13,185
Net Change						-		-	

Purpose: To keep accounts whole

Department Head or Finance Director Signature: _____

Finance Division Use Only

Approved By: _____

Date: _____

Journal # _____

Douglas County Finance Division

Budget Transfer

Date of Request: 6/7/2016
 For Fiscal Year: 15/16

Requested By: Tom Dallaire
 Fund/Department: 611-925

Account Name	Fund	Dept	Account		Revenue Increase	Revenue Decrease	Expend Increase	Expend Decrease
1 Telephone Expense	611	925	520	055			1,635	
2 Replacement & Repair	611	925	520	084			6,000	
3 Rents & Leases Equip	611	925	520	136			950	
4 Licensing	611	925	520	155			200	
5 Recycling Expense	611	925	520	198			3,000	
6 Subscriptions	611	925	532	056			2,684	
7 Advertising	611	925	520	072			150	
8 Bank fees	611	925	550	100			400	
9 Collection Loss	611	925	550	203			4,993	
10 Gas & Oil	611	925	532	003				10,000
11 Legal	611	925	521	130				10,012
12								
13								
14								
Totals					-	-	20,012	20,012
Net Change					-		-	

Purpose: _____

Department Head or Finance Director Signature: _____

Finance Division Use Only

Approved By: _____

Date: _____

Journal # _____

11-4

Gardnerville Town Board
AGENDA ACTION SHEET



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

2.

3. **Recommended Motion:**
Funds Available: Yes N/A

4. **Department:** Administration

5. **Prepared by:** Tom Dallaire

6. **Meeting Date:** June 7, 2016 **Time Requested:** 5 minutes

7. **Agenda:** Consent Administrative

Background Information: To be presented at meeting.

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

9. **Board Action:**

- Approved Approved with Modifications
 Denied Continued

Gardnerville Town Board
AGENDA ACTION SHEET



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

2. **Recommended Motion:**
Funds Available: Yes N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** June 7, 2016 **Time Requested:** 5 minutes

6. **Agenda:** Consent Administrative

Background Information: See attached report.

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

8. **Board Action:**

- | | |
|-----------------------------------|--|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Approved with Modifications |
| <input type="checkbox"/> Denied | <input type="checkbox"/> Continued |



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

Town Manager Monthly Report June 2016 Board Meeting

- A. Gardnerville Station (former Eagle Gas):** still waiting on NDEP to approve the McGinley work plan.
- B. 395 Crosswalks:** Lumos has the preliminary easements ready for NDOT review. We are looking for the SHPO information to send along with the easements. NDOT did approve additional funding for the OPEN GRADE grind and replace they required our project to perform and they are only requiring that to be performed on High School and Mill Street. Lumos continues to work on the improvement plans incorporating NDOT comments.
- C. Kingslane Sidewalk Project:** Still no comments from NDOT. I met with Jon Park about the irrigation box, ditch along the road and shared with him our plan on Kings Lane improvements. NV Energy is good with the agreements and sounds like they are ready and willing to install the meter at Kingslane.
- D. Hellwinkel Channel:** The path is getting a lot of use. The grass (weeds) is growing very well and now needs to be mowed...
- E. Great Race:** Keep June 19th, Father's Day in 2016 open for the event. **How many board members are interested in working at the event?** We have a big list of tasks and volunteers are needed. Even if it is for part of the day.
- Carol – information coordination**
Geoff – Parking and road closures
Tom – other event issues. – Opening reading our “Take a kid to a car show day” proclamation
Mary – Speaking on behalf of the town at the event – welcoming remarks
Ken – May be recovering from surgery and not available
Linda -
Lloyd –
Cassandra -
- F. Toiyabe Storm Drain Project:** - looked at a couple options this month. Looks like replacement is the only answer. We propose 24” HDPE pipe. I need to get some plans drawn up to formalize a bid. The pipe needs to be replaced from Toiyabe to Toler. A large tree is growing over the pipe as well, its shallow and on a property line so four fences will need to be replaced as well. We will be coordinating with the homeowners on this next.
- G. Office Items:**
- Continued to work with Mike and Bill from ROA on the BLA (boundary line adjustment). Utilities are asking for more easements to be shown on the plan. Trying to get Dave’s signature on the application for official submittal to the county. We have a check ready to give Dave.
 - Meeting with Trinity Lutheran Church to discuss the shared costs and town responsibility.
 - Coordinated with NDOT on the crosswalk scope of work changes.
 - Facility Dude is up and running and being utilized.
 - Still no news from the county on the alley at the bars.
 - Met with Larry Werner and Steve at the breakfast meeting and get those back on track.
 - Worked on the article for the bi annual newsletter and the emergency management plan.



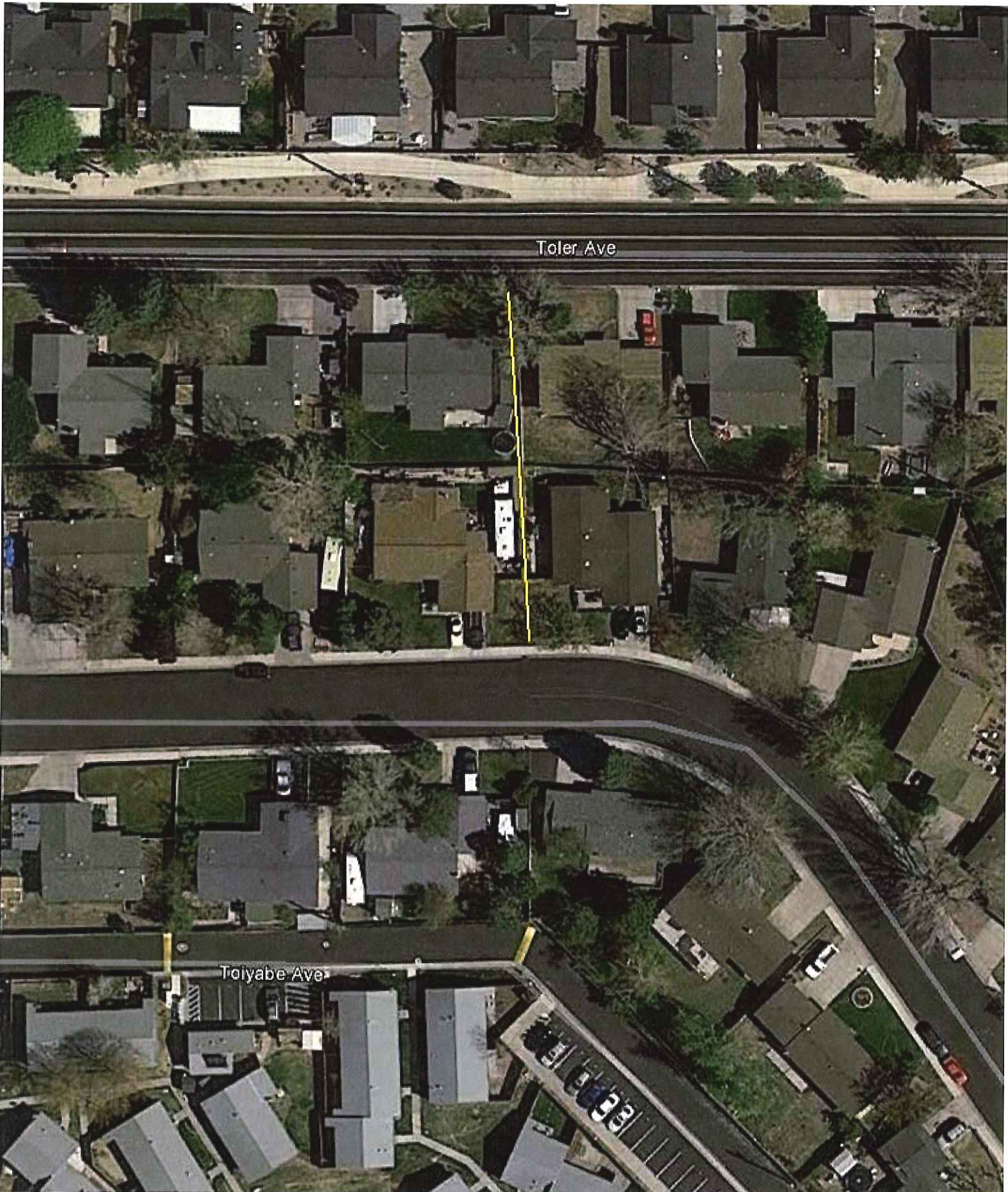
Mary Wenner , Chairwoman
Ken Miller, Vice Chairman
Cassandra Jones, Board Member
Linda Slater, Board Member
Lloyd Higuera, Board Member

- Worked on the rate study for H&S. Met with DDI reps and they presented a new rate for the towns at \$75 per ton but want 100% of the trash. So I need to coordinate our efforts with Minden and we need to be on the same page. Discussed with them the need to re-build Pinenut Road.



SINKHOLE 10' FROM DE

13-4



171' 13-5
from Curb to SIDEWALK